

NOTICE OF MEETING

LAW COMMITTEE

July 2, 2024 - 4:15 PM

Law Enforcement Center – West Conference Room
525 North 6th Street
Sheboygan, WI 53081

To Join the Meeting Remotely:

Dial: +1 662-618-2380

Enter PIN: 133 399 820#

MEMBERS OF THE COMMITTEE MAY BE APPEARING REMOTELY. PERSONS WANTING TO OBSERVE THE MEETING MAY COME TO THE LAW ENFORCEMENT CENTER OR LISTEN REMOTELY.

Amended Agenda

- Call to order
- Pledge of Allegiance
- Certification of Compliance with Open Meeting Law
- Approval of Minutes
- Correspondences/Communications

Medical Examiner

- Consideration of Sheboygan County Ordinance NO. _____ (2024/25) Re: Amending Sections of Chapter 96 related to Medical Examiner Fees

Sheriff

- Sheriff's Report
(The Sheriff's Report is a summary of key activities. No action will be taken by the Law Committee resulting from the report, unless it is a specific item on the agenda.)
- Consideration of 5-year Capital Projects
- Review and consideration of approval to updates of the Sheboygan County Hazardous Materials Response Plan
- Consideration of the appointment of Matt Kroepfle to the Local Emergency Planning Committee, representing Transportation
- Consideration of the appointment of Jeffrey Salzman to the Local Emergency Planning Committee, representing City of Sheboygan Fire Department
- Consideration of repairs to Squad 26

- Consideration of approving vouchers
- Consideration of attendance of members at other meetings or functions
- Date/Time/Location of Next Meeting

8/6/24 - 4:15 pm
Law Enforcement Center - West Conference Room
525 North 6th Street
Sheboygan, WI 53081

To Join the Meeting Remotely:
Dial: +1 662-618-2380
Enter PIN: 133 399 820#

- Adjourn

Prepared by:
Jodi LeMahieu
Recording Secretary

Gerald Jorgensen
Committee Chairman

Note: persons with disabilities needing assistance to attend or participate are asked to call 459-3895 prior to the meeting so that accommodations may be arranged.

A majority of the members of the County Board of Supervisors or of any of its committees may be present at this meeting to listen, observe and participate. If a majority of any such body is present, their presence constitutes a "meeting" under the Open Meeting Law as interpreted in State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553 (1993), even though the visiting body will take no action at this meeting.

SHEBOYGAN COUNTY LAW COMMITTEE MINUTES

Law Enforcement Center
525 North 6th Street
Sheboygan, WI 53081

June 4, 2024

Called to Order: 4:15 PM

Adjourned: 4:44 PM

MEMBERS PRESENT: **In Person:** Gerald Jorgensen, Paul Gruber, Charlette Nennig, Wendy Schobert, Suzanne Speltz

MEMBERS ABSENT: None

ALSO PRESENT: Matt Spence, Chad Broeren, Jodi LeMahieu, Jason Liermann, Chris Nehring, Steve Steinhardt

Call to Order

Chairman Jorgensen called the meeting to order.

Pledge of Allegiance

All in attendance recited the Pledge of Allegiance.

Certification of Compliance with Open Meeting Law

The meeting notice was posted on June 3, 2024 at 10:15 a.m. in compliance with the open meeting law.

Approval of Minutes

Motion by Gruber, second by Schobert, to approve the minutes from the previous meeting. Motion carried with no negative votes.

Correspondences/Communications

There were no correspondences/communications.

Medical Examiner

The 1st Quarter Variance Report was reviewed with the Committee members.

Sheriff

Undersheriff Spence informed the Committee of recent resignations/retirements.

Motion by Speltz, second by Nennig, to approve the Vehicle Use Policy. Motion carried with no negative votes.

The vehicle inventory was reviewed with the Committee members.

Motion by Schobert, second by Speltz, to approve the appointment of Dr. Dan Peterson to the EMS Council, representing the City of Sheboygan. Motion carried with no negative votes.

The 1st Quarter Variance Report was reviewed with the Committee members.

Motion by Schobert, second by Nennig, to approve the repairs to Squad 31. Motion carried with no negative votes.

Motion by Nennig, second by Speltz, to approve the repairs to Squad 42. Motion carried with no negative votes.

Motion by Nennig, second by Gruber, to approve the repairs to Squad 43. Motion carried with no negative votes.

Motion by Nennig, second by Schobert, to approve the repairs to Squad 27. Motion carried with no negative votes.

Vouchers

Motion by Schobert, second by Nennig, to approve the vouchers. Motion carried.

Approval of Attendance at Other Meetings or Functions

There were no requests for approval of attendance at other meetings or functions.

Adjournment

Motion by Gruber, second by Schobert, to adjourn. Motion carried.

Jodi LeMahieu
Recording Secretary

Wendy Schobert
Committee Secretary

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Section 2. **Effective Date.** The herein Ordinance shall take effect upon enactment.

Respectfully submitted this 16th day of July, 2024.

LAW COMMITTEE

Gerald Jorgensen, Chairperson

Paul Gruber, Vice-Chairperson

Wendy Schobert, Secretary

Charlette Nennig

Suzanne Speltz

Opposed to Introduction:

Countersigned by:

Keith Abler, Chairperson

8456\219798\2024-06-14

June 19, 2024, draft

Sheboygan County Capital Project Funding Request

Project Name:	Radio Equipment Upgrades	
Department:	Sheriff	
Project Manager(s):	Sheriff Cory Roeseler & Inspector Chad Broeren	
Committee:	Law Committee	
Project Number	1954	Priority #1

1 Project Case

1.1 Project Overview

The Sheriff's Office was notified by a private vendor that many of our public safety radios will be reaching their end-of-support life at the end of 2023. We were also informed that future repairs may not be possible as the replacement parts potentially needed are no longer manufactured. These radios include both portable and mobile (vehicle) radios within the Sheriff's Office (including the Corrections Division) and all of the radios utilized by our volunteer Fire Departments in the County.

1.2 Project Purpose

We would like to start replacing a portion of our public safety radios in 2024. If they are not able to be repaired we need to have the ability to purchase radios in future years as they become unserviceable and/or inoperable.

2 Primary Project Objectives

Replace all public safety radios as mentioned above with the allocated funds in each of the next 5 plus years.
Obtain fair market trade-in value for all of our old radios.

3 Project Identification and Alternatives

4 Project Issues

5 Project Cost Worksheet

Funding	Expenditure	Other Funding	Bonding	Source(s) of Other Funding
Prior years	\$ 250,000	\$ 250,000	\$ -	
2025 - 1st quarter	\$ 125,000			
2025 - 2nd quarter	\$ 125,000			
2025 - 3rd quarter	\$ 125,000			
2025 - 4th Quarter	\$ 125,000			
2025 Total	\$ 500,000	\$ -	\$ 500,000	
2026 - 1st quarter	\$ 125,000			
2026 - 2nd quarter	\$ 125,000			
2026 - 3rd quarter	\$ 125,000			
2026 - 4th Quarter	\$ 125,000			
2026 Total	\$ 500,000	\$ -	\$ 500,000	
2027 - 1st quarter	\$ 125,000			
2027 - 2nd quarter	\$ 125,000			
2027 - 3rd quarter	\$ 125,000			
2027 - 4th Quarter	\$ 125,000			
2027 Total	\$ 500,000	\$ -	\$ 500,000	
2028 - 1st quarter	\$ 125,000			
2028 - 2nd quarter	\$ 125,000			
2028 - 3rd quarter	\$ 125,000			
2028 - 4th Quarter	\$ 125,000			
2028 Total	\$ 500,000	\$ -	\$ 500,000	
2029 - 1st quarter	\$ 125,000			
2029 - 2nd quarter	\$ 125,000			
2029 - 3rd quarter	\$ 125,000			
2029 - 4th Quarter	\$ 125,000			
2029 Total	\$ 500,000	\$ -	\$ 500,000	
SUB TOTAL 2025-2029	\$ 2,500,000	\$ -	\$ 2,500,000	
Later Years	\$ 2,000,000		\$ 2,000,000	
TOTAL	\$ 4,750,000	\$ 250,000	\$ 4,500,000	
Check	\$ -	\$ -	\$ -	
Additional details Other Funding				

5 Project Cost Worksheet (continued)

Departmental cost	0	DEPARTMENT	DEPARTMENT	ASSET LIFE
	TOTAL	Sheriff		YEARS
Land	\$ -			
Buildings	\$ -			
Infrastructure	\$ -			

1954 Radio Equipment Upgrades

Improvements	\$ -	\$ -		
Equipment	\$ 4,750,000	\$ 4,750,000		
Computer Hardware	\$ -			
Computer Software	\$ -			
Consulting	\$ -			
Other	\$ -	\$ -		
TOTAL	\$ 4,750,000	\$ 4,750,000	\$ -	

Check \$ -

5 Project Cost Summary

Year	Total Cost	Other Funding	Bonding
Prior Years	\$ 250,000	\$ 250,000	\$ -
2025	\$ 500,000	\$ -	\$ 500,000
2026	\$ 500,000	\$ -	\$ 500,000
2027	\$ 500,000	\$ -	\$ 500,000
2028	\$ 500,000	\$ -	\$ 500,000
2029	\$ 500,000	\$ -	\$ 500,000
SUB Total	\$ 2,500,000	\$ -	\$ 2,500,000
Later Years	\$ 2,000,000	\$ -	\$ 2,000,000
TOTAL	\$ 4,750,000	\$ 250,000	\$ 4,500,000

*ARPA approved other funding of \$205,000

6 Project Priority	Check all that Apply	Enter minimum amount required in Year 1 of project
1 Legally binding contract full sum payment in 1st year?		
2 A statutory or other requirement to spend all of Year 1 money?		
3 Legally binding contract but flexibility in 1st year payments?		\$
4 A statutory or other requirement with flexibility in 1st year payments?		\$
5 Operationally viewed essential-give reason:		
6 Other Priority reason:		
7 Project desirable, either improving service or efficiency:		\$

7 Project Critical Success Factors (Key Performance Indicators)

Project Critical Success Factors

8 Project Duration Estimates

Project Milestone	Date Estimate
Project Start Date	
Project Bids Solicited	
Project Contracts Signed	
Project Construction to begin	
Project Construction to end	
Final Payments for Project completion	

9 Project Users	Impacts and Interface
External	
Business/Residences on route	
Internal Staff	

10 Project Tolerances	
TIME	
COST	
RISK	
BENEFICIARIES	
SCOPE	
QUALITY	

Sheboygan County Capital Project Funding Request

Project Name:	Expansion of Sheboygan County Detention Center
Department:	Sheriff
Project Manager(s):	Kevin Dulmes, Chad Broeren
Committee:	Law Committee
Project Number	1951

1 Project Case

1.1 Project Overview

Expand current detention facility by adding one additional phase. The Sally Port and kitchen area would also be expanded to accommodate the increased occupancy.

2027 - Design

2028 - Construct enclosure

2029/30 - Construct interiors and install equipment

1.2 Project Purpose

Expand the capacity of our detention facility to accommodate some current inmates and accommodate future growth in our inmate population which has grown by approximately 30% (100 inmates) since 2014.

2 Primary Project Objectives

Complete expansion of the facility in time to avoid boarding inmates at other county jails which results in boarding and transportation costs.

3 Project Identification and Alternatives

An expansion of our facility by two phases or one phase at a time to meet our need for boarding space.

Alternative is to board at other counties facilities at a significant cost in boarding fees and transportation to and from those outside facilities.

4 Project Issues

Land needed for staging deliveries, equipment, job traveler and possibly future parking.

Construction above existing building could cause leaks and delays to access ceilings above inmate cells.

Construction likely extended over two-year period with elevation access challenges, continued operational requirement and circular design.

