



MARATHON COUNTY LOCAL EMERGENCY PLANNING COMMITTEE AGENDA

Date & Time of Meeting: Thursday, December 12, 2024, at 2:00 P.M.
Meeting Location: Rock Room, 1000 Lake View Drive, Wausau, WI & WEBEX Option.

LEPC Members:

Ryan Berdal	Law Enforcement	Michael Puerner	Corporation Counsel
Dale Grosskurth	Health Dept	Philip Rentmeester	Emergency Mgmt. Director
Frank Hanousek	Citizen Member	Doug Diny	Wausau Mayor
Jeremy Kopp	Wausau Fire Dept	Brian Kowalski	Communications Media
Stacey Morache	Co. Board of Supervisors	Quinn Ambrosius	Wausau Fire Department
William Penker (Chair)	Community Service	Steve Tarras	Wausau Chemical Corporation
John Peralta	Solid Waste	Kevin McFadden	Aspirus
Bob Pound	SAFER	Chris Smart	Kronenwetter Police Depart.
Brian Baily	REI	Junior Chojnacki	North Central Health Care

Mission/purpose: The committee exists pursuant to the Federal Emergency Response Community Right-to-Know Act (EPCRA) of 1986. The mission is to protect the community from harmful and possible life-threatening effects of a hazardous materials release. The LEPC's purpose is to develop policies, procedures, and emergency plans for prevention of, and responding to, accidental releases of hazardous materials.

Any persons wishing to attend the meeting by phone may call into the telephone conference beginning five (5) minutes prior to the start time indicated below using the following number. Please put your phone on mute when you enter the telephone conference.

Phone #: 1-408-418-9388 Access Code: 962 992 568

1. **Call meeting to order/ Roll Call**
 - A. Welcome
2. **Public comment (15-minute limit)**
3. **Approval of September 12, 2024 Meeting Minutes**
4. **Educational Presentations and Committee Discussion**
 - A. Update on PFOS/PFAS
 - B. Update on Computer/Hazmat Grant
 - C. Update on Integrated Preparedness Plan
 - D. Update on Hazard Mitigation Plan
5. **Policy Discussion and Possible Action:**
 - A. Review of 2024 Facility Plans
 - B. Review of LEPC Bylaws
 - C. EM Office Report - Spill Notifications, training opportunities, and exercises.
6. **Schedule Next Meeting Date / Time**
7. **Adjourn**

* Copies of Off-Site Plans are available at the Marathon County Emergency Management Office.

Any person planning to attend this meeting who may need special accommodation to participate should call the County Clerk's office at 715-261-1500 or e-mail countyclerk@co.marathon.wi.us one business day before the meeting.

SIGNED William C. Penker, Chair
Presiding Officer or Designee

EMAILED TO: Wausau Daily Herald, City Pages, and other Media Groups
EMAILED BY: S. Severson
DATE & TIME: 11/21/2024 12:00 PM

NOTICE POSTED AT COURTHOUSE
BY: S. Severson
DATE & TIME: 11/21/2024 12:00 PM

**Marathon County Local Emergency Planning Committee
Meeting Minutes for September 12, 2024**

LEPC Members			LEPC Members		
	<i>Public Safety</i>		<i>Community Groups or Public</i>		LEPC Alternate Members
X	Ryan Berdal	x	William Penker	x	Kelly Bremer (EM)
X	Jeremy Kopp	x	Frank Hanousek	x	Marissa Reynolds (Corp Couns)
	Chris Smart				David Briggs (WFD)
x	Bob Pound		<i>Transportation</i>		
x	Quinn Ambrosius	x	John Peralta		
	<i>Legal</i>		<i>Communications Media</i>		Guests
	Mike Puerner	x	Brian Kowalski		Shawn Metzner (MCEM)
					Junior (NCHC)
	<i>Elected Officials</i>		<i>Healthcare</i>		Tim (Red Cross)
x	Doug Diny	x	Kevin McFadden		<i>Emergency Management</i>
x	Stacey Morache			x	Philip Rentmeester
			<i>Facilities</i>		
	<i>Environment</i>	x	Brian Bailey		
x	Dale Grosskurth	x	Steve Tarras		

Location: Rock Room, 1000 Lake View, Wausau WI 54403
 Meeting Link: <https://meet1376.webex.com/meet1376/j.php?MTID=mb64cb2fb75a795d7422d7d0b693adea6>

Agenda Item	Talking Points	Action Steps
1. Call meeting to order/Roll Call	Call to order: 1403 Introduction of all in present.	
2. Public Comment	No public comment	
3. Approval of June - 2024 meeting minutes	Motion to approve minutes. 1 st - Peralta 2 nd - Grosskurth	

