



AGENDA
LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)

Monday, January 28, 2019

3:00 p.m.

Training Room A106A

Marinette County Law Enforcement Center

2161 University Drive, Marinette

1. Call meeting to order.
2. Approve/amend agenda
3. Approve/amend minutes of October 22, 2018.
4. Public comment - Speakers will be limited to 5 minutes
5. Emergency Management Report
 - HazMat Trainings - Information only
 - Planning Facility Off-Site HazMat Response Plans - Information only
 - Statewide EPCRA Workgroup - Information only
 - Emergency Management reorganization – Information only
6. Overview/demonstration of WHOPRS (WI Hazmat Online Planning and Reporting System) Tier II Reporting, information only.
7. Discuss/consider appointment of Gary Motkowski as the Member representing BPM Inc. replacing Steve Anderson, action if any. (Att. A)
8. Discuss/consider appointment of Matt Zimmerman as the Alternate Member representing BPM Inc., action if any. (Att. A)
9. Selection of members to the Off-Site Plan Review sub-committee, action if any.
10. Election of Chairperson to replace Nathan Pennington for remainder of two year term commencing immediately and expiring September 30, 2020, action if any.
11. Updates from Committee members regarding training, equipment, processes or membership, action if any.
12. Future agenda items
13. Next meeting – Date/Time/Location
14. Adjournment

Addendum(s) when applicable

Mark Anderson	Molly Bonjean	Lynette Brosig	Eric Burmeister
Lt. Jason Ducane	Michael Elliott	Robin Elsner	Ron Gerbyshak
Dennis Greil	Chief Jay Heckel	Mike Kitt	Jeff Lautenslager
Officer Matt Lutze	Jeff Mursau	Lt. Joe Nault	John Nygren
Dan Nyman	Mike Orlando	AC John Pennings	Randy Peterson
Shirley Prudhomme	Ted Sauve	Don Schmidt	Rich Seils
Kevin Solway	Char Staffeldt	Ryan Suennan	Steve VanCampenhout
Tom Willis	County Clerk	Agendas	
Gary Motkowski	Matt Zimmerman	Jim Koronkiewicz	

Supervisors present at this meeting may constitute an unintended quorum of other County Board committees. Supervisors appointed to the committee shall participate in action. Others may be present to listen and observe.

Note: Agenda items may not be considered and acted upon in the order listed.

If you are an individual who needs a special accommodation while attending this meeting as required by the "Americans With Disabilities Act", please notify County Clerk Kathy Brandt, Marinette County Courthouse (715-732-7406) at least 24 hours prior to the meeting in order to make suitable arrangements. Thank you. (TDD 715-732-7760)

PUBLIC COMMENT PROCEDURE

Marinette County Code of Ordinances

Chapter 2 – COUNTY GOVERNMENT

Section 2.04 - COUNTY BOARD RULES OF PROCEDURES

(7)(k) Rules of Order. Any person not a member of the Board/Committee, desirous of addressing the Board/Committee under public comment on any subject, shall first obtain permission from the Board/Committee Chairperson. All such addresses shall be limited to 5 minutes unless otherwise extended by the Board/Committee Chairperson.

(10)(a) Suspending, Changing and Interpreting the Rules. These rules may be suspended by affirmative vote of two-thirds of the members present. The vote on any motion to suspend the rules shall be taken by roll call vote.

Please contact Kathy Brandt, Marinette County Clerk (715) 732 - 7407 or the Marinette County Board Chair (715) 732 - 7409 prior to the meeting to participate in the Public Comment.



Minutes

Local Emergency Planning Committee (LEPC)