5 Project Cost Worksheet

Funding	Expenditure	Other Funding	Bonding	Source(s) of Other Funding
Prior years	\$0	\$ -	\$ -	
2025 - 1st quarter				
2025 - 2nd quarter				
2025 - 3rd quarter				
2025 - 4th Quarter				
2025 Total	\$ -	\$ -	\$ -	
2026 - 1st quarter				
2026 - 2nd quarter				
2026 - 3rd quarter				
2026 - 4th Quarter				
2026 Total	\$ -	\$ -	\$ -	
2027 - 1st quarter	\$ 126,000	\$ 126,000		
2027 - 2nd quarter				
2027 - 3rd quarter				
2027 - 4th Quarter				
2027 Total	\$ 126,000	\$ 126,000	\$ -	
2028 - 1st quarter				
2028 - 2nd quarter	\$ 703,500			
2028 - 3rd quarter	\$ 703,500			
2028 - 4th Quarter	\$ 701,400			
2028 Total	\$ 2,108,400	\$ -	\$ 2,108,400	
2029 - 1st quarter	\$ 4,200,000			
2029 - 2nd quarter	\$ 4,200,000			
2029 - 3rd quarter	\$ 4,200,000			
2029 - 4th Quarter	\$ 20,469,750			
2029 Total	\$ 33,069,750	\$ -	\$ 33,069,750	
SUB TOTAL 2025-2029	\$ 35,304,150	\$ 126,000	\$ 35,178,150	
Later Years			\$ -	
TOTAL	\$ 35,304,150	\$ 126,000	\$ 35,178,150	
Check	\$ -	\$ -	\$ -	
Additional details Other Funding				

5 Project Cost Worksheet (continued)

Departmental cost		DEPARTMENT	DEPARTMENT	ASSET LIFE
	TOTAL	Sheriff		YEARS
Land	\$ -			
Buildings	\$ 30,517,200	\$30,517,200		50
Infrastructure	\$ -			
Improvements	\$ -			
Equipment	\$ 208,950	\$208,950		15
Computer Hardware	\$ -			
Computer Software	\$ -			
Consulting	\$ 3,003,000	\$2,877,000	\$126,000	
Other	\$ 1,575,000	\$1,575,000		
TOTAL	\$ 35,304,150	\$35,178,150	\$0	

Check \$ -

5 Project Cost Summary

Year	Total Cost	Other Funding	Bonding
Prior Years	\$ -	\$ -	\$ -
2025	\$ -	\$ -	\$ -
2026	\$ -	\$ -	\$ -
2027	\$ 126,000	\$ 126,000	\$ -
2028	\$ 2,108,400	\$ -	\$ 2,108,400
2029	\$ 33,069,750	\$ -	\$ 33,069,750
SUB Total	\$ 35,304,150	\$ 126,000	\$ 35,178,150
Later Years	\$ -	\$ -	\$ -
TOTAL	\$ 35,304,150	\$ 126,000	\$ 35,178,150

6 Project Priority	Check all that Apply	Enter minimum amount required in Year 1 of project
1 Legally binding contract full sum payment in 1st year?		
2 A statutory or other requirement to spend all of Year 1 money?		
3 Legally binding contract but flexibility in 1st year payments?		\$
4 A statutory or other requirement with flexibility in 1st year payments?		\$
5 Operationally viewed essential-give reason: There are safety issues with over-crowding. Assessment consultant fee.	X	\$2,008,000
6 Other Priority reason: Please detail		\$
7 Project desirable, either improving service or efficiency		

7 Project Critical Success Factors (Key Performance Indicators)

Project Critical Success Factors

8 Project Duration Estimates

Project Milestone	Date Estimate
Project Assessment	7/1/2027
Project Start Date	1/2/2028
Project Bids Solicited	2/1/2028
Project Contracts Signed	3/15/2028
Project Construction to begin	4/15/2028
Project Construction to end	10/1/2030
Final Payments for Project completion	12/30/2030

9 Project Users	Impacts and Interface
External	
Road Users	Contractor crew vehicle parking may make 31st Street narrow.
Business/Residences on route	Increased traffic deliveries in industrial park.
Internal	
Staff & Clients	Correctional staff disturbed with noise, odors and need to escort contractors when necessary.

10 Project Tolerances	
TIME	Two-year project. One year assessment, two years design and construction. Enclosure before first winter if possible.
COST	Operation costs for added staff and utilities. Addition on exiting building could expose unknown conditions.
RISK	Damage to existing building and inmate injury especially during crane use. Contractors in cells below during tie-ins.
BENEFICIARIES	County safety with fewer inmates released. Possible boarding of nearby County or State inmates.
SCOPE	Project will require some additional parking space on property for added staff. Add Phase 3 with possible Phase 4 years later.
QUALITY	Construction will meet current code/standards for secure Detention facility. Bid project takes low bidder, but detailed specification and tight oversight by a Construction Manager will result in needed quality.

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SHEBOYGAN COUNTY
HAZARDOUS MATERIALS
RESPONSE PLAN

+ + + + + + + + + +

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- X. Identification of Major Transportation Routes in Sheboygan County
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Material Team
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<input type="checkbox"/> Sheboygan County Haz-Mat	920-459-3112
<input type="checkbox"/> Veolia Environmental	1-800-668-4005
<input type="checkbox"/> Sheboygan Coast Guard	920-452-5115
<input type="checkbox"/> State Radiation Response	1-608-273-5185

=====

Hazardous Material Response Form

(This form is for your information only and to be completed by Haz-Mat Team)

Scene Safety

Am I safe? Yes If No, move.
 Others at risk? Yes No
 Can they be moved? Yes No

Based on the above, what help do I need?

Local Fire Department Local EMS
 County Haz-Mat Team

=====

Information for Dispatch of County Haz-Mat Team

Location: _____
 Nature of Incident: _____
 Staging Area: _____
 Upwind Route: _____

Material (Spell Out)	Material Identification		Miscellaneous
	DOT ID#	Guide #	
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Evacuation Distance
 (DOT Guidebook Recommendation)

Wind Direction: _____
 Spill or leak from smaller container or tank – isolate in all directions: _____ feet
 Initial evacuation: Large spill from a container or tank.
 First – Isolate in all directions: _____ feet
 Then – Evacuate in a downwind direction: Width _____ mi. / Length _____ mi.

=====

Transportation Incident

Type: _____ Highway _____ Rail
Company: _____ Phone #: _____
Trailer ID #: _____

Can you recover shipping papers safely? _____ No _____ Yes, Do it.

Fixed Facility: _____
Facility Representative: _____
Telephone Number: _____
Product Involved: _____

Check for the following:
_____ Pre-Plan _____ Spill Plan _____ SDS _____ Building Diagram

Additional Information:

=====

Scene Overview

Show contamination area
Show command post location
Indicate north
Wind Direction: _____
(Need not be to scale – rough drawing only)

IV. Promulgation Statement

A. Letter of Promulgation

This plan is adopted as the Sheboygan County Hazardous Materials Plan for incidents involving use, storage or manufacture, and transportation of hazardous materials. It is designed to comply with all applicable federal and state regulations, and provides the policies and procedures to be following in dealing with such an incident.

The Law Committee of the Sheboygan Board of Supervisors has reviewed this document entitled "Sheboygan County Hazardous Materials Response Plan,"

and approved it, this _____ day of _____, 2024.

Law Committee Members:

Gerald Jorgensen, Chairman Date

Paul Gruber, Vice-Chairman Date

Wendy Schobert, Secretary Date

Charlette Nennig, Member Date

Suzanne Speltz, Member Date

**SHEBOYGAN COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE**

**ESTABLISHED BY THE
EMERGENCY PLANNING AND COMMUNITY RIGHT-TO- KNOW (EPCRA)**

GROUP 1

Elected State Official:

Terry Katsma
26th District
Room 18 North
PO Box 8952
Madison, WI 53708

County Board:

Charlette Nennig
District 13
508 New York Avenue
Sheboygan, WI 53081
Phone: (920) 459-3103

Public Health:

Starrlene Grossman
Division of Public Health
1011 North 8th Street
Sheboygan, WI 53081
Business: (920) 459-3438

GROUP 2

Law Enforcement:

VACANT

Emergency Management:

Steve Steinhardt, Director
Sheboygan Co. Sheriff's Dept.
525 North 6th Street
Sheboygan, WI 53081
Business: 920-459-3360

Firefighting: Eric Bollar
City of Sheboygan Fire Dept.
1326 North 25th Street
Sheboygan, WI 53081
Business: 920-459-6432

Local Environmental: Katrina Gilbank
National Association for
Environmental Professional
4464 Gateway Drive
Sheboygan, WI 53081

Health Service: Dan Althaus
Orange Cross Ambulance
1919 Ashland Avenue
Sheboygan, WI 53081
920-451-9111

Hospital: Tom Hass
Aurora Memorial Hospital
3400 Union Avenue
Sheboygan, WI 53081
Business: 920-451-5000

Transportation: Matt Kroeplein
Glacier Transit & Storage
314 E Clifford Street
Plymouth WI 53073

GROUP 3

Broadcast Media: Jennifer Vorpapel
Division of Public Health
1011 North 8th Street
Sheboygan, WI 53081

Print Media: Vacant

GROUP 4

Community Groups:

Dean Dolence, Disaster Services
American Red Cross
N1571 Jones Street
Adell, WI 53011

Peter R. Madden
2125 S 7th Street
Sheboygan, WI 53073

Chuck Butler (Chairperson)
Dementia Taskforce
713 Fairway Drive
Sheboygan, WI 53081

GROUP 5

Owners and Operators
Of Facilities Subject To
The Requirements of
Sara Title III

Doug Scherpereel
Sigma
656 N 7th Street
Oostburg, WI 53070

Phil Ditter
Plastics Engineering Co.
Post Office Box 758
Sheboygan, WI 53082-0758
Business: 920-458-2121

SHEBOYGAN COUNTY LOCAL EMERGENCY PLANNING COMMITTEE

Rules of Operation

Preface:

The Sheboygan County Local Emergency Planning Committee (LEPC) serves the county local planning district that was established by the Wisconsin State Emergency Response Commission (SERC) on the effective date of July 17, 1987. The LEPC was confirmed by the SERC on August 13, 1987. These Rules of Operation are promulgated under the directive of SARA, Title III, Section 301c.

Appointments, Elections and Positions:

LEPC members are appointed by the Sheboygan County Administrator and Board Chairman and must be approved by Wisconsin Emergency Management (WEM) as promulgated under the directive of SARA, Title III, Section 301c.

Elections of LEPC officers shall be held at the April session in odd-numbered years. Election shall be by majority vote of members present.

Chairperson:

The committee will elect a Chairperson for a term of two years. The Chairperson, who must be a member of the LEPC, will preside over the meetings. The Chairperson will hold only one elected position on the LEPC at a time. A Chairperson shall appoint special sub-committees, as needed.

Vice-Chairperson:

To assure the continuity of operations in the absence of the Chairperson, the committee shall establish the office of and elect a Vice-Chairperson. In the absence of the Chairperson, the Vice-Chairperson will preside over the meetings of the LEPC. The Vice-Chairperson will be elected for a term of two years and must also be a member of the LEPC. The Vice-Chairperson will hold only one elected position on the LEPC at a time.

Coordinator of Information:

Subject to the requirements of Sheboygan County Ordinance 28, 1988-89, the Emergency Management Director for Sheboygan County shall act as the Coordinator of Information. The Coordinator of Information will undertake those duties and responsibilities as outlined under Title III, Section 301c, and any other responsibilities and duties assigned by the LEPC, including preparation of committee agendas and taking committee minutes. The Coordinator of

Information shall not hold an elected position within the LEPC. The LEPC may also designate Deputy Coordinators of Information to serve in the absence of the primary designee.

Public Opportunity:

Meeting announcements will be published through designated channels in compliance with the Wisconsin Open Meeting Law. The LEPC will, in every agenda, provide time to receive public comment and input. Time for public comment will be allotted on a first-come, first-served basis. The LEPC may limit comments to a certain timeframe.

Quorum:

A quorum will consist of 50 percent of the WEM approved membership of the LEPC.

Voting:

A majority vote of members present where a quorum exists will be needed for passage.

Meeting Attendance/Alternates:

Every member of the LEPC appointed by WEM is expected to select an alternate to attend meetings in his/her absence. The alternate may participate in discussions, but will not have voting rights. If a member is unable to attend or send an alternate, the Coordinator of Information is to be notified prior to the meeting. Committee members, who miss three consecutive meetings with an excuse, can be removed from the committee.

Any or all members of the LEPC may participate in a meeting of the LEPC or a subcommittee of the LEPC by means of conference telephone or by any means by which all persons participating in the meeting are able to communicate with one another, and such participation shall constitute presence in person at the meeting.

Minutes of Meetings:

Minutes of all meetings of the LEPC and sub-committees will be distributed to committee members, heads of government within the county, the East Central Region Division of Emergency Management and others, upon request.

Off-Site Planning and Public Review:

The primary responsibility for developing and updating of off-site plans will be the duty of the Emergency Management Director. In addition to the planning process, the Emergency Management Director may schedule and conduct an on-site tour of the subject facility(ies), if deemed necessary.

The LEPC shall establish a sub-committee to conduct a thorough and preliminary review of any new or updated off-site plans before they are presented to the LEPC for final approval.

The plan(s), as reviewed and approved by the sub-committee, shall be recommended for approval by the LEPC and included on the next LEPC meeting agenda. Official approval of the plan(s) by the LEPC can be completed during a regularly scheduled meeting given quorum and compliance with the Wisconsin Open Meeting Law requirements.

Once the LEPC officially approves the plan(s), the original plan(s) and all appropriate paperwork shall be forwarded to the East Central Region Division of Emergency Management for review and approval. Once plans have been approved at this level, the originals are then forwarded to Wisconsin Emergency Management for State processing.

The LEPC will be required to review all existing off-site plans on a bi-annual basis or as scheduled in the Emergency Management Director's approved Plan of Work.

Procedures for Receiving and Processing Public Requests:

In accordance with State and Federal Law, the Coordinator of Information shall annually, and no later than May 1st, publish a legal notice in a newspaper (specifically the official County newspaper) indicating that the following have been submitted under law and are available for public review:

- 1) Emergency Response Plans;
- 2) Material Safety Data Sheets; and,
- 3) Inventory Forms.

Information about hazardous chemicals and their locations shall be available for public review between the hours of 8:00 a.m. and 4:00 p.m., Monday through Friday, during regular business days at the Sheboygan County Law Enforcement Center located at 525 North 6th Street, Sheboygan, Wisconsin. Telephone inquiries for specific information contained in these files will not be accepted.

Copies of documents may be made at the expense of the requestor and at rates prescribed by the Sheboygan County Sheriff's Department and as approved by the Law Committee of the Sheboygan County Board of Supervisors.

Adoption and Amendments of the Rules of Operation:

Adoption of these rules or approval of amendments to the rules can be made at any regular or special meeting of the LEPC as an agenda item with a majority role call vote given a quorum is present.

