

**JEFFERSON COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE**

COMMITTEE MEMBERS: GAIL SCOTT, ADAM BOLS, ROBERT DE WOLFE, DONNA HAUGOM, SHERIFF PAUL MILBRATH, PAUL HABLE, TED TUCHALSKI, ANDY JORGENSON, CAPTAIN DUANE SCOTT, NYCOL HABERMAN, CHIEF VERN BUTZINE, RYAN LESLIE, ANGELA SWINEHART, STEPHANIE GANDER, KRAIG BIEFELD, RYAN ELLIFSON, MICHAEL KOLLER

UW-Extension (Lower level of Workforce Development Center)
864 Collins Road, Jefferson WI 53549

WEDNESDAY, NOVEMBER 18, 2015 at 1:00 p.m.

1. Call to Order
2. Roll Call (establish a quorum)
3. Certification of Compliance with the Open Meetings Law
4. Review of the Agenda
5. Citizen Comments (Members of the public who wish to address the committee on specific agenda items must register their request at this time)
6. Discussion and possible approval of August 19, 2015 Meeting Minutes
7. Communications
8. Discussion on City of Watertown Train Derailment
9. Discussion on Hazardous Materials Spills/Billings – from 08/19/15 to 11/18/15
10. Discussion on Commercial Pool & Spa – update
11. Discussion on 2016 training and preparation for a full-scale exercise (Miles Paratus)
12. Updated Off-site Plans (08/19/15 to 11/18/2015)
 - United Cooperative – Johnson Creek – Anhydrous Ammonia (213,000 lbs)
 - plan update complete
 - BASO Gas Products – Watertown – Anhydrous Ammonia (4,377 lbs)
 - plan update complete
 - Concord Generating Station – Watertown – Sulfuric Acid (300,900 lbs)
 - plan update complete
 - Diversey – Watertown – Ammonia (8,880 lbs), Hydrofluoric Acid (516 lbs), Sulfuric Acid (80,380 lbs)
 - plan update complete
 - Eaton Electrical – Watertown – Sulfuric Acid (2,309 lbs)
 - site visit complete, plan update in progress
 - Standard Process – Palmyra – Anhydrous Ammonia (34,707 lbs), Sulfuric Acid (3,020 lbs – still verifying this quantity)
 - site visit complete, plan update in progress
 - Nasco – Fort Atkinson – Formaldehyde (37% - 7,382 lbs), Formaldehyde (10% - 43,915 lbs – still verifying this quantity), Phenol (90% - 6,275 lbs), Sulfuric Acid (2,000 lbs)
 - site visit complete, plan update in progress
 - Insight FS – Jefferson – Paraquat Dichloride (42 lbs)
 - site visit complete, plan update in progress
 - Nestle Purina – Jefferson – Sulfuric Acid (40,950 lbs – still verifying this quantity)
 - site visit complete, plan update in progress
 - Loeb-Lorman Metals – Fort Atkinson, Watertown – Assets have been sold, working on final transmittal information for both locations.
 - McCain – Fort Atkinson – being purchased by Jones Dairy Farm, sale to be concluded by Dec 2015 – working on final transmittal information.
13. Agency Updates
 - a. American Red Cross
 - b. Salvation Army
 - c. Southern Region Health Care Coalition

14. Correspondence
15. Set Time/Date Next Meeting Tentative – February 17, 2016 at 1:00 p.m.
16. Adjourn

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at (920) 674-7101 so appropriate arrangements can be made