Monday, October 22, 2018

First floor, Board Room 1612

Bay Area Medical Center

3003 University Drive, Marinette

- MEMBERS PRESENT: Steve Anderson, BPM, Inc.
Lynette Brosig, Peshtigo Times
Molly Bonjean, Marinette County HHSD
Lt. Jason Ducane, Marinette County Sheriff Office
Michael Elliott, Johnson Controls (Alt)
Ron Gerbyshak, Farmer's Rep.
Chief Jay Heckel, Marinette FD/Hazmat Team
Officer Matt Lutze, Marinette PD (Alt)
Lt. Joe Nault, Marinette PD
Dan Nyman, Waupaca Foundry
Assistant Chief John Pennings, Marinette FD/Hazmat Team
Randy Peterson, Waupaca Foundry (Alt)
Ted Sauve, Citizen Rep.
Rich Seils, Marinette County Fire Association
Tom Willis, ChemDesign
- MEMBERS EXCUSED: Mark Anderson, Marinette County Board
Eric Burmeister, Marinette County EM Director
Mike Kitt, Citizen
Jeff Lautenslager, WI DNR
Nathan Pennington, Marinette County EMS Association
Kevin Solway, Marinette County EMS Association (Alt)
Don Schmidt, United Cooperative
Char Staffeldt, Bay Area Medical Center
Rep. John Nygren, 89th Assembly Dist. (Assoc.)
Rep. Jeff Mursau, 36th Assembly Dist. (Assoc.)
- MEMBERS ABSENT: Dennis Greil, KS Kolbenschmidt US, Inc. (Alt)
Steve VanCampenhout, WI Public Service (Alt)
- OTHERS PRESENT: Kathy Frank, LEPC Secretary

1. Call to order

Meeting was called to order by Vice-Chair Nyman at 3:00 pm. Quorum was present.

2. Approve/amend agenda

Motion (Sauve/S. Anderson) to approve the agenda as presented. Motion carried. No negative votes.

3. Approval/correction of minutes July 23, 2018

Motion (Heckel/Willis) to approve minutes of July 23, 2018 as presented. Motion carried. No negative votes.

4. Public comment – none

5. Emergency Management Report – information only

- HazMat Technician Refresher and Confined Space Refresher 2019 training grant applications completed
- Off-Site HazMat response plans for Crivitz Water Well #2 and #3 are being updated
- Federal Fiscal Year 2019 EPCRA grant application was completed in September utilizing Egrants online system.

6. Discuss/consider membership change from Alternate to Member for Michael Elliott, replacing Scott Stacy, representing Johnson Controls (Attachment A), action if any.

Motion (Heckel/Seils) to recommend approval to the County Administrator to change LEPC membership from Alternate to Member for Michael Elliott, replacing Scott Stacy, representing Johnson Controls (Exhibit A). Motion carried. No negative votes.

7. Discuss/consider appointment of Ryan Suennen as the Alternate Member representing Johnson Controls (Attachment A), action if any.

Motion (Ducane/Seils) to recommend approval to the County Administrator of LEPC membership for Ryan Suennen as the Alternate representing Johnson Controls (Exhibit A). Motion carried. No negative votes.

8. Updates from Committee members regarding training, equipment, processes or membership, action if any.

Steve Anderson stated this is his last LEPC meeting as he is retiring from BPM Inc. in January 2019. Discussion on types of exercises and funding.

9. Future agenda items

By-Laws and Standard Operating Procedures

10. Next meeting – Date/Time/Location

January 28, 2019 at Law Enforcement Center

11. Tour of Bay Area Medical Center decontamination area

Jeremy Brandt, Bay Area Medical Center, conducted tour.

12. Adjournment

Motion (Heckel/Gerbyshak) to adjourn at 3:28 pm. Motion carried. No negative votes.

Kathy Frank, LEPC Secretary

Date approved/corrected:



November 26, 2018

Ms. Kathy Frank
Program Assistant / County Public Information Officer
Marinette County Emergency Management
2161 University Drive
Marinette, Wi. 54143-3889

Re: Proposed changes to Local Emergency Planning Committee members representing BPM Inc.

Dear Ms. Frank,

BPM Inc. is requesting to change its members on the Local Emergency Planning Committee (LEPC), the changes are as follows:

- Remove Steve Anderson, the current BPM representative, from the LEPC member list.
- Nominate Gary Motkowski as the primary BPM representative. Gary is the Environmental Supervisor at BPM.
- Nominate Matt Zimmerman as the alternate LEPC member for BPM. Matt is a Process Engineer from the University of Wisconsin – Stevens Point. He is the BPM trial coordinator for new raw materials/finished products, FSC Administrator, and orders/inventories many of the raw materials used in the paper making process.

Please send all future LEPC correspondence to Gary Motkowski, Matt Zimmerman and myself.

Contact information:

Jim Koronkiewicz
General Manager - BPM Inc.
715-582-5223
JSK@bpm-paper.com

Gary Motkowski
Environmental Supervisor
715-582-5214
GLM@bpm-paper.com

Mat Zimmerman
Process Engineer
715-582-5320
MTZ@bpm-paper.com

Sincerely,

Jim Koronkiewicz
General Manager
BPM Inc
200 West Front Street
Peshtigo, Wi. 54157