

LINCOLN COUNTY
Local Emergency Planning Committee
Tuesday, August 9, 2023 at 2:30 pm
Service Center: Rm. 257, County Board Room

Electronic Attendance Available: Persons wishing to attend the meeting electronically may enter the meeting prior to the start time indicated above using the following number or address:

Conference Call: +1 (806) 316-5482

Access Code: 405 838 389 #

Meeting ID: <https://tel.meet/sxz-bvua-rag?pin=4095745596356>

The teleconference cannot start until the host (department head) dials in and enters the host password. In the event there is an unforeseen technical difficulty that prevents all or a part of the meeting from being available electronically, the meeting will continue in person and those wishing to attend can appear in person at the location indicated in this agenda.

Attendance Policy: All public participants' phones, microphones and chat dialog boxes must be muted or disabled during the meeting.

AGENDA

1. Call Meeting to Order
2. Approve Minutes July 12, 2023
3. Public Comment
4. Spill Reports
5. Local Emergency Planning Committee (LEPC) Review
 - a. Authority, Scope, and Responsibilities
 - i. By-Laws
 - b. LEPC Officers Review
 - i. Chairperson: Rick Burns
 - ii. Vice Chairperson: Elizabeth McCrank
 - iii. Coordinator for Information: Michael Caylor
 - iv. Community Emergency Coordinator: Tyler Verhasselt
 - v. Compliance Inspector: Robert Caylor
 - vi. Secretary: Chris Marlowe
 - vii. Vacancy—Officer: Josh Klug
 - c. Membership Review
6. Emergency Planning and Community Right-to-Know Act (EPCRA) Strategic Plan
 - a. LEPC By-Laws
 - b. LEPC Outreach
 - c. LEPC Off-Site Plans
 - d. LEPC County Wide Hazmat Plan
 - e. LEPC Exercise
7. Office of Energy Innovation Refueling Readiness Grant
8. Lincoln County Railway Stakeholder
 - a. Watco and Fox Valley & Lake Superior Rail System (FOXY)
 - i. www.watco.com/about
 - ii. <https://www.watco.com/service/fox-valley-and-lake-superior-foxy/>
 - iii. Jason Danz, *General Manager*
 - iv. Chase Upchurch, *Senior Train Master*
9. Set Next Meeting Date; Adjourn

DISTRIBUTION: Local Emergency Planning Committee Members—Rick Burns, Elizabeth McCrank, Josh Klug, Cheryl Skoug, Michael Caylor, Other County Supervisors, Department Heads, and Local Media

Posted on: _____ at: _____ a.m./p.m. by: _____

There may be a quorum of other Lincoln County committees present at this meeting. Requests for reasonable accommodations for disabilities or limitations should be made prior to the date of this meeting. You may contact the County Clerk at 715.539.1019. Please do so as early as possible so that proper arrangements can be made. Requests are kept confidential.

GENERAL REQUIREMENTS:

1. Must be held in a location which is reasonably accessible to the public.
2. Must be open to all members of the public unless the law specifically provides otherwise.

NOTICE REQUIREMENTS:

1. In addition to any requirements set forth below, notice must also be in compliance with any other specific statute.
2. Chief presiding officer or his/her designee must give notice to the official newspaper and to any members of the news media likely to give notice to the public.

MANNER OF NOTICE:

Date, time, place, and subject matter, including subject matter to be considered in a closed session, must be provided in a manner and form reasonably likely to give notice to the public.

TIME FOR NOTICE:

1. Normally, a minimum of 24 hours prior to the commencement of the meeting.
2. No less than 2 hours prior to the meeting if the presiding officer establishes there is a good cause that such notice is impossible or impractical.

EXEMPTIONS FOR COMMITTEES AND SUB-UNITS:

Legally constituted sub-units of a parent governmental body may conduct a meeting during the recess or immediately after the lawful meeting to act or deliberate upon a subject which was the subject of the meeting, provided the presiding officer publicly announces the time, place, and subject matter of the sub-unit meeting in advance of the meeting of the parent governmental body.

PROCEDURE FOR GOING INTO CLOSED SESSION:

1. Motion must be made, seconded, and carried by roll call majority vote and recorded in the minutes.
2. If motion is carried, chief presiding officer must advise those attending the meeting of the nature of the business to be conducted in the closed session, and the specific statutory exemption under which the closed session is authorized.

STATUTORY EXEMPTIONS UNDER WHICH CLOSED SESSIONS ARE PERMITTED:

1. Deliberation of judicial or quasi-judicial matters. Sec. 19.85(1)(a)
2. Considering dismissal, demotion, or discipline of any public employee or the investigation of charges against such person and the taking of formal action on any such matter; provided that the person is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action is taken. The person under consideration must be advised of his/her right that the evidentiary hearing be held in open session and the notice of the meeting must state the same. Sec. 19.85(1)(b).
3. Considering employment, promotion, compensation, or performance evaluation data of any public employee. Sec. 19.85(1)(c).
4. Considering strategy for crime detection or prevention. Sec. 19.85(1)(d).
5. Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session. Sec. 19.85(1)(c).
6. Considering financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of specific charges, which, if discussed in public would likely have an adverse effect on the reputation of the person referred to in such data. Sec. 19.85(1)(f).
7. Conferring with legal counsel concerning strategy to be adopted by the governmental body with respect to litigation in which it is or is likely to become involved. Sec. 19.85(1)(g).
8. Considering a request for advice from any applicable ethics board. Sec. 19.85(1)(h).