ORDINANCE NO. 15 (2010-11)

Re: Updating Statutory References in Chapter 15, Emergency Planning, Management, and Government

WHEREAS, through the enactment of 2009 WI Act 42, the Wisconsin legislature made a variety of changes to the statutes governing emergency management procedures; and,

WHEREAS, part of 2009 WI Act 42, consolidated a variety of emergency management statutes under a new Wis. Stat. ch.323; and,

WHEREAS, it is appropriate that the County Board change the statutory references in the Sheboygan County Code to correspondence to the new statutory references;

NOW, THEREFORE, the County Board of Supervisors of the County of Sheboygan does ordain as follows:

**CHAPTER 15
EMERGENCY PLANNING, MANAGEMENT, AND GOVERNMENT**

- 15.01 PURPOSES AND AUTHORITY**
- 15.02 CREATING COMMITTEE**
- 15.03 MEMBERSHIP OF LEPC**
- 15.04 ORGANIZATION AND OPERATIONS PROCEDURES**
- 15.05 DUTIES OF COMMITTEE**
- 15.06 EXPENDITURES**
- 15.07 ADMINISTRATION AND ENFORCEMENT**
- 18.08 DEFINITIONS**
- 15.09 EMERGENCY MANAGEMENT COMMITTEE – DUTIES**
- 15.10 EMERGENCY MANAGEMENT DIRECTOR - STATUS, DUTIES AND POWERS**
- 15.11 COUNTY BOARD CHAIRPERSON AUTHORITY**
- 15.12 COUNTY BOARD DECLARATION OF STATE OF EMERGENCY**

15.13 POWERS IMPOSED UPON DECLARATION OF EMERGENCY

15.14 TAKING LIMITATIONS

15.15 PENALTIES

15.01 PURPOSES AND AUTHORITY. The purposes of this Chapter are to:

- (1) carry out the provisions of emergency planning and notification as established and required by 42 USC §§ 11000 through 11050 and the hazardous substances information and emergency planning provisions of Wis.Stat. §§ 323.60 through 323.71 and any acts amendatory or supplementary;
- (2) prepare Sheboygan County to cope with emergencies resulting from enemy action and natural or man-made disaster by establishing an organization for emergency management pursuant to duties and responsibilities imposed upon counties under Wis. Stat. ch.323;
- (3) allow for the continued operation of governmental functions during a state of emergency pursuant to the authority granted under Wis. Stats., §§ 323.52, 323.54 and 323.55.

SECTION A – EMERGENCY PLANNING

15.02 CREATING COMMITTEE. Pursuant to the provisions of Wis.Stat. § 59.54(8), there is hereby established a Local Emergency Planning Committee (LEPC).

15.03 MEMBERSHIP OF LEPC. The LEPC shall include representatives from each of the following groups or organizations, but not to exceed fifteen (15) members:

- (1) elected state and local officials
- (2) law enforcement
- (3) emergency management
- (4) fire fighting
- (5) first-aid
- (6) health
- (7) local environmental
- (8) hospital
- (9) transportation personnel
- (10) broadcast and print media
- (11) community groups
- (12) owners and operators of facilities that generate, utilize, or transport hazardous substances (two representatives).

Membership to the Committee shall be by appointment by the County Board Administrator after consultation with the Law Committee subject to ratification by the County Board, except that if the County Board Chairperson wishes to appoint a County Supervisor as a representative of elected state and local officials, such appointment shall be made by the County Board Chairperson subject to ratification by the County Board. Appointments shall be made for a two-(2-) year term and shall be submitted for ratification at the County Board's May meeting in even-numbered years unless the appointment is made to fill a vacancy, and the members shall serve without pay unless otherwise specifically provided.

15.04 ORGANIZATION AND OPERATIONS PROCEDURES. The Committee shall convene an organizational meeting in June of even-numbered years and shall elect such officers as it deems appropriate and may from time to time meet and establish such rules as it deems necessary for the proper function of the Committee. Such rules shall include provisions for public notification of Committee activities, public meetings to discuss the emergency plan, public comments, response to such comments by the Committee, and distribution of the emergency plan.

15.05 DUTIES OF COMMITTEE. The Committee shall have the following duties and responsibilities:

- (1) Develop an emergency response plan which shall include the following:
 - (a) Identification of facilities and extremely hazardous substances transportation routes;
 - (b) emergency response procedures;
 - (c) the designation of the Director of Emergency Management as the Community Emergency Coordinator;
 - (d) emergency notification procedures;
 - (e) methods for determining the occurrence of a release and the probable affected area and population;
 - (f) description of community and industry emergency equipment and facilities, and the identity of persons responsible for them;
 - (g) evacuation plans;
 - (h) description and schedules of a training program for emergency response to chemical emergencies;
 - (i) methods and schedules for exercising emergency response plans.
- (2) Establish procedures for receiving and processing requests from the public for information;

- (3) Evaluate the need for resources necessary to develop, implement, and exercise the emergency plan, and make recommendations with respect to additional resources and how to get them;
- (4) Receive notice of chemical release from facility to community emergency coordinator;
- (5) Make the Material Safety Data Sheet (MSDS) available upon request. If the requested MSDS is not in the possession of the LEPC, it must be requested from the facility;
- (6) Carry out all requirements of a committee under the federal act;
- (7) Upon receipt by the Committee or the Committee's designated community emergency coordinator of a notification under Wis. Stat. § 323.60(5) of the release of a hazardous substance, take all actions necessary to ensure the implementation of the local emergency response plan;
- (8) Consult and coordinate with the County Board, the County, and local heads of emergency management services designated under Wis. Stat. § 323.14(1) or (2) and the County emergency management committee designated under Wis. Stat. § 323.14(3) in the execution of the local emergency planning committee's duties under this Section;
- (9) To carry out the powers and duties established for LEPCs under federal law 42 USC 11000 through 11050 and under Wisconsin law;
- (10) To apply annually to the state and federal agencies or commissions for any available emergency planning grant funds;
- (11) Such other duties as may be delegated to it by the Emergency Management Committee of the County Board or by the County Board;
- (12) Pursuant to the provisions of Wis. Stat. § 323.71(5) act as the reviewing entity to determine the amount of reasonable and necessary expense incurred by local agencies which submit claims seeking reimbursement for expenses incurred in connection with responses to and clean-up of discharges of hazardous substances. In carrying out its review, it shall make a determination as to the amount and submit such determination to the Emergency Management Committee which may accept, reject, or modify, as it deems appropriate, the determination of the LEPC, and the action

of the Emergency Management Committee shall be deemed to be the final action of the reviewing entity. In carrying out its duties, the LEPC may direct the Director of Emergency Management to establish a procedure for submittal of claims for review and authorize the Director to audit and make recommendations prior to their presentation to the LEPC.

15.06 EXPENDITURES. Expenditures of the Committee shall be first authorized by the Emergency Management Committee of the County Board, subject to the budgetary control of the County Board.

SECTION B – ADMINISTRATION AND APPLICATION

15.07 ADMINISTRATION AND ENFORCEMENT. This Ordinance shall be administered and enforced by the Emergency Management Committee, the Emergency Management Director, or any other duly-authorized emergency management personnel.

15.08 DEFINITIONS.

- (1) The term “director” shall mean the Sheboygan County Director of Emergency Management.
- (2) The term “committee” shall mean the Sheboygan County Emergency Management Committee. The Law Committee serves as the Emergency Management Committee for Sheboygan County.
- (3) The term “board” shall mean the Sheboygan County Board of Supervisors.
- (4) The term “emergency management” shall include “civil defense” and means all measures undertaken by or on behalf of Sheboygan County to prepare for and minimize the effect of enemy action and natural or man-made disaster upon the civilian population and to effectuate emergency repairs to, or the emergency restoration of, vital public utilities and facilities destroyed or damaged by such action or disaster.

15.09 EMERGENCY MANAGEMENT COMMITTEE – DUTIES. It shall be the duty of the Emergency Management Committee to:

- (1) Adopt an effective program of emergency management within the County consistent with the state plan for emergency management;
- (2) Prepare budget requests for funds for the program and audit the expenditures thereof;

- (3) Suggest to the County Board nominations for Emergency Management Director;
- (4) Control and direct the activities of the Emergency Management Director and otherwise carry out the provisions of Wis. Stat. § 323.14.

15.10 EMERGENCY MANAGEMENT DIRECTOR – STATUS, DUTIES AND POWERS. The Sheboygan County Emergency Management Director shall hold office and receive such compensation therefore as is determined by the County Board. Any person holding such office shall be qualified in accordance with standards established by the state or federal governments. The Director shall have the following duties, responsibilities, and powers under the overall direction and supervision of the Emergency Management Committee:

- (1) Develop, promulgate, and implement an emergency management plan for the County in accordance with requirements of the state and federal plans of emergency management.
- (2) Under the general supervision of the Emergency Management Committee coordinate and assist in the development of municipal emergency management plans within the County and the integration of such plans with the County plan and the state plan.
- (3) Direct the County emergency management program and all phases of emergency management related thereto, including the Sheboygan County Hazardous Materials Team, pursuant to state directive and subject to the overall supervision of the County Emergency Management Committee.
- (4) Direct county-wide emergency management training programs and exercises in accordance with directives from higher emergency management authority or as required by the County Emergency Management Committee.
- (5) Consult with the state director, area director, and municipal directors concerning all emergency management plans for the County and render such reports as may be required by the state or area director.
- (6) In case of a state of emergency proclaimed by the Governor or by the Board, direct all County emergency management activities carried on by County agencies or personnel and coordinate municipal emergency management activities within the County pursuant to directive or higher emergency management authority

and in accord with integrated plans previously adopted.

- (7) Advise and consult with the County Emergency Management Committee concerning all phases of emergency management planning and activity and report to the County Board where necessary or required concerning emergency management within Sheboygan County.
- (8) Perform such other duties relating to emergency management as may be required by the County Board, the Emergency Management Committee, or higher emergency management authority or in pursuance of any mutual aid agreements made hereunder or as authorized by Wis. Stat. § 166.03(5).

SECTION C – EMERGENCY GOVERNMENT

15.11 COUNTY BOARD CHAIRPERSON AUTHORITY. The County Board Chairperson or in his or her absence, the Vice Chairperson, or in his or her absence, the County Administrator, may declare an emergency pursuant to Wis. Stat. §§ 59.12(2)(a) and 323.52 and order the County Board to convene a special meeting for the limited purpose of considering a resolution to declare a state of emergency. The special meeting may be called at an emergency temporary location and without regard for the notices and time requirements otherwise mandated by statute. The conditions which would serve as a basis for a declaration of emergency or for a resolution declaring a state of emergency include, without limitation because of enumeration: conditions arising by reason of war, conflagration, flood, heavy snow storm, blizzard, catastrophe, disaster, riot, civil commotion, acts of God and conditions which impair transportation, food or fuel supplies, medical care, fire, health, or police protection or other vital facilities of the County.

15.12 COUNTY BOARD DECLARATION OF STATE OF EMERGENCY. The County Board may declare, by resolution, a state of emergency for Sheboygan County or any portion thereof if the County Board determines that an emergency exists. The duration of such state of emergency shall not exceed 60 days as to an emergency resulting from enemy action or 30-days as to emergencies resulting from natural or man-made disasters, unless either is extended by resolution of the County Board of Supervisors. The duration of a declared state of emergency may not exceed the length of time beyond when emergency conditions exist. A copy of the resolution shall be filed with the Governor. The resolution may be revoked at the discretion of the County Board Chairperson, or in his or her absence, the Vice Chairperson, or in his or her absence, the County Administrator by written order or the County Board of Supervisors by resolution.

15.13 POWERS IMPOSED UPON DECLARATION OF EMERGENCY.

- (1) Unless expressly limited in the resolution declaring the state of emergency, the resolution declaring the state of emergency shall confer upon the County Board Chairperson, or in his or her absence, the County Board Vice-Chairperson, the power to appoint emergency interim successors to all vacant County offices to serve only during the term of the state of emergency.
- (2) Unless expressly limited in the resolution declaring the state of emergency, the resolution declaring the state of emergency shall confer upon the County Administrator all powers to undertake whatever is necessary and expedient for the health, safety, and welfare and good order of the County during such emergency, including: requesting resources from the State of Wisconsin; suspending required permits, price controls or other restrictions, suspending requirements that any public work (repair and reconstruction) estimated to cost over Twenty-Five Thousand Dollars (\$25,000.00) be let by contract to the lowest bidder; declaring priority of emergency management contracts over other contracts, allocating materials and facilities in his or her discretion; taking, using and destroying private property for emergency management purposes; contracting on behalf of the County with any person to provide equipment and services on a cost basis to be used in disaster relief. The County Administrator shall also oversee the County Emergency Management Director in the coordination of response and recovery activities.

15.14 TAKING LIMITATIONS. Any taking, use or destruction of property as a result of a disaster shall be in the name of Sheboygan County, unless the emergency is declared by the Governor, in which case the taking, use or destruction shall be in the name of the State. Records shall be kept of such action and such records shall be evidence of a claim against the County or State as provided above. Any such claim shall be referred to the County Board or to the State of Wisconsin as provided in state statutes.

15.15 PENALTIES. It shall be lawful for any person willfully to obstruct, hinder or delay any member of the emergency management organization in the enforcement of any order, rule, regulation or plan issued pursuant to the authority contained in this ordinance. Whoever intentionally fails to comply with the directives of emergency management authorities promulgated under this section or Chapter 166, of the Wisconsin Statutes, during a state of emergency or during any training program or exercise shall, upon conviction, be subject to a forfeiture of not more than Two Hundred Dollars (\$200.00), together with the costs of prosecution.

V. 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, PL 99-499 WI Act 342-Hazardous Substances Information and Emergency Planning Act, and 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 material incident.
3. This Hazardous Materials Response Plan forms part of the overall Sheboygan County Emergency Operations Plan.

B. Responsibilities

1. Local Emergency Planning Committee
 - A. Develop the Hazardous Materials Plan and off-site appendixes in coordination with the Emergency Management Director, bi-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, 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 Tier 2 Inventory Reports.
 - F. The Emergency Management Director will make the determinations along with the Facility Emergency Coordinators, necessary to implement the Hazardous Materials Plan.

