

**MINUTES OF THE ONEIDA COUNTY  
LOCAL EMERGENCY PLANNING COMMITTEE MEETING  
JANUARY 12, 2011**

**MEMBERS PRESENT:** Chairperson Brian Gehrig, Clarence Puza, Jason Goeldner, Phil Puza, Elmer Goetsch, John Sweeney, Terry Williams, Tom Emond, Linda Conlon, Dan Kuzlik, Ken Kortenhof and Dawn Robinson, Program Assistant.

**MEMBERS NOT PRESENT:** Nick Scholtes, John Sager, Jeff Miller, Andy Gee and Dick Johns.

**ALSO PRESENT:** Ann Ovsak (Assistant Public Health Director) and Tom Waydick (Assistant Rhinelander Fire Chief).

**CALL TO ORDER**

Chairperson Gehrig called the meeting of the Local Emergency Planning Committee to order in the Community Room at the Oneida County Law Enforcement Center at 1:30 p.m. Chairperson Gehrig noted the meeting notice had been properly posted and mailed in accordance with the Wisconsin Open Meeting Law.

**APPROVE AGENDA/MINUTES OF PREVIOUS MEETING**

MOTION: To approve the Agenda (Conlon/Goetsch, PASSED).

MOTION: To approve the June 9, 2010 Committee Meeting Minutes (Kortenhof/Williams, PASSED).

Due to the number of attendees, introductions were made.

**RESIGNATION/APPOINTMENT OF LEPC COMMITTEE MEMBER**

Puza is resigning from the LEPC Committee but is a current member of the County HazMat Team.

**ELECTION OF OFFICERS**

The Emergency Management Director recommended appointing Goeldner, current HazMat Chief, to the Committee representing Fire.

MOTION: To appoint Jason Goeldner to the LEPC Committee representing Fire (Sweeney/Conlon, PASSED).

The Emergency Management Director explained the Chairman and Vice-Chairman positions are a two-year term that can be served consecutively.

LEPC Chairperson nominations were taken with Brian Gehrig nominated, Gehrig accepted nomination.

MOTION: To appoint Brian Gehrig as the LEPC Chairman (Kortenhof/Williams, PASSED).

Gehrig has been on the LEPC Committee since April 26, 1990.

LEPC Vice-Chairman nominations were taken with Jason Goeldner nominated, Goeldner accepted nomination.

MOTION: To appoint Jason Goeldner as the LEPC Vice-Chairman (Kortenhof/Puza, PASSED).

### **HAZMAT TEAM REPORT**

The HazMat Chief provided an oral report indicating there have been trainings, meetings and work nights and have not had a full HazMat Team deployment.

Equipment purchased from the 2010 HazMat Computer/Equipment Grant has been received from all contracted counties, contracted counties was identified.

There was discussion regarding a Vilas County business/facility that had not reported chemicals onsite.

### **HAZMAT MEMBER STATUS**

*Appoint HazMat Chief and Assistant HazMat Chief:*

Clarence Puza retired from his position as the HazMat Chief. The HazMat Team established an Election Committee and provided the Emergency Management Director with their recommendations for Chief and Assistant Chief. Goeldner and Waydick were recommended, both Goeldner and Waydick are active HazMat members. Goeldner accepted the Chief position and Waydick accepted the Assistant Chief position, Goeldner was hired as a LTE (Limited Term Employee) and Waydick is paid by the Rhinelander Fire Department. Both terms expire in two-years and can be served consecutively.

MOTION: To appoint Jason Goeldner as the HazMat Chief (Kortenhof/Williams, PASSED).

MOTION: To appoint Tom Waydick as the Assistant HazMat Chief (Kortenhof/Williams, PASSED).

*Howard Honig-Completed Probationary Period Review:*

Honig is an instructor at Nicolet College, no concerns.

MOTION: To place Howard Honig on the HazMat Team as a full-time member (Kortenhof/Sweeney, PASSED).

