

Meeting Date: August 20, 2025

Members Present: Bruce Degner (Chairperson), Sam LaMuro (Co-Chairperson), Rep. Joan Fitzgerald (V), Tracy Hameau, Shane Hart, Sean Heaslip, Kevin Hrobsky, Tyler Kubicek (V), Captain Matt Kanters, Elizabeth McGeary(V), Tracy Neuhauser, Nick Thompson, Mike Stephens, Chief Ron Wegner (V)

Other Attendees: Anita Martin,

1. **Call to Order:** Bruce Degner calls the meeting to order at 1:03 pm.
2. Quorum is met and roll call is taken.
3. In compliance with the open meetings law.
4. **Review of the Agenda**—Chair Degner. Tracy Neuhauser motioned to approve the agenda, which Sam LaMuro seconded. The motion passed.
5. **Public Comment:** None
6. **Discussion and Approval of the May 21, 2025, meeting minutes.** Sam LaMuro motioned to approve the agenda, which Tracy Neuhauser seconded. The motion passes.
7. **Communications.** – None
8. **Spill Report Updates**—Tracy Neuhauser provides updates on six spills.
9. **Fire Department updates from Chief Ron Wegner:** Chief Ron appears via video and gives an update about lithium batteries and the impact they are having on facilities and fires.
10. **Status of 2025 Off-Site Plans:** Tracy Neuhauser discusses the status of the 2025 off-site plans. Seven plans are submitted.
11. **Vote in acceptance of By-laws and changes:** LEPC committee members were given the updated by-laws with proposed changes to review at the last meeting. There have been no requests to make any other changes, and a motion to move the revised by-laws to Corporation Counsel and then to the County Board is taken. Motion by Tracy Neuhauser, seconded by Sam LaMuro. Motion passes.
12. **Upcoming Visit from the Environmental Protection Agency (EPA):** Tracy Neuhauser informs the committee that she spoke to the EPA about coming to talk with the LEPC about the Fort Atkinson Warehouse fire that happened in 2021 and what their role was. Tracy N. also asked them to speak on upcoming regulation changes that have been made in the EPA.
13. **Update on Membership Form:** Tracy Hameau reminds the committee that the LEPC Membership forms should be filled out and returned to the LEPC so we can have updated information for our members.
14. **Subcommittee Report Out:**
 - a. **Tier II Review Committee:** The Tier II Review Committee informs the committee that they have been reviewing reports and have not seen anything that warrants additional attention.

b. Off-Site Plan Committee: The off-site plan committee has been reviewing the plans as Tracy Neuhauser sends them. Committee member Mike Stephens inquires how many plans they will receive, and Tracy N. states there will be five more plans before the end of the year.

15. **Update on Hazmat Team:** Tracy H. reports to the committee that the arrangement with Dodge County is moving forward. Johnson Creek Fire has taken possession of the Hazmat Truck and Trailer. Chief Patterson of Johnson Creek will be working to put together an operations team to train and assist Dodge County.
16. **Discussion on potential workgroup to initiate contact with potential new off-site facilities**
 - a. Letters sent to date: Three letters have gone out to companies to see if they have EHS (extremely hazardous substances) over the TPQ (threshold planning quantity). The letters went to Palermo's, Thiesen's, and Kem Tech.
 - b. Letter to municipal clerks – Tracy H. reports she will be sending a letter to local municipal clerks to see if they can assist with facilities as they come into their municipalities by letting the LEPC know.
17. **Set Time/Date of next meeting** – Tracy H. discusses the LEPC dates for 2026. The next meeting date is scheduled for November 19, 2025, at 1:00 pm.

Motion to adjourn: 1:56 p.m. *Motion to adjourn by Tracy Neuhauser and seconded by Sean Heaslip. Motion Passes.*

(V) – appeared via video on Teams

Meeting Date: November 19, 2025

Members Present: Alex Brooks, Bruce Degner (Chairperson), Shane Hart, Sean Heaslip, Kevin Hollis (v), Kevin Hrobsky, Matt Kanters, Sam LaMuro (Co-Chairperson), Elizabeth McGeary(V), Tracy Neuhauser

Other Attendees: Danielle Thompson (v), Michael Luckey (v)

1. **Call to Order:** Bruce Degner calls the meeting to order at 1:03 pm.
2. Quorum is **not** met and roll call is taken.
3. In compliance with the open meetings law.
4. **Review of the Agenda**—Chair Degner reviews the agenda with those present and states there will be no motions taken due to the lack of a quorum.
5. **Public Comment:** None
6. **Discussion on August 20, meeting minutes.** These minutes will be voted on at the next meeting in February 2026.
7. **Communications.** – None
8. **Spill Report Updates**—Tracy Neuhauser provides updates spills.
9. **Fire Department updates from Chief Ron Wegner:** Chief Wegner is not present and no communications have been received.
10. **Status of 2025 Off-Site Plans:** Tracy Neuhauser discusses the status of the 2025 off-site plans. There are two plans remaining to be submitted to the State.
11. **Review of Local Emergency Planning Committee (LEPC) Referral to Wisconsin Emergency Management (WEM) form:** No questions were asked about the form.
12. **Grant Funding**
 - a. **Emergency Planning and Community Right to Know Act (EPCRA)**
This grant was awarded and reimbursement will come in the new future.
 - b. **Computer and Hazardous Equipment Grant (CHEG)**
Emergency Management applied for and received funding for the Computer and Hazardous Equipment grant for \$10,000 which will be used to update our Hazardous Response equipment and to add some computers for the Emergency Operations Call Center.
13. **Subcommittee Report Out**
 - a. **Tier II Review Committee:** Nothing new.
 - b. **Off-Site Plan Committee:** Last plan reviewed was Wal-Mart's Plan
14. **Update on Hazmat Team**
 - a. **Review of Agreement with Dodge County** – The agreement is currently being reviewed by Dodge County's Corporation Counsel. Once it is done it will go before the County Board.
15. **Training & Conferences**
 - a. **WEMA (Wisconsin Emergency Managers Association) Conference September 2025** – Tracy Neuhauser gives updates on the training and

networking achieved at the WEMA conference.

- b. W-237 Wisconsin Staging Area Manager Concepts & Operations Training – October 2025** – Tracy Neuhauser updates that this class was held at the Fort Atkinson Police Department and was well attended. It gave attendees the information they needed to handle staging during an emergency.
16. **Set Time/Date of next meeting:** February 18, 2026, at 1:00 pm.

Meeting adjourns at 1:30 pm.

(V) – appeared via video on Teams