CLOSED SESSION RESTRICTIONS:

1. Must convene in open session before going into closed session.
2. May not convene in open session, then convene in closed session and thereafter reconvene in open session with twelve (12) hours unless proper notice of this sequence was given at the same time and in the same manner as the original open meeting.
3. Final approval or ratification of a collective bargaining agreement may not be given in closed session.

BALLOTS, VOTES, AND RECORDS:

1. Secret ballot is not permitted except for the election of officers of the body or unless otherwise permitted by specific statutes.
2. Except as permitted above, any member may require that the vote of each member be ascertained and recorded.
3. Motions and roll call votes must be preserved in the record and be available for public inspection.

USE OF RECORDING EQUIPMENT:

The meeting may be recorded, filmed, or photographed, provided that it does not interfere with the conduct of the meeting or the rights of the participants.

LEGAL INTERPRETATION:

1. The Wisconsin Attorney General will give advice concerning the applicability or clarification of the Open Meeting Law upon request.
2. The municipal attorney will give advice concerning the applicability or clarification of the Open Meeting Law upon request.

PENALTY:

Upon conviction, any member of a governmental body who knowingly attends a meeting held in violation of Subchapter IV, Chapter 19, Wisconsin Statutes, or who otherwise violates the said law shall be subject to forfeiture of not less than \$25.00 nor more than \$300.00 for each violation.

LOCAL EMERGENCY PLANNING COMMITTEE

Tuesday, July 12, 2023, 2:30 PM

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, Robert Caylor, Hope Knuijt, and Michael Caylor

VIRTUAL ATTENDANCE: None

MINUTES

1. Call Meeting to Order by Burns at 2:36 pm.
2. Approved Minutes of June 20, 2023; M/S Skoug/R. Caylor—carried.
3. Public Comment: None
4. Spill Reports: None
5. Local Emergency Planning Committee Review:
 - a. Authority Scope, and Responsibilities
 - b. LEPC Officer/Membership Review:
 - i. Michael Caylor was nominated for the position of Coordinator for Information; M/S Burns/Skoug—carried.
 - ii. Chris Marlowe was nominated for the position of Secretary; M/S Verhasselt/Burns—carried.
 - iii. Josh Klug was nominated for the position of Vacancy—Officer; M/S Verhasselt/Burns—carried.
6. FEMA ICS Course Selection: Basic ICS NIMS courses selected for elected officials to participate in annually; no electives.
7. Railroad Stakeholders/Partners Update: In progress; will add to agenda for next meeting.
8. Office of Energy Innovation Refueling Readiness Grant: Verhasselt meeting with Highway Commissioner, John Hanz, on August 2, 2023 at 9:00 am.
9. Next Meeting set for August 9, 2023 at 2:30 pm.

Minutes prepared by: Tyler Verhasselt



Tyler Verhasselt <tyler.verhasselt@co.lincoln.wi.us>

WI SPILL #19398 ID 20230724NO35-1 - GASOLINE

dnrlehotline@wi.gov <dnrlehotline@wi.gov>
To: tyler.verhasselt@co.lincoln.wi.us

Mon, Jul 24, 2023 at 12:22 PM

SERTS ID:
20230724NO35-1

Reported:
07/24/2023 12:06

Occurred:
07/24/2023 11:00

Substance:
GASOLINE
Released Amt: 15 Gal
Recovered Amt: 0 Gal
(AMOUNTS ARE OFTEN ESTIMATED)

Reported by:
GARY BARTZ
DNR PARKS AND REC
Also RP Contact

Location:
NO REGION
LINCOLN COUNTY
MERRILL, TOWNSHIP OF
HIGHWAY 107
HIGHWAY 107
NORTH OF BIG HILL DR IN MERRILL

Responsible Party:
GARY BARTZ
101 S EAGLE DR
MERRILL, WI
(715) 218-4048

Cause:
EQUIPMENT FAILURE

Cause Description:
THE TRUCK MOUNTING BRACKET FOR THE GAS TANK BROKE OFF RELEASING THE TANK.

Environmental Impact:
GAS WAS CONTAINED TO GRAVEL PARKING LOT AND IS CURRENTLY EVAPORATING AND SEEPING INTO GRAVEL.

Weather:
SUNNY

Contractor:
RODGE RECKING SERVICE

Comments:
RODGE RECKING SERVICE HAS BEEN CALLED AND IS ON THEIR WAY TO ASSIST IN THE CLEANUP.

Cleanup:

CLEAN-UP PROGRESS UNKNOWN OR CLEAN-UP NOT STARTED.

