

MENOMINEE COUNTY
EPCRA HAZARDOUS MATERIALS
PLAN

REVISED January, 2020

**Menominee County
EPCRA Hazardous Materials Planning Requirements**

Hazardous materials response elements for Menominee County have been developed into a separate hazardous materials plan which references the County EOP/EMP.

Menominee County presently does not have a facility which meets the threshold planning quantities of extremely hazardous substances and therefore there is no requirement to develop an on-site emergency plan for a facility. Menominee County has therefore, developed only a general Hazardous Materials Plan for the County. On-site and off-site specific plans will be developed when, and if, any facilities with planning requirements are identified.

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MENOMINEE COUNTY

I. LIST OF MENOMINEE COUNTY LEPC MEMBERS (REV 01/14/2020)

LEPC CHAIR – JEREMY WESO

LEPC VICE-CHAIR – STEVE WILKE

EMERGENCY MANAGEMENT COORDINATOR – Shelley Williams

COORDINATOR OF INFORMATION – Lisa Wilson

Superfund Amendments and Reauthorization Act (SARA) requires that a LEPC be appointed for each Emergency Planning District. It also specifies the composition of the LEPC. The membership composition, as directed by Section 301(c), of SARA is shown below:

GROUP 1 – ELECTED OFFICIALS

Misty Wayka, MENOMINEE COUNTY BOARD MEMBER

GROUP 2 – LAW ENFORCEMENT

Rebecca Smith, MENOMINEE COUNTY SHERIFF

Clark Delzer, WI DNR WARDEN

EMERGENCY MANAGEMENT

Shelley Williams, COUNTY EMERGENCY MANAGEMENT DIRECTOR

FIREFIGHTING

Patrick Roberts, Town of Menominee FIRE CHIEF

HEALTH SERVICES

Shannon Wilber, COUNTY HUMAN SERVICES DIRECTOR

Vicki Dantoin, COUNTY PUBLIC HEALTH OFFICER

TRANSPORTATION

Jeremy Weso, MENOMINEE COUNTY HIGHWAY COMMISSIONER

Steve Wilke, MENOMINEE COUNTY HIGHWAY FOREMAN

ENVIRONMENTAL

Jeremy Johnson, MENOMINEE COUNTY ENVIRONMENTAL SERVICES
DIRECTOR

GROUP 3 – BROADCAST-PRINT MEDIA
Brad Williams, WTCH-WOWN RADIO
Also utilize SHAWANO LEADER

GROUP 4 – COMMUNITY
Wayne Towne, REPRESENTATIVE LLP&RD
Robert Kaquatosh, MENOMINEE INDIAN SCHOOL DISTRICT

GROUP 5 – OWNERS & OPERATORS
Dana Boivin, RITCHIE LAKELAND OIL AND PROPANE CO. INC.

(*) Owners & Operators of facilities subject to the requirements of SARA Title III to date, no facilities in the County have been identified as having a planning requirement.

II. INTRODUCTION

A Purpose

1. The purpose of this Hazardous Materials Response Plan is to develop policies and procedures for responding to hazardous materials incidents and/or accidents in compliance with the requirements of Title III of the SARA Act of 1986, PL99-499, and Wisconsin Act 342, Hazardous Substances information and Emergency Planning Act, in order to protect the community from the harmful and possibly life-threatening effects of a hazardous materials release.
2. This Plan defines the roles, responsibilities, and inter-intra organizational relations of government and private organizations in response to a hazardous materials incident.
3. It forms a part of the County EOP, by reference.

B. Responsibilities

1. Local Emergency Planning Committee
 - a. Develop the Hazardous Materials Plan and Off-site Appendixes in coordination with the County Emergency Management Director, annually review and update, and ensure that exercises are conducted as required.
 - b. Review the on-site emergency plans submitted by facilities.
 - c. Publish annually a notice in the local newspaper that the Hazardous Materials Emergency Response Plan and Off-site Appendixes and Material Safety Data Sheets and Inventory Forms have been submitted under Section 324 of Title III.
 - d. Provide information to the public as required in Section 324 of Title III, consistent with Section 322, Trade Secrets.
 - e. Receive and maintain copies of all SARA reports.

