

WASHINGTON COUNTY L.E.P.C. MEETING MINUTES
February 19, 2008

Chairperson Rosie Spartz called the meeting to order at 10:03 a.m. at the Washington County Sheriff's Department training room.

Affidavit of posting was read.

Roll call was taken with the following in attendance: Ron Krauss, Darryl Pree, Rob Schmid, Jim Schwartz, Steve Smith, Rosie Spartz, Judy Steinert, Jim Vest, and Linda Walter

Guests in attendance: None

Excused: Margaret Anderson, Brian Dederich, Anne Grundahl, Ken Pesch and Dale Schmidt

LEPC members not in attendance: Jim Creegan and Paul Stephans

Jim Vest moved to approve the minutes of the November 20, 2007 meeting as written. Seconded by Darryl Pree. Motion carried.

LEPC Membership:

Election of Vice-Chairperson

Jim Schwartz moved to nominate Steve Smith to serve another two year term as Vice-Chair of the LEPC. Seconded by Rosie Spartz. Motion carried and Steve accepted the nomination. A motion was then made to cast a unanimous ballot to elect Steve Smith as Vice-Chair. Motion carried.

Thanks to Steve for his willingness to serve another term.

Election of Secretary

Linda Walter moved to nominate Margaret Anderson to serve another two year term as Secretary of the LEPC. Seconded by Jim Vest. Motion carried and Margaret, via a conversation with Linda, accepted the nomination. A motion was then made to cast a unanimous ballot to elect Margaret Anderson as Secretary. Motion carried.

Thanks to Margaret for her willingness to serve another term.

Rob informed the committee that he recently found out that Laura Montgomery is no longer able to serve as a member. She moved out of state in March of 2007.

LEPC Planning Committee reports by Rob Schmid and Judy Steinert:

Carlisle Tire & Wheel – Slinger	Updated Off Site Plan
TABLED until the May meeting due to incomplete information to finalize the report.	

Kerry Inc. – Germantown	NEW Off Site Plan
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Rosie Spartz moved to approve the new plan update. Seconded by Steve Smith. Motion carried.

Maysteel LLC – Allenton	NEW Off Site Plan
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Rosie Spartz moved to approve the new plan update. Seconded by Jim Schwartz. Motion carried.

Discuss planning considerations related to proposed new Off-Site planning facilities in Washington County:

Barton Solvents' new facility in West Bend may become a planning facility. More details will become available when they file their Tier II report.

Cambridge Major Labs in Germantown is seeking village approval to build another facility. Steve Smith was not sure exactly what they are proposing to store but thought it may be more bulk storage for larger production runs. Rob and Steve will continue to monitor developments related to the project.

Tier II reports are being submitted at this time. To date 59 of the 134 facility reports have been filed with the County.

WEM approval report for the following facilities:

Gundrum Bros. Farm Supply - Allenton/West Bend	January 3, 2008
U.A.P. Great Lakes – Allenton/West Bend	January 3, 2008

Other Off Site Plans Potentially Affecting Washington County:

None received this quarter.

Spills:

12/8/07 – 50-100 gal. diesel fuel spill at Trinity Transfer Corp. in Jackson. Fire dept. and the DNR were at the scene. No environmental impacts noted.

Information was passed around regarding the possibility of a hazmat incident occurring after re-entry of a satellite falling to earth sometime in early March.

Computer Grant:

Status Report – The 2008 application has been filed with the State. A PC will be replaced in the EM office and an eligible Fire Department will receive the grant funds this year. If they do not need all of the funds, the remainder of the grant will be designated to another department.

The 2007 grant payment is pending

Review and Possible Action – Rules of Operation/By Laws:

- Posting of Legal Notice – This has been completed and is posted in Rob Schmid's Office.
- Publish Annual EPCRA Notice – The notice will be published in a March 2008 edition of the West Bend Daily News
- Update LEPC By Laws – Changes noted for the bylaws:
All Pages, update footer information

Moved by Jim Schwartz, seconded by Steve Smith to approve the above changes to the bylaws. Motion carried.

- Establish/Update Procedures for Review of Hazmat Response Expenditures – approved in the bylaws with no change.
- Designation of LEPC Inspector – approved in the bylaws with no change. Rob sent a letter to the state on 2/20/08 requesting that they continue to be the Washington County LEPC Inspector on an as needed basis.
- Procedures for Establishing 311 & 312 Files – approved in the bylaws with no change.
- Procedures for establishing 304 files – approved in the bylaws with no change.

- Procedures for receiving and processing public request for information – approved in the bylaws with no change.

Conferences/Training:

WAHMR (Wisconsin Association of Hazardous Materials Responders), Stevens Point on February 29 and March 1, 2008.

Governor's Conference on Emergency Management & Homeland Security, Appleton on April 8-9, 2008

Tornado/Severe Weather Awareness Week is April 21-25, 2008 – Spotter Training will be held at the Richfield FD on April 10th (two sessions).

ICS 300 and 400 courses have been requested for local delivery. A 300 course was held in Feb. with another scheduled for April. 400 classes are slated for May and another month TBD later in 2008.

Hazmat Team Update:

Some team committee members will be attending the WAHMR conference.

Technician refresher training was held for 19 students at Hartford FD in February.

Another session is scheduled for April at Jackson FD.

The team committee has set the meeting and drill schedule for 2008.

Clean Sweep Program Update:

Dates have been set – Ag collection is Friday, 9/26 and Household is Saturday, 9/27.

There will also be a new program this year. On Saturday, April 19th, from 9 am until 1 pm, a Medicine Collection Day event will be held. County residents can bring in expired/unused prescription and OTC medications for proper disposal. The event will be held at the fairgrounds.

Unfinished Business

None

Members Concerns:

Linda Walter passed out information (CDs and booklets) on pandemic flu for member review and distribution. She has a large supply if more are needed.

Public Comments:

None

The next meeting will be May 20, 2008 at 10:00 AM at the Washington County Sheriff's Department.

Moved by Rosie Spartz, seconded by Steve Smith to adjourn the meeting at 10:52 AM. Motion carried.

Respectfully submitted,

Judy Steinert

Acting Secretary