- G. Upon receipt by the Committee 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 Management 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, Annex-Basic and Annex A.

3. Fixed Facility

- A. Planning requirements: Any facility that produces, uses , or stores any of the extremely hazardous substances in quantities equal to or greater than threshold planning quantities are required to participate in the emergency planning process.
- 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 the Wisconsin Spill Law 144.76.
- C. An owner/operator of a facility subject to the provisions of SARA Sections 311/312 must comply per the requirements of Section 166.20(5)(a)3, Wis.Stats. (MSDS Chemlist/Tier Two filings).
- D. Under 144.76, if a spill occurs, response for: Minimizing the harmful effects; restoring the environment to the extent practical including the clean-up of the spill.

VII. MASTER LIST OF FACILITIES IN SHEBOYGAN COUNTY SUBJECT TO SECTION 302 PLANNING REQUIREMENTS

Adell Cooperative Union
805 Mill Street
Adell, WI 53001

Acuity
2800 South Taylor Drive
Sheboygan, WI 53081

Millipore Sigma (Aldrich Chemical)
5485 County Road V
Sheboygan Falls, WI 53083

Amerhart/Wind Mill Slatwall
200 Balsam Road
Sheboygan Falls, WI 53085

American Orthodontics
3524 Washington Avenue
Sheboygan, WI 53081

AT&T
625 New York Avenue
Sheboygan, WI 53081

AT&T
630 N 6th Street
Sheboygan, WI 53081

AT&T
704 North Broadway Avenue
Sheboygan Falls, WI 53085

Aurora Surgery Center
901 Reed Street
Plymouth, WI 53073

Aurora Memorial Medical Center
3400 Union Avenue
Sheboygan, WI 53081

Batteries Plus
519 South Taylor Drive
Sheboygan, WI 53081

Bemis Manufacturing Company
300 Mill Street
Sheboygan Falls, WI 53085

Cascade Well #1
303 First Street
Cascade, WI 53011

Curt G. Joa, Inc.
100 Crocker Avenue
Sheboygan Falls, WI 53085

Cedar Grove Warehouse-Plymouth
802 South Street
Plymouth, WI 53073

Charter Communications
1623 Broadway Avenue
Sheboygan, WI 53081

Edgewater Generating Station
3739 Lakeshore Drive
Sheboygan, WI 53081

Frontier Communications – Plymouth
118 Division Street
Plymouth, WI 53073

Glacier Transit & Storage
404 Schwartz Street
Plymouth, WI 53073

Glacier Transit & Storage
976 Willow Road
Plymouth, WI 3073

Glacier Transit & Storage
128 Appleton Street
Plymouth, WI 53073

Glacier Transit & Storage
4910 South Frontage Road
Sheboygan, WI 53081

Great Lakes Cheese of Wisconsin, Inc.
2602 County Road PP
Plymouth, WI 53073

Hexion, Inc.
2522 South 24th Street
Sheboygan, WI 53081

High Road Ice Cream
816 Michigan Avenue
Sheboygan, WI 53081

HTT Inc
1828 Oakland Avenue
Sheboygan, WI 8301

J.L. Di-Coat
1213 South 7th Street
Sheboygan, WI 53081

Johnsonville Sausage, LLC
N6928 Johnsonville Way
Sheboygan Falls, WI 53085

Kallista Warehouse
950 Willow Drive
Sheboygan Falls, WI 53085

Kohler Company
444 Highland Drive
Kohler, WI 53044

Kohler Company, Generator Division
N7650 County Highway LS
Sheboygan, WI 53083

Krier Foods, Inc.
520 Wolf Road
Random Lake, WI 53075

Lakeside – Johnsonville
3402 Crocker Avenue
Sheboygan, WI 53081

Lakeside Foods, Incorporated
709 Allen Street
Random Lake, WI 53075

Lakeland University
W3718 South Drive
Plymouth, WI 53073

Masters Gallery Foods, Inc.
County Trunk Highway PP
Plymouth, WI 53073

Masters Gallery Foods, Inc.
621 North Business Park Drive
Oostburg, WI 53070

Millennium Technologies
1404 Pilgrim Road
Plymouth, WI 53073

Mills Fleet Farm
3110 County Trunk Highway C
Plymouth, WI 53073

MSC – Adell
627 Main Avenue
Adell, WI 53001

NEMAK
3101 South Taylor Drive
Sheboygan, WI 53081

NEMAK
4243 Gateway Drive
Sheboygan, WI 53081

Old Wisconsin Sausage Company
2413 Union Avenue
Sheboygan, WI 53081

Old Wisconsin Sausage Company
4036 Weeden Creek Road
Sheboygan, WI 53081

Oshkosh Cold Storage
4385 County Road PP
Plymouth, WI 53073

Piggly Wiggly Midwest, LLC
2215 Union Avenue
Sheboygan, WI 53081

Plastics Engineering Company
2732 North 15th Street
Sheboygan, WI 53083

Random Lake Wastewater Treatment Plant
690 Wolf Road
Random Lake, WI 53075

Rockline Industries
1113 Maryland Avenue
Sheboygan, WI 53081

Rockline Industries
N5252 County Trunk TT
Sheboygan Falls, WI 53083

Rockline Industries – Willow warehouse
985 Willow Drive
Sheboygan Falls, WI 53085

Rockline Industries – Birch warehouse
100 Birch Road
Sheboygan Falls, WI 53085

Sadoff & Rudoy Industries
3313 North 21st Street
Sheboygan, WI 53081

Sargento Foods, Inc.
1 Persnickety Place
Plymouth, WI 53073

Sartori Food Corporation
12 West Main Street
Plymouth, WI 53073

Sartori Food Corporation
2 East Main Street
Plymouth, WI 53073

Sartori Whey
W4200 County Road PP
Plymouth, WI 53073

Sheboygan Falls Energy
N5787 Bridgewood Road
Sheboygan Falls, WI 53085

Sheboygan Paint Company
1439 North 25th Street
Sheboygan, WI 53081

Poly-One/Spartech Plastics
360 Rangeline Road
Sheboygan Falls, WI 53085

Toro Plymouth
3424 County Road PP
Plymouth, WI 53073

The Vollrath Company
1236 North 18th Street
Sheboygan, WI 53081

VPI Corporation
3124 South 9th Street
Sheboygan, WI 53081

Wal-Mart #1276
3711 South Taylor Drive
Sheboygan, WI 53081

Wal-Mart #3324
4433 Vanguard Drive
Sheboygan, WI 53083

Wal-Mart #3497
428 Walton Drive
Plymouth, WI 53073

As of June 3, 2024, there are a total of 66 Plans. The above plans are kept in the Emergency Management Office at the Sheboygan County Law Enforcement Center.

**Most Common Chemicals Used/Stored at the Planning Facilities
and/or Transported through the County are:**

Anhydrous Ammonia – Used as a refrigerant and as a crop fertilizer;

Chlorine – Used in water purification;

Sulfuric Acid – Used in batteries;

Formaldehyde – Used in making plastics, other chemicals, and fertilizers;

Phenol – Used in making plastics;

The most common Tier II chemicals reported include petroleum products and road salt.

The above-referenced is such due to the large number of farming, dairy production and storage, water treatment facilities and plastics companies in Sheboygan County.

VIII. HAZARD ANALYSIS

Description/Background: Sheboygan County is located approximately 50-miles north of Milwaukee in Eastern Wisconsin on the western shore of Lake Michigan. The total estimated county population as of 2020 was 118,034. Of that total, 49,929 people or about 40% live in the City of Sheboygan, which is the County Seat.

The County consists of an area covering 515-square miles. Representation consists of 15 towns, 10 villages and 3 cities.

The area is served by an extensive system of roadways. The State highways and interstate which run through the County are: State Highways 23, 28, 32, 42, 57, 67 and 144; along with Interstate I-43.

The highway network totals over 1,485-miles with a breakdown as follows: State Trunk Highways 179.82-miles; County Trunk Highways 439.26-miles; Town Roads 828.77-miles; private/frontage roads 13.63-miles; and, Interstate 24-miles.

A variety of opportunities exist in Sheboygan County which provide for recreational, agricultural, manufacturing and industrial activities.

As indicated above, Sheboygan County has an extensive transportation system. Common carrier truck lines, railroads, and an air transportation network provide freight service. Petroleum products and hazardous materials are transported across the County at various times.

Hazardous materials are transported daily through Sheboygan County by motor vehicles, trains, and commercial aircraft. Transportation accidents that result in spills and require special operations could result in an evacuation.

Sheboygan County has developed capabilities to respond to hazardous materials incidents. County ordinances on public safety, "right to know" and compensation for hazardous material emergency response have been formulated.

Sheboygan County established a Local Emergency Planning Committee in 1987. A county-wide Hazardous Materials Response Plan was originally developed in December, 1988. The County has established a county-wide Hazardous Materials (Haz-Mat) Response Team comprised of trained personnel and equipment.

In addition, facility off-site planning has taken place to include manufacturing, dairy, wastewater treatment, food production and storage and farming facilities.

IX. NOTIFICATION

A. Methods For Determining That A Release Has Occurred.

Sheboygan County Emergency Dispatch Center shall receive initial notification that release has occurred:

1. From the facility by telephone, usually 911.
2. From first responder radio transmission or phone call.
3. Citizen report.

B. Notification Requirements For Local Dispatch Center

Upon notification of an emergency, emergency dispatch center staff will acquire as much of the following information as possible using the incident report and relay it to the appropriate emergency response agencies:

1. Nature of the problem.
2. Exact location of incident.
3. Who has responded and actions already taken.
4. People and property affected.
5. Expected duration.
6. Potential for escalation and need for evacuation.
7. Type and amount of immediate assistance needed, where personnel should report (staging area) and the best approach route.

C. Initial Alerting

Depending upon the situation, the first responder will instruct the sheriff's dispatcher to initially notify the fire chief, chief of police, Emergency Medical Technicians (EMT), etc., as required. If the situation requires that several emergency service agencies be involved, then the dispatcher will notify the Emergency Management Director.

If, after assessment of the incident by a fire chief or his/her designee, determination is made that assistance is needed by the Sheboygan County Hazardous Materials Team, request for the team's assistance can be made at that time to dispatch. Dispatch will then notify the Emergency Management Director of the request. Upon notification to the Emergency Management Director, dispatch of the Haz-Mat Team should be carried out immediately.

The following staff/agencies should also be notified:

1. State Division of Emergency Management (WEM) Duty Officer 800-943-0003.
2. Regional Division of Emergency Management (WEM) Office: 920-929-3730.
3. Chemical Transportation Emergency Center (CHEMTREC) 800-424-9300.
4. Additional fire, police and rescue units, if needed.
5. Department of Natural Resources (DNR); Warden Anthony Arndt (w) 920-892-8756(ext.3038); or, Mobile 920-980-8716. Spill Hotline: 800-943-0003. (Milwaukee) and other resources, as necessary. The emergency dispatch center will also have alerting and standby procedures for Emergency Medical Services (EMS).

D. Incident Report.

The communications person receiving the notification will acquire as much information as possible, and will complete the Hazardous Material Dispatch Form with as much detail as is known at the time of the report.

Hazardous Material Dispatch Forms shall be kept in the dispatch center. (See Section II, page 2).

State of Wisconsin Substance Release Notification Form is completed by WI DNR personnel. A copy of the completed report is forwarded to County Emergency Management. (See Section II, pages 5 and 6 for a sample).

E. Alert, Warning and Emergency Public Information.

Alert procedures are covered in the County EOP, Annex B. Emergency Public Information is covered in the County EOP, Annex J.

F. Communications.

Communications procedures are covered in the County EOP, Annex B.

G. Special Title III Notification Requirements For Facilities.

1. Community Emergency Coordinator for the LEPC must be notified of any spills.
2. State Emergency Response Board and the Department of Natural Resources (DNR) must be notified of a spill through WEM. Contact 800-943-0003.
3. The National Response Team under section 103(a) of CERCLA. Contact 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).

