

WASHINGTON COUNTY L.E.P.C. MEETING MINUTES

February 15, 2005

Vice-Chairperson Rosie Spartz called the meeting to order at 7:10 p.m. at the Washington County Sheriff's Dept. training room.

Affidavit of Posting was read.

Roll call was taken with the following in attendance: Margaret Anderson, Richard Engeleiter, John Gosz, Ron Krauss, Ken Pesch, Anne Sayre, Rob Schmid, Steve Smith, Rosie Spartz, Judy Steinert, Paul Stephans, and Linda Walter.

Excused: Brian Dederich and James Schwartz.

LEPC members not in attendance: Jim Creegan, Richard Eierman, Tom Ravn and James Vest.

Ken Pesch made a motion to approve the minutes of November 16th, 2004 as mailed out. John Gosz seconded the motion. Motion carried.

LEPC Membership:

Election of Chairperson

Rob Schmid moved to table the election of LEPC Chairperson until the May meeting due to the absence of the present Chairperson.

Seconded by John Gosz. Motion carried.

No other changes to report.

LEPC Planning Committee reports by Rob Schmid and Judy Steinert:

Wisconsin Bell / SBC WI - Hartford	New Off Site Plan
Wisconsin Bell / SBC WI - Jackson	New Off Site Plan
Wisconsin Bell / SBC WI - Newburg	New Off Site Plan

Ken Pesch moved to approve the above Off-Site Plans and forward them to the state.

Seconded by Rosie Spartz. Motion carried.

Tier II Status: as of 2/15, approx. 30% of county facilities have submitted. The due date is 3/1/05.

Discuss any new development of possible planning facilities or those within the impact zone of existing planning facilities: Kitchen Kraft and Focus are both newly located in West Bend area and may have reportable and/or planning quantities of EHS. Rob will monitor the situation and keep the committee posted as needed.

WEM approval report for the following facilities:

We Energies – Germantown Power Plant

Nov. 29, 2004

Other Off Site Plans Potentially Affecting Washington County:
None received this quarter.

Spills

Nothing reported to the EM Office this quarter.
Paul Stephans said the bus accident on 2/13/05 at Hwy. 41 near Sherman Rd. resulted in a spill of approx. 50 gallons of diesel fuel. Responders on scene notified the DNR.

Computer Grant for 2005:

Washington County Emergency Management has submitted an application for the following items: a laptop computer and printer/scanner/copier for a Washington County first response agency and, if funding permits, a new PC for the Emergency Management office.

The reimbursement payment for the 2004 grant was received on 2/16/05.

Review and Possible Action--Rules of Operation/Bylaws (Annual Requirement):

The following were reviewed with no changes made:
Posting of Legal Notice (always posted in EM office)
Publish Annual EPCRA Notice February 2005 (Affidavit pending)
Update LEPC By-laws
Establish/Update Procedures for Review of Hazmat Response Expenditures
Designation of LEPC Inspector (Letter sent to WEM 2/05)
Procedures for Establishing 311 & 312 Files
Procedures for Establishing 304 Files
Procedures for Receiving and Processing Public Request for Information
Moved to approve Rules of Operation/Bylaws in their present form by Ken Pesch.
Seconded by Paul Stephans. Motion carried.

Conferences / Training:

WAHMR	Wisconsin Dells	March 4-5, 2005
Governor's Conference		April 5-6, 2005

Report on local training: Hazmat Technician class ongoing in Germantown, Critical Incident Mgmt class held in Jan.
Applications for PIO-Basic and Hazmat Refresher reviewed and submitted to the state.

Hazmat team Update:

Training and organization efforts continue. Members are required to have their medical clearances submitted by May of 2005. Team is waiting for the first call.

Unfinished Business:

Reviewed examples of Shelter In Place outreach materials. Discussed best ways to distribute materials and funding issues related to the different ideas. Members will research costs/funding source(s) of other LEPC outreach efforts.
Ideas/examples of poster type materials should be presented at the next meeting.

Members Concerns:

John Gosz reported that the Red Cross now has one phone number that will activate either chapter serving Washington County. The number is staffed 24/7 and can be used for requests for Red Cross emergency services.
The number is: 800-236-8680

Public Comments:

None

Next meeting date will be May 17th, 2005 at the Washington County Sheriff's Dept. training room at 7:00 p.m.

John Gosz moved to adjourn, seconded by Ron Krauss at 8:35 p.m. Motion carried.

Respectfully submitted,
Richard Engeleiter,
Secretary