



**MANITOWOC COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE
MEETING NOTICE**

DATE: MARCH 11, 2015

TIME: 9:00 A.M.

PLACE: MANITOWOC COUNTY COMMUNICATIONS & TECHNOLOGY BUILDING
1ST FLOOR CONFERENCE ROOM
1024 S 9TH STREET, MANITOWOC, WI 54220

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 and acted upon at the meeting:

1. Approve agenda and previous minutes
2. Public comment
3. LEPC vote on designating State as 2015 Compliance Officer – N. Crowley
4. Governor's Conference on Emergency Management & Homeland Security March 11-12, Milwaukee Hilton, Milwaukee City Center – T. Waack Attending
5. Report on Diesel Fuel Spill Response – January 29, 2015– G. Shavlik
6. Severe Storm Spotter Training –Tuesday, March 31 @ 6 PM in Rooms 111/112 C & T Bldg.– N. Crowley
Tornado and Severe Weather Awareness Week – April 13-17 with drill April 16 – N. Crowley
7. Discuss new EPCRA Compliance Procedures: Include reducing LEPC meetings to one per year.
8. LEPC Pipeline Safety Presentation for 2015 – Bryon Bensen

Dated: February 16, 2015

TRAVIS WAACK, CHAIR
By: Nancy Crowley, Director
Manitowoc County Emergency Services

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
Wednesday, March 11, 2015
Manitowoc County C & T Building

Present: Nancy Crowley, John Kropp, Randy Neils, Karl Puestow, Debbie Holschbach, Amy Wergin.
Excused: Travis Waack, Gary Shavlik, and Eric Storm.

In the absence of the Chair and Vice-Chair the meeting was called to order by N. Crowley at 9:03 AM. No action was taken on approval of the September 10, 2014 minutes due to the lack of a quorum.

Public Input:

No public comment.

Designation of 2015 Compliance Officer:

This action will be considered at the September 2015 meeting.

Governor's Conference on Emergency Management:

Travis Waack is representing the LEPC at the Governor's Conference this week in Milwaukee.

Trans Canada Pipeline Safety Presentation:

Greg Stegge shared a Power Point presentation on the history of the Trans Canada natural gas pipeline with specific emphasis on where the lines run, how to recognize problems should a line be suspected of being damaged, and safety rules as well as emergency numbers to call. Greg distributed packets of information for the committee and an exercise CD that could be used by emergency response agencies to drill and train personnel.

Diesel Fuel Spill Response January 29, 2015:

N. Crowley reported that the Hazmat Team was called for a limited response to investigate and mitigate a diesel fuel spill at the retention pond of the Manitowoc Shell Station in the 1000 block of S. 41st Street. Investigation indicated the spill apparently emanated from a diesel truck(s) allowed to park on the property and more than likely wasn't a recent discharge. There was evidence of diesel fuel at the outflow of the pond as well. The Team used absorbent boom to isolate the product and called a cleanup contractor to dispose of said product. Shell took responsibility for payment of the Team's response and paid the bill in full. This was the first Hazmat Team response to a spill in more than two years.

EPCRA Compliance Procedure Changes:

The State has issued some new requirements for participating in the EPCRA grant. They include: a new transmittal form for the Countywide Strategic Plan verifying publication of the annual public notice, holding at least one LEPC meeting per year, and having in place the procedures to process requests from the public. LEPC minutes, the annual public notification, and by-laws no longer need be sent to the EC Regional WEM office. The LEPC will need to discuss the frequency of meetings at their September 2015 meeting.

The meeting was adjourned at 10:30 AM. Next meeting is scheduled Wednesday, September 9, 2015.



**MANITOWOC COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE
MEETING NOTICE**

DATE: September 9, 2015

TIME: 9:00A.M.