X. IDENTIFICATION OF MAJOR TRANSPORTATION ROUTES IN SHEBOYGAN COUNTY

Major Transportation Firms

Gasoline and Oil Pipeline

West Shore Pipe Line Co.	(920) 655-1428 (cell) Casey Schwandt (920) 432-3222 Green Bay (888) 625-7310 (24-hour)
Buckeye f/k/a/ Badger Pipeline Co. (24 hr.)	(800) 331-4115 (24-hour)
Minnesota-Wood River and Koch Pipeline Co.	(800) 688-7594 (24-hour) or (800) 666-9047
Enbridge Pipeline Co.	(715) 398-6547 (24-hour)

Natural Gas Pipelines

ANR Pipeline (Michigan)	(888) 427-2875
Wisconsin Pipeline Company	(800) 231-2800 (24-hour Emergency Wisconsin Pipeline Company Dispatch Telephone Number)
Eden, Wisconsin	(920) 477-4211 (7 a.m. – 3:30 p.m.)
Pipeline Foreman Matthew J. Golla Eden, Wisconsin	(920) 923-1571 (H)

Railroads

Union Pacific	
-Sheboygan (daytime)	(920) 457-4863
-Milwaukee Supervisor	
(6 am – 2:00 pm)	(414) 267-4105
(24-hour #)	(402) 636-7490
RMCC (Rail Management Critical Control)	(888) 877-7267
Canadian National Railroad	(800) 465-9239

XI. EVACUATION/SHELTER PROCEDURES

EVACUATION/RE-ENTRY

A. Notification (Warning, Follow-up, Public Information)

If evacuation is deemed necessary, the Emergency Management Director or personnel at the Emergency Dispatch Center will notify the following people if not already in the Emergency Operating Center (EOC):

Public Information Officer (PIO)

Captain Matthew Spence (w) 920-459-3157 – (c) 920-946-4318

Community Programming

Public Access WSCS TV 8 920-459-6663

Cable Companies

Charter Cable 800-581-0081

Time Warner Cable 800-627-2288

Sheriff

Matt Spence (w) (920) 459-3123

(c) (920) 946-4318

Police Chiefs:

Department

Contact

Telephone

City of:

Sheboygan Chief Christopher Domagalski (920) 459-3343

Sheboygan Falls Chief Aaron Wigen (920) 467-7902

Plymouth Chief Ken Ruggles (920) 893-6541

Direct Line (920) 459-9396

Village of:

Kohler Chief Shawn Splivalo (920) 459-3877

Elkhart Lake Chief Michael Meeusen (920) 876-2244

Cascade Chief Jason Liermann (920) 459-3112

Highway Commissioner

Bryan Olson work (920) 459-3822
cell (920) 980-3995

Public Works Directors:

Sheboygan Public Works Aaron Groh work (920) 459-3440
(interim)

Sheboygan Falls
Public Works Jerry Benzschawel (920) 467-7901
Ext 301
(920) 980-7817

Plymouth Public Works Cathy Austin (920) 893-1471
(920) 892-4925

NOTE: See Fire Chiefs' List in EOP

City of Sheboygan Transportation Director (920) 459-3281

Human Services Director Matthew Strittmater (920) 459-3213

Red Cross Representative Audrey Reese cell (920) 246-9540

The PIO or central dispatch will immediately inform the radio stations to activate the EBS. EBS personnel will issue the following information: area(s) to be activated, evacuation routes, and an emergency number to call for those who need transportation.

The sheriff and/or police chief will be responsible for additional notification by the use of mobile loud speakers and/or door-to-door notification. The fire department's public address systems can also be utilized.

City and county rescue squads will transport immobile patients from hospitals, nursing homes, and private homes to shelter or care centers out of the "danger" area.

The transportation director, along with the highway commissioner, public works director, and fire chief, will assist in the evacuation of victims without transportation; e.g., mobility-impaired, school children, and nursing home and hospital patients.

Sheboygan County Human Services and the American Red Cross (ARC) personnel will contact congregate care facilities for receiving evacuees, either in Sheboygan County or adjoining counties. Sheboygan County Human Services will also notify adjoining counties, the Salvation Army, and other human service personnel of the evacuation and the need for congregate care facility staff.

B. Movement Control

Agency SOPs for controlling evacuation movement.

1. Anticipated Evacuees. American Red Cross has shelter agreements with all school districts within the county. Shelter sites are determined by their accessibility, sanitary facilities, etc., and location of a particular disaster.

Law enforcement personnel will determine the number of evacuees and shelters based on the type, severity, and area affected by the spill. Contact American Red Cross (800) 236-8680.

2. Enforcement. Law enforcement personnel will determine adequate evacuation routes from the affected area. This information will be provided to the emergency dispatch center for dissemination via EAS.
3. Staging. Law enforcement personnel will provide sufficient personnel and resources to set up and enforce evacuation routes. The emergency management director can also request mutual aid from surrounding jurisdictions and/or counties.
4. Resources. The emergency management director is responsible for requesting transportation resources. It is assumed that each dwelling unit has an average of one automobile so this would be the primary means of transportation. Transportation for school children, handicapped or otherwise non-ambulatory persons will be handled with buses and special needs vehicles.
5. Special Needs Groups. The transportation director along with the highway commissioner, public works director, and fire chief will assist in the evacuation of special needs groups as identified through Sheboygan County Human Services. Those requiring transportation will be transported via the Sheboygan County area minibus or institutional special needs vehicles.

6. Evacuation. Law enforcement personnel will be responsible for keeping traffic flow moving in an orderly fashion during an evacuation. Means will be provided to maintain designated evacuation routes open to traffic. This includes guidance of traffic flow, maintenance of access control and removal of existing traffic control.

C. Non-Evacuee Concerns

Upon official orders to evacuate a given area, it is assumed that everyone, except possibly bedridden residents, will leave as instructed.

Sheboygan County does not assume responsibility for health care, feeding or communications of remaining residents unless they are completely immobile and under doctor's orders prohibiting movement.

Police officers will be instructed to check each residence in the evacuated area and any resident still in the area will be instructed to evacuate immediately. After each home is checked and it is confirmed there is no one inside, a large white cross will be placed in a conspicuous location on the front of the house. If elderly or bedridden persons are found, transportation will be arranged to congregate care centers or nearby hospitals outside of the disaster area.

If, for medical reasons, a person cannot be transported, emergency medical teams will be alerted to keep a daily check on the resident which may include feeding and care. A large red cross will be placed on the front of the house to indicate a medical problem.

D. Mass Care

When evacuation is deemed necessary, it is assumed that 2/3rds of the evacuees will go to friends' or relatives' homes and that shelter will be required for the other 30%.

Sheboygan County Human Services is the primary governmental unit responsible for providing mass care. Also, the American Red Cross a congressional mandate to provide mass care. Whenever possible, the services of the American Red Cross should be utilized and coordinated very closely with Sheboygan County Human Services.

E. Participants

The emergency management director or personnel at the emergency dispatch center will be responsible for notifying the individuals needed for mass care.

Human Services Director Matthew Strittmater: 920-459-3213
Public Health Manager Star Grossman: 920-459-6437
Social Services Manager Sarah Mueller: 920-459-3245

Disaster Chairperson (Red Cross)

Audrey Reese Cell 920-246-9540

Red Cross Wisconsin State Disasters(24/7) 877-618-6628
Shana Beal – Milwaukee 414-739-5993
414-630-4850

State Emergency Human Services Coordinator

John Longo Devore: 608-264-6303
Cell 608-320-5751

Administrator for Dept of Health & Services

Northeast Region: 920-448-5324

Salvation Army – Local; Wiley Gladney 920-458-3723,x270

Salvation Army – State Headquarters 800-264-6412

F. Operations

1. Staffing

When there is a need for mass care, the American Red Cross will open shelters.

2. Mass Care Plan

The American Red Cross has developed specific regulations and procedures for disaster-related services. The Sheboygan County Red Cross Chapter has developed a mass care plan which complies with these regulations. Both Sheboygan County Human Services and Sheboygan County Emergency Government Office have a copy of the Red Cross Mass Care Plan (ARC 3000 series) in their offices.

3. Shelter Management

The American Red Cross trains shelter managers to select, organize, open, operate and close Red Cross shelters in times of disaster. Red Cross shelter managers are responsible to the chapter disaster chairpersons. The functions within the shelter include food service, emergency assistance, counseling, health services, sleeping accommodations, and recreation services (refer to ARC 3041).

4. Mass Feeding

The Sheboygan County Red Cross Chapter has a designated chairperson for their mass feeding service unit (refer to ARC 3041).

5. Disaster Welfare Inquiry

Each American Red Cross Chapter has the capability to provide services for people who may inquire about their relatives in a disaster-affected county or vice versa.

6. Emergency Assistance

The American Red Cross has the responsibility for meeting the emergency needs of each family or person on an individual basis following a disaster.

Chapters located in an area with a history of recurrent or large disasters should establish a Family Service Committee headed by a chairperson. The Family Service Committee develops and maintains a Disaster Registration and Care Record (Form 901) for all individuals and families requesting assistance (refer to ARC 3045). Disaster Services Manager of the local Red Cross: Audrey Reece, 920-246-9540.

Long-term disaster assistance is also available through Sheboygan County Health & Human Services. Information and referral services will be ongoing between public and private service agencies.

7. Community Multi-Hazard Shelter Operations

Red Cross staff will be provided at the direction of civil authorities. The county shelter plan should include the following considerations:

a) *Facilities.* Current inventory of facilities that can be used to meet multi-hazard shelter requirements including public multi-hazard shelters and post-disaster temporary housing units maintained by Human Services, Emergency Management, Red Cross and the Emergency Dispatch Center. (Inventory of congregate facilities are identified and referenced in Annex E – Sheboygan County EOP).

b) *Emergency Services.* The Red Cross Chapter has a coordinator who assists local emergency services (police and fire departments) in developing procedures to support shelter plans.

Audrey Reese

Cell 920-246-9540

c) *Shelter Managers.* The Sheboygan County Red Cross Chapter has trained personnel to serve as shelter managers for 24-hour operations.

d) *Permission for Use.* The Sheboygan Red Cross Chapter has written shelter agreements for all shelters listed in Annex E of the Sheboygan County EOP.

e) *Additional Shelter Managers.* There is an ongoing training program for additional shelter managers. During a crisis build-up, this training program is accelerated.

f) *Crisis Marking Plan.* Lists of unmarked shelter facilities are maintained with Sheboygan County Emergency Management and the American Red Cross. If shelter marking is required during a crisis buildup, direction will come from the Emergency management Director and marking will be done by American Red Cross. Additional signs for marking are stored at the American Red Cross.

g) *Crisis Stocking Plan.* Sheboygan County does not plan on stocking shelters. If long term shelter is needed, persons will be advised to bring the following materials: clothing, bedding, prescribed medication, toiletry articles.

h) *Shelter Management Guidance.* American Red Cross uses ARC3041 Mass Care Preparedness & Operations to provide shelter management guidance. This document is stored in the Sheboygan County Emergency Government Office for rapid dissemination in a crisis.

G. Shelter-in-Place.

The lead time for a Haz-Mat incident could be from 0 – 30 minutes. As a result, this short time may not allow for safe evacuation, especially when extremely toxic chemical fumes are involved. An evacuation under these considerations may expose the population to dangerous toxic chemicals and the decision may be made to shelter-in-place.

Preferred areas for protective shelter would be interior halls, rooms without windows or exterior doors, enclosed stairways and rooms on the side of the building away from where the hazard is approaching.

Doors, windows and other potential air leaks should be sealed up to prevent toxic fumes from entering.

In-place-sheltering is merely an alternative if it has been determined that it is too dangerous to vacate or that there is not enough time to safely evacuate the surrounding area.

XII. 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. Sheboygan County Resources:

Law Enforcement Group

<u>Department</u>	<u>Contact</u>	<u>Telephone</u>
County of: Sheboygan Sheriff's Dept.	Sheriff Matt Spence	920-459-3123
City of:		
Sheboygan P. D.	Chief Christopher Domagalski	920-459-3343
Sheboygan Falls P.D.	Chief Aaron Wigen	920-467-7902
Plymouth Police Dept.	Chief Ken Ruggle	920-893-6541

Village of:

Kohler Police Department	Chief Shawn Splivalo	920-459-3877
Elkhart Lake Police Department	Chief Michael Meeusen	920-876-2244
Cascade Police Department	Chief Jason Liermann	920-459-3112

Dept. of Natural Resources:	Tony Arndt	(c) 920-980-8716
	Juan Gomez	(c) 262-818-4157

Fire Group

<u>Department</u>	<u>Contact</u>	<u>Telephone</u>
City of Sheboygan	Eric Montellano	(w)920-459-3327 (c)920-207-5211
Ada	Frederick Meyer	(h)920-565-2574 (c)920-377-1473
Adell	Jeremy Lawrenz	(w)414-416-5319 (c)262-388-5287
Beechwood	Mark Muench	(h)920-994-4051 (c)920-980-5786
Cascade	Todd Triebensee	(h)920-528-1471 (c)920-838-4888
Cedar Grove	Greg Navis	(w)920-668-8561 (c)920-946-5511
Elkhart Lake	Rob Schmidt	(c)920-207-9243
Glenbeulah	Adam Konz	(c)715-250-4287
Greenbush	Steve Dickman	(c)920-838-4102
Haven	Dan Luebke	(c)920-946-5074
Howards Grove	Tyler Wuestenhagen	(c)920-254-3955
Johnsonville	Chad Curtis	(h)920-207-9132
Kohler	Gary Lindow	(h)920-457-1873 (c)920-627-5656
Oostburg	Nate Voskuil	(h)920-564-5150 (c)920-334-1171
Plymouth	Ryan Pafford	(c)920-838-3155
Random Lake	Pat Depies	(w)920-994-4396 (c)920-946-1848
St. Anna	Travis Halfmann	(c)920-374-0760
Sheboygan Falls	Chris Wesendorf	(c)920-946-2928
Town of Sheboygan Falls	Robert Kroeplien	(h)920-467-8324 (c)920-698-1779
Town of Sheboygan	Ed Biederwolf	(c)920-627-9310
Silver Creek	Todd Stange	(h)920-994-8109 (c)414-550-2288

Waldo	Tyler Collins	(c)920-912-0030
Town of Wilson	Todd Hittman	(h)920-458-6763
		(c)920-946-6168

Public Works/Engineering Group

County:		
Director Highway Department	Bryan Olson	(w)920-459-3822
		(c)920-980-3995

City:		
Sheboygan Public Works	Aaron Groh	(w)920-459-3366

Sheboygan Falls Public Works	Jerry Benzschawel	(w)920-467-7901
		(c)920-980-7817

Plymouth Public Works	Cathy Austin	(w)920-893-1471
		(w)920-892-4925

Human Services Group

Disaster Chairperson (ARC)	Audrey Reese	(c)920-246-9540
Human Services Director	Matthew Strittmater	(w)920-459-3213
Social Services Manager	Sarah Mueller	(w)920-459-3245

Ambulance Group

Orange Cross	Dan Althaus	920-694-0344
Plym.Volun.Fire Dept.Rescue	Ryan Pafford	920-893-0505
Random Lk Fire Dept.Ambulance	Pat Depies	920-994-4188
City/Sheboygan F.D.Ambulance	Mike Lubbert	920-459-3328

Kiel Ambulance	Richard Isley	(Calumet Sheriff's #)
		920-894-2909

Kewaskum Ambulance	Mark Groeschel	(c)262-305-5531
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(Washington Sheriff's #)		262-335-4388
		262-335-4378

Sheboygan County Haz-Mat Team:

Sheboygan Co. Communication Center		920-459-3112
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2. State Resources

a. Dept of Natural Resources

- Tony Arndt (c) 920-980-8716
Spill Hotline: (24 hrs) 1-800-943-0003
 - b. State Division of Emergency Government Hotline
24-Hour Phone 1-800-943-0003
 - c. East Central Area Director, Steve Fenske
Fond du Lac Office (w) 920-929-3730
 - d. Northeast Wisconsin Haz-Mat Task Force
(Regional Haz-Mat Team) 911
- 3. Federal Assistance
 - a. Agency for Toxic Substances and Disease
Registry 404-452-4100
 - b. National Response Center 800-424-8802
 - c. Nuclear Regulatory Commission 301-951-0550
 - d. U.S. Department of Energy Radiological Assistance
1-202-586-8100
 - e. CHEMTREC – 800-424-9300
 - f. CHEMNET – 800-424-9300
 - g. CHLOREP – 800-424-9300
 - h. NACA Pesticide Safety Team – 800-424-9300

XIII. RESPONSE PROCEDURES

A. Direction and Control

The Direction and Control procedures describe the activation and operation of the emergency management organization during the response and recovery phases of an emergency.

