

# Washington County

Administration Department  
Office of Emergency Management

Rob Schmid, Coordinator  
P.O. Box 1986  
500 Schmidt Road

West Bend, WI 53095-7986

Phone: (262) 335-4399

FAX: (262) 335-4796

Email: rob.schmid@co.washington.wi.us

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## WASHINGTON COUNTY L.E.P.C. NOTICE OF MEETING AND AGENDA

The regularly scheduled meeting of the Local Emergency Planning Committee will be held on **Tuesday, February 17, 2009, at 10:00 AM** at the **Washington County Sheriff's Department – 500 N. Schmidt Rd., West Bend - 3<sup>rd</sup> floor EOC/Training Room.**

*Parking available in the Jail lot located north of the fenced in construction area in front of the building.*

*Walk between the construction area and the building to the main entrance of the Sheriff's Dept.*

*Take lobby elevator to the 3<sup>rd</sup> floor.*

*(If elevator call button does not work, please ask for assistance at the front counter)*

1. Call meeting to order/attendance
2. Affidavit of posting
3. Minutes of the previous meeting
4. LEPC Membership
  - a. Election – Chairperson (2 year term)
  - b. Membership Changes
5. LEPC Planning Committee Reports
  - a. Wal-Mart #2658 – West Bend Updated Off Site Plan
  - b. Wal-Mart #1515 – Germantown New Off Site Plan
  - c. Wal Mart #5463 – Hartford New Off Site Plan
  - d. Discuss planning considerations related to proposed new Off-Site planning facilities in Washington County
6. WEM/SERC Approval report for the following facilities
  - a. Menasha Packaging – Hartford January 13, 2009
  - b. Niphos Coatings – Slinger January 13, 2009
  - c. Tasman (WB Place) – Hartford January 13, 2009
7. Other Off Site Plans Potentially Affecting Washington County  
None received this quarter
8. Spills

9. Computer Grant
  - a. 2009 Application Status
  - b. 2008 Close-out
  
10. Review and Possible Action--Rules of Operation/By Laws - **please bring your By Laws with you**  
 (Annual LEPC Administrative Requirement)
  - a. Posting of Legal Notice
  - b. Publish Annual EPCRA Notice
  - c. Update LEPC By Laws
  - d. Establish/Update Procedures for Review of Hazmat Response Expenditures
  - e. Designation of LEPC Inspector
  - f. Procedures for Establishing 311 & 312 Files
  - g. Procedures for Establishing 304 Files
  - h. Procedures for Receiving and Processing Public Request for Information
  
11. Conferences/Training
 

a. WAHMR, WI Dells	Feb. 26-27, 2009
b. Governor's Conference – Middleton	March 25-26, 2009
c. Tornado/Severe Weather Awareness Week	April 20-24, 2009
  
12. Hazmat Team Update
  
13. Clean Sweep Program Update
  
14. Unfinished Business
  
15. Member's Concerns
  
16. Receive Comments from the Public
17. Next meeting - Date and Location
18. Adjourn

#### NOTICE OF COUNTY BOARD/COMMITTEE MEETING

Individual County Board Supervisors may attend the above meeting. It is possible that such attendance may constitute a meeting of the County Board or any of its committees pursuant to State EX Rel. Badke V. Grendale Village Board, 173 Wis. 2d 553, 494 N.W. 2d 408 (1993). This solely to comply with the notice requirements of the open meeting law.

**Affidavit of Posting.**

This agenda was posted in the Office of the County Clerk of the 11<sup>th</sup> day of February 2009. Notice was sent to the West Bend Daily News, WBKV/WBWI Radio, WTKM Radio, Germantown Banner Press, Hartford Times Press, Milwaukee Journal/Sentinel.