**Marathon County Local Emergency Planning Committee
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Agenda Item	Talking Points	Action Steps
<p>4. Educational Presentation and Committee Discussion</p>	<p>Phil-Roles and responsibilities of LEPC members following this meeting.</p>	
<p>5. Policy Discussion and Possible Action – A. Review of 2024 Facility Plans</p>	<p>2 waiting on info from facility 3 waiting on facility signature 7 ready for LEPC today 5 ready for Regional Director approval 1 finalized and ready for distribution</p>	<p>Remaining plans will be finalized and taken to Chairman Penker for approval prior to the Dec meeting.</p>
<p>5. Policy Discussion and Possible Action – B. Discussion of Integrated Preparedness Workshop</p>	<p>Review of updated plan. Discussion on public safety shortages. Discussed how EM will address issues identified in plan in 2025.</p>	<p>Send IPP to anyone who requests. Long-term power outage exercise in Feb.</p>
<p>5. Policy Discussion and Possible Action C. Spills, training, exercises</p>	<p>3rd quarter report reviewed: input from Peralta regarding the spill at Solid Waste. WEMA- Stevens Point Sept 23-27 List of upcoming courses coming to Lakeview Campus</p>	<p>Contact EM if anyone has questions regarding upcoming courses.</p>

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<p>5. Policy Discussion and Possible Action D. Discussion on Bright Horizons Exercise</p>	<p>4 week recovery exercise following flooding. Week 1 EOC set up Week 2 Multi Agency Resource Center</p>	
Agenda Item	Talking Points	Action Steps
<p>5. Schedule Next Meeting Date/Time</p>	<p>Dec 12th @ 1400. Lakeview Campus Fox Room.</p>	<p>Room will be booked by MC EM. Add PFAS update to next agenda Set room up as a rectangle next meeting.</p>
<p>6. Adjourn</p>	<p>Chair adjourned meeting at 1447</p>	

Other discussion:

Proposed increase in EPCRA fees

EPCRA best practice newsletter: Looking for more input from around the state.

Off-site plan: Discussion on why they are called “off-site.”

BY-LAWS
MARATHON COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE

PREFACE

The Marathon County Local Emergency Planning Committee (LEPC) consists of representatives from the private and public sectors and serves all of Marathon County, Wisconsin. The LEPC was established on July 17, 1987, and was confirmed by the State Emergency Response Board (SERB)/Wisconsin Emergency Management (WEM) on August 13, 1987. These By-Laws are promulgated under the directive of the Superfund Amendments and Reauthorization Act (SARA), Title III, Section 301(c), Public Laws of 1986.

POSTS, POSITIONS, APPOINTMENTS AND ELECTIONS

ELIGIBILITY REQUIREMENTS: The Chairperson and the Vice-Chairperson may be representatives of either the private or the public sectors; however, under no circumstances shall both positions be occupied by a representative from a single sector. The Chairperson and the Vice-Chairperson must be a member of the LEPC and shall hold only one elected position in the LEPC.

CHAIRPERSON: Subject to the requirements of Title III, Section 301(c), the committee will elect a Chairperson for a term of two (2) years. The Chairperson will preside over the meetings of the LEPC. The Chairperson shall have the authority to sign approval of off-site facility plans, annual plan of work agreements, grant applications and reimbursement requests, and county-wide hazardous materials plans submitted by the Marathon County Department of Emergency Management pursuant to statute, but prior to the next meeting. The Chairperson shall submit said items to the LEPC for a vote at the next LEPC meeting. The LEPC shall have the authority, by vote, to revoke the Chairperson's approval.

VICE-CHAIRPERSON: In order to ensure the continuity of operations in the absence of the Chairperson and to ensure equal representation, the committee has established the post of Vice-Chairperson and will elect a person for that post. In the absence of the Chairperson, the Vice-Chairperson will preside over meetings of the LEPC. The Vice-Chairperson will be elected for a term of two (2) years. At the end of the Vice-Chairperson's term, his/her name shall be automatically placed in nomination for the position of Chairperson.

COORDINATOR OF INFORMATION: Subject to the requirements of Title III, Section 301(c), the committee will designate a Coordinator of Information who will serve at the pleasure of the committee. The Coordinator of Information will undertake those duties and responsibilities as outlined under Title III, Section 301(c), and other responsibilities and duties

assigned by the LEPC. The LEPC may also designate a Deputy Coordinator of Information to serve in the absence of the primary designee.

COMMUNITY EMERGENCY COORDINATOR: Subject to the requirements of Title III, Section 303(c)(3), the LEPC will designate a Community Emergency Coordinator who will serve at the pleasure of the committee. The Community Emergency Coordinator will undertake those duties as assigned by the plan created under Title III, Section 303, and other responsibilities and duties assigned by the LEPC. The LEPC may also designate a Deputy Community Emergency Coordinator.