PLACE: MANITOWOC COUNTY COMMUNICATIONS
& TECHNOLOGY BUILDING
1ST FLOOR CONFERENCE ROOM
1024 S. 9TH STREET, MANITOWOC, WI 54220

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 and acted upon at the meeting:

1. Approve agenda and previous minutes
2. Public comment
3. LEPC vote on designating State as 2015 Compliance Officer- (held from 3/2015 meeting)- N. Crowley
4. Governor's Conference on Emergency Management & Homeland Security March 11-12, Milwaukee Hilton, Milwaukee City Center-T. Waack
5. Update on Hazmat Team-T. Herzog, Co-coordinator
6. Point Beach Nuclear Plant Evaluated Exercise September 15, 2015 - N. Crowley
7. Discuss With Possible Action Option to Reduce LEPC meetings to one per year.

Dated August 26, 2015

TRAVIS WAACK, CHAIR
By: N.H. Crowley, EM Director

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Local Emergency Planning Committee
Wednesday, September 9, 2015
Manitowoc County C & T Building

Present: Travis Waack, Tim Herzog, Gary Shavlik, Karl Puestow, Randy Neils, John Kropp, Deb Holschbach, Gerald Wiesner, Eric Storm, Nancy Crowley, Lee Stadler, Amy Wergin.

Meeting called to order by chair at 9:02 AM.

Agenda & Minutes: Motion by A. Wergin, second by R. Neils to approve agenda and September 10, 2014 and March 11, 2015 minutes. Motion carried unanimously.

Public Input:

No public comment.

Designation of 2015-16 Compliance Officer:

Motion by A. Wergin, seconded by G. Shavlik to continue designating the State as Manitowoc County's Compliance Officer. Motion carried unanimously.

Governor's Conference on Emergency Management and Homeland Security:

T. Waack attended the Conference March 11, 12, 2015 in Milwaukee. Topics included: Health Coalitions, Tornado Response, Active Shooter, LEPC Functions and keynote speaker, Lt. General Russel L. Honore' who spoke on post Hurricane Katrina response and recovery. Waack distributed brochures and pamphlets he circulated for the LEPC to view.

Discussion ensued that perhaps we need to consider changing the date of our March LEPC meeting so it does not interfere with members attending the annual Governor's Conference. No action was taken.

Update on Hazmat Team:

T. Herzog, Hazmat Team Co-coordinator brought the LEPC up to date on changes that have taken place in locating the Team's Command Post, equipment trailers, etc. Since his retirement from the MFD, he has relocated the CP at the Valders Fire Department, one trailer at the TRFD, and one at the Cleveland Fire Department. The Polaris vehicle is now located at the Branch Fire Department and our two Zodiac inflatable boats are at TRFD and MFD respectively.

Training and level of response is being reconsidered. We have had team enrollment decline from about 30 members to 15. Fewer calls for hazmat response but a primary function of the Team is their function as auxiliary health monitors for the State Dept. of Health – REP Section.

Herzog also briefly reviewed a meeting he had with Calumet County officials to become familiar with the expanded Land o' Lakes facility which has significantly increased the risk off site to ammonia used for cooling. Since the facility "straddles" three counties, it's important there's a partnership in awareness and how response to an incident would be handled.

Point Beach Nuclear Plant Evaluated Exercise September 15, 2015:

N. Crowley summarized the significant work by many that has gone into preparing for the September 15 Hostile Action Based (HAB) exercise the county and State will participate in with PBNP. Most of the focus of planning efforts has been on law enforcement and fire. However, because this exercise begins what the regulations refer to as “the 8 year cycle”, all the objectives in NUREG 0654 must be demonstrated.

LEPC Meeting Requirements:

N. Crowley explained that WI Emergency Management has given LEPCs the option to reduce the frequency of required meetings from two per year to one per year. She stated that while our Committee has chosen a passive role she recommends that we continue meeting twice a year (March and September) to stay “connected”. By consensus, the Committee agreed to meet two times/year.

National Preparedness Month:

K. Puestow stated that September is National Preparedness Month. He shared some information on public education efforts the City of Manitowoc is involved in.

Adjournment:

Motion by K. Puestow, seconded by R. Neils to adjourn at 9:59 A.M.

Respectfully submitted,

Nancy H. Crowley, Director
Manitowoc County Emergency Management