Notified JEFF PADDOCK 715-828-8544 by Phone

Submitted by:

BRETT LOTTES

(608) 264-9253

dnrlehotline@wi.gov

Sent to:

bart.sponseller@wisconsin.gov
bradleya.johnson@wisconsin.gov
brownfields@badriver-nsn.gov
carl.stenbol@widma.gov
caroline.rice@wisconsin.gov
christine.haag@wisconsin.gov
christopher.saari@wisconsin.gov
claire.oconnell@wisconsin.gov
codyw.heinze@wisconsin.gov
connor.mulcahy@wisconsin.gov
curtis.hedman@dhs.wisconsin.gov
daniel.gellert@co.taylor.wi.us
danielle.wincentsen@wisconsin.gov
david.neste@wisconsin.gov
dee.allen@ldftribe.com
dmawemdutyofficer@wisconsin.gov
dnrledo@wisconsin.gov
dnrlehotline@wisconsin.gov
echapman@ldftribe.com
eric.struck@wisconsin.gov
grieve.malcolm@epa.gov
issac.ross@wisconsin.gov
jane.pfeiffer@wisconsin.gov
janell.rucinski@wisconsin.gov
jayson.schrank@wisconsin.gov
jeffrey.paddock@wisconsin.gov
john.sager@wisconsin.gov
john_nelson@ios.doi.gov
khanson@ldftribe.com
kondreck.robert@epa.gov
ldfthpo@ldftribe.com
linda.nguyen@redcliff-nsn.gov
maizie.reif@wisconsin.gov
margaret.thelen@wisconsin.gov
matthewa.thompson@wisconsin.gov
natashak.gwidt@wisconsin.gov
nathan.kloczko@dhs.wisconsin.gov
nicholas.ramos@wisconsin.gov
noah.saperstein@redcliff-nsn.gov
nrdirector@badriver-nsn.gov
peter.raymond@wisconsin.gov
philip.richard@wisconsin.gov
richard.joslin@wisconsin.gov
riley.neumann@wisconsin.gov
roxanne.chronert@wisconsin.gov
roy.irving@dhs.wisconsin.gov
sarah_bowman@fws.gov
sarahp.yang@dhs.wisconsin.gov
shanem.goss@wisconsin.gov
stephend.mueller@wisconsin.gov
teresa.erler@widma.gov
timothy.haas@wisconsin.gov
trenton.brenny@wisconsin.gov
trevor.nobile@wisconsin.gov

8/2/23, 2:45 PM

LINCOLN COUNTY, WI Mail - WI SPILL #19398 ID 20230724NO35-1 - GASOLINE

trevora.bannister@wisconsin.gov

tyler.dix@wisconsin.gov

tyler.verhasselt@co.lincoln.wi.us

zana.sijan@wisconsin.gov

LINCOLN COUNTY EMERGENCY PLANNING COMMITTEE (LEPC)

BY-LAWS



LINCOLN COUNTY EMERGENCY MANAGEMENT

801 N. Sales St. Suite 202

Merrill, Wi 54452

Director: September Murphy

Office: (715) 536-6228

Cell: (715) 218-0128

Fax: (715) 539-8054

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RECORD OF CHANGES

This plan is a living document that will be updated as necessary. The following table indicates a record of those changes

DATE	PAGES	DESCRIPTION	NAME & TITLE
9/22/215	6	Section VII, 3 to add City of Tomahawk Mayor to automatic membership	Jeff Kraft- EM Director
5/15/2018	Entire Document	Change format/ Layout	September Murphy- EM Director
5/15/2018	4	Added some history to introduction	September Murphy-EM Director
03/2020	Throughout Document, 7, 9	Inserted hyperlinks, reduced automatic memberships, compliance inspector	September Murphy- EM Director
02/2021	Pg. 6. P. 7	changed developing polices for hazmat reimbursement to assist responding agencies. removed County board chair from being automatic membership	September Murphy
2022		Updated grammar, member terms with no end date, LEPC memberships	September Murphy

RECORD OF REVIEW

DATE	TYPPE OF REVIEW(ANNUAL, EXERCISE, DISASTER)	COMMENTS	NAME & TITLE
8/27/2013	Original Document	Approved by LEPC	Jeff Kraft- Chairman
9/24/2014	Annual Review	Approved by LEPC	Jeff Kraft- EM Director
9/22/2015	Annual review	Approved by LEPC	Jeff Kraft- EM Director
9/20/2016	Annual Review	Approved by LEPC	Jeff Kraft- EM Director
8/23/2017	Annual Review	Approved by LEPC	Jeff Kraft- EM Director
6/19/2018	Annual Review	Approved by LEPC	September Murphy- EM Director
03/2020	Biannual Review	Approved by LEPC	September Murphy- EM Director
02/2020	Annual Review	Approved by LEPC	September Murphy
02/2021	Annual Review	Approved by LEPC	September Murphy
2022	Annual Review		September Murphy

NAME

- I. This organization shall be the “Lincoln County Local Emergency Planning Committee”, hereinafter referred to as the Lincoln County “LEPC”.

PREFACE

- II. The Lincoln County Local Emergency Planning Committee (LEPC) serves the Lincoln County Local Planning District. Established by the Wisconsin State Emergency Response Commission on July 17, 1987. The State Emergency Response Committee confirmed Lincoln County LEPC on September 9, 1987. These rules of operation are promulgated under directive of SARA, Title III, Section 301(c).

INTRODUCTION

- III. Public demand for chemical release information skyrocketed in the mid-1980s after a deadly cloud of highly toxic pesticide killed thousands of people in Bhopal, India. Shortly thereafter, a serious chemical release at a plant in West Virginia hospitalized 100 individuals. These events led to Congress writing and passage of [Emergency Planning and Community Right-To-Know Act \(EPCRA\)](#), signed by President Reagan in October 1986 and implemented in 1987.

