

**JEFFERSON COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE**

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

WEDNESDAY, May 11, 2016 at 1:00 p.m.

MEETING MINUTES

- 1) **Call to Order** – The meeting was called to order at 1:05 pm.
- 2) **Roll Call – Members Present:** Kraig Biefeld, Adam Bols, Nycol Haberman, Donna Haugom, Ted Tuchalski, Ryan Leslie, Chief Vern Butzine, Diane Nelson for Gail Scott
- 3) **Certifications of Compliance with the Open Meetings Law** – In compliance.
- 4) **Review of the Agenda** – The agenda was reviewed; no changes made.
- 5) **Citizen Comments** – There were no citizen comments.
- 6) **Motion and Approval for November 15, 2015 Meeting Minutes** – Bols motioned to approve, second by Butzine – all ayes
- 7) **Communications** – None
- 8) **Hazardous Materials Spills/Billings (11/18/15 to 05/11/16)** – Haugom stated that there were a couple of spills reported.
 - On 03/01/2016 – 400 gallons of wastewater (unknown substance) – human error, forgot to shut off valve, contained at facility - SC Region Jefferson County, City of Jefferson Generac Power Systems 900 N Parkway, Jefferson WI 53549.
 - On 02/20/2016 – unknown amount of floor sanitizing solution – caused problems with city waste water treatment facility –SC Region Jefferson County, City of Fort Atkinson, Sanitary Sewer 1600 Farmco LN, Responsible party Redi Serve (OSI)
 - On 02/19/2016 – 5 gallons mineral oil – car dealership being built. There is construction going on at the location. A 30 foot by 40 foot block wall was blown down due to high winds. The wall fell on new transformer that was not energized yet. The impact of the wall falling on transformer cracked the top causing some leakage. The spill did not reach a waterway; spilled on soil and will be cleaned up. SC Region, Village of Johnson Creek, 777 Wright Road, Responsible party WE Energies 333 W Everett St Milwaukee, WI 53203

- On unknown date (reported 02/03/16) – unknown amount of unknown substance – unknown sheen that does not appear to be like oil, frozen ice open hole, coming down storm drain entering the Rock River – SC Region Jefferson County, City of Fort Atkinson municipal parking lot 37 block North Waters West – responsible party unknown
- On unknown date (reported 4/12/16) – unknown amount of unknown substance – unauthorized /improper dumping – SC Region, City of Johnson Creek Westbound Rest Area – responsible party unknown
- On 12/09/15 – unknown amount of substance that backed up from a holding tank – employee was pumping from holding tank that holds liquid from when they clean off their trucks and the drain backed up – draining into wetland – SC Region, City of Whitewater – John’s Disposal 107 CO RD U Whitewater – PD received call from anonymous caller that company was pumping the tank into wetland. The officer told the company to stop and does not know if any cleanup has or will be done.
- On 11/25/15 – unknown amount of Natural Gas – gas pipeline hit by a contractor – local authorities asked residents (approximately 100) to evacuate; door to door notifications were made regarding the evacuation. WE Energies shut off electrical and natural gas services near the area. Responsible party WE Energies

Discussion was had on what the procedure is regarding follow up and cleanup. Haugom received contact information from DNR and will look into this further.

9) Discussion on 2016 training and preparation for a full-scale exercise (Miles Paratus) – Haugom stated we will have a full activation of our EOC in Jefferson County on Wednesday June 8th as part of a live exercise – HAZMAT fixed facility, Mass Fatality and Urban Search and Rescue in a small area in the Fort Atkinson area. Miles Paratus consists of five days of exercises throughout the state in different areas working with the National Guard and local agencies to work on access and control, credentialing, fatality management services, mass searches and rescue operations, communication coordination, public health and medical services, public information warning, intelligence and information sharing. The exercise is going to be working with the incident command system and is asking for full community involvement. The scenario will be based in Fort Atkinson and will involve simulated play as well as live field play.

10) Updated Off-site Plans (11/18/15 – 05/11/16) – Haberman gave a brief update on the status of each facility plan listed below (2016 POW 1st half).

Eaton Electrical – Watertown – Sulfuric Acid (2,309 lbs)
-complete

Standard Process – Palmyra – Anhydrous Ammonia (34,707 lbs), Sulfuric Acid (3,020 lbs – still verifying this quantity) –complete

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)

-complete

Insight FS – Jefferson – Paraquat Dichloride (42 lbs)

-complete

Nestle Purina – Jefferson – Sulfuric Acid (40,950 lbs – still verifying this quantity)

-complete

Loeb-Lorman Metals – Fort Atkinson, Watertown – Assets have been sold, working on final transmittal information for both locations

-complete

McCain – Fort Atkinson – being purchased by Jones Dairy Farm, sale to be concluded by Dec 2015 – working on final transmittal information

-complete

Second Half POW 2016 Off-sites to be started this month.

11) Industry Reports

a) **American Red Cross** – No representative present

b) **Salvation Army** – No representative present.

c) **South Central Health Care Coalition** – Biefeld stated there is an Ebola exercise on May 8th. There has been some grant funding provided for Rescue Task Force Training (93 attendees from 31 different agencies)

12) Correspondence – No correspondence

13) Next Meeting Date - Wednesday, August 10, 2016 at 1:00 pm – Rm 12 UW-Extension

14) Meeting Adjourned – Biefeld adjourned at 1:45 – motioned by Chief Butzine, second by Tuchalski