- f. Community Emergency Coordinator and/or the County Emergency Management Director make the determination, along with the Facility Emergency Coordinators, necessary to implement the Hazardous Materials Plan.
 - g. Upon receipt by the Committee of the Committee's designated Community Emergency Coordinator of a notification of a release of a hazardous substance, take all actions necessary to ensure the implementation of the Hazardous Materials Plan.
 - h. Consult and coordinate with the County Board, the County, and local heads of emergency government services, and the County Emergency Management Committee in the execution of the Local Emergency Planning Committee duties.
2. Emergency Management Groups
- a. Responsibilities and Coordination are covered in the County EOP Basic Plan.
3. Fixed Facility
- a. Planning requirements: Any facility that produces, uses or stores any of the extremely hazardous substances in quantities greater than threshold planning quantities is required to do emergency planning.
 - b. Reporting requirements: Employees and agents of facilities are obligated to report any release or spill of a hazardous chemical or an extremely hazardous substance under Wisconsin Spill Law 144.76.
 - c. Under 144.76, if a spill occurs, responsible for:
 - Minimizing the harmful effects;
 - Restoring the environment to the extent practical including the cleanup of the spill.

III. MASTER LIST OF FACILITIES

FACILITIES IN MENOMINEE SUBJECT TO SECTION 302 PLANNING REQUIREMENT:

Menominee County at present does not have any facility located within its boundaries which meets the planning requirements under Section 302

TIER 2 REPORTING FACILITIES: See Appendix A

IV. NOTIFICATION

- A. Methods for Determining That a Release Has Occurred

1. Menominee County 911 Center will receive initial notification that a release has occurred:
 - a. From the facility;
 - b. First responder radio transmission or phone call;
 - c. Citizen report.
- B. Emergency Response Notification
 1. The Town of Menominee Fire Department will be immediately dispatched to the scene.
 2. Upon Fire Department assessment, the Shawano County Level B Hazmat team will be requested and dispatched per Shawano County Policies.
- C. Alert, Warning, and Emergency Public Information
 1. Alert procedures are covered in the County EOP, Annex J.
- D. Communications
 1. Communications procedures are covered in the County EOP, Basic Plan.
- E. Special Title III Notification Requirements for Facilities
 1. Community Emergency Coordinator for the LEPC must be notified of any spills. Contact:
Shelley Williams, Emergency Management Director, 715-853-5074 or 715-799-5074
 2. State Emergency Response Commission and the Department of Natural Resources (DNR) must be notified of a spill through the DEG. Contact:
1 (800) 943-0003 or 1 (608) 242-3232
 3. The National Response Team under Section 103(a) of CERCLA, Contact:
1 (800) 424-8802
 4. Written follow-up Emergency Notice shall be provided by the owner or operator as soon as possible after a release which requires notice under Section 304(a).

V. IDENTIFICATION OF MAJOR TRANSPORTATION ROUTES

Truck Route - Major Highways: State 47 & 55

VI. EVACUATION AND SHELTER PROCEDURES

A. Evacuation and Shelter Procedures are covered in the County EOP, Annex E.

VII. RESOURCE MANAGEMENT

Resource Management is covered in the County EOP, Annex c.

Resource lists are an Attachment of the County EOP; Therefore established here are only those resources specific to a hazardous materials incident.

A. Resource List:

1. Federal Assistance

a. Agency for Toxic Substances & Disease Registry
1 (404) 452-4100

b. National Response Center
1 (800) 424-8802

c. Nuclear Regulatory Commission
1 (301) 951-0550

d. US Dept of Energy Radiology
1 (202) 586-8100

e. Chemtrec 1 (800) 424-9300
Chemnet 1 (800) 424-9300
Chlorep 1 (800) 424-9300
NACA 1 (800) 424-9300