Federal Legislation enacted the Superfund Amendments and Reauthorization Act, Title III (SARA Title III) which is also known as the “Emergency Planning and Community Right to Know Act” (EPCRA). SARA Title III requires states to adopt local emergency planning districts and create a State Emergency Response Commission. Wisconsin legislation created the Wisconsin State Emergency Response Board (SERB). The SERB established local emergency planning districts, which coincide with county jurisdictional boundaries on July 17, 1987. The SERB confirmed the LEPC on August 13, 1987. Wisconsin Emergency Management (WEM) replaced the SERB on June 30, 1997. Counties were required to create a Local Emergency Planning Committee (LEPC) in accordance with SARA Title III to oversee the hazardous materials planning and community right to know functions. These rules of operation are promulgated under the directive of SARA, Title III, Section 301(c).

PURPOSE

- IV. LEPC By-Laws have been developed and formatted from the following mandates to protect the community from harmful effects of hazardous substance releases. The Lincoln County Local Emergency Planning Committee (LEPC) purpose is to assist local responding jurisdictions to develop policies and procedures concerning hazardous releases and to review claims for reimbursement associated with these releases in accordance with:
- Emergency Planning and Right-to-Know Act (EPCRA) of 1986, Superfund Amendment Reauthorization Act (SARA), [Title III, 42 U.S.C. 11001-11050.](#)
 - [Sec. 323.14, Wis. Stats.](#) Local government; duties and powers
 - [Sec. 323.60, Wis. Stats.](#) Hazardous substances information and emergency planning.
 - [Sec. 59.54\(8\), Wis. Stats.](#) Local Emergency Planning Committee.
 - Lincoln County Code of Ordinances - Citizen Appointment to Committees [\(1.18\)](#) and County Local Emergency Planning Committee [\(6.03\)](#).

DEFINITIONS

- V. “Committee” means a local emergency planning committee created pursuant to [sec.59.54\(8\), Wis. Stats.](#)

“County Emergency Management Committee” means the committee created under sec. 323.14(1)(a)3, Wis. Stats.

DUTIES AND FUNCTIONS

- VI. The function of the Committee shall include, but is not limited to the preparation of an emergency response plan that shall include but is not limited to the requirements of SARA Title III.

DUTIES OF COMMITTEES. ([323.60\(3\), Wis. Stats](#)) A committee shall do all of the following: (a) Carry out all requirements of a committee under the federal act. (b) Upon receipt by the committee or the committee’s designated community emergency coordinator of a notification under sec.[323.60 \(5\)\(b\), Wis. Stats.](#) of the release of a hazardous substance, take all actions necessary to ensure the implementation of the local emergency response plan. (c) Consult and coordinate with the county board, the county and local heads of

emergency management designated under [sec. 323.14\(1\)\(a\) 2 or \(b\)2, Wis. Stats.](#) and the county emergency management committee designated under sec. 323.14(1)(a)3, Wis. Stats. in the execution of the local emergency planning committee's duties under this section.

MEMBERSHIP

VII.

- 1) The County Board Chair, subject to confirmation by the County Board. Consistent with SARA Title III, sec. 301(c), membership shall include at least one representative from each of the following disciplines:
 - a. Elected state & local officials
 - b. Law enforcement, civil defense, firefighting, first aid, health, local environmental, hospital and transportation personnel
 - c. Broadcast and print media
 - d. Community groups
 - e. Owners & operators of facilities subject to the requirements of law
- 2) Alternates: Each member of the LEPC may nominate one Alternate Member from his/her discipline who, upon confirmation by the LEPC and WEM, shall be entitled to attend and participate in all meetings of the LEPC. Alternate members may not vote on LEPC matters unless the LEPC member (for whom he/she serves as alternate) is absent.
- 3) Automatic Membership: Persons holding the following positions shall be considered standing members of the LEPC (for the duration of the time he/she holds the position): Emergency Management Director:
- 4) Vacancies: Should vacancies occur, may be filled by recommendation from the LEPC chairperson to the Lincoln County Board Chairperson for appointment as outlined above.

LEPC OFFICERS

VIII.

- 1) Chairperson
Subject to the requirements of SARA Title III, sec. 301(c), the committee will elect a Chairperson and Vice-chairperson. Elections for these two

offices shall be held, as needed to fill vacancies. The term of office shall commence immediately upon election and expire upon election of a successor. LEPC meetings will be presided over by the Chairperson who must be a member of the LEPC. The chairperson will hold only one elected position in the LEPC.

2) Vice-chairperson

Will carry out the duties and responsibilities in the absence of the Chairperson and will hold only one elected position in the LEPC. In the event the Chair and Vice-chair are absent and there is a quorum, a Temporary Chairperson may be elected by members present to Chair the current meeting.

3) Coordinator for Information

In accordance with the requirements of SARA Title III, Sec. 301(c), a Coordinator of Information will be designated by the Local Emergency Planning Committee and serve at the pleasure of the committee. The Coordinator of Information will undertake those duties and responsibilities as outlined under SARA Title III, sec. 301(c), and other responsibilities and duties assigned by the LEPC. The Lincoln County LEPC has designated the County Emergency Management Director as its' Coordinator of Information.

