

Columbiana County LEPC Meeting Minutes

**Wednesday, January 29, 2020
Columbiana County EMA building, Lisbon Ohio.**

Meeting was called to order

Charles Kooser at 14:04

Introduction of New Members and Guests:

Presentation by: Butch Donnalley from Salem Waste Water.

Previous Meeting minutes were emailed by the LEPC Admin. Is there a motion to accept as presented?

- Debra Moore made the motion to accept the minutes as presented
- Peggy Clark 2nd the motion
- Motion passed

Committee Reports:

Executive Committee:

Since Willie's retirement, the new transition plan has been put into place.

- Peggy Clark, EMA Director, will serve as the LEPC Emergency Coordinator
- Brian Rutledge, EMA Deputy Director, will serve as the LEPC Information Coordinator.
- Lisa Elliott, EMA Administrative Assistant will serve as the LEPC Administrative Assistant.
- The LEPC Board and the Executive Board will remain in place.
- The Commissioners have approved.

Finance Reports: Lisa Elliott

As of December 31, 2019, the balances were:

- **Y-34 (Y-35) account is \$37,518.09** (to be used for LEPC/SERC/HMEP Training)
 - This includes the balance of \$2120.00 for the LEPC SERC/HMEP Training

- **T-55 LEPC \$1,671.85** (Auxiliary Expense Fund)

Updated as of date of meeting:

- **Y-34 account \$33,576.08**
- ***Y-34 account transferred \$3,942.00 to the Y-35 account.***
 - This balance shows the addition of \$2,120.00 plus \$1822.00 that has been appropriated over to the Y-35 account.
 - This account is to be used for training, classes and instructors.

Ginger asked if we were going to get a new budget?

Peggy advised that we would not. We would no longer be paying for the rent for the LEPC to have an office at the EMA.

- The budget for 2019 was \$21,2330.94
- The budget for 2020 is \$21,000.00
- The contract is good for either 10 years or until one of the parties decides to terminate the agreement.

Membership and Relations:

Lisa Elliott would like to become a member of the LEPC and will be under the EMA category.

- Debra Moore made the motion
- Ginger 2nd the motion
- Motion Passed

Planning:

HMEP Grant (Hazardous Material Emergency Preparedness): This grant has opened and the monies could possibly be used for:

- Hazmat training
- Hazmat conference.

PUCO Grant: Due 3/1/2020 can possibly be used for commodity flow study.

Peggy asked if anyone wanted to suggest ideas for trainings.

Ginger advised that she would like to see someone to go to the State LEPC Conference. Peggy advised that she wasn't sure if the grant would cover that conference or not, but she would look into it.

Exercise / Training:

A tabletop exercise is being planned for 4/28/2020. We will need to demonstrate the following criteria in the next 2 exercises:

- Emergency Public Information
- Shelter Management
- Emergency Medical Services
- Hospital Services.

The following individuals have agreed to participate, and they may be reaching out to others:

- Bill Jones
- Deanna Danner
- Kristen Gallagher
- Jerimiah Cole
- Rudy Sacchet

After September, we can do a tabletop exercise for 2021.

Norfolk Southern Railroad has contacted EMA regarding another TTX exercise in Columbiana County. This would be similar to the one held last spring. In the upcoming exercise, we would plan to include all of the Fire Departments in the Southern part of the county, since the last one included the Departments in the Northern part. We may be able to use this as our last required exercise in this 4-year cycle. But this will need approval by the state before we can move forward with that being our final exercise.

Enforcement & Compliance:

Debra Moore discussed how the Enforcement and Compliance team visited Distinctive Details in November. She stated that the team was graciously received, and the visit went very well. The local fire department was also on hand for the visit and was able to give them ideas on how to improve on safety, which was greatly appreciated by DD. We have invited the manager to attend a future LEPC meeting and give a presentation on what they manufacture and their company.

Information Coordinators Report:

Tier 2 Reports are due 3/1/2020 to the state and Brian has been working on them.

