



MANITOWOC COUNTY

LOCAL EMERGENCY PLANNING COMMITTEE

Meeting Notice

DATE: Wednesday, March 13th, 2019
TIME: 9:00 a.m.
PLACE: Communications and Technology Building
Room 111/112
1024 South 9th Street
Manitowoc, Wis.

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

- 1) Call to Order
- 2) Roll Call
- 3) Approve Minutes of September 12th, 2018, Committee Meeting
- 4) Public Comment
- 5) Report on Facility Plans from First Half of 2019
- 6) Update on Hazmat Responses
- 7) Update on Emergency Management Office Operations
- 8) Adjournment

Date: February 27th, 2019

Gary Shavlik, Vice-Chairperson
Prepared by: Travis Waack
Director, Emergency Services Division

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

LOCAL EMERGENCY PLANNING COMMITTEE

Communications & Technology Building

1024 S. 9th St., Manitowoc, WI

March 13, 2019

Attendance: Karl Puestow – Manitowoc Police Department, Travis Waack – Manitowoc County Emergency Services Department, Gary Shavlik – Manitowoc County Hazardous Materials Team, Kurt Duzeski – Northern Labs, Robert Wenger – Red Cross, Jerry Wendt – Manitowoc Ice, Mary Halada – Manitowoc County Health Department, Deb Holschbach – Holy Family, Paul Tittl – State Representative, Dave Murack – Two Rivers Fire Department, Jamie Aulik – City of Kiel, Randy Vogel – County Board, Todd Bergman – Valders Journal, Chad Bennin – Lakeside Foods

Call to Order: The meeting was called to order by Chairman Shavlik at 9:02 a.m.

Minutes of September 12, 2018, Committee Meeting: Corrections needed to add Deb and Amy Johns to attendance for September 12, 2018. Mr. Aulik moved to approve as corrected the minutes of the September 12, 2018 meeting, seconded by Mr. Vogel. Upon vote, the motion passed unanimously.

Public Comment: No one present wished to speak, therefore public input was closed at 9:04 a.m.

Report on Facility Plans from First Half of 2019: Mr. Waack advised that, in the last half of 2018, the following facility plans were updated: Jagemann Plating, Manitowoc Company, Manitowoc Ice, Tramontina, Skana, and Parker Hannifin. In the first half of 2019, the following plans will be updated: all three Kiel wells, Kiel Wastewater Treatment Plant, and Sargento. A new plan for Orion will be created.

Update on HazMat Responses: Mr. Waack advised that three responses took place since the last meeting: a liquid asphalt spill from a semi-tanker rollover, a post-methamphetamine laboratory decontamination, and a soybean oil leak from a train car. The Hazardous Materials Response (HazMat) team provided assistance to Silver Creek Fire Department and Manitowoc County Highway Department for the liquid asphalt spill, decontamination services to the State methamphetamine response team and air quality monitoring, and best practices information regarding containment to the soybean oil spiller.

A discussion followed regarding reimbursement responsibility for the HazMat team's response efforts on the methamphetamine call. At this time, the Manitowoc County Code does not allow for billing a landlord as a spiller. Mr. Waack has explored multiple avenues for reimbursement including with Wisconsin Department of Justice and the City of Manitowoc Police Department. Mr. Tittl stated he would look into the Wisconsin State Code for clarification on state laws and would advocate for change if necessary.

Update on HazMat Team: Chairman Shavlik discussed the classes and training taken at the Wisconsin Association of Hazardous Materials Responders conference with HazMat Team Coordinator Tim Herzog.

Update on Emergency Management Office Operations: Mr. Waack advised since last meeting, Manitowoc County experienced straight line wind damage in the City of Manitowoc and straight line wind and tornado damage in the City of Kiel. In addition, during the polar vortex of January 2019, the cities of Manitowoc and Two Rivers opened warming shelter locations with County assistance.

Administratively, the Emergency Operations Plan received significant revisions, especially in terms of the nuclear power plant response procedures. Mr. Waack also discussed social media outreach and conference attendance.

Regarding exercises in the County, Mr. Waack spoke of a HazMat drill, an active shooter drill, MABAS workshops, a tornado response exercise, and upcoming damage assessment and storm spotter classes.

Adjournment: Representative Tittl moved to adjourn, seconded by Mr. Aulik, and the meeting adjourned at 9:50 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Travis Waack', with a stylized, cursive script.

Travis Waack
Director
Manitowoc County Emergency Services Division



MANITOWOC COUNTY

LOCAL EMERGENCY PLANNING COMMITTEE

Meeting Notice

DATE: Tuesday, September 10th, 2019
TIME: 9:00 a.m.
PLACE: Communications and Technology Building
Room 111/112
1024 South 9th Street
Manitowoc, Wis.

