



MANITOWOC COUNTY

LOCAL EMERGENCY PLANNING COMMITTEE

Meeting Notice

DATE: Wednesday, March 10th, 2021
TIME: 9:00 a.m.
PLACE: Manitowoc County Office Complex
Room 300
4319 Expo Drive
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 at the meeting:

- 1) Call to Order
- 2) Roll Call
- 3) Approve Minutes of September 23, 2020, Committee Meeting
- 4) Review By-Laws
- 5) Update on Hazmat Responses
 - a. Discussion on Contracted Hazmat Team Services
- 6) Update on Emergency Management Office Operations
- 7) Adjournment

Date: March 1st, 2021

Gary Shavlik, Chairperson
Prepared by: Travis Waack
Director, 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
Manitowoc County Office Complex, Room 300
4319 Expo Drive, Manitowoc, WI
March 10, 2021

Call to Order: The meeting was called to order by Chairman Shavlik at 9:00 am.

Roll Call: Gary Shavlik, James Falkowski, Karl Puestow, Travis Waack, Kayla Beckerdite, Jessica Backus, Steph Lambert, Jamie Aulik, Deb Holschbach, Bob Wegner, Jerry Wendt, Paul Tittl, Todd Bergman, Dave Funkhouser, and Dave Murack

Approve Minutes of September 23, 2020 Committee Meeting: Chairman Shavlik brought forward three edits to the September 23, 2020 meeting minutes. Ms. Holschbach motioned to approve the minutes with the three edits, Mr. Aulik seconded. The minutes were approved unanimously.

Public Comment: Chairman Shavlik opened for public comment, no public was present. Public comment was closed at 9:02 am.

Review of Bylaws: Chairman Shavlik asked to edit some of the wording on page five of the bylaws. Proposed edit would include the words “or hired out” when referencing off-site plan creation for EPCRA facilities. Discussion ensued and the decision was made to leave the by-laws as they currently are.

Update on Hazmat Responses: No hazmat responses have occurred since last meeting. Mr. Waack opened a discussion to inform committee of planned shift of hazmat services for Manitowoc County. The County is seriously considering a move from a County-run hazmat team to a contracted hazmat team through the Appleton Fire Department. Mr. Waack explained that moving away from a County-run hazmat team ensures the long term sustainability of hazmat services in Manitowoc County. Presently, interest is waning on fire departments to join the county hazmat team, and has been doing so in the last few years. Mr. Waack explained that we want to ensure in the long run the availability of a hazmat team for service throughout the county. Additionally, the proposed cost of contracting with the Appleton Fire Department is less than half of the current cost of the county run hazmat team. Mr. Waack assured the LEPC Committee that hazmat response times will be similar to what they are currently due to Appleton Fire Department pulling an initial response crew from on-duty fire fighters, rather than off-duty hazmat techs as we presently do. Current Wisconsin hazmat structure has the Appleton Fire Department team as our primary response team for large incidents anyway, we would now just be utilizing them for smaller responses as well.

Mr. Waack explained that we would pay a small, annual retainer fee for the contracted service that would then obligate Appleton Fire Department to respond to all hazmat responses for which they are requested in Manitowoc County. The fee per actual response would be billed to the spiller just as they are now. In any instance where there is no billable party, Manitowoc County would maintain a reserve fund to reimburse Appleton Fire Department with- ensuring that no bills are sent to the responding local fire department. In addition to the retainer fee and budgeted funds for non-billable spills, Manitowoc County would also now maintain a budget for a large, yearly full scale hazmat exercise with Appleton Fire Department and any local fire departments that would like to participate. Mr. Waack let the committee know that the annual retainer fee, exercise, and budgeted money still totals approximately half the cost of the current county led hazmat team.

Mr. Waack explained that at this time, Manitowoc County Emergency Services has met with current hazmat team members to explain the proposed changes and to offer them a new opportunity through Manitowoc County. All of the current hazmat team members are able to refocus on preparing to operate the Reception Center at the Highway Department that the County must open in the event of an emergency at Point Beach Nuclear Plant. This would increase readiness for any potential response there.

Mr. Waack also sent a letter to all local fire departments to inform them of the pending but likely changes. All of these fire departments are able to provide feedback through the end of March to Mr. Waack and if no negative feedback is received by that time, a resolution will be presented to the County Public Safety Committee. The Emergency Services Department will then meet with Corp Counsel and the Appleton Fire Department to finalize the contract. Mr. Waack shared that the current timeline of this transition is looking like June or July of this year.