4) Community Emergency Coordinator

In accordance the requirements of SARA Title III, sec. 303(c)(3), the committee per sec. 323.60(3)(b), Wis. Stats. will designate a Lincoln County Emergency Coordinator who will serve at the pleasure of the committee. The Community Emergency Coordinator will undertake those duties as assigned by the county's hazardous material plan created under SARA Title III and other responsibilities and duties assigned by the Committee. The Lincoln County LEPC has designated the County Emergency Management Director as the Lincoln County Emergency Coordinator due to the director's involvement with the LEPC through county funding of SARA monies issued by the State and reviewed by the County Emergency Management Committee.

5) Compliance Inspector

The LEPC shall pursue initial local compliance action(s) as necessary, and if deemed appropriate, make compliance referrals to the WEM EPCRA

Program Manager. The LEPC shall assist WEM compliance staff with compliance actions, as requested. However, it is currently best practice to request the state for assistance in performing compliance inspector duties as needed.

6) Secretary

In order to assure that the proper minutes of all meetings are kept, the Committee shall designate a Secretary to keep minutes of the business conducted. Such minutes shall be forwarded to the Emergency Management Director for distribution as required. The Lincoln County LEPC has designated the Emergency Management Director or his/her designee as the Secretary to the LEPC.

7) Vacancy – Officer

Should the Office of Chairperson, Vice-chairperson or Secretary become vacant, the LEPC shall elect a successor for the unexpired portion of the term within 60 days of the occurrence of the vacancy.

COMMITTEE MEETINGS

IX. All meetings conducted by the LEPC, are conducted in conformance with the Wisconsin State Statutes pertaining to the open meetings of governmental bodies. These laws include providing a public meeting notice issued 24 hours in advance ([sec. 19.84\(3\)](#), Wis. Stats.), and preserving the minutes of each meeting ([sec. 19.88, Wis. Stats.](#)).

1) Dates and Times

A meeting time and date are selected by the Committee and will be held per requirement of any SARA (EPCRA) grant. The Chairperson may call special meetings with at least seventy-two (72) hours public notice prior to the event.

2) Agenda Items

Agenda items must be submitted to the Secretary at least 10 working days prior to the meeting of the LEPC unless an emergency condition is present. The agenda will be posted 24 hours prior to the committee meetings. Agenda items will not be added on the floor of the meeting.

3) Location

The LEPC will establish a meeting location within Lincoln County.

Meetings which require jointly related business or coordination of activities with other LEPCs will be the exception. All meetings will be held in conformance with the open meetings laws.

4) Quorum

Fifty percent (50%) of the voting membership of the LEPC should be in attendance at any meeting of the LEPC to constitute a quorum and transact the business of the LEPC. A meeting may not be convened without a quorum present.

5) Voting

Any proposal for an action or position taken by the committee must be adopted by a majority vote of more than half those present at a legally posted meeting at which a quorum is present.

6) Minutes of Meeting

Once approved, distribution of minutes of all meetings conducted by the LEPC will be filed by the secretary to committee members, Heads of Government within Lincoln County including the County Clerk Office, the County Administrative Coordinator Office, the Chair of the County Board and the Northeast Regional Coordinator of Wisconsin Emergency Management and others upon request.

EMERGENCY MEETINGS

- X. When a release of a substance covered by the notification requirements of SARA Title III, sec. 304 has occurred, is occurring, or is imminent, an emergency meeting (in accordance with sec. 19.84(3), Wis. Stats.) of the LEPC may be called by the Chairperson. All reasonable attempts will be made through the media to notify the public of the meeting and the agenda of such meetings will be limited to the present emergency conditions. Under these conditions only, the Chairperson (or Vice-chairperson) may declare a quorum and convene the LEPC if at least one-third of the membership is in attendance.

PUBLIC INFORMATION REQUESTS

- XI. Pursuant to SARA sec. 312(e3) all requests for public information shall be in writing and shall be made with respect to a specific facility. Public records of the LEPC shall be maintained in the Emergency Management Office and

available to the public for inspection during normal working hours. LEPC records may not be removed from the Emergency Management Office except by Emergency Management personnel for purposes of photo-copying or other bonafide governmental function. Photocopies of LEPC records are available at the current rates for duplication services as set by the Lincoln County Board of Supervisors. Computer database searches and report generation services are available on a limited basis, but subject to the charges for time and materials to produce the reports. Charges incurred under this policy for photocopies or time and materials must be paid at the time services are rendered and will be charged consistent with county ordinances and Wisconsin public records law. A notice of Hazardous Materials Emergency Plan will be published consistent with Community Right-to-Know requirements.

AMENDMENT OF BYLAWS

- XII. Adoption of these rules or approval of amendments to the rules can be made at any regular or special meeting of the LEPC as an agenda item with a majority roll call vote.

BYLAWS ADAPTION AND SIGNING

- XIII. Upon their adoption (or amendment) by the Committee, a copy of these bylaws will be signed and dated by the Chair of the LEPC Committee, conveyed to the County Clerk, County Board Chair, County Emergency Management Committee Chair and will be available for inspection and copying by the public at 801 N. Sales Street, Government Services Building, Merrill, Wisconsin.
- XIV. Approved and adopted by majority vote in a public meeting held this _____ the day of _____, _____.