When an emergency begins, initial decisions are usually made by first responders and chief officials of individual agencies. Decision-making at the individual agency level is dealt with in separate agency-specific plans.

For detailed Direction and Control Procedures, see Sheboygan County EOP, Annex A.

B. Emergency Action Checklists

This section provides checklists of specific actions which should be performed during a Hazardous Materials Incident response and recovery.:

Emergency Management Director:

- a. Determine extent of the damage;
- b. Notify chief elected official of situation and confer on need for alert and recall of staff;
- c. Maintain ongoing communications with service agency heads if EOC is not activated;
- d. Maintain ongoing communications with field command post;
- e. Notify area office or state duty officer, advise of situation, and establish ongoing communication;
- f. Upon direction of chief elected official, activate EOC (refer to Annex A of EOP);
- g. Determine need for and request state and federal resources;
- h. Determine need for and coordinate evacuation and begin shelter operations in cooperation with appropriate service agency heads (refer to Annex E of EOP);
- i. Contact county/local FAC to obtain rural damage estimates;
- j. Initiate procedures to complete USDR including submission of 24-hour TIME Teletype USR Report;
- k. Maintain separate records of disaster-related expenditures and advise all other agencies to do same;
- l. Establish and coordinate public information activities;
- m. Coordinate and prioritize allocation of resources, such as generators;
- n. Assist response agencies in identifying hazardous material and seek technical

assistance or specialized equipment, if necessary; e.g., CHEMTREC;

o. Maintain response costs records for future billing of shipper/carrier/facility owner;

p. Ensure issuance of public information releases on appropriate individual protective actions;

q. Notify hospitals as to size and nature of Haz-Mat incident, if there is a potential for mass casualty.

Law Enforcement Group:

a. Dispatch law enforcement personnel to determine the extent of the damage;

b. Notify county emergency management director and periodically report on emergency status;

c. Prioritize use of personnel and resources to provide for continuity of existing services;

d. Initiate alerting procedures which includes notifying law enforcement staff, other appropriate county and local agencies, and external support group;

e. Advise staff of all key operational locations (e.g., EOC, JPIC, field command post, shelters, staging areas, etc.);

f. Dispatch law enforcement coordinator to EOC, if activated;

g. Coordinate the deployment of law enforcement personnel to the affected area to perform such activities as:

- Securing the area (including pass system);
 - Recordkeeping;
 - Detailed damage reporting to the EOC/dispatch center (picture, etc.);
 - Controlling traffic;
 - Establishing command post;
 - Establishing emergency communications to the EOC or dispatch center;
 - Transporting key public officials, emergency workers, supplies and equipment.
- The local agency is responsible for these functions within municipal boundaries; the county agency is responsible for all other areas.

h. Advise staff of public information procedures then coordinate and report any public information releases to the county PIO;

i. Request mutual aid, if necessary, and coordinate deployment;

j. Provide for shift change and arrange for feeding of emergency workers.

Feeding should be coordinated through the EOC.

Fire Services Group

a. Initiate alerting procedures which includes notifying your own staff, other appropriate county and local agencies, and external support groups;

b. Notify county Emergency Management Director and periodically report on emergency status;

c. Prioritize use of personnel and equipment to provide for continuity of existing services;

d. Advise staff of all key operational locations (e.g., EOC, JPIC, field command post, shelters, staging areas, etc.);

e. Dispatch Fire Services Group Representative to EOC, if activated;

f. Coordinate the deployment of fire personnel to the affected area to perform such activities as:

- Recordkeeping;
- Detailed damage reporting to the EOC/dispatch center;
- Establishing emergency communications to the EOC or dispatch center.

g. Advise staff of public information procedures then coordinate and report any public information releases to the county public information officer;

h. Request mutual aid, if necessary, and coordinate deployment;

i. Provide for shift change and arrange for feeding of emergency workers. Feeding should be coordinated through the EOC.

Public Works/Engineering Group

a. Dispatch public works/engineering personnel to determine the extent of the damage;

b. Notify County Emergency Management Director and periodically report on emergency status;

c. Prioritize use of personnel and resources to provide for continuity of existing

services;

d. Initiate alerting procedures which includes notifying your own staff, other appropriate county and local agencies, external support group and district highway engineer;

e. Ascertain and advise staff of all key operational locations (e.g., EOC, JPIC, field command post, shelters, staging areas, etc.);

f. Dispatch public works/engineering coordinator to EOC, if activated;

g. Coordinate the deployment of public works/engineering personnel to the affected area to perform such activities as:

- Assisting law enforcement in securing the area and controlling traffic;
- Engage in heavy-duty rescue, as required;
- Recordkeeping;
- Detailed damage reporting to the EOC dispatch center (pictures, etc.);
- Establishing emergency communications to the EOC dispatch center;
- Transporting key public officials, emergency workers, supplies and equipment;
- Prioritize debris removal.

Human Services Group

a. Establish contact with Emergency Management Director and report to EOC, if requested;

b. Notify all key staff members to be on standby;

c. Prioritize use of personnel and equipment to provide for continuity of existing services;

d. Establish communications with local health agencies, Red Cross and other volunteer agencies;

e. Establish communications with regional and state Health and Human Services offices and request assistance, if needed;

f. Test emergency communications equipment;

g. Upon notification by emergency management, initiate sheltering operations including:

- Alerting appropriate staff and opening shelters (reference Red Cross manuals);
- Notifying owners/operators of facilities in which shelter space is to be made available;

- Opening reception centers;
- Transferring operation of shelters to American Red Cross once they are on-scene.

- h. Assign liaison person to Red Cross Resource Service Center, if established;

- i. Periodically report to the County Emergency Management Director on emergency status;

- j. Coordinate with PIO to ensure that appropriate information is released, including inquiry service locations, phone numbers, etc.;

- k. Advise EOC personnel where shelters are located.

Health Group

- a. Establish contact with Emergency Management Director and report to EOC, if activated;

- b. Prioritize use of personnel and resources to provide for continuity of existing services;

- c. Initiate alerting procedures which includes notifying your own staff, other appropriate county and local agencies and external support groups;

- d. Periodically report to Emergency Management Director on emergency status;

- e. Advise staff of key locations, then brief and dispatch health/medical personnel, as appropriate (e.g., coroner to the scene) to address health/medical needs;

- f. Advise staff of public information procedures, then coordinate and report any public information releases to the county PIO;

- g. Notify hospitals and other medical facilities to prepare to receive injured;

- h. Coordinate all health/medical subgroups in deployment of personnel and equipment;

- i. Provide for special health/medical needs of residents in affected area (e.g., special medications, treatments);

- j. Treat injured and arrange for transport to appropriate health/medical facilities;

- k. Support evacuation of threatened or damaged health/medical facilities;

I. Ensure that health/medical services are provided to emergency workers.

Agriculture Group

- a. Establish contact with Emergency Management director and report to EOC, if requested;
- b. Notify all key staff to be on standby;
- c. Determine extent of rural damage and report to Emergency Management.

Individual Agency Plans

Individual Agency Plans are referenced in the Sheboygan County EOP Basic Plan Annex, pages 10, 11, 13, 22, 24. IAP's should be developed for each of those agencies which address specific elements such as chain of command, support systems, containment and decontamination procedures, SOP's, etc.

XIV. CLEAN-UP, DOCUMENTATION AND INVESTIGATIVE FOLLOW-UP

A. Department of Natural Resources' responsibility under the Wisconsin Spill Law 144.76.

- 1. Responsibility is based on NR1-58 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 clean-up;
 - e. Provide data to process enforcement actions and reimbursement 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 clean-up, DNR field staff act as project managers, reviewing investigation results and selecting clean-up measures.

* DNR Spill Hotline: 1-800-943-0003 OR Local Warden: 892-8756

XV. TRAINING

Training procedures are covered in the County EOP Strategic Plan.

A. Specific Courses

Below is a list of specific courses sponsored by the Division of Emergency Management through VTAE. For more information, call the DEM Training Officer or the DEM Hazardous Materials Coordinator.

1. Hazardous Materials Technician Level, EPA 165.15
Hazardous Materials Operations Level
Hazardous Materials Specialist Level
Hazardous Materials Workshop for Hospital Staff, G-305.16
Hazardous Materials Workshop for MES Providers, G-305.8
Incident Command System (ICS) – National Fire Academy curriculum

B. Local Training Efforts

1. Delivered under a contract with Dept. of Health & Human Services; Emergency Room Response to Hazardous Materials Incidents; Emergency Medical Service Response to Hazardous Materials Incidents.
2. Courses delivered through the State of Wisconsin Division of Emergency Management; As listed in the Annual Emergency Management Director's Training Plan.
3. Other Training. Bureau of Indian Affairs Training: Control of Simulated Fuel Spills Course. Contact the Bureau of Indian Affairs, Division of Facilities Management, Great Lakes Agency, Ashland, WI 54806 for information.

XV. EXERCISES

Exercises will be scheduled and conducted annually per EPCRA requirements. These exercises will be coordinated by the County Director of Emergency Government.

Type of Exercises to be held: Table Top (TT); Functional (FE); Full Scale (FS).

Record of Exercises Held:

<u>Type</u>	<u>Location</u>	<u>Date</u>
FE	Aldrich Chemical, 6200 CTH V, Sheboygan Falls, WI	8/29/90
FE	Aldrich Chemical, S/A	3/13 & 3/19/91
FE	Kewaunee Ingestion Zone	9/24 & 9/25/91
FS	Oostburg	10/05/91
FE	Aldrich Chemical	11/12/91
FE	Point Beach Ingestion Zone	3/17 & 3/18/92
FE	Plastics Engineering, Sheboygan	11/04/92
FE	Aldrich Chemical, S/A	10/26/93
FE	Kewaunee Nuclear Power Plant Drill	11/16/93
TT	City of Plymouth	09/22/94
FE	City of Plymouth-Masters Gallery Foods	05/20/95
FS	City of Fond du Lac	03/21/96
FE	Kohler Co., 444 Highland Dr., Kohler, WI	07/23/97
TT	Sheboygan Co. Law Enforcement Ctr.	09/19/97
TT	Sheboygan Co. Law Enforcement Ctr.	12/19/97
TT	Sheboygan Co. Law Enforcement Ctr.	06/24/98
FS	Actual Occurrence in Sheboygan Co. (Flood)	08/06/98
FE	Sheboygan Co. Law Enforcement Ctr.	03/25/99
TT	Sheboygan Co. Law Enforcement Ctr.	11/00/99
TT	Sheboygan Co. Law Enforcement Ctr.	
TT	Sheboygan Co. Law Enforcement Ctr.	
FE	City of Sheboygan Fire Station (Shared City/County EOC)	
FE	Town of Sheboygan Fire Station	09/29/04
TT	City/County EOC	02/21/05
TT	City of Plymouth	02/21/05
TT	City of Sheboygan/County Health Care	12/07/05
TT	Agricultural Terrorism	02/13/06
FE	Sheboygan Falls School District, L.E., Fire, EMS	12/18/06
TT	Sargento Cheese Inc.	03/14/07
FS	Lakeshore Tech Mass Casualty	11/07/07
TT	Nuclear Ingestion	06/19/08

TT	Public Health Strategic Stockpile	10/01/08
FE	Point Beach Nuclear Ingestion	06/24/09
FE	City of Plymouth EOC	05/20/10
TT	Public Health Functional Needs Shelter	02/22/11
TT	All Hazard City of Sheboygan	05/21/12
FE	City of Plymouth EOC	04/08/13
FE	Sheboygan County EOC	05/05/14
TT	Ebola Exercise	05/13/15
FE	Train Derailment with Fond du Lac	07/11/16
TT	Plastics Engineering	12/16/16
FE	Radiation in Transportation Response Drill	04/29/17
TT	Sheboygan Falls School District Shelter in Place	08/23/18
FE	Drum leak Mitigation	01/29/21
TT	Plastics Engineering Spill	10/21/21
FE	Plastics Engineering Decon	10/06/21
TT	Road America Response	04/26/23
TT	Sargento Ammonia Release	10/23/23
FE	Cedar Grove Warehouse	05/22/24

Attachment I – Spill History

Sheboygan County has been extremely fortunate in the sense that it has not experienced any major chemical incidents in the past.

