

COUNTY OF POLK  
LOCAL EMERGENCY PLANNING COMMITTEE  
1005W. MAIN ST. SUITE 900  
BALSAM LAKE, WI 54810  
TELEPHONE: 715-485-9280  
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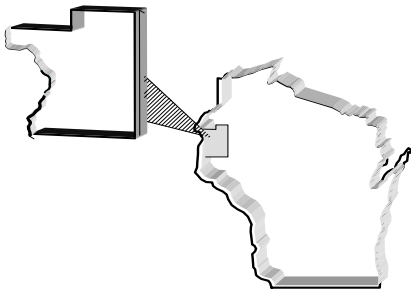
**THURSDAY, MAY 24, 2012 - 3:30 P.M.**  
**MULTI-PURPOSE ROOM - POLK COUNTY JUSTICE CENTER**  
**BALSAM LAKE**

**AGENDA**

1. Call to Order
2. Approve Agenda
3. Approve Minutes of March 31, 2012 Meeting
4. Public Comment
5. Present Off-Site Plan Updates for Review and Approval
6. Handout the Procedures for Review of HazMat Response Expenditures  
(Discussion and update to be held at the next meeting with new Committee members)
7. Review Spill Reports
8. Update on Training
9. Review/Discussion on Committee Applications Received for Group 2
10. Next Meeting Date – July 26, 2012
11. 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)  
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THURSDAY, MAY 24, 2012 – 3:30 P.M.  
MULTI-PURPOSE ROOM – POLK COUNTY JUSTICE CENTER, BALSAM LAKE

**Members Present:** Greg Marsten, Brian Masters, John Dubois, Tim Strohbusch and Kathy Poirier.

**Members Absent:** Dan Gullickson, Mike LaPointe, and Gail Peterson

Call to Order

Vice Chair Greg Marsten called the meeting to order at 3:38 p.m.

Approve Agenda

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

Approve Minutes

Kathy noted that she had made the motion to adjourn at the March meeting not Brian Masters as printed in the minutes. **Motion made by Brian Masters and seconded by Greg Marsten to approve the minutes of the March 22, 2012 meeting with the correction noted. Motion carried by voice vote.**

Public Comment

None

Present Off-Site Plan Updates for Review and Approval

The off-site plan updates for Polaris, Industries, Inc., St. Croix Wastewater Treatment Facility and Wal-Mart were presented for review. **Motion made by John DuBois and seconded by Brian Masters to approve the updated plans as presented. Motion carried by voice vote.**

Kathy reported that she has been working with Weir Minerals Linatex (formerly Durex), and it appears they will no longer be a Planning facility required to have an Off-Site Facility Plan. She will be meeting with them again before the next LEPC meeting to get everything finalized. Kathy also met with the representative of a new facility in Turtle Lake, Wisconsin Whey Protein and determined that they do not meet the threshold for extremely hazardous substances to be a Planning facility.

Handout the Procedures for Review of HazMat Response Expenditures

Kathy handed out Wisconsin Statute, Chapter 323 Emergency Management and reviewed 323.71 Local Agency Response and Reimbursement. The LEPC is the reviewing entity for Polk County. Kathy also handed out were several other informational documents for the Committee's review.

Review Spill Reports

There were no Substance Release Notifications received from the DNR Spill Electronic Reporting and Tracking System since our last meeting

#### Update on Training

Kathy presented the Training summary sheet for review. Ten HazMat classes have been completed since the start of the new fiscal year (October 1 – September 30). Three classes have been approved and are scheduled in June & July. Kathy is working with Tom Grahek (WEM Exercise Officer) on two HazMat tabletop exercises. The first one will be held at the Clear Lake Village Hall on Wednesday, August 8 at 1:00 p.m. The second one will be held at F & A Dairy in Dresser on Thursday, August 9 at 6:00 p.m. Committee members are welcome to attend either exercise, just notify Kathy if you are planning to attend.

#### Review/Discussion on Committee Applications Received for Group 2

Two applications for Group 2 were received and forwarded to County Administrator Dana Frey for his consideration. Dana appointed John DuBois (representing Fire and Law Enforcement) and Tim Strohbusch (representing Law Enforcement) to the Polk County Local Emergency Planning Committee (LEPC) effective May 1, 2012 for a two year term.

#### Next Meeting Date

Our next meeting is scheduled for Thursday, July 26, 2012. The meeting will be held at 3:30 p.m. in the Multi-Purpose Room of the Justice Center. Review and update of the Rules of Operation will be on the agenda. Kathy handed out copies of the current document.

#### Adjourn

**Motion to adjourn made by Tim Strohbusch, seconded by John DuBois. Meeting adjourned at 4:23 p.m.**