

## MINUTES

Eau Claire County

• LOCAL EMERGENCY PLANNING COMMITTEE •

**Date:** Thursday, February 20, 2020

**Time:** 4:00 p.m.

**Location:** Eau Claire County Courthouse, 721 Oxford Ave, Rooms 1301/1302, Eau Claire, Wisconsin 54703

**Members Present:** Pat LaVelle, Ray Henning, Darrell Christy, Jack Running, Jamie Burkhardt, Marisa Stanley, Robert, King, Frank Neibauer, Thomas Lochner, James Hager

**Members Absent:** Derek Thomas, Jason Knecht, Don Henning, Steve Vargo, Tim Boehnan, Elizabeth Dohms

**Staff Present:** Tyler Esh, Sam Simmons

1. Call to Order and confirmation of meeting notice

Chairman LaVelle called the meeting to order at 4:00 p.m. and confirmed the meeting notice.

2. Public Comment **(15 minute maximum)**

None.

3. Introductions / Discussion

Introductions were made with no new members to introduce.

4. Review – Approval of the December 19, 2019 Minutes / Discussion – Action

The Committee reviewed the December 19, 2019 Minutes.

**ACTION:** Motion by Jack Running to approve the December 19, 2019 minutes as presented. Darrell Christy seconded. Motion carried by unanimous consent.

5. Hazardous Materials Strategic Plan / Discussion – Action

The Committee reviewed the Hazardous Materials Strategic Plan. Tyler Esh, Emergency Management Coordinator for Eau Claire County, outlined the only changes were to facilities and LEPC members. Tom Lochner's name was left off the LEPC members portion of the plan, but staff has amended the plan to add his name.

**ACTION:** Motion by Jack Running to approve the Hazardous Materials Strategic Plan as presented. Tom Lochner seconded. Motion carried by unanimous consent.

6. Review/Approval of Bylaws / Discussion – Action

Mr. Esh outlined the Committee Bylaws, last updated in 2013, that must be approved annually.

**ACTION:** Motion by Darrell Christy to approve the Bylaws as presented. Ray Henning seconded. Motion carried by unanimous consent.

7. LEPC Compliance Inspector Designation / Discussion – Action

Mr. Esh noted that Wisconsin Emergency Management (WEM) must be designated as Compliance Inspector on an annual basis. Chairman LaVelle and others inquired when WEM inspects. Mr. Esh explained that they usually only inspect if facilities haven't reported on hazardous materials.

**ACTION:** Motion by Frank Neibauer to designate Wisconsin Emergency Management as Compliance Inspector. James Hager seconded. Motion carried by unanimous consent.

8. Agency Updates / Discussion

Mr. Esh informed the Committee of a pipeline safety training that will be held on April 1, 2020. He also mentioned the Stop the Bleed classes on March 3, 2020 and Skywarn Weather Spotter training on March 31, 2020.

James Hager and Eau Claire Fire discussed a recent fire incident at WRR. The initial call was for a structure fire. Mr. Hager estimated the fire had been burning for about 15 minutes before it was discovered. Sand was used in place of water to extinguish the fire. It was a good response effort overall.

9. Local Hazardous Materials Spill Response Team Report / Discussion

Eau Claire Fire reported 23 carbon monoxide incidents, 12 gas leaks, and few fuel spills for 2020 so far. The Hazmat team was on standby during the WRR incident.

10. LEPC Appointments/Reappointments / Discussion

Mr. Esh reminded LEPC members up for reappointment in April 2020 to contact Eau Claire County Administration if interested in reappointment.

11. Proposed Business items for Next Meeting / Discussion

The next LEPC meeting will be on May 28, 2020 at an off-site location. The meeting time might be adjusted to accommodate a tour. Mr. Esh will work on securing a location.

12. Adjourn

**ACTION:** Chairman LaVelle moved to adjourn the meeting; Ray Henning made a second. Meeting adjourned at 4:18 p.m. by unanimous consent.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Samuel Simmons".

Samuel Simmons  
Clerk, Local Emergency Planning Committee

Prepared by: Samuel Simmons, Clerk, Local Emergency Planning Committee

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