Update on Emergency Management Operations: Mr. Waack shared that the COVID-19 response remains the focus of the Emergency Services Department. March 11th marks one year since the World Health Organization declared a global pandemic for COVID-19 and the Emergency Services Department is now in the phase of the response where roles are being transitioned back over to the Manitowoc County Health Department. Mr. Waack shared that the last National Guard COVID-19 testing site was held on March 9th in Manitowoc County and approximately 12 tests were conducted. This shows that the demand is no longer present for COVID-19 testing in our community or that demand has now shifted back within the capabilities of our local healthcare systems. Mr. Waack shared that as of March 9th, 6,000 vaccines have been given by the Manitowoc County Health Department at the Manitowoc County Expo Center. An additional 400 doses were scheduled for March 10th and another 500 doses were scheduled for March 11th. In addition to the Manitowoc County Health Department, several healthcare providers in the community are now also offering vaccinations.

Mr. Waack explained that this year is a Point Beach Nuclear Plant exercise year so the Emergency Services Department is working to prepare for a practice exercise and the actual drill later this year. In addition to preparing for the nuclear exercise, the Department is gearing up to respond to any severe weather events that the County may see this year. Mr. Waack also shared that in addition to planning for the nuclear exercise this year, the closure of Silver Lake College meant that Two Rivers schools and daycares had to evacuate to a new location in case of an emergency at Point Beach Nuclear Plant. That new location has been determined to be UW-Manitowoc and an agreement was signed with them earlier this year cementing that change.

Mr. Waack shared that for non-COVID related updates, Manitowoc County now has defined water rescue jurisdictions. This means that for any call received in the Joint Dispatch Center that is suspected to be on or near water, the closest Zodiac Boat in the County can now be dispatched. Manitowoc Fire Department, Two Rivers Fire Department, Kiel Fire Department, and Valders Fire Department have agreed upon their response territories and those are being uploaded into the Joint Dispatch Center systems later this month. Finally, Mr. Waack shared that the County is hoping to replace the current dual command post/hazmat vehicle for a true command post vehicle in the next few years.

Adjournment: Mr. Puestow moved to adjourn, seconded by Mr. Funkhouser. The meeting was adjourned at 9:46 am.



MANITOWOC COUNTY

LOCAL EMERGENCY PLANNING COMMITTEE

AMENDED Meeting Notice

DATE: Wednesday, September 22nd, 2021
TIME: 9:00 a.m.
PLACE: Communications & Technology Building
1024 S. 9th St., Manitowoc, WI 54220
Room 111/112

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 March 2021 Committee Meeting
- 4) Public Comment
- 5) *Election of Vice Chair*
- 6) Vote to Designate the State of Wisconsin as the 2022 Compliance Officer
- 7) Vote to Approve the 2021 Facility Plan Updates
- 8) Update on Hazmat Responses
- 9) Update on Emergency Management Office Operations
- 10) Adjournment

Date: September 15th, 2021
Amended: September 16th, 2021 @ 11:52 a.m.

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

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LOCAL EMERGENCY PLANNING COMMITTEE

Manitowoc County EOC
1024 S 9th St, Manitowoc, WI
September 22, 2021

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

Roll Call: Jamie Aulik, Jessica Backus, Todd Bergmann, Deb Holschbach, Stephanie Lambert, Gary Shavlik, Bob Wenger, James Falkowski, Travis Waack, Kayla Beckerdite

Approve Minutes of March 2021 Committee Meeting: Ms. Holschbach motioned to approve the minutes from last meeting with spelling edits, Mr. Aulik seconded. The minutes with edits were approved unanimously.

Public Comment: Chairman Shavlik opened for public comment, no public was present. Public comment was closed at 9:02 am.

Election of Vice Chair: Chairman Shavlik advised that the former Vice Chairman stepped down from the LEPC. The requirement of a law enforcement representative is met with Dave Funkhouser being appointed to the LEPC, however a new Vice Chairman needs be elected. Ms. Holschbach nominated Jamie Aulik as Vice Chair, seconded by Mr. Falkowski. Mr. Aulik accepted the nomination. Chairman Shavlik asked for additional nominations for Vice Chair twice, no additional persons were nominated. A motion to elect Mr. Aulik as Vice Chair was made by Ms. Holschbach, seconded by Mr. Falkowski. The motion was unanimously approved.

