

LOCAL EMERGENCY PLANNING COMMITTEE

Tuesday, June 20, 2023, 10:00 AM

Meeting Location: Room 255/257/260 Government Services Center
801 N. Sales St., Merrill, WI 54452

MEMBERS PRESENT: Rick Burns, Elizabeth McCrank, Josh Klug, and Cheryl Skoug

MEMBERS EXCUSED: None

VISITORS IN PERON: Tyler Verhasselt

VIRTUAL ATTENDANCE: Robert Caylor and Hope Knuijt

MINUTES

1. Call Meeting to Order by Burns at 10:04 am.
2. Approved Minutes of September 29, 2023; M/S Klug/Skoug—carried.
3. Public Comment: None
4. Spill Reports: None
5. Local Emergency Planning Committee Review:
 - a. Authority, Scope, and Responsibilities (Discussion):
 - i. Executive Officers to review 42 USC 11001-11050, Wisconsin State Statute 59.54(8), and Lincoln County Ordinance 6.03 prior to next committee meeting.
 - ii. Executive Officers discussed the possibility of hosting FEMA ICS courses for Lincoln County government officials; Tyler Verhasselt will contact Wisconsin Emergency Management (WEM) for coordination.
 - iii. Executive Officers discussed the possibility of attending various municipal meetings throughout the county to spread awareness to increase participation.
 - b. LEPC Officers Review:
 - i. Robert Caylor was nominated for the position of Compliance Inspector; M/S McCrank/Klug—carried.
 - ii. Tyler Verhasselt was nominated for the position of Community Emergency Coordinator; M/S Klug/Burns—carried.
 - c. Membership Review (Discussion):
 - i. Executive Officers discussed the option of amending by-laws to include “members of good standing”. Verhasselt will confer with Corporate Counsel and report back next meeting.
 - ii. Executive Officers discussed the possibility of having Chris Marlow or designee the Secretary of the LEPC. Verhasselt will confer with Marlow to the possibility of him accepting the role and report back next meeting.
 - d. Review LEPC By-Laws (Discussion):
 - i. Executive Officers and members to review by-laws by next meeting and voted upon next meeting; M/S Burns/Verhasselt—carried.
6. Emergency Planning and Community Right-to-Know Act (EPCRA) Strategic Plan (Discussion): Verhasselt proposed the idea of conducting a hazmat table top exercise in the next quarter.
7. LEPC Goals (Discussion): Verhasselt proposed identifying rail companies operating within Lincoln County and inviting them to the next meeting.
8. Office of Energy Innovation Refueling Readiness Grant (Discussion): Verhasselt advised the committee that Highway Commissioner was notified May 24, 2023 and has not received a response. Verhasselt will follow-up and report back next meeting.
9. Next Meeting set for July 12, 2023 at 2:30 pm.

Minutes prepared by: Tyler Verhasselt