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# Washington County

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February 14, 2012

## 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 21, 2012, 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.**

*Please use 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 – Vice Chairperson (2 year term)
  - b. Election – Secretary (2 year term)
  - c. Plan Committee
  - d. Membership Changes
5. LEPC Planning Committee Reports
  - a. Helena Chemical Co. – Allenton Updated Off Site Plan
  - b. Maysteel, LLC – Allenton Updated Off Site Plan
  - c. Discuss planning considerations related to proposed new Off-Site planning facilities in Washington County
6. WEM/SERC Approval report for the following facilities
  - a. Cambridge Major Laboratories – Germantown Jan. 6, 2012
  - b. Weasler Engineering – West Bend Jan. 6, 2012
7. Other Off Site Plans Potentially Affecting Washington County  
None received this quarter
8. Spills/Releases

9. Hazmat Equipment/Computer Grant
  - a. 2012 Application Status
  - b. 2011 Close Out Status
  
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. 9-10, 2012
b. Governor's Conference – Appleton	March 15-16, 2012
c. Tornado/Severe Weather Awareness Week	April 16-20, 2012
d. Severe Weather Spotter Training - Jackson	Date TBD (2 sessions)
e. CERT Training	Classes in April and May
  
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

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. Greendale Village Board, 173 Wis. 2d 553, 494 N.W. 2d 408 (1993). This notice does not authorize attendance at either the above meeting or the Badke meeting, but is given 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 on this 14<sup>th</sup> day of February 2012. Notice was sent to the West Bend News, Express News, WBKV/WBWI Radio, WTKM Radio, My Community NOW, Hartford Times Press, Kewaskum Statesman, Milwaukee Journal-Sentinel. Individuals with disabilities requiring special accommodations for attendance at the meeting should contact the County Clerk at (262) 335-4301 at least 48 hours prior to the meeting.