

COUNTY OF POLK  
LOCAL EMERGENCY PLANNING COMMITTEE  
1005W. MAIN ST. SUITE 900  
BALSAM LAKE, WI 54810  
TELEPHONE: 715-485-9280  
FAX: 715-485-8315

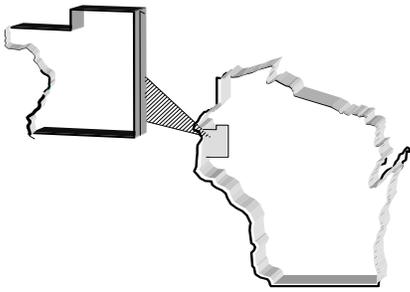
**THURSDAY, MARCH 28, 2013 - 3:30 P.M.**  
**MULTI-PURPOSE ROOM - POLK COUNTY JUSTICE CENTER**  
**BALSAM LAKE**

**AGENDA**

1. Call to Order
2. Approve Agenda
3. Approve Minutes of January 24, 2013 Meeting
4. Public Comment
5. Present Off-Site Plan Updates for Review and Approval
6. Present Countywide EPCRA/Hazardous Materials Response Plan Update for Review And Approval
7. Update on the HMEP Grant Project – Commodity Flow Study
8. Update on EPCRA Computer Grant Submission
9. Review Spill Reports
10. Update on Training
11. Next Meeting Date - May 23, 2013
12. Motion to Adjourn

Items appearing on the agenda not necessarily presented in the order listed.

This meeting is open to the public according to Wisconsin State Statute 19.83. Persons with disabilities wishing to attend and/or participate are asked to notify the “County Clerk’s office (715-485-9226) at least 24 hours in advance of the scheduled meeting time so all reasonable accommodations can be made.



POLK COUNTY SHERIFF'S OFFICE  
LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)  
1005W. MAIN ST. SUITE 900  
BALSAM LAKE, WI 54810  
TELEPHONE: 715-485-9280  
FAX: 715-485-8315

THURSDAY, MARCH 28, 2013 – 3:30 P.M.  
MULTI-PURPOSE ROOM – POLK COUNTY JUSTICE CENTER, BALSAM LAKE

**Members Present:** Dan Gullickson, Greg Marsten, Gail Peterson, Tim Strohbusch, John Dubois and Kathy Poirier.

**Members Absent:** Mike LaPointe, and Brian Masters

Call to Order

Chair Dan Gullickson called the meeting to order at 3:30 p.m.

Approve Agenda

**Motion made by Greg Marsten. to approve the agenda as presented. Seconded by Tim Strohbusch. Motion carried by voice vote.**

Approve Minutes

**Motion made by Gail Peterson and seconded by John DuBois to approve the minutes of the January 24, 2013 meeting. Motion carried by voice vote.**

Public Comment

None

Present Off-Site Plan Updates for Review and Approval

The off-site plan updates for AFP advanced food products, LLC, City of Amery Water Utility, F & A Dairy and Foremost Farms USA were presented for review. **Motion made by Tim Strohbusch and seconded by Greg Marsten to approve the updated plans as presented. Motion carried by voice vote.**

Present Countywide EPCRA/Hazardous Materials Response Plan Update for Review and Approval

Kathy Poirier presented and reviewed the changes to the countywide plan. **Motion made by John DuBois and seconded by Gail Peterson to approve the 2013 Countywide EPCRA/Hazardous Materials Response Plan update as presented. Motion carried by voice vote.**

Update on HMEP Grant Project – Commodity Flow Study

Kathy reviewed the progress on the Commodity Flow Study. The Railroad responded that no hazardous chemicals were transported through Polk County in 2012. The consultant has been visiting the five counties to gather information. He will be attending one of our upcoming LEPC meetings (either May or July) to give a report of his findings. He will also be visiting each of the other four Counties involved in the study.

Update on EPCRA Computer Grant

After review of our computer equipment needs, it was determined that we will not be applying for the EPCRA Computer Grant for 2013.

#### Review Spill Reports

We have received three Substance Release Notifications since our last meeting from the DNR Spill Electronic Reporting and Tracking System. These reports were presented to the committee for information and discussion only.

#### Update on Training

Kathy presented the Training summary sheet for review. Four HazMat or Confined Space classes have been completed in the first 6 months of the fiscal year 2013. One additional HazMat Awareness Refresher class has been approved and will be held in April. Kathy is working with Tom Grahek (WEM Exercise Officer) on functional exercises. One will be held in Clear Lake and a second one may possibly be held in Dresser.

#### Next Meeting Date

Our next meeting is scheduled for Thursday, May 23, 2013. The meeting will be held at 3:30 p.m. in the Multi-Purpose Room of the Justice Center.

#### Adjourn

**Motion to adjourn made by Tim Strohbusch seconded by John DuBois. Meeting adjourned at approximately 4:17 p.m.**