2. Out of County Resources; Shawano County Level B Hazmat Team
(715) 526-3111
Wausau Level A Hazmat Team

3. Other Resources

Bureau of Indian Affairs 1 (715) 799-3896

Wisconsin Department of Natural Resources 1 (715) 799-3405

VIII. RESPONSE PROCEDURES

A. Direction and Control

1. Direction and Control procedures are covered in the County EOP, Annex A.

B. Emergency Checklists

1. Emergency Action Checklists are listed formats in the County EOP for each Individual Management Group.

C. Individual Agency Plans (IAP)

IX. CLEANUP, DOCUMENTATION, AND INVESTIGATIVE FOLLOW-UP

- A. Department of Natural Resource's responsibilities under the Wisconsin Spill Law 144.76
1. Responsibility is based on NR-158 Administrative Code for follow-up on reported releases or spills.
 2. DNR Field Staff may respond through district response teams; district response teams perform a variety of duties:
 - a. Investigate spills;
 - b. Ensure spillers restore the damaged environment to its original state;
 - c. Oversee Proper disposal;
 - d. Select and supervise contractors for emergency investigation and cleanup;
 - e. Provide data to process enforcement actions and reimbursements billings;
 - f. Maintain spill response equipment.
 3. Most of the time a spill is handled quickly and competently by the spiller and local authorities. In these cases, the DNR investigates the spill, but usually does not participate in spill cleanup. When the Department becomes involved in spill cleanup, DNR Field Staff act as project managers, reviewing investigation results and selecting cleanup measures.

X. TRAINING

Below is a list of specific courses sponsored by Wisconsin Emergency Management. For more information call the Wisconsin Emergency Management Training Officer or Hazardous Materials Training Coordinator.

- Hazardous Materials/WMD Awareness
- Hazardous Materials Technician
- Exercise Design Course
- Exercise Evaluation Course
- Tabletop Exercise Workshop
- Incident Command System/Emergency Operations Center Interface
- Incident Command System for Law Enforcement
- Incident Command System for Emergency Medical Service
- Incident Command System for Public Works
- Incident Command System Self Study
- Hazardous Materials Incident Management, National Fire Academy
- CAMEO Basic
- CAMEO Intermediate

The Town of Menominee Fire Department will be responsible for ensuring department members meet training and exercise requirements.

XI. EXERCISES

A. Exercises will be conducted annually per EPCRA Requirements. These exercises will be coordinated by the Emergency Management Director.

XII. DISTRIBUTION RECORD

A. LEPC Members, Emergency Management Director, WEM Northeast Regional Director; and Town of Menominee Fire Department.

XIII. RECORDS OF CHANGES

A. Changes will be made to the Menominee County EPCRA Hazardous Materials Plan as needed. Copies of the Changes will be provided to all Plan Holders. A record of changes made will be kept on a special form and maintained.

XIV. OFF-SITE SPECIFIC APPENDIXES CONSIDERATION

NOTE: At such time as a facility in Menominee County is identified as having planning requirements, under SARA Title III, specific considerations will be utilized.

Off-site specific information needs should be determined in conjunction with the responding agencies and the particular facility. Many fire departments already have, or are in the process of, obtaining site specific information on particular facilities within their jurisdiction.

When developing off-site specific appendixes for facilities, take into consideration the following; but add additional information: maps, etc., as determined necessary by responding agencies:

--Analysis of the hazard pertaining to that facility. What is the worst case scenario based on the chemicals present? Hazard Analysis should be based on a combination of discussions of the hazard potential with the facility, Department of Transportation, DOT Response Guidebooks, NRT-2, Technical Guidance for Hazard Analysis, and/or Plume Calculation Software.

--At-Risk Population including estimated numbers.

--Potential environmental effects as a result of the release and procedures to mitigate the effects.

--Potential Health Hazards as a result of the release and procedures to mitigate the effects.

--Special facilities such as hospitals; schools; nursing homes; day care centers; senior centers; water treatment plants; storm drains; hydrant locations; etc.

--Other facilities that may have chemicals and/or resources that could affect a response.

--Special access information, if any.

--Facility transportation routes for chemicals into or out of the facility.

--Community transit routes.

--Evacuation areas, both initial and extended, as may be practical.

--Evacuation routes, general routes, school routes, and possible control points, and Shelter Locations.

--Special resources needed to respond to a release at that facility and where those resources can be obtained.

Most Commonly Transported Tier II substances:

Propane

Gasoline

APPENDIX "A"

See Attached Report