Vote to Designate the State of Wisconsin as the 2022 Compliance Officer: Mr. Waack explained that this was a routine vote and that the Manitowoc County LEPC traditionally designates the State of Wisconsin as the compliance officer. This is because they have the staff and expertise to serve as compliance officer full time and are better able to work with facilities not in compliance. Mr. Aulik motioned to designate the State of Wisconsin as the 2022 Compliance Officer, seconded by Ms. Holschbach. The motion was approved unanimously.

Vote to Approve the 2021 Facility Plan Updates: The new and updated facility plans were sent out via email by Mr. Waack. Mr. Waack explained that Manitowoc County contracts SJA Consulting to create/update all facility plans. Once these plans are approved, they are given to local fire departments as a first step for HazMat incident responses. These plans are also available to the public through the Emergency Planning and Community Right-to-Know Act. Each year approximately 10% of the total number of plans for Manitowoc County are updated, in addition to the creation of any new and necessary plans. New plans are created when businesses acquire a threshold of hazardous materials that meet a planning quantity. Ms. Holschbach motioned to approve all 11 of the 2021 Facility Plans and Updates, seconded by Mr. Aulik. The motion carried unanimously, with 1 abstention.

Update on Hazmat Responses: Mr. Waack provided update on the only HazMat response that has occurred since March. A truck carrying oxidizing material tipped over as it was leaving a quarry site and spilled the oxidizing material into the roadway. This HazMat incident occurred just a couple days after signing the contract with Appleton Fire Department to be the sole provider of HazMat response services for Manitowoc County. The response went very smoothly, Appleton Fire Department responded in a timely manner and all involved county fire departments were impressed.

Update on Emergency Management Operations: Mr. Waack provided update on emergency management operations. The department finalized and signed a HazMat contract with the Appleton Fire Department. After this contract was finalized, excess hazmat equipment was offered to local fire department at the August County Fire Association Meeting. The more specialized equipment previously owned by the Manitowoc County HazMat Team was offered up to departments who submitted proposals of need and how their departments could use them. Any remaining HazMat response equipment was accepted by the Appleton Fire Department and absorbed into their response inventory. The trailers that were used previously by the Manitowoc County HazMat Team are being repurposed into various areas by the emergency management department. The smallest trailer has been gifted to the Regional trauma Advisory Council (RTAC) for use. The other two previous HazMat trailer have been absorbed into the County Emergency Management inventory.

Mr. Waack advised that the department plans to add a pet shelter trailer, response trailer, facility support trailer, and communications trailer to department inventory to supplement the existing shelter trailer. The department continues to work with former hazmat members to refocus them towards nuclear event response prep. Mr. Waack is hopeful that these team members could also become temporary employees of the emergency management department when needed in times of response.

Manitowoc County completed the bi-annual Point Beach Nuclear Plant exercise last week and received no findings from FEMA. FEMA staff were very complimentary of the work done by Manitowoc County. The sirens previously owned by Point Beach Nuclear Plant are being decommissioned due to federal approval being granted to use IPAWS as the primary alerting method for a nuclear event. Before deconstructing these sirens, Point Beach did offer them to the municipalities they reside in at no charge to the community, and some jurisdictions did choose to keep and maintain their sirens. Additionally Mr. Waack is hopeful that in FY22 the Village of Mishicot will be moved out of 5 mi EPZ and into the 10SW EPZ. This is because the Village of Mishicot has always been outside of the 5 mi EPZ radius, just historically included. Precautionary evacuations are proven to be more dangerous than remaining in place, and removing the Village of Mishicot from the 5 mi EPZ will lower the risk associated with evacuating that EPZ.

Lastly Mr. Waack advised that it is very likely that Manitowoc County will use some of its allotted ARPA funding to replace the county's mobile command vehicle. The new mobile command vehicle would include a large conference space, a galley area, and small mobile communications area. Manitowoc County also saw a few small flooding events over the summer, both of which impacted the Town of Schleswig and caused road washouts The Town of Schleswig has requested state funding for repairs. Finally, Manitowoc County is now a certified storm ready County per the National Weather Service.

Adjournment: Mr. Falkowski moved to adjourn, seconded by Ms. Lambert. The meeting was adjourned at 9:28 am