

COUNTY OF POLK  
LOCAL EMERGENCY PLANNING COMMITTEE  
1005W. MAIN ST. SUITE 900  
BALSAM LAKE, WI 54810  
TELEPHONE: 715-485-9280  
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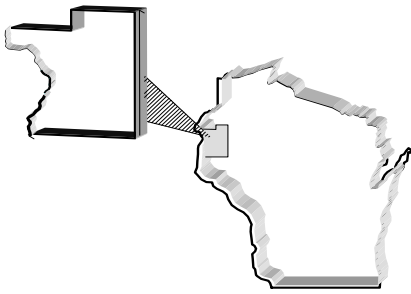
**THURSDAY July 26, 2012 - 3:30 P.M.**  
**MULTI-PURPOSE ROOM - POLK COUNTY JUSTICE CENTER**  
**BALSAM LAKE**

**AGENDA**

1. Call to Order
2. Approve Agenda
3. Approve Minutes of May 24, 2012 Meeting
4. Public Comment
5. Present Weir Mineral Linatex FINAL Off-Site Plan Update for Review and Approval
6. Review and Approve the Procedures for Review of HazMat Response Expenditures
7. Review and Update the Rules of Operation
8. Review Spill Reports
9. Update on Training
10. Next Meeting Date – September 27, 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)  
1005W. MAIN ST. SUITE 900  
BALSAM LAKE, WI 54810  
TELEPHONE: 715-485-9280  
FAX: 715-485-8315

THURSDAY, JULY 26, 2012 – 3:30 P.M.  
MULTI-PURPOSE ROOM – POLK COUNTY JUSTICE CENTER, BALSAM LAKE

**Members Present:** Dan Gullickson, Greg Marsten, John Dubois and Kathy Poirier.

**Members Absent:** Brian Masters, Mike LaPointe, Tim Strohbusch and Gail Peterson

Call to Order

Chair Dan Gullickson called the meeting to order at 3:39 p.m.

Approve Agenda

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

Approve Minutes

**Motion made by John DuBois and seconded by Greg Marsten to approve the minutes of the May 24, 2012 meeting as presented. Motion carried by voice vote.**

Public Comment

None

Present Weir Mineral Linatex FINAL Off-Site Plan Update for Review and Approval

Kathy presented the Final Update documents from Weir Minerals Linatex including the transmittal sheet, Amended Emergency Planning Notification Fee Statement and the letter to Wisconsin Emergency Management requesting removal from the EHS Planning Facility database.

**Motion made by Greg Marsten and seconded by John DuBois to approve the Final Update documents as presented. Motion carried by voice vote.**

Review and Approve the Procedures for Review of HazMat Response Expenditures

Kathy handed out Wisconsin Statute; Chapter 323 Emergency Management. The LEPC is the reviewing entity for Polk County. **Motion made by Greg Marsten and seconded by John DuBois to adopt the procedures as stated in ss. 323.71 Local Agency Response and Reimbursement.**

Review and Approve Rules of Operation

The Rules of Operation were presented for approval. Kathy noted that there were no changes to the existing document. **Motion made by John DuBois and seconded by Greg Marsten to approve the Rules of Operation as presented. Motion carried.**

### Review Spill Reports

Kathy handed out the one report 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. The thirteen HazMat classes approved for FFY 2012 funding have been completed. Kathy is waiting for the billing for the final two classes. Kathy handed out copies of the invitation for the two HazMat tabletop exercises to be held in August. 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 the Dresser Fire Hall on Thursday, August 9 at 6:00 p.m. Kathy asked if any of the Committee members would be interested in being an evaluator (especially for the Dresser exercise). John volunteered to assist with this exercise.

### Next Meeting Date

Our next meeting is scheduled for Thursday, September 27, 2012. The meeting will be held at 3:30 p.m. in the Multi-Purpose Room of the Justice Center. We will schedule a tour of the command post and invite Chief Deputy Steve Moe and Ben Strobach, Clear Lake Police Department to discuss the capabilities of the equipment installed in the vehicle.

### Adjourn

**Motion to adjourn made by Dan Gullickson and seconded by Kathy Poirier. Meeting adjourned at 4:05 p.m.**