CAMEO is an EPA developed program that may be very beneficial for our County if we utilize it. It both imports files and provides various reports and makes them available to us. It doesn't appear that this program was ever utilized.

There is an interest of getting a training course for local LEPC agencies so they can all learn how to better utilize it.

It could help provide:

- Facility names
- Chemical names
- Hazard level
- Mapping
- 1st time filing
- Running reports

This would also help us to ensure that the appropriate fire departments would be notified for both inspecting of facilities and also in case of emergencies.

Emergency Coordinator Report- Spill Reports

Peggy advised that there were the following spills:

- Possible Petroleum Product at the Little Beaver River by Pondi's. Hazmat and Local FD were dispatched.
- Homeowners Heating Oil leaked into the Ohio River. Hazmat was dispatched.
- Trans Com – American Standard had spilled a substance into the storm drain. Salem Fire Dept was dispatched.
- Sheen on the Ohio River was reported. East Liverpool FD and OEPA were both on scene and were unable to find the source.
- Unknown liquid in a storm sewer was reported but it was not figured out what the liquid was

OEPA reported that there were 29 reports in 2019. The majority of them were found to be nothing.

5 reports required EPA response with Local Fire Departments

Reports from State Offices, OEPA, OEMA, ODNR

OEPA, we understand that we need to have some of our programs updated.

Peggy advised, "I would like to know what is going on and when the EPA is in town, so I don't have to read about it in the paper."

OEPA stated, "Ok. We don't have to, really. But we would love to work with and update you."

Old Business

The 2009 versus 2020 edition of the Columbiana County LEPC By-Laws were presented to the LEPC General Membership. The Changes matched the contract and the current transition plans for the LEPC.

It was also discussed how Willie's retirement was presented at the Fire Chief Association Meeting and they were told to update their files.

When Businesses turn in their filing, they will get an automatic email in response also advising them of Willie's retirement and the new contact persons and information.

- Daytime hours, the EMA phone number is listed.
- After hours, the Columbiana County Sheriff Department phone number is listed to contact the appropriate individuals.

Ginger asked that we spell out that Lisa is the Administrative Assistant in the ByLaws.

It was also discussed how it may be a good idea to add the Information Coordinator to the LEPC Executive Board, as this has not been an official position in the past.

- Ginger made the motion to add the Information Coordinator to the LEPC Executive Board
- Bart 2nd the Motion
- Motion passed.

Motion to approve the By-Laws

- Debra Moore made the motion to approve the 2020 LEPC By-Laws as updated
- Bill Jones 2nd the Motion
- Motion Passed

Peggy advised an updated version will be sent out with the minutes.

Willie Brantingham had requested people to sign up to sit on subcommittees. If you have interest on being on one of these subcommittees, there is still room for you to sign up.

Next Meeting:

Our Next meeting will be April 1, 2020 at 2:00

Adjournment:

- Debra Moore made the motion to adjourn
- Bart Ray 2nd the motion
- Motion passed.

Members Present	Members Excused	Members Absent
Allen Cottrill	Deanna Danner	Adam Teschke
Bart Ray	Kristen Gallagher	Brett Todd
Bill Jones	Tim Gladis	Charles Gibson
Brian Ruttledge		Chris Pherson
Charles Kooser		Chris Thaler
Debra Moore		Deborah Hill
Dick Wilson		Don Waldron
Don Kemp		Donna VanDeman
Glen Gallech		Jason Glista
Jeremiah Cole		JoAnn Bobby-Gilbert
Kelli Hephner		Joshua Baker
Kurt K. for Larry Antonelli		Joshua Schiering
Paula Cope		Kristy Seachrist
Peggy Clark		Les Schell
Raymond Wayne		Michelle Sowers
Scott Fairhurst		Mike Gordon
Tim Weigle		Mike Halleck
Virginia Grilli		Richard McClellan
Jeff Zimmerman		Rudy Sacchet
Elmer Donnaley		Scott King
Shannon Rambo		Tom Farley
John Olnick		Tracey Kraft
Bob Zehentbauer		W. Fred Romeo
Lisa Elliott		Wade Balsler