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

- 1) Call to Order
- 2) Roll Call
- 3) Minutes of March 13th, 2019, Committee Meeting
- 4) Public Comment
- 5) Vote to Designate the State of Wisconsin as the 2020 Compliance Officer
- 6) Report on Facility Plans from Second Half of 2019
- 7) Vote to Contract with SJA Consulting to Complete 2019 Facility Plan Updates & New Plans.
- 8) Update on Hazmat Responses
- 9) Update on Emergency Management Office Operations
- 10) Adjournment

Date: August 29th, 2019

Gary Shavlik, Vice-Chairperson
Prepared by: Travis Waack
Director, Emergency Services

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LOCAL EMERGENCY PLANNING COMMITTEE

Communications & Technology Building

1024 S. 9th St., Manitowoc, WI

September 10, 2019

Attendance: Travis Waack – Manitowoc County Emergency Services, Jamie Aulik – City of Kiel, Gary Shavlik – Manitowoc County Hazardous Materials Team, Robert Wenger – American Red Cross, Jessica Backus – Manitowoc County Clerk, Debbie Holschbach – Holy Family, Jerry Wendt – Manitowoc Ice, Randy Vogel – Manitowoc County Board, Mary Halada – Manitowoc County Health Department, Paul Tittl – State Representative

Call to Order: The meeting was called to order by Chairman Shavlik at 9:01 a.m.

Minutes of May 13, 2019 Committee Meeting: Mr. Aulik motioned to approve the minutes, seconded by Ms. Holschbach. The minutes were approved unanimously.

Public Comment: No one present wished to speak, therefore public input was closed at 9:02 a.m.

Vote to Designate the State of Wisconsin as the 2020 Compliance Officer: Mr. Waack advised the State of Wisconsin would be given the authority to keep facilities in compliance. Ms. Holschbach motioned to approve, seconded by Mr. Vogel. The motion carried unanimously.

Report on Facility Plans from Second Half of 2019: Mr. Waack advised the second half of 2019 plans are almost completed for MPU Collector C, Eggers Industries, Manitowoc Public Utilities, Northern Labs, Fleet Farm, and Point Beach Nuclear Plant. These plans will be available by the end of September 2019. Mr. Waack passed around plans completed during the first half of 2019 and noted that all plans are on a four-year update cycle.

Vote to Contract with SJA Consulting to Complete 2020 Facility Plan Updates & New Plans: Mr. Aulik stated that SJA Consulting does an excellent job, and the plans are among the best in the state. Mr. Waack advised SJA Consulting services for 2020 will be approximately \$9000, and this money will be primarily sourced from the EPCRA Grant which is funded by the facilities. This has already been included in the 2020 Manitowoc County Emergency Services budget. Ms. Holschbach motioned to continue the contract, and this was seconded by Mr. Wendt. The motion carried unanimously.

Update on HazMat Responses: Mr. Waack advised there have been two responses since the last meeting. On March 14, 2019, the HazMat team responded to a home that was initially considered a meth lab, but it turned out to be an explosive manufacturing operation. A bill for the response was submitted through the District Attorney's office for restitution. The second response occurred on March 15, 2019 and involved a diesel spill on Highway X in Newton. All costs were recouped from that response.

Update on Emergency Management Office Operations: Mr. Waack discussed March 2019 flooding and a power outage event in July. Manitowoc County did not have enough damage to qualify for financial assistance under the FEMA emergency declaration for Wisconsin.

Mr. Waack advised that the nuclear plant exercise done in June 2019 was performed with no findings by FEMA. The next exercise for the nuclear plant will take place in 2021. In addition, the Emergency Management office ran a tabletop exercise for local long-term care facilities in July.

The Emergency Management office is working to update the Hazard Mitigation Plan which is on a five-year update cycle. This plan will be updated by the end of 2019. The office is also working with United Way to develop a COAD – Community Organizations Active in Disaster – within Manitowoc County. A kick-off meeting for potential partners will occur on October 21, 2019.

In the Joint Dispatch Center, the supervisors' office is currently being converted into a smaller, more tactical emergency operations center for smaller scale incidents. In addition, multiple communications updates have been made, especially to the mobile command post. The command post will have the capability to sound the sirens and allow for paging fire departments, both tasks that are currently only available in the brick and mortar Joint Dispatch Center.

Adjournment: Mr. Aulik moved to adjourn, seconded by Mr. Tittl, and the meeting adjourned at 9:36 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Travis Waack', written in a cursive style.

Travis Waack
Director
Manitowoc County Emergency Services Division