The following is a summary of the spill history for Sheboygan County.

The Sheboygan County Haz-Mat Team has been requested to respond to several chemical emergencies since activation on July 1, 1991. In addition, Team Commanders have either been on-site during minor chemical incidents or have been contacted for advice on similar incidents.

The following is a summation of those incidents:

June 1990

The Plymouth Fire Department responded to an overturned semi-trailer on State Highway 57 east of Plymouth. Chief Ron Nicolaus (a command officer on the County Team), took charge of the incident. Team members Wayne Schuldts and Harold Arpke (a command officer on the County Team) were also present.

Nicolaus and Arpke worked together in developing an incident strategy. The scene was isolated, notifications were made and the shipping papers were checked. Before any actions were taken, Chief Nicolaus contacted Haz-Mat Team Coordinator Lt. Mark Matthias at the Sheboygan Fire Department to further discuss fire department actions and potential problems.

Plymouth Fire Fighters isolated a leaking one gallon container of low concentration acid, placed in and over pack drum and picked up the acid residue with absorbent and placed that in the over pack drum.

No fire fighters were exposed and the spiller handled the rest of the damaged cargo.

July 1990

The Sheboygan Fire Department responded to a call from a police officer on-scene to address a bottle thought to contain a liquid radioactive substance.

The Fire Commander on scene requested the assistance of Lt. Mark Matthias (a team commander), to respond with all necessary equipment to handle the situation.

Upon arrival, Lt. Matthias and the Fire Commander made the assessment that the bottle in question was more than likely a prank. However, a cautious

approach using all necessary protective equipment was decided upon. The area was isolated and an entry strategy was formulated.

Lt. Matthias and one fire fighter made an entry in level "B" protective clothing and tested for combustible gas and radiation and confirmed the bottle to be a hoax.

September 1990

The Haven Fire Department responded to a barn fire in the Haven Township area. The Howards Grove Fire Department was requested for mutual aid. Haven Fire Department Assistant Chief Brian Wunsch (a command officer with the County Team) and fire fighter Keith Steiger (Haz-Mat Team chemist), were working the barn fire.

Early in the fire it was discovered that a chemical preservative had been applied to the straw that was burning with the barn. Keith Steiger immediately secured the MSDS from the farmer and researched the toxic effects of the preservative. He also made contact with the manufacturer of the preservative through Chemtrec.

Steiger conferred with Chief Wunsch and formulated the following strategy; no fire fighters were allowed down wind of the fire - even with SCBA on, EMS was requested on scene to monitor for effects of the chemical, DEG was contacted and a down wind evacuation of residences was put into motion, and all roads within the down wind smoke were isolated until the fire was out.

Upon further investigation, it was determined that the chemical preservative was nontoxic and posed no health risks.

October 1991

The Sheboygan Fire Department responded to a major natural gas line rupture as the result of a road construction backhoe ripping a 2" main off a 6" feeder main.

Lt. Matthias responded with the first arriving units. The road was isolated in both directions, an isolation perimeter was established and a forward command post was established.

Two teams with combustible gas meters were sent to determine the extent of the down wind explosive envelope of gas. Two homes and an apartment building were evacuated until the gas company could shut off the gas. When attempts to shut off the gas remotely failed, the fire department supplied fire protection as gas company applied a pipe patch.

The gas was eventually shut off and a permanent pipe repair was completed without incident.

September, 1993 - The Sheboygan Fire Department responded to an unknown product coming out of the storm drain near 2901 N. 6th St., Sheboygan near Lake Michigan which caused water in a lagoon to turn reddish color and foam. The product was initially thought to be possibly sodium hydroxide.

The Haz-Mat Team responded to the scene at request of Commander Stephen Sharpe-Sheboygan Fire Department. Upon Haz-Mat Team arrival, a strategy for entry and selection of protective clothing was determined. The tests taken by the entry team were analyzed. The results of the tests lead to conclusion that the substance in the lagoon was non-hazardous. It was not determined as to where the product came from or what it actually was.

February, 1994 - The Sheboygan Fire Department responded to a chemical leak at Plastics Engineering located at 2732 N. 15th St., Sheboygan. This leak was approximately 800 gallons of phenol formaldehyde mixture.

The Haz-Mat Team was requested by Commander John Kittelson - Sheboygan Fire Department - Plastics Engineering personnel were on-scene and had contacted E&K Hazardous Waste for clean-up.

Upon arrival of the Haz-Mat Team, a plan of action was developed. A vapor cloud scenario was run on CAMEO by Two Rivers Fire Dept. and Sheboygan Fire Dept. The results indicated a .10 mile vulnerability zone. The Haz-Mat Team proceeded to take air samples and ground samples of the area. The results of the samples were all negative. There were no evacuations of the area and there are no known exposures to the chemical.

November 28, 1994

The Sheboygan Fire Dept. responded to a natural gas main leak at N. 6th Street and Main Avenue caused when Sheboygan Water Utility crew struck the main while doing work.

Residences in the area were evacuated and no injuries were reported. The leak was stopped by Wisconsin Public Service Corporation.

December 2, 1994

The Sheboygan Fire Dept. responded to an ammonium hydroxide leak from a copy machine at 615 Riverfront Drive. The building was evacuated and following the removal of the copy machine and dissipation of fumes, employees were allowed back into the building. One employee received treatment from a personal physician for exposure to fumes.

March 28, 1995

The Plymouth Fire Department responded to Plymouth Utilities Well #8 in Meyers Park when a Feed Rite operator mixed Fluorosilic Acid with Hypochlorite solution. The mixture produced a reaction which created a hazardous gas.

The Haz-Mat Team was requested by the Plymouth Fire Chief. Following dispatch, contact was made with the chemical company who recommended to leave solution alone and it would send a crew over to clean up and dispose of the mixture. The building was isolated and locked out. Clean up took place the next day. There were 2 known exposures to this incident that were treated at Valley View Medical Center.

June 3, 1995

Plymouth Fire Department responded to an ammonia leak at S&R Cheese caused by a cooling system valve failure. The facility was evacuated and ventilated. There were no injuries.

July 5, 1995

Plymouth Fire Department responded to a spill at Wilderness Log Homes of Zinc nophthenate in the amount of approx. 2,000 gallons. The situation was eventually turned over to the DNR for Action.

August 19, 1995

The Sheboygan Fire Department responded to a house fire/explosion in a basement at 1612 S. 7th Street. Upon extinguishing fire, numerous chemicals were found.

Haz-Mat Team members working at the Fire Dept. proceeded to identify the chemicals. The DNR was contacted regarding the situation. The Fire Department stood by the residence until August 21 when the scene was turned over to Superior Environmental for cleanup, removal and disposal of the chemicals. Superior Environmental completed its cleanup on August 22.

The owner of the residence was exposed and treated at Sheboygan Memorial Medical Center.

August 25, 1995

Following a Sheriff's Deputy stopping a semi-tractor trailer which was spilling a substance, the Town of Wilson Fire Dept. was dispatched to the location at I-43 northbound south of CTH EE.

The trailer contained three 55-gallon drums containing a gel substance later identified as 30-40 percent styrene monomer.

The Town of Wilson Fire Department requested assistance of the Haz-Mat Team which was dispatched. The semi-tractor trailer unit was owned by ANR Freight Systems, Inc. Arrangements were made by the company to transfer the cargo from the contaminated trailer to a different one. This was done by Superior Environmental.

Several other spill incidents which were responded to by local fire departments who did not request Haz-Mat Team assistance are listed below: There were no exposures.

August 28, 1995

Sheboygan Fire Department responded to an anhydrous ammonia leak at Schultz Brothers Warehouse, 2215 Union Avenue due to a malfunctioning pressure valve. The building was ventilated and valve capped. Approximately 350-400 lbs. of anhydrous ammonia had escaped from a 7,000 lb system.

March 15, 1996

The City of Sheboygan Fire Dept. responded to the spill of an unknown substance by an unidentified responsible party on the end of Broadway Avenue at S. 7th St., City of Sheboygan contiguous to King Park and Lake Michigan. The Sheboygan County Haz-Mat Team was requested and responded under State of Wisconsin contract as a Level A Team with authorization #96-0011.

Eventually, the cleanup of the site was approved by the Dept. of Natural Resources and local wardens made arrangements with a cleanup contractor.

June 19, 1996

The Waldo Fire Dept. was dispatched to a chemical spill at Schneider Cheese Company located at N4085 CTH M, Waldo. A request was made by Waldo Fire Dept. for a Sheboygan County Haz-Mat Team Commander to assist at the plant. The chemical was acid klean which was flushed with water to neutralize.

July 19, 1996

The Oshkosh Haz-Mat Team, which had responded to the Oakfield Tornado in Fond du Lac County, requested the assistance of the Sheboygan County Haz-Mat Team with a chlorine leak at Friday Canning Company in Oakfield. The response was made as per the Regional State Contract under authorization #96-0025.

A chlorine leak was located and the leak stopped by closing the valve on the cylinder.

August 27, 1996

A gas main located near STH 32 and CTH FF was struck by a Wisconsin DOT construction crew. The pipeline is owned by ANR Pipeline. The Howards Grove Fire Dept. responded to the scene and there was approximately two dozen homes evacuated. The line was subsequently repaired by an ANR crew.

December 3, 1997

The team responded to a potential chemical release on Playbird Road in the Town of Mosel. Involved was a Roadway Express semi-trailer that had tipped after its back wheels were caught in a ditch. No actual release occurred.

October 26, 1998

The team responded to a potential chemical release on Interstate 43 at Union Avenue. Involved was a Seaway Cartage semi-trailer that had struck a roadside sign and jackknifed, leaving concern that chemicals on board (per shipping papers) had spilled. No actual release occurred as no chemicals were found on board.

December 2, 2000

The team responded to a chemical release at the Borden Chemical facility at 2522 S. 24th Street in the City of Sheboygan. An employee on-site had been exposed to Phenol while conducting routine unloading from a rail car. Although the scene was eventually controlled without any additional Regional Haz-Mat assistance, the exposed employee was killed and more than a dozen emergency responders were exposed and injured.

November 1, 2001

The team responded to a chemical release at Plastics Engineering Company at 2737 North 15th Street, Sheboygan. A mixture of phenol and formaldehyde had been released due to a boiler explosion. One facility employee was exposed without serious injury. No regional Haz-Mat assistance was needed.

October, November, 2001

The team carried out three limited responses to suspect anthrax incidents. In each case, anthrax was not found.

September 8, 2004

The Sheboygan County responded to Bemis Manufacturing, Plant E, for an incident of formaldehyde off-gassing. A plastics injection molding operation overheated the plastic resin resulting in an airborne release of formaldehyde. The Sheboygan County Haz-Mat Team performed sampling and vented the building. Approximately 12 people from the facility were transported to a nearby hospital for observation.

October 8, 2004

The Sheboygan County Haz-Mat Team responded to a mutual aid request from the Manitowoc County Haz-Mat Team for an incident at Land-O-Lakes in Kiel, Wisconsin. Approximately 150-gallons of chlorine was accidentally introduced into a tank containing approximately 2000 gallons of nitric acid. An exothermic reaction took place generating fumes. Shock sensitive compounds could also be generated by the mixing of chemicals.

June 10, 2005

The Sheboygan County Haz-Mat Team commander reported to JL French Company. A load of materials used in the foundry set off their radiation detector. The commander evaluated the load contents which did contain low levels of radiation. The load was not accepted and was sent back to its site of origin.

June 27, 2005

The Sheboygan County Haz-Mat Team responded at the request of the County MEG unit to a residence in the City of Sheboygan due to the presence of a clandestine drug lab. The unit was there to decontaminate law enforcement personnel that performed the search of the residence.

July 11, 2005

The Sheboygan County Haz-Mat Team commander reported to Plastics Engineering for an employee that had contact with phenol. The commander supervised decontamination of the patient prior to treatment and transport by the ambulance service.

July 18, 2005

The Sheboygan County Haz-Mat Team responded at the request of the County MEG unit to a residence in the City of Sheboygan due to the presence of a clandestine drug lab. The unit was there to decontaminate law enforcement personnel that performed the search of the residence.

December 23, 2005

The Sheboygan County Haz-Mat Team responded at the request of the County MEG unit to a residence in the City of Sheboygan due to the presence of a clandestine drug lab. The unit was there to decontaminate law enforcement personnel that performed the search of the residence. The team also was used to decon the suspect.

January 4, 2006

The Sheboygan County Haz-Mat Team responded to a vehicle accident on Highway 23 near Greenbush. The accident resulted in a spill of approximately 200-gallons of diesel fuel. The team was there to support the local fire department.

May 9, 2007

The Sheboygan County Haz-Mat Team responded to a spill at the Sheboygan Waste Water Treatment Plant to assist the City of Sheboygan Fire Department. The spill of a ferric chloride aqueous solution occurred outdoors during offloading from a tanker truck.

June 6, 2007

The Sheboygan County Haz-Mat Team responded to a fire in the City of Sheboygan Falls at 334 Broadway Street, Sterns Tannery due to concerns for chemicals used in tanning hides which included formic acid and sulfuric acid. Maximum amount was 150-gallons in three 55-gallon drums.

November 21, 2008

The Sheboygan County Haz-Mat Team responded to Johnsonville Sausage for a light haze and burning smell in the west side of the building. The team was there to support the local fire department.