Lincoln County LEPC Chairperson

Wisconsin Refueling Readiness 2023 Grant Program

The Public Service Commission of Wisconsin's (PSC) Office of Energy Innovation (OEI) is seeking applications for the fourth round of Wisconsin's Refueling Readiness grant program. The program is designed to address the concern of fueling emergency vehicles during a natural or man-made disaster. The goal of this round is to expand the network of fueling points of distribution throughout the state so that at least one fueling station in each county is wired for a generator to restore power to the fueling area as quickly as possible.

The PSC will award up to \$150,000 in grants to public and private entities in Wisconsin. Funding is available on a first come, first served basis, and priority will be given to entities in counties that have not previously received refueling readiness grants. OEI will create a waitlist for applicants in counties that have previously received refueling readiness grants and reviewed in the order received and awarded based on remaining funds available. Eligible costs include transfer switch, tap box, and necessary wiring and appurtenances in order to be able to accept an emergency electrical generator on site.

• Eligible Applicants

- Municipally or Native American Tribal Community-owned highway shops,
- Privately, Municipally, and Tribally-owned convenience stores with both unleaded and diesel fuel availability,
- Privately-owned bulk petroleum storage facilities
- All applicants must currently or are willing to include the facility in the county/tribal/local government's emergency plan

Grant Amounts

- Activity 1: Up to \$10,000 for the installation of a tap switch for a typical highway shop or convenience store.
- Activity 2: Up to \$25,000 for Bulk Storage Facilities for the installation of switch gear to enable a bulk storage facility to purchase or rent a generator to provide back-up power to the facility.

Timeline

- Grant Program opens **June 2023**
- Applications accepted on a rolling basis, no later than **1:30 pm on December 1, 2023**
- Once you have received a grant agreement from PSC, you have **6 months** to complete the project

How to Apply

- Review full grant details and eligibility criteria in the Application Instructions on the OEI [Refueling Readiness grant website](#)
- Get a quote from an electrical contractor, or if you have an electrician on staff, an electrical equipment supplier
- Register with the federal government's System for Award Management (SAM) to obtain a Universal Entity Identifier (UEID). You are encouraged to register as soon as possible, to provide the UEID number with your grant application.
- Create PSC Grants System and Electronic Records Filing (ERF) System accounts if you do not already have these.
 - The PSC Grants System is connected to the ERF system, therefore an account is required for both.
 - If you have an ERF account, from the [PSC Grants System Login](#) page, follow the link to validate your ERF Account.
 - If you do not have an ERF account, from the [PSC Grants System Login](#) page, follow the link to create an ERF Account, then return to the login page and follow the link to validate your ERF Account.
- Submit your application with electrical quote through the PSC's Grants System at <https://apps.psc.wi.gov/apps/grants>
- Await word from OEI. A grant agreement is required prior to starting your project.

All questions related to these 2023 Application Instructions must be submitted in writing to OEI@wisconsin.gov with the following subject line: Refueling Readiness 2023 Question

Priority Areas		
Adams County	Iron County	Racine County
Brown County – Green Bay Area	Jackson County	Richland County
Buffalo County	Jefferson County	Rock County
Burnett County	Kenosha County	Saint Croix County
Calumet County	La Crosse County	Sauk County
Clark County	Langlade County	Sawyer County
Columbia County	Lincoln County	Sheboygan County
Crawford County	Marinette County	Taylor County
Dane County – Madison Area	Marquette County	Trempealeau County
Door County	Menominee County	Vernon County
Dunn County	Milwaukee County – Milwaukee Area	Vilas County
Eau Claire County	Oconto County	Walworth County
Florence County	Oneida County	Washburn County
Fond du Lac County	Outagamie County	Washington County
Grant County	Ozaukee County	Waukesha County
Green County	Polk County	Waushara County
Iowa County	Pierce County	Winnebago County
	Portage County	Wood County



Wisconsin's Refueling Readiness Grant Program

Program Update - May 2023



Wisconsin Office of Energy Innovation

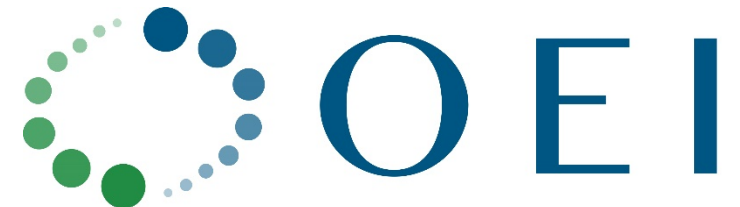
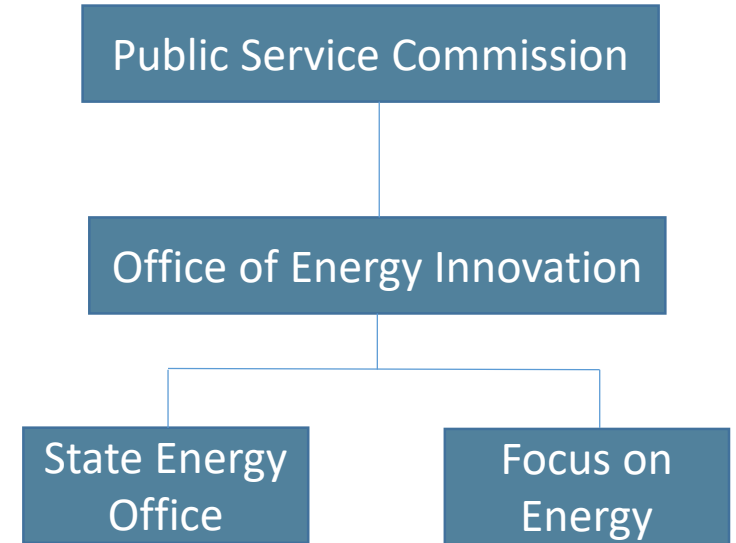
OEI Mission:

