

**MENOMINEE COUNTY**  
**EPCRA HAZARDOUS MATERIALS**  
**PLAN**

**REVISED January, 2025**

**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 ERP/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**

### **LIST OF MENOMINEE COUNTY LEPC MEMBERS (REV 01/25/2024)**

LEPC CHAIR - JEREMY JOHNSON  
LEPC VICE-CHAIR – ALEX BERKHAHN  
COMMUNITY EMERGENCY COORDINATOR – ALEX BERKHAHN  
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**  
Denise Gilane, MENOMINEE COUNTY BOARD MEMBER

**GROUP 2 - LAW ENFORCEMENT**  
Rebecca Smith, MENOMINEE COUNTY SHERIFF  
Justin Hoffman, MENOMINEE COUNTY SHERIFF'S OFFICE  
Lisa Wilson, MENOMINEE COUNTY SHERIFF'S OFFICE  
Clark Delzer, WI DNR WARDEN

**EMERGENCY MANAGEMENT**  
Alex Berkhahn, COUNTY EMERGENCY MANAGEMENT DIRECTOR  
Ben Warrington, MITW EMERGENCY MANAGEMENT COORDINATOR

**FIREFIGHTING**  
Patrick Roberts, TOWN OF MENOMINEE FIRE CHIEF

**HEALTH SERVICES**  
Shannon Wilber, COUNTY HUMAN SERVICES DIRECTOR  
Jon Christensen, COUNTY HUMAN SERVICES OPERATIONS MANAGER  
Nick Mau, COUNTY HEALTH OFFICER  
Jean Weston – COUNTY ASSISTANT HEALTH OFFICER

**ENVIRONMENTAL**  
Jeremy Johnson, MENOMINEE COUNTY FORESTRY/ ENVIRONMENTAL SERVICES  
Vacant, MITW ENVIRONMENTAL SCIENCE

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

GROUP 4 - COMMUNITY  
Tom Ittner, REPRESENTATIVE LLP&RD  
Robert Kaquatosh, MENOMINEE INDIAN SCHOOL DISTRICT

GROUP 5 - OWNERS & OPERATORS/TRANSPORTATION  
Jim Horton, MENOMINEE COUNTY HIGHWAY COMMISSIONER  
Brittany Anderson, MENOMINEE COUNTY HIGHWAY OFFICE MANAGER

(\* ) 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.

## **I. 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.

**II. 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

### **III. 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.
2. Emergency Management Notification: Emergency Management Call Out Policy
  - a. Contact Emergency Management Director for more information.

#### E. Special Title III Notification Requirements for Facilities

1. Community Emergency Coordinator for the LEPC must be notified of any spills. Contact:  
Alex Berkahn, 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 1036) 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).

**IV. IDENTIFICATION OF MAJOR TRANSPORTATION ROUTES**

Truck Route - Major Highways: State 47 & 55

**V. EVACUATION AND SHELTER PROCEDURES**

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

**VI. 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

**VII. 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)

**VIII. 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.

**IX. 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.

**X. EXERCISES**

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

**XI. DISTRIBUTION RECORD**

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

**XII. 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.

### **XIII. 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

Wisconsin Department of Military Affairs  
 Division of Emergency Management  
 Hazardous Materials Safety Unit  
 List of Reporting Facilities by Municipality

**MENOMINEE COUNTY**

<u>Municipality</u>	<u>Fac ID#</u>	<u>Facility name and address</u>	<u>Owner Name</u>	<u>Inventory Reporting Year</u>
<u>KESHENA, VILLAGE OF - Menominee</u>				
	197724	<b>COLLEGE OF MENOMINEE NATION</b> N172 HIGHWAY 47/55 KESHENA, Wisconsin 54135	COLLEGE OF MENOMINEE NATION	2024
	196915	<b>MENOMINEE COUNTY HIGHWAY DEPARTMENT</b> W2703 CHIEF CARRON ROAD KESHENA, Wisconsin 54135	MENOMINEE COUNTY HWY DEPARTMENT	2023
	197723	<b>MENOMINEE TRIBAL CLINIC</b> W3275 WOLF RIVER DRIVE KESHENA, Wisconsin 54135	MENOMINEE INDIAN TRIBE	2024
	197679	<b>MENOMINEE TRIBAL UTILITY DEPARTMENT</b> N700 GO AROUND ROAD KESHENA, Wisconsin 54135	MENOMINEE INDIAN TRIBE	2023
<u>MENOMINEE, TOWN OF - Menominee</u>				
	181713	<b>Keshena Primary School</b> N530 HIGHWAY 47/55 KESHENA, Wisconsin 54135	MENOMINEE INDIAN SCHOOL DISTRICT	2023
	197678	<b>KESHENA WELL PUMP HOUSE #3</b> N951 KESHENA WELL ROAD KESHENA, Wisconsin 54135	MENOMINEE INDIAN TRIBE	2023
	197722	<b>MENOMINEE CASINO RESORT</b> N277 HIGHWAY 47/55 KESHENA, Wisconsin 54135	MENOMINEE CASINO BINGO HOTEL	2023
	198197	<b>MENOMINEE GAS COMPANY</b> N690 STATE HWY 47/55 KESHENA, Wisconsin 54135	JOSEPH RITCHIE	2023

<u>Municipality</u>			
<b>Fac ID#</b>	<b>Facility name and address</b>	<b>Owner Name</b>	<b>Inventory Reporting Year</b>
<b>197568</b>	<b>MENOMINEE INDIAN MIDDLE SCHOOL</b> N3455 STATE HWY 47 NEOPIT, Wisconsin 54150	MENOMINEE INDIAN SCHOOL DISTRICT	2023
<b>197725</b>	<b>Menominee tribal school</b> W6817 church st Neopit, Wisconsin 54150	Emergency Coordinator	2023
<b>201487</b>	<b>New Cingular Wireless PCS, LLC - USID96791</b> N535 STATE HIGHWAY 47/55 KESHENA, Wisconsin 54135	New Cingular Wireless PCS, LLC	2024

**Total Reporting Facilities for MENOMINEE COUNTY : 11**

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