March 9, 2010

The Sheboygan County Haz-Mat Team responded to an accident on CTH PP near the City of Plymouth. The Haz-Mat Team, working with a private contractor, was able to recover approximately 180-gallons of diesel fuel from semi-saddle tanks that were leaking.

November 15, 2010

The Sheboygan County Haz-Mat Team responded, per the request of Sheboygan Fire, to investigate a residence that had low levels of oxygen. Haz-Mat worked with the Department of Health and State Lab collecting air samples.

September 14, 2011

The Sheboygan County Haz-Mat Team responded to a fire at Adell Cooperative. A building used for chemical storage burned and resulted in the evacuation of the village. Sheboygan County HazMat performed air sampling during the response supporting the Adell Fire Department

June 28, 2012

The Sheboygan County Haz-Mat Team responded to a suspected meth lab in the Village of Adell. The HazMat Team supported local law enforcement and DCI performing decontamination of agents that entered the residence.

August 16, 2012

The Sheboygan County Haz-Mat Team responded to a vehicle accident on Interstate 43, just north of Sheboygan. A truck operated by Sheboygan Paint Company, overturned on the Interstate and spilled paint. The truck was placard as Hazardous Paint. The Haz-Mat Team worked with Sheboygan Paint and their contractor to prevent addition spills of the paint product.

January 29, 2013

The Sheboygan County Haz-Mat Team responded to American Orthodontics, 1919 N 18th Street, Sheboygan, for a release of anhydrous ammonia. A valve malfunctioned causing the release. The HazMat team made entry to the tank area and closed two valves to stop the release. Area residents were evacuated for a short period of time.

April 18, 2013

The Sheboygan County Haz-Mat Team responded to the Office of the Sheboygan County Administrator, 508 New York Avenue, Sheboygan. A suspicious package was received and HazMat Team members were called to isolate the package and analyze the contents. Contents were determined to not be hazardous but they were related to a law enforcement investigation. The contents were turned over to law enforcement.

July 17, 2013

The Sheboygan County Haz-Mat Team responded to Aldrich Chemical, 5485 County Road V, Sheboygan Falls, for a lab fire. The fire was extinguished prior to arrival. HazMat staff met with Aldrich personnel prior to release.

April 16, 2014

The Sheboygan County Haz-Mat Team responded to Thomas Industries, 1419 Illinois Avenue, Sheboygan, for a potential release of solvents within the building. The structure was filling with solvent fumes from an unknown source. The HazMat Team made entry and conducted a search for possible sources.

May 17, 2014

The Sheboygan County Haz-Mat Team responded to 3 Twins Ice Cream, 816 Michigan Avenue, Sheboygan, per the request of the Sheboygan Fire Department for a release of anhydrous ammonia. The HazMat Team made entry to the building and determined the cause of the release was a crack in the tank along a weld. The Team made a second entry and patched the crack with a rubber membrane and ratchet straps to reduce/temporarily stop the release until a contractor could arrive the next day to unload the tank.

February 2, 2015

The Sheboygan County Haz-Mat Team responded to the intersection of Gateway Drive and Weeden Creek Road, Sheboygan, for a potential release of gases from a cylinder that had fallen off a FedEx Truck. The cylinder was determined to contain helium.

March 5, 2015

The Sheboygan County Haz-Mat Team responded to Great Lakes Cheese for a fuel spill. A saddle tank on a semi had ruptured in the Kewaskum area and diesel fuel spilled along Highway 28, to County Road E, to County Road PP, to Great Lakes Cheese. The HazMat Team assisted Plymouth Fire in containing the spill in the Great Lakes Cheese parking lot and also did some cleanup at the intersection of County Road PP and Highway 67. The responsible party was contacted and hired a contractor for the remainder of the cleanup.

February 16, 2016

The Sheboygan County Haz-Mat Team responded to Masters Gallery Foods for an ammonia release within the plant. Plymouth Fire made the request for a full HazMat response. Members of the HazMat team made entry to the engine room

where the leak was located with a member of Summit Refrigeration and were able to isolate and stop the leak by closing valves.

February 20, 2016

The Sheboygan County Haz-Mat Team responded to a residence in the Village of Waldo due to an individual building explosive devices. A member of the HazMat Team coordinated with the ATF, Milwaukee Bomb Squad, and the 54th Civil Support team to clear the house and dispose of the hazardous materials.

July 7, 2016

The Sheboygan County Haz-Mat Team responded to the intersection of Highway 28 and Highway 32 for a suspicious package in a ditch line. With the assistance of the Milwaukee PD bomb squad, the container was investigated and found to contain animal waste.

August 10, 2017

The Sheboygan County Haz-Mat Team responded to the Cedar Grove/Belgium School District 50 W Union Ave, Cedar Grove due to off-gassing of chlorine in the pool area. Command staff monitored areas of the school for chlorine levels and assisted with venting the building.

May 24, 2018

The Sheboygan County Haz-Mat Team responded to Seton School for a small mercury spill. Two members of the HazMat team responded with the City of Sheboygan Fire Department and collected the spill mercury and decontaminated the affected surfaces.

October 30, 2018

The Sheboygan County Haz-Mat Team responded to Sigma Aldrich to assist the local Fire Department with a lab fire. Team members assisted with research, air monitoring, and decontamination of responders.

April 14, 2019

The Sheboygan County Haz-Mat Team responded to Sigma Aldrich to assist the local Fire Department with a lab fire. Team members assisted with research, air monitoring, and decontamination of responders.

September 1, 2019

The Sheboygan County Haz-Mat Team responded to Sigma Aldrich to assist the local Fire Department and EMS with a chemical exposure to an employee.

November 11, 2019

The Sheboygan County Haz-Mat Team responded to an apartment complex located at 2746 South Promenade Circle, in the City of Sheboygan to investigate a chemical odor. The team worked with the Sheboygan Fire Department and Department of Public Works to assess the air quality in the buildings.

August 11, 2021

The Sheboygan County Haz-Mat Team responded to assist the local Fire Department with a large diesel spill at the Aurora Hospital under construction.

May 16th, 2022

The Sheboygan County Haz-Mat Team responded to Blue Harbor Resort, 725 Blue Harbor Drive, Sheboygan, for a release of chemical vapors due to broken water treatment lines mixing in a utility room.

April 15, 2023

The Sheboygan County Haz-Mat Team was called to consult on a response at Kohler Generator, N7650 Lakeshore Road, in Haven for a leak of Nitrogen from a vessel.

Mutual Aid

If the County team need additional resources or expends all of its resources, assistance from another HazMat Team would be sought by the Wisconsin Tiered response matrix.

Remediation and Recovery Contractors

Sheboygan County maintains a list of regional remediation contractors in our EOP Strategic Call List.

**Attachment II – Identification of Sheboygan County
Hazardous Materials Team**

Sheboygan County recognized and authorized organization of the Sheboygan County Haz-Mat Team as an Emergency Management Activity through Resolution Number 12 (1990/91).

See copy of attached resolution.

In addition, the resolution provided that team members are required to have received the written recommendation for membership by the fire chief of the municipality in which the volunteer serves.

The original resolution identified as Resolution No. 12 (1990-91), was revised in October, 1994 as Resolution No. 24 (1994-95), a copy of which is attached behind the original.

SHEBOYGAN COUNTY HAZMAT TEAM ROSTER

1. Happy Arpke
115 Tower Drive
Kohler, WI 53044
(920) 467-2896
(c) 980-2969
Technician, Commander
City of Sheboygan Falls F.D.
2. Ryan Alger
2220 N 20th St
Sheboygan, WI 53081
(920) 373-1936
Operations
Town of Sheboygan FD
3. Eric Bollar
428 S 9th Street
Oostburg, WI 53030
(920) 889-9837
Technician
City of Sheboygan FD
4. Chris Burgin
1121 College Avenue
Howards Grove, WI 53083
(920) 254-1084
Technician
Howards Grove FD
5. Chuck Butler
713 Fairway Drive
Sheboygan, WI 530813
(920) 452-5288
Technician, Commander
Sheboygan County
6. Mike D'Agostino
1325 N 25th Street
Sheboygan, WI 53081
Technician
City of Sheboygan FD
7. Calvin Kesweder
598 Leavens Ave
Sheboygan Falls, WI 53085
(920) 980-8222
Technician
Sheboygan Falls FD
8. John Loehr
938 Sunset Drive
Plymouth, WI 53073
Technician
Johnsonville FD

- | | | |
|-----|---|--|
| 9. | Mark Matthias
429 Clement Avenue
Sheboygan, WI 53083
(920) 457-2606 | Specialist, Commander, Coordinator
City of Sheboygan F.D. |
| 10. | Doug Mortenson
N6284 Kapur Drive
Sheboygan Falls, WI 53085
(920)889-8241 | Technician
Georgia-Pacific |
| 11. | Amanda Myszewski
W3901 County Road O
Sheboygan Falls, WI 53085 | Operations
City of Sheboygan Falls FD |
| 12. | Steve Pautz
4403 Moenning Road
Sheboygan, WI 53081
(920) 457-9215 | Technician
Town of Wilson F.D. |
| 13. | David Green
1003 Falls Parc Drive
Sheboygan Falls, WI 53085
(920) 374-0844 | Technician
City of Sheboygan Falls FD |
| 14. | Ken Rost
1290 North Avenue
Cleveland, WI 53015 | Technician
Lakeshore Tech College |
| 15. | Andrew Stahl
4123 Superior Avenue
Sheboygan, WI 53083
(920) 207-9600 | Technician
Town of Sheboygan |
| 16. | Steve Steinhardt
N3183 Rock Road
Cascade, WI 53011
(920) 627-0439 | Technician
Sheboygan County |
| 17. | Jacob Vitt
2411 N 15 th Street
Sheboygan, WI 53083 | Operations
Town of Sheboygan FD |

Level of Training for Team Members

Between June and December of 1988, the initial 100 hours of training was delivered through LTC.

The entire team is trained to technician level through the EPA 165.15 Technician Course. Since January of 1989, the team has been involved in regular training aimed at specific areas of in-depth study, both in the classroom and in practical application. Since June of 1988 the team has received many hours of documented instruction through LTC.

To date, team members have received their team training at Lakeshore Technical College's Hazardous Materials Training Center in Cleveland, WI or Western Wisconsin Technical College.

Some of the team members are teaching hazardous materials classes for LTC. They are delivering portions of the EPA 165.15 course, teaching courses in the full-time associate degree hazardous materials technician course, delivering the NFA's "Awareness and Responder" courses to fire departments throughout the County and teaching hazardous materials within their own departments.

Our current team Commander is Charles Butler.

Team Equipment

All of the team's equipment has been purchased since 1990. Except for those items listed below, the life expectancy of the rest of the equipment is indeterminable. With regular maintenance, this equipment has no scheduled replacement time.

<u>ITEM</u>	<u>LIFE EXPECTANCY</u>
All reference manuals	5 years
12 portable radios	10 years
6 Ear-com units	10 years
MSA colormetric tubes	2 years
10 pair Silver Shield gloves	5 years
10 pair Nitrile gloves	5 years
10 pair PVC gloves	5 years
10 pair Butyl gloves	5 years
10 pair Neoprene gloves	5 years
12 pair PVC boots	
12 pair Neoprene boots	
6 Lifeguard CPC suits	

A current list of team equipment is maintained by command staff members and is kept on the command post located at the Sheboygan County Airport.

Attachment III – Assessment of Needs

Required Training

Team members renew their Technician level certification on an annual basis as instructed by team command staff. Regular training sessions are also scheduled throughout the year to maintain a strong, capable membership.

Equipment Needs

All equipment has been purchased with funds received through a combination of budgeted money in the County's office of Emergency Management in the Sheriff's Department, EPCRA computer and Haz-Mat Equipment Grants, as well as State level A contract grant funds when the team was a member of a regional team.

Attachment IV – Maintain or Increase Capability

Team Turnover Rate

Since its organization in June of 1989, the Sheboygan County Haz-Mat Team has averaged approximately 4 members leaving per year. This type of attrition will continue in the future. After an influx of new members, the team roster will remain stable for a few years before waning interest or training burn-out occurs and members start to drop in groups. This is advantageous for training and bringing in new team members in that a group of recruits can be trained to replace a group of team members who have left. At present, there are 17 members.

Team Physicals

The Sheboygan County Team follows current OSHA and EPA laws on required physicals. All team members are required to take a baseline physical before becoming a team member. Thereafter, team members are required to take physicals every year unless specified by the physician, after every known exposure, and after leaving the team. Team members are notified by mail of the time frame within which to schedule their physical.

Physical examination records of team members are kept on file at the office of the Director of Emergency Management.

Maintenance Costs

All related costs generated by the team are paid for through the budgetary process, the same as for equipment purchases.

Record Maintenance

A team commander is responsible for filling out the Team Incident Report after an incident has occurred. Completed incident reports are kept on file at the office of the Director of Emergency Management located at the Sheboygan County Sheriff's Department.

XVII. **DISTRIBUTION RECORD**

Date

Sheboygan County Clerk

Sheriff's Dept.

Sheboygan Police Dept.

Plymouth Police Dept. _____

Sheboygan Falls Police Dept. _____

Kohler Police Dept. _____

Cascade Police Dept. _____

Elkhart Lake Police Dept. _____

Sheboygan Fire Dept. _____

County Volunteer Fire Depts. _____

XVIII. RECORD OF CHANGES

<u>Section and Page Number</u>	<u>Date of Change</u>
Section II, Page 1 - 2	May 10, 1989
Section IX - Pages 1 - 2	July 19, 1989
Section X, Pages 1 - 3	July 19, 1989
Section IV - Pages 1 & 3	July 19, 1989
Section VII - Pages 1 & 2, 5 - 7