

**JEFFERSON COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE**

UW-Extension (Lower level of Workforce Development Center) Room 12
864 Collins Road, Jefferson WI 53549

Wednesday, February 20, 2019 at 1:00 p.m.

MEETING MINUTES

- 1) **Call to Order** – The meeting was called to order at 1:04 p.m.
- 2) **Roll Call – Members Present:** Chief Kraig Biefeld (Vice Chair), Nycol Haberman, Donna Haugom, Sheriff Paul Milbrath, Gail Scott, Chief Wes Benisch, DNR – Warden Alex Brooks for Lt. John Sinclair, Tyler Kubicek, Adam Bols (Chair), Sam LaMuro for Paul Hable
Others Present: Kevin Hollis (Nestle Purina), Ben Schliesman (WEM SE Region Director)
- 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** – None
- 6) **Discussion and Possible Approval for August 22, 2018 Minutes** – Motion made to approve minutes by Biefeld, Second by Milbrath – all ayes. Motion Carried.
- 7) **Communications** – None
- 8) **Discussion and possible approval of LEPC By-Laws** – Motion made to approve the By-Laws by Biefeld, Second by G. Scott – all ayes. Motion Carried.
- 9) **Discussion and possible approval of Compliance Inspector** – Motion made by Biefeld to designate the State Compliance Inspector as the Compliance Inspector for Jefferson County, Second by Benisch – all ayes. Motion Carried.
- 10) **Spill Reports**– Haugom stated she did not have spill reports available at this time but will prepare them for the next meeting.
- 11) **Off-site Plans 2019** - Haberman gave an update on plans that are being updated for the 2019 Plan of Work

- a. Regius Rubber LLC (#200172 Update) – Waterloo – Chlorine, max daily amount reported as 450 lbs – plan in progress/visit to be scheduled – update to be complete by end of September.
- b. Sussek Machine Corporation (#199882 update) – Waterloo – Sulfuric Acid, max daily amount reported as 2,657 – plan in progress/visit to be scheduled – update to be complete by end of September.
- c. Generac Power Systems Jefferson (# 200382 update) – Jefferson – Sulfuric Acid, max daily amount reported as 6,745 lbs – plan in progress/visit to be scheduled – waiting for phone call from facility.
- d. United Cooperative (# 2113 Update) – Johnson Creek – Anhydrous Ammonia, max daily amount reported as 213,000 lbs – visit complete/plan in progress.
- e. Crystal Farms (# 34661 Update) – Lake Mills – Sulfuric Acid, max daily amount reported as 8,000 lbs – plan in progress/visit to be scheduled – waiting for phone call from the facility.
- f. Lake Mills Wastewater Treatment Plant (# 76023 Update) – Lake Mills – Chlorine, max daily amount reported as 1,500 lbs – Sulfuric Dioxide, max daily amount reported as 900 lbs – plan in progress/visit scheduled 02/14/19.
- g. Diversey (# 11736 Update) – Watertown – Ammonia, max daily amount reported as 1,319 lbs. – Sulfuric Acid, max daily amount reported as 4,586 lbs. – Hydrofluoric Acid, max daily amount reported as 360 lbs. - plan in progress/visit to be scheduled – update to be complete by the end of September.
- h. Insight FS (#45335 Updated) – Whitewater – Anhydrous Ammonia, max daily amount reported as 234,270 lbs. – plan in progress/visit scheduled – update to be complete by the end of September.
- i. Concord Generating Station (# 125898 Update) – Watertown – Sulfuric Acid, max daily amount reported as 7,700 lbs. – plan in progress/visit to be scheduled – update to be complete by the end of September.
- j. Insight FS (# 5892 Update) – Jefferson – Paraquat Dichloride, max daily amount reported as 18.4 lbs. – plan in progress/visit scheduled 02/13/19.

12) Industry Reports

- a) **American Red Cross** – No representative present.
- b) **Salvation Army** – No representative present
- c) **South Central Wisconsin Healthcare Coalition** – Haugom gave information on items currently being discussed by the coalition to include: Falls prevention – working with EMS and ADRC, Surge Test Evacuation Exercise and Crisis Standard of Care.

13) Correspondence – No correspondence

14) Next Meeting Date - May 15, 2019 at 1:00 pm – Rm 12 UW-Extension or another location to be named at a later date.

15) Meeting Adjourned – Motion was made by Kubicek to adjourn at 1:45, Second by Brooks– all ayes. Motion Carried.