SECRETARY: In order to ensure that the proper minutes of all meetings are kept, the Chairperson or head of any committee or subcommittee shall designate a secretary to keep minutes of the business conducted. Such minutes shall be forwarded to the Coordinator of Information for distribution as required.

COMPLIANCE INSPECTOR: The State will provide a Compliance Inspector at no cost to the County. S/he would be contacted for any facility that the Emergency Management Director and/or the LEPC feels is not compliant with reporting/planning/information regarding off-site plans and chemicals on-site.

MEETING LOCATION: The LEPC has established a normal public meeting location in the Marathon County Emergency Management Office. Virtual meetings have also been established to accommodate the attendance of members and the public. Meetings of the LEPC will be held in the county with the exception of joint meetings held between the LEPC and other LEPCs and the State Emergency Response Commission (SERC)/WEM, which are required for the coordination of activities or for the conduct of joint related business. Public notice of meetings, excluding emergency meetings, will be made at least 24 hours prior to the event.

MEETING DATES AND TIMES: The LEPC has established normal quarterly meetings (March, June, September, and December) on the second Thursday of the month at 2:00 p.m. The LEPC shall meet a minimum of twice per year. Regular meetings of the LEPC may be scheduled at a different day/time at the discretion of the Chairperson should the need arise. Special meetings of the LEPC may be called by the Chairperson with public notice of at least 24 hours prior to the event.

EMERGENCY MEETINGS: During emergency conditions, when a release of a substance covered by the notification requirements of Title III, Section 304, has occurred, is occurring, or is imminent, the Chairperson or the Emergency Management Director may call an emergency meeting of the LEPC as soon as possible with the provision that reasonable attempts are made to notify the public of the meeting through the local media channels. All members of the LEPC shall be invited to the emergency meeting; however, due to the nature of an emergency, reaching a quorum may not be possible and is not necessary. The conduct of business at such emergency meetings will be limited to those items required by the emergency conditions. LEPC members will be provided meeting minutes as soon as practicable.

AGENDA ITEMS: Items to be included in the agenda will be submitted to the Coordinator of Information at least five (5) working days prior to the meeting of the LEPC unless emergency conditions are present. The agenda will be compiled and sent to committee members, local media representatives, and others who have requested copies at least 24- hours prior to the committee meeting. Agenda items may be added on the floor of the meeting for discussion only. No action may be taken on the added items until a future meeting where the proper public notification has taken place.

PUBLIC OPPORTUNITY: The LEPC will provide sufficient time in every agenda to receive public comments and input. Public input time will be allowed on a first-come, first-served basis. The LEPC may limit comments to a certain time and limit public input time with a majority roll-call vote of the committee members.

QUORUM: A quorum will consist of fifty (50) percent of the approved membership of the LEPC.

VOTING: A majority of the members present, where a quorum exists, will be needed for passage.

ALTERNATES: Every member of the LEPC may select an alternate in writing to attend meetings in his/her absence. The alternate may participate in discussions and will have voting rights.

MINUTES OF MEETINGS: Minutes of all meetings and sessions of the LEPC and committees or sub-committees will be distributed to committee members, interested heads of government within the county, the area office of WEM, and others who request them. Official meeting minutes will be retained by the Emergency Management Office.

ATTENDANCE AND CONSTRUCTIVE RESIGNATION: Attendance by members or their alternates is required. Failure by a member or an alternate to attend three (3) consecutive regularly scheduled quarterly meetings of the committee shall constitute constructive resignation from the committee, except for approved absences. Any member being dropped from the membership list shall be sent a notice at their last known address. Any member who has been dropped from the membership list may re-apply in writing. The Chairperson shall have the authority to reinstate the member upon receipt of the application.

Distribution of Plans: The Marathon County Strategic Plan will be uploaded to the Wisconsin Hazmat Online Planning and Reporting System (WHOPRS) website for distribution to other agencies on an annual basis by the Emergency Management Office. A physical copy of the plan is available for public inspection in the Emergency Management office during normal working hours by appointment. Off-site response plans will be uploaded to WHOPRS for dissemination, and copies of plans will be sent to primary response agencies by the Emergency Management office.

PUBLIC INFORMATION REQUESTS: Pursuant to the Superfund Amendments and Reauthorization Act of 1986 Title III (SARA), 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 by appointment.

ADOPTION AND AMENDMENTS OF LEPC BY-LAWS*: Adoption of these By-Laws, or approval of amendments to the By-Laws, can be made at any regular or special meeting of the LEPC as an agenda item with a majority roll-call vote where a quorum exists.

*Adopted 9-15-94; revised 3-12-98; revised 6-11-98; revised 9-13-07; revised 9-14-09; revised 3-10-11; revised 6-09-11; revised 12-11-14; revised 9-10-20; revised 9-9-21; revised 12-8-2022, revised 1-11-2024.