

**WASHINGTON COUNTY L.E.P.C. MEETING MINUTES**  
**February 19, 2013**

Chairperson Rosie Spartz called the meeting to order at 10:03 a.m. at the Washington Co. Sheriff's Dept. EOC/Training Room.

Affidavit of posting was read.

Roll call was taken with the following in attendance: Phil Laubenheimer, Darryl Pree, Rob Schmid, Paul Sebo, Rosie Spartz, Judy Steinert, Paul Stephans and Linda Walter  
Guests in attendance: John Spartz – West Bend FD/WCHMT

Ben Schliesman – Wisconsin Emergency Management

Excused: Margaret Anderson, Duane Cline, Brian Dederich and Steve Smith

LEPC members not in attendance: Jim Creegan, Ron Krauss and Dale Schmidt

Rosie Spartz moved to approve the minutes of the November 20, 2012 meeting as written. Seconded by Darryl Pree. Motion carried.

LEPC Membership:

Election of Chairperson

Chairperson Rosie Spartz announced that she is retiring from Regal Ware, Inc. on April 1, 2013 and will therefore be resigning from the Washington Co. LEPC after today's meeting. All members of the committee thanked Rosie for her 14 years of service on the committee – the last 8 as Chairperson.

Rosie Spartz moved to nominate Paul Sebo to serve a two year term as Chair of the LEPC. Seconded by Paul Stephans. Motion carried and Paul stated that he was willing to accept the nomination. A motion was then made to cast a unanimous ballot to elect Paul Sebo as LEPC Chairperson. Motion carried.

Thanks to Paul for his willingness to serve.

Plan Committee

The four plan committee members from last year (Duane Cline, Steve Smith, Rosie Spartz and Paul Stephans) will be reviewed by Paul Sebo and appointments will be made at the May meeting – Rosie will be replaced.

Membership Changes

Chief Jim Vest has also resigned from the LEPC effective 12/6/12. He retired from the West Bend FD on 12/22/12. Chief Vest has suggested that Battalion Chief John Spartz of the West Bend FD replace him. BC Spartz attended the meeting and stated he is interested in serving on the LEPC.

Motion by Paul Stephans to forward a new member request to the County Board.

Seconded by Darryl Pree. Motion carried.

Rob is attempting to contact Ron Krauss to find out if he still wishes to serve on the LEPC. It is believed Ron has retired and may no longer be willing and/or able to continue serving on the LEPC.

LEPC Planning Committee reports by Rob Schmid and Judy Steinert:

Niphos Coatings, Inc. – Slinger FINAL Off Site Plan  
Rosie Spartz moved to approve the plan update. Seconded by Paul Stephans. Motion carried.

Wal-Mart #1515 – Germantown Updated Off Site Plan  
Wal-Mart #5463 – Hartford Updated Off Site Plan  
Wal-Mart #2658 – West Bend Updated Off Site Plan

Paul Stephans moved to approve all 3 of the plan updates. Seconded by Darryl Pree. Motion carried.

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

None noted at this meeting.

WEM approval report for the following facilities:

Menasha Packaging LLC – Hartford Jan. 4, 2013  
Tasman Hartford LLC (WB Place) – Hartford Jan. 4, 2013  
The Home Depot Store #4925 – West Bend Jan. 4, 2013

Other Off Site Plans Potentially Affecting Washington County:

None received this quarter.

Spills:

11/21/12 – Maintenance work on a gas pump at a Hartford gas station resulted in a spill of approx. 30 gallons of gasoline into the pump well. Hartford FD responded and pumped approx. 25 gallons into a storage container for later pick up by a disposal company. The FD also applied absorbent as needed. The spill was reported to EM and DNR.

12/13/12 – A chemical used in anesthesia was accidentally spilled in the pharmacy of AMC – Hartford. The area was quickly evacuated and the FD was called. The substance rapidly evaporates so the FD ventilated the area until the substance dissipated. No other areas of the hospital were affected.

1/23/13 – An MVA involving a portable toilet pump out truck and another vehicle occurred in Ozaukee County but the vehicles ended up in Washington Co. The truck was heavily damaged and it's 1000 gal. tank leaked out a small amount of sewage mix. The spill was contained with oil dry and the portable toilet company was responding to clean up the area. Both Ozaukee Co. EM and Germantown EM responded to the scene.

Hazmat Equipment/Computer Grant:

Status Report – The 2013 application will be filed with the State in March. The 2012 grant has been closed out and a reimbursement request has been sent to the state.

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 published in the West Bend Daily News in the near future – a request for publication has been submitted.
- Update LEPC By Laws – Committee reviewed and no changes noted.

All Pages, update footer information.

- 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 2/15/13 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.

Linda Walter moved to approve the annual review/update. Seconded by Rosie Spartz. Motion carried.

#### Conferences/Training:

WAHMR (Wisconsin Association of Hazardous Materials Responders), WI Dells on February 7-8, 2013. Rob and 4 members of the hazmat team attended.

Governor's Conference on Emergency Management & Homeland Security, WI Dells on March 7-8, 2013.

Tornado/Severe Weather Awareness Week is April 15-19, 2013 – Spotter Training will be held at the Kewaskum Fire Dept. on a date TBD (two sessions).

Hazmat Refresher classes: Hartford FD – 2/13 and 2/20

Jackson FD – 3/21 and 3/28

Hazmat Technician class starts 3/7/13 at Hartford FD.

#### Hazmat Team Update:

The team has elected John Spartz to be the Team Coordinator and reelected Elida Erovick the Team Secretary.

The team committee has set the meeting and drill schedule for 2013.

#### Clean Sweep Program Update:

Paul Sebo announced that there will be two Clean Sweep collections in 2013, all held at the Washington County Vehicle Maintenance and Storage Building in West Bend. Each collection will be limited to those who pre-register and pay a \$10.00 fee. Pharmaceuticals and certain electronics will also be collected at the events and tires will be collected at both of them. Extra fees may apply to dispose of tires and/or electronics.

Volunteers are needed to work the events.

Dates are: 5/11/13 and 10/12/13.

Organizers are attempting to set up a future collection(s) at the Slinger Highway shop location to better serve residents from other areas of the county.

#### Unfinished Business

A letter dated 11/27/12 from WEM to Rep. Pat Strachota was passed out for review and information. The letter addresses the actions WEM has taken to remedy the procedural gaps in the EPCRA compliance program which were identified as a result of the Niphos Coatings, Inc. site inspection.

2013 Tier II filing status report.

The next meeting will be May 21, 2013 at 10:00 AM at the Washington County Sheriff's Department.

Moved by Rosie Spartz, seconded by Linda Walter to adjourn the meeting at 11:50 AM.  
Motion carried.

Respectfully submitted,  
Judy Steinert – Acting Secretary