*Andrew Nelson-Completed Probationary Period Review:*

Nelson is enrolled in the EMT Program at Nicolet College, no concerns.

MOTION: To place Andrew Nelson on the HazMat Team as a full-time member (Kortenhof/Kuzlik, PASSED).

*Phil Puza-Mid Probationary Period Review:*

Puza is a Supervisor at the Landfill, action will be taken in six-months, no concerns.

**ITEMS FOR AND REPORT FROM EMERGENCY MANAGEMENT**

*HazMat Incident Billing Policy and Procedure:*

The STATE is revising the incident reporting system which, may change later in the year but for now the system remains the same.

MOTION: To approve the HazMat Incident Billing Policy and Procedure with no changes (Kortenhof/Conlon, PASSED).

*LEPC Compliance Inspector:*

Clarence Puza served as the Compliance Inspector. However, the STATE has a Compliance Inspector (Rob Rude, Wisconsin Emergency Management Northeast Regional Director) that can conduct inspections. The Emergency Management Director recommends appointing the STATE as the County's Compliance Inspector.

MOTION: To appoint the State of Wisconsin as the LEPC Compliance Inspector (Kortenhof/Goetsch, PASSED).

*LEPC Bylaws:*

No changes.

MOTION: To accept the LEPC Bylaws with no changes (Kortenhof/Conlon, PASSED).

*2010 County HazMat Team Contracts:*

Oneida contracts with the following counties; Forest, Lincoln, Langlade and Vilas. Contract content, and equipment purchase/procedure was explained. There was discussion regarding counties storing equipment for HazMat use.

*2010 Computer-HazMat Equipment Grant:*

The Emergency Management Director explained there was a typo as this is the 2011 Computer-HazMat Equipment Grant. The Director explained the following; Level A Suits no longer have a shelf life, receiving equipment and the grant application has been completed. Signatures need to be obtained from the LEPC Chairman and from the County Board Chairman.

*Oneida County All-Hazard Mitigation Plan:*

The plan has been completed and received both county board and FEMA (Federal Emergency Management Agency) approvals. With Portage County receiving a Disaster Declaration for flooding, other counties can apply for grant monies for mitigation projects. The Emergency Management Director submitted a grant to purchase weather radios to be distributed to special need facilities and citizens.

*WAHMR (WI Association of Hazardous Material Responders):*

This is an annual HazMat conference scheduled February 24<sup>th</sup> and 25<sup>th</sup>, 2011. The Emergency Management Director will be attending the conference as an Instructor and

the HazMat Team will be sending two members along with members from Rhinelander Fire.

*HazMat Incident Reporting System:*

The Emergency Management Director is a member of a Stakeholders group revising the STATE's HazMat Incident Reporting System by utilizing a web-based system to ensure information reported is consistent throughout the STATE.

**ITEMS FOR AND REPORT FROM CORPORATION COUNSEL**

None.

**REVIEW/APPROVAL OF BILLING FOR SPILLS**

None.

**PUBLIC COMMENTS**

There was discussion regarding the recent truck verses train accident and whether chemicals were involved, no.

**OTHER ITEMS FOR DISCUSSION ONLY**

The Committee was informed a sheriff's deputy has been added to the Oneida-Marathon County Bomb Squad now classifying Oneida County as a full-time bomb squad. Bomb Technician certifications include obtaining HazMat Technician Level training which, the deputy completed a HazMat application to be a member of the County's HazMat Team. HazMat procedures, probationary processes and trainings were discussed.

**ITEMS FOR NEXT AGENDA**

Develop agenda at Emergency Management Director's discretion.

**SET DATE FOR NEXT MEETING**

The next meeting was scheduled for June 8<sup>th</sup>, 2011 at 1:30 p.m.

**ADJOURN**

**1:55 p.m.** MOTION: To adjourn the meeting (Kuzlik/Conlon, PASSED).

---

Brian Gehrig  
Chairperson

---

Dawn Robinson  
Program Assistant