

COUNTY OF POLK  
LOCAL EMERGENCY PLANNING COMMITTEE  
1005W. MAIN ST. SUITE 900  
BALSAM LAKE, WI 54810  
TELEPHONE: 715-485-9280  
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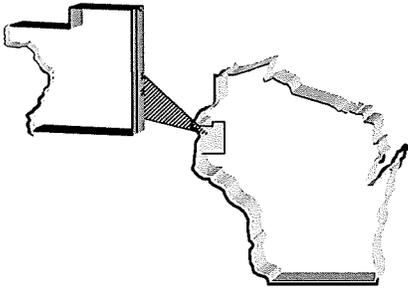
**THURSDAY, AUGUST 23, 2018 - 3:30 P.M.**  
**MULTI-PURPOSE ROOM**  
**POLK COUNTY JUSTICE CENTER**  
**BALSAM LAKE**

**AGENDA**

1. Call to Order
2. Introductions
3. Approve Agenda
4. Approve Minutes of March 22, 2018 Meeting
5. Public Comment
6. Present Off-Site Plan Updates for Review and Approval
7. Review Spill Reports
8. Update on Training/Exercising
9. Next Meeting Date – February 28, 2019
10. 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)  
1005 W. MAIN ST. SUITE 900  
BALSAM LAKE, WI 54810  
TELEPHONE: 715-485-9280  
FAX: 715-485-8315

THURSDAY, MARCH 22, 2018– 3:30 P.M.  
MULTI-PURPOSE ROOM – POLK COUNTY JUSTICE CENTER, BALSAM LAKE

**Members Present:** Dan Gullickson, Greg Marsten, Gail Peterson, John Bonneprise, David Hansch, Tony Weinzirl, Tim Strohbusch and Kathy Poirier.

**Guest Present:** Greg Braun

**Members Absent:** None

Call to Order:

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

Approve Agenda

**Motion made by John Bonneprise and seconded by Gail Peterson to approve the agenda as presented. Motion carried by voice vote.**

Approve Minutes of the August 24, 2017 Meeting:

**Motion made by Tim Strohbusch and seconded by Tony Weinzirl to approve the minutes of the August 24, 2017 meeting as presented. Motion carried by voice vote.**

Public Comment: Kathy talked about the LEPC Chair Designation and Authorization form that could be executed to allow her to sign all documents related to EPCRA and the LEPC. This will be on the agenda for the August meeting for discussion and possible action.

Consider the Appointment of Greg Braun (ARES-RACES) as the Group – 4 Community Group Representative:

Greg was introduced and told the Committee about his background. Greg is a member of the Polk County ARES/RACES (Amateur Radio Club). **Motion made by John Bonneprise to recommend the appointment of Greg Braun to fill Group 4 - Community Group on the Local Emergency Planning Committee. Seconded by Tim Strohbusch. Motion carried by voice vote.**

Present Off-Site Plan Updates for Review and Approval:

The off-site Facility plan updates for the **Amery Water Utility, Lake Country Dairy, Polaris Industries** and the **St. Croix Falls Wastewater Treatment Facility** were presented for review. Kathy commented on the changes made (if any) to each of the plans. There was discussion on the reporting/planning requirements for a large retailer in Polk County. Kathy will follow up on this. **Motion made by Tim Strohbusch and seconded by Gail Peterson to approve the updated Off-Site Facility plans as presented. Motion carried by voice vote.**

Present Countywide EPCRA Hazardous Materials Response Plan Update for Review and Approval:  
The updated strategic plan was presented for review and the updates were explained. **Motion made by Tim Strohbusch and seconded by Gail Peterson to approve the updated plan. Motion carried by voice vote.**

Report on Tabletop Exercise held in Clear Lake on February 1, 2018:

Tim reported on the active threat functional exercise held at the Clear Lake Municipal facility. This was a very good exercise. There were some things that were noted as needing improvement, which hopefully will lead to more tabletop exercises and drills for the individual agencies that were involved.

Review Spill Reports:

Three incidents reports were presented for review. All were reported to the WEM Hotline.

Update on Training:

Kathy reported on two upcoming classes. There will be an 8-hour HazMat Operations level refresher class at the Amery Fire Dept. on April 16 & May 7 and an Awareness level refresher at the Frederic Fire Dept. on July 16.

Next Meeting Date:

Our next meeting will be held on Thursday, August 23, 2018. 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 and seconded by Greg Marsten. Motion carried by voice vote. Meeting adjourned**