Developing Wisconsin's energy landscape to be secure, environmentally responsible, and growing the state's economy for all.

OEI Programs:

- [State Energy Office](#): Grants, Technical Assistance, Energy Statistics & Data, Energy Security
- [Focus on Energy](#): Incentives, Technical Assistance, Training, Trade Ally Support

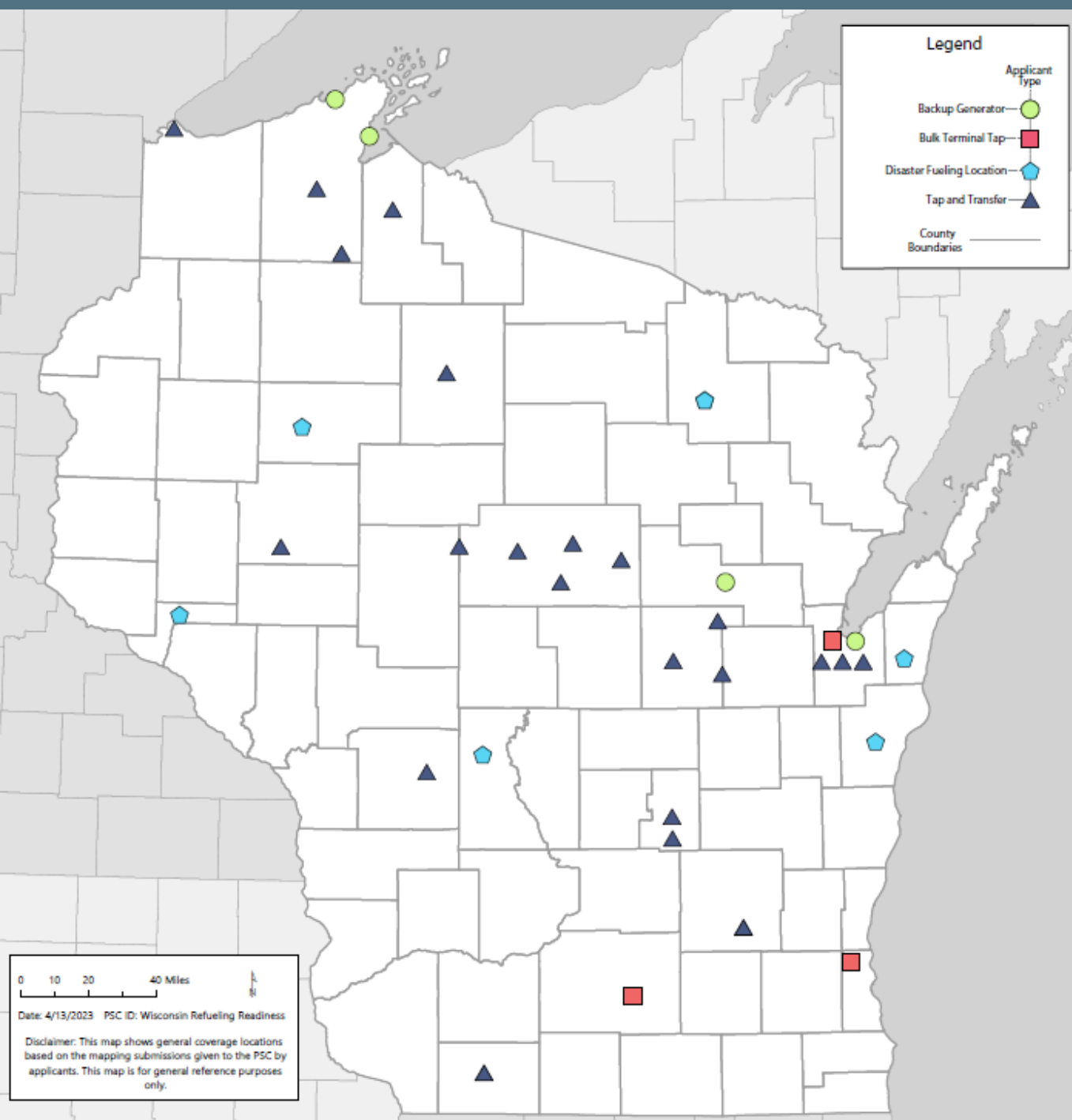
Contact OEI: OEI@Wisconsin.gov



Refueling Readiness Program Objectives

- Address the need to fuel emergency vehicles during a natural or man-made disaster throughout the state
- Expand the emergency fueling distribution network
- Support local energy emergency planning

Priority Areas		
*Tribal Nations within priority areas encouraged to apply		
Adams County	Iron County	Racine County
Brown County – Green Bay Area	Jackson County	Richland County
Buffalo County	Jefferson County	Rock County
Burnett County	Kenosha County	Saint Croix County
Calumet County	La Crosse County	Sauk County
Clark County	Langlade County	Sawyer County
Columbia County	Lincoln County	Sheboygan County
Crawford County	Marinette County	Taylor County
Dane County – Madison Area	Marquette County	Trempealeau County
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Green County	Polk County	Waushara County
Iowa County	Pierce County	Winnebago County
	Portage County	Wood County



Refueling Readiness

Previously-Funded Areas

Who's Eligible?

- Municipal or Tribal Community-owned highway shops
- Privately, Municipally, and Tribally-owned convenience stores with unleaded and diesel fuel
- Privately-owned bulk petroleum storage facilities

Must currently or be willing to **include the facility** in a county/tribal/local government **emergency plan**

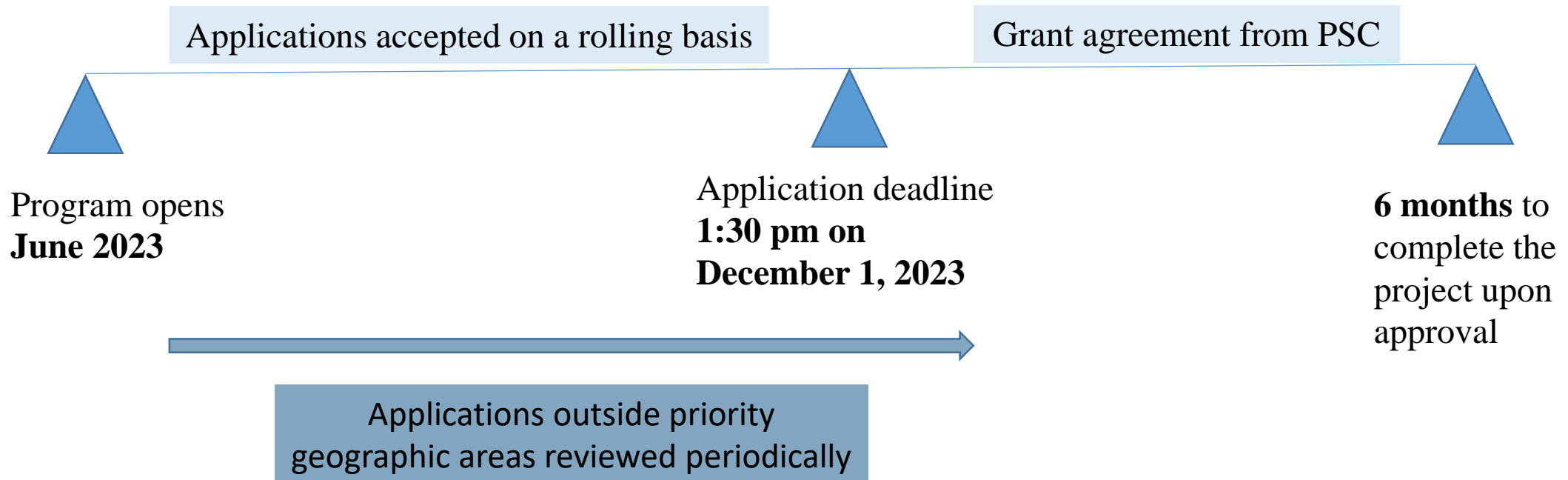
What's Eligible?

- Up to \$10,000 for the installation of a tap switch for a typical highway shop or convenience store
- Up to \$25,000 for Bulk Storage Facilities for the installation of switch gear to enable a bulk storage facility to purchase or rent a generator to provide back-up power to the facility

Tap switch safely shifts facility's power source from on-grid to off-grid to **plug in a generator** for backup power

Timeline

\$150,000 total incentive budget available first come, first served



How to Apply

1. Review full grant details in the **Application Instructions** on the OEI website:
<https://psc.wi.gov/Pages/ServiceType/OEI/RefuelingReadiness.aspx>
2. Get a **quote from an electrical contractor**, or if you have an electrician on staff, an electrical equipment supplier
3. Account **registrations**
 1. Register with the federal government's System for Award Management (<https://SAM.gov>) to obtain a Universal Entity Identifier (UEID).
 2. Create Electronic Records Filing (ERF) account:
<https://apps.psc.wi.gov/ERF/ERFupload/content/UserProfileNew.aspx>
 3. Create PSC Grants System account: <https://apps.psc.wi.gov/apps/grants>
4. Submit **application with electrical quote** through the PSC's Grants System:
<https://apps.psc.wi.gov/apps/grants>
5. Await **grant agreement** from OEI. A fully executed grant agreement is required before starting project.

Help Us Promote Program!

Review list of priority areas

Share program overview

Talk to your eligible county/tribal emergency managers about potential

- Does the county/tribe have a fueling facility?
- If not, where do they fuel vehicles? Talk to their local gas station owners about this grant program and setting up an agreement.
- Questions: OEI@Wisconsin.gov