

**WASHTENAW COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE**

Meeting Minutes
December 10, 2020
Washtenaw County Emergency Operations Center

Present: Marc Breckenridge, Chris Conley, Donald Dettling, Stephen Field, David Halteman, Joseph Jurasek, Kenneth Kelly, Christy Maier, Ben Pinette, Carrie Rheingans, Scott Robinson, Kathryn Wilhoff, Grace Hilborn.

Excused: Cindra James, Rick Norman.

Absent: Samantha Brandfon, Russ Girbach, Pierre Gonyon, Dylan Kilby, Darrell Kirby, Katie Scott, Nancy Smith, Jessica Warfield.

Call to Order/Roll Call

Scott Robinson called the meeting to order at 3:05 p.m.

Review and Approval of Agenda

Steve Field requested that a discussion about Risk Assessment be added to the agenda under New Business.

A motion to approve the amended agenda was made by Carrie Rheingans, second by Joseph Jurasek. Approved unanimously.

Review and Adopt the September 10, 2020 Minutes

In reference to the letter written to the Board of Commissioners regarding M14/Barton Drive, it was suggested that the meeting minutes show that the letter would be sent immediately after the necessary changes had been made.

A motion to approve the amended minutes of September 10, 2020 was made by Carrie Rheingans, seconded by Donald Dettling. Approved unanimously.

Public Comment – None

Announcements – Carrie Rheingans announced that she has reached the end of her term with the LEPC, therefore this will be the last meeting she attends. Carrie thanked the board and stated she enjoyed her time working with the LEPC.

Old Business

A. Information Coordinator's Report

Ken Kelly distributed and reviewed his report as follows:

- As of December 9, 47 EHS sites have updated plans.
- No new plans have been submitted since our last meeting.

Ken stated that he has been working with the County's GIS department to develop a vulnerable zone map for Cayman Chemicals in Pittsfield Township. They have quite a few chemicals at their facility and the only EHS is about 1,100 pounds of Sulfuric Acid contained in various batteries. Once the map is completed, Ken will submit the plan to the State.

Meanwhile, Cayman Chemicals is expanding their Ellsworth Road location. They are building a new 66,000 square foot research and development facility on their property. Construction is expected to be completed by the end of next year. Ken stated he expects their chemical inventory will increase once the new facility is completed.

Ken stated he has been in contact with YCUA regarding amended Tier II Reports. YCUA recently received a notice of non-compliance letter from the US EPA. During an inspection it was discovered that 50,000 pounds of olivine sand had been on site and not reported on their Tier II Report from 2016. Olivine sand can contain toxic heavy metals, such as nickel, that could accumulate in the environment. Also, grinding rocks would produce dust which could harm human health. Olivine is classified as a hazardous material and has a TPQ of 10,000 pounds, obviously, YCUA had well over that limit at 50,000 pounds. YCUA has amended their Tier II Reports and has avoided any penalties by rectifying their oversight.

B. Emergency Coordinator's report – Ben Pinette spoke on behalf of David Halteman and stated that a handful of natural hazards, as well as a couple technological hazards have occurred over the last three months.

Those events are as follows:

- October 22, 2020 – A Severe Thunderstorm Watch and Warning was issued. No reportable damage.
- November 1, 2020 – A High Wind Advisory was issued.
- November 14, 2020 – A High Wind Watch was issued.

- November 15, 2020 – A Severe High Wind Advisory and High Wind Warning was issued. 61 mph winds caused several thousand customers to lose power. Numerous downed power lines and tree were reported throughout the county.
- November 19, 2020 – A Wind Advisory was issued.
- November 22, 2020 – A Winter Weather Advisory was issued. 2.2 inches of snow was reported.
- November 30, 2020 - A Winter Weather Advisory was issued. 3.3 inches of snow was reported.
- November 23, 2020 – Coordinated response for a potential HazMat incident on I94/Huron. A saddle tank on a semi had leaked around 50 gallons of diesel fuel after the truck hit an unknown object while in transport. The incident was handled by the local fire department and did not require HazMat activation.
- November 30, 2020 – Coordinated response for a potential HazMat incident on M-14 and Earhart. A saddle tank on a semi had leaked around 100 gallons of diesel fuel. The incident was handled by the local fire department and did not require HazMat activation.

C. HazMat Team Director's report – Grace Hilborn spoke on behalf of Russ Girbach and stated there were no updates from the HazMat team at this time.

D. Review Bylaws – Scott Robinson began discussions regarding the LEPC's Bylaws. Steve Field suggested that the purpose of the LEPC be updated to be more of a broad definition. After further discussion, it was decided to leave Article 2.01 (Purpose of the LEPC) as written because the bylaws are in compliance with the State's regulation and requirements.

Scott Robinson suggested that the annual review of the bylaws take place during the last meeting of the calendar year instead of the first meeting of the calendar year which occurs in March. It was decided to continue to review the bylaws during the first meeting of each year due to the fact that new members will be appointed at the start of the calendar year and will need to participate in the reviewing of the bylaws for that year.

New Business

A. Approval of Proposed 2021 Meeting Schedule

A motion to approve the proposed 2021 meeting schedule was made by Marc Breckenridge, second by Ben Pinette. Approved unanimously.

- B. Risk Assessment** – Steve Field proposed that the LEPC compile the top 5-10 risks that are encountered at the different facilities throughout the county and create an action plan for responding to those risks. Marc Breckenridge informed the group that those plans already exist within the Countywide Emergency Action Guidelines. Included in the guidelines are hazard assessments and rankings of each facility. That information is updated regularly. David Halteman stated that the hazard analysis/risk assessment rankings can be found on the county's website as well.

Adjournment

A motion to adjourn was made by David Halteman, seconded by Marc Breckenridge at 3:52 p.m. Approved unanimously.

The next meeting of the LEPC will be held on **Thursday March 11, 2021 at 3:00 p.m.** via Zoom.

Respectfully Submitted,

Grace Hilborn
Emergency Services Specialist