

**JEFFERSON COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE**

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

WEDNESDAY, August 10, 2016 at 1:00 p.m.

MEETING MINUTES

- 1) **Call to Order** – The meeting was called to order at 1:01 pm.
- 2) **Roll Call – Members Present:** Kraig Biefeld, Adam Bols, Nycol Haberman, Donna Haugom, Ted Tuchalski, Gail Scott, Captain Duane Scott, Kenzie Abraham for Ryan Avery, Bob DeWolfe, Paul Hable, Ian Lehrer
- 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 May 11, 2016 Meeting Minutes** – Gail Scott motioned to approve, second by Tuchalski – all ayes
- 7) **Communications** – None
- 8) **Election of Vice Chair** – Haugom explained the position and that it is a 2 year term with a consecutive 2 year term as Chairperson. There were no volunteers. Haugom nominated Bols. Nominations were closed with just one nominee and therefore no vote was needed. Bols was elected as Vice Chair.
- 9) **Discussion on implementation of IPAWS** – Haugom explained that IPAWS is a mass notification system. The system works off of cell towers and cell phones. If there is an incident within the county notification can be sent out using specific cell towers and whoever is within that cell towers range will receive the notification. Haugom stated we are very close to implementing this – the contract has been reviewed and approved by Corporation Counsel and has been sent to the County Administrator to be signed. Once that is complete training on the new software will be started. Further discussion was had.

10) Discussion of UW Green Bay Presentation – Haugom explained that the session was on the train derailment in Watertown. Presentations were made to explain what part was played in the response to this incident.

11) Discussion on changing to All Hazards – Haugom explained that there are a lot of LEPCs that are going from Hazardous Substances/Stafford Act focus to an all hazards focus. Haugom is questioning if this is something the Jefferson County LEPC would be interested in. Further discussion was had to explain what the change would mean to the committee. Haugom will discuss the change with other county EM offices to see what has resulted of this for them and will report that information at the next meeting.

12) Discussion on EOC activation for Miles Paratus – Haugom explained that we had a full scale exercise in which the EOC was fully activated. It was in conjunction with about 5 other counties, the National Guard and state and federal agencies. Part of ours was a hazardous material spill within Fort Atkinson because our scenario was modeled in Fort Atkinson. The incident site was listed as Fort Atkinson but the live played was done at Volk Field. It brought a lot of different people and agencies together and showed them what role they would play in an incident should it occur. It also gave people a chance to get to know some of the other team members and what parts they play. We received good feedback with some possible changes that can be applied in the future.

13) Hazardous Materials Spills/Billings (05/12/16 to 08/09/16) – Haugom stated that there were a couple of spills reported.

- On 06/02/2016 – 100 gallons of Mineral Oil – vehicle or vessel collision, vehicle collided with padmount transformer - SC Region Jefferson County, City of Watertown, 308 Air Park Dr.
- On unknown date (reported 06/22/16) – 400 gallons of cleaning material mixture used for Agriculture purposes, Recovered 125 gallons – equipment failure, tank leak – grassy area soaked into soil - SC Region Jefferson County, City of Jefferson, Insight FS Facility 213 E Puerner St, Jefferson.
- On 07/11/16 – 500 gallons liquid manure – blocked manure storage – soil did reach a wetland (isolated) - SC Region, Township of Ixonia, Tag Lane Dairy Farm W802 Golpher Hill Road
- On 08/02/16 – 30 gallons of hydraulic oil – hydraulic line break, hose ruptured on equipment causing release – SC Region Jefferson County, Township of Ixonia, Railway mile marker 121.8 – responsible party Canadian Pacific Railroad 120 S Sixth St. Minneapolis MN 55402

14) Updated Off-site Plans (05/12/16 – 11/01/16) – Haberman gave a brief update on the status of each facility plan listed below

2016 Plan of Work 2nd half

- Perry Way Foods – Watertown – Anhydrous Ammonia (14,000 lbs.) – working with WEM and Perry Way to make sure they have correct facility ID/scheduling of visit to be done by mid-August
- OSI Industries – Fort Atkinson – Anhydrous Ammonia (80,000 lbs.) and Battery Acid (4,725 lbs.) – visit is scheduled for August 12th.
- Air Liquide – Johnson Creek – Anhydrous Ammonia (6,500 lbs.) – visit scheduled for August 12th.
- Insight FS – Palmyra – Paraquat Dichloride (28 lbs) – EHS removed from facility – final transmittal prepared -complete
- Tyson Foods – Jefferson – Anhydrous Ammonia (68,325 lbs.) and Sulfuric Acid (4,578 lbs.) – Plant closed and EHS removed – final transmittal prepared -complete
- Digi-Star LLC – Fort Atkinson – Battery Acid (2,632 lbs.) – Visit completed on 7/21 and plan update in progress to be completed by mid-August
- Valero – Johnson Creek – Sulfuric Acid (153,500 lbs.) – Visit completed on 7/26 and plan update in progress to be completed by mid-August
- Dean Kincaid – Palmyra – Methomyl - WEM is working with contact at Dean Kincaid to determine how much of the EHS is actually on site and if they should be a planning facility.

15) Industry Reports

- a) **American Red Cross** – Main thing being done is teams are being created in each county to update shelter inventory. Trying to have the top 10 in each county updated by Nov 1 and then move onto the others after that. Haugom stated that she would like to know which shelters in the county have backup power.
- b) **Salvation Army** – No representative present.
- c) **South Central Health Care Coalition** – Biefeld stated that there was a meeting in June to wrap some items up for the end of the year. Nothing in July or August. There is a new Healthcare Coordinator. Hable stated that funding has been cut back.

16) Correspondence – No correspondence

17) **Next Meeting Date** - Wednesday, November 2, 2016 at 1:00 pm – Rm 12 UW-Extension

18) **Meeting Adjourned** – Biefeld adjourned at 2:01 – motioned by DeWolfe, second by Gail Scott