

**JEFFERSON COUNTY  
LOCAL EMERGENCY PLANNING COMMITTEE**

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

**Wednesday, May 17, 2017 at 1:00 p.m.**

**MEETING MINUTES**

- 1) **Call to Order** – The meeting was called to order at 1:00 pm.
- 2) **Roll Call – Members Present\***: Adam Bols, Nycol Haberman, Robert DeWolfe, Paul Hable, Donna Haugom, Gail Scott, Chief Vern Butzine  
**Others Present**: Ian Lehrer (Nestle Purina), Mary Roberts (Jefferson Co. Board Sup.)  
**\*quorum was not established**
- 3) **Certifications of Compliance with the Open Meetings Law** – In compliance.
- 4) **Review of the Agenda** – The agenda was reviewed; no changes made.
- 5) **Public Comments** – There were no comments from the public.
- 6) **Discussion and Possible Approval for February 24, 2017 Meeting Minutes** – As a quorum was not established the approval of the minutes will be moved to the next meeting. Further discussion was had regarding how to improve attendance of meetings by committee members so that establishing a quorum is no longer an issue (ex. members sending alternates when they cannot attend).
- 7) **Communications** – None
- 8) **Discussion on Hazardous Materials Spills/Billing – from 02/25/17 to 05/16/17** – Haugom stated there were two spills that she was made aware.
  - Reported by Canadian Pacific – equipment failure – unidentified oily substance – less than 5 gallons – leaking rail car 1 inch wide trail of substance from Portage to Oconomowoc – Haugom has requested more information on this leak
  - Reported by Wis-Pak – equipment failure – diesel fuel – 150 gallons – released into marsh area and clean up was completed within 2 weeks – waiting for final write up from Wis-Pak

- 9) **Updated Off-site Plans (02/25/17 to 05/16/17) – Haberman explained that she has completed the plan updates for the 2017 Plan of Work 1<sup>st</sup> half and is currently working on the plan updates for 2017 Plan of Work 2<sup>nd</sup> half. The agenda provided the information on the plans that are scheduled to be updated.**

2017 Plan of Work – 1<sup>st</sup> Half

- Lakeland Cold Storage (Update) – Lake Mills – Sulfuric Acid, Max Daily Amount Reported 4,998 lbs. – Complete
- Wis-Pak (Update) – Watertown – Anhydrous Ammonia, Max Daily Amount Reported 7,584 lbs – Sulfuric Acid (Batteries), Max Daily Amount Reported 19,200 lbs. – Sulfuric Acid 93% (Wastewater Treatment), Max Daily Amount Reported 23,000 lbs. – Complete
- Generac Power Systems (Update) – Whitewater – Sulfuric Acid(Batteries), Max Daily Amount Reported 44,159 lbs. – Sulfuric Acid 30% (Wastewater Treatment), Max Daily Amount Reported 31,311 lbs. – Complete
- Whitewater Cogeneration Facility (Update) – Whitewater – Sulfuric Acid, Max Daily Amount Reported 54,000 lbs. – Complete
- Generac (New) – Collins Rd Jefferson – Sulfuric Acid, Max Daily Amount Reported 4,856 lbs. – Complete
- Schiller Grounds Care Inc. (Update) – Johnson Creek – Sulfuric Acid, Max Daily Amount Reported 4,375 lbs. – Complete

2017 Plan of Work – 2<sup>nd</sup> Half

- Jefferson County-Wide Farm Plan – plan update in process
- Jones Dairy Farm (Update) – Fort Atkinson – Anhydrous Ammonia, Max Daily Amount Reported 94,500 lbs., Sulfuric Acid, Max Daily Amount Reported 4,266 lbs. – visit to be scheduled
- LD Foods (Update) – Jefferson- Anhydrous Ammonia, Max Daily Amount Reported 1,538 lbs. – visit to be scheduled
- Wal-Mart Supercenter 3499 (Update) – Jefferson – Sulfuric Acid, Max Daily Amount Approximately 1,600 lbs. – visit scheduled for 05/04/17 but needs to be re-scheduled
- Watertown Water Department West Street (Update) – Watertown – Chlorine, Max Daily Amount Reported 750 lbs. – visit to be scheduled

- Watertown Water Department First Street (Update) – Watertown – Chlorine, Max Daily Amount Reported 750 lbs. – visit to be scheduled
- Trek – WI Distribution Center (New Plan) – Johnson Creek – Sulfuric Acid, Max Daily Amount Reported 4,325 lbs. – visit to be scheduled
- Frontier Communications (New Plan) – Lake Mills – Sulfuric Acid, Max Daily Amount Reported 1,226 lbs. – visit to be scheduled
- Frontier Communications (New Plan) – Waterloo – Sulfuric Acid, Max Daily Amount Reported 544 lbs. – if this amount is verified as accurate this will not be considered a planning facility.

#### **10) Industry Reports**

- a) **American Red Cross** – No representative present.
- b) **Salvation Army** – No representative present.
- c) **South Central Health Care Coalition** – Hable explained that the focus has now expanded to a whole community emergency response.

#### **11) Correspondence** – No correspondence

**12) Next Meeting Date** - August 16, 2017 at 1:00 pm – Rm 12 UW-Extension

**13) Meeting Adjourned** – Bols adjourned at 1:47 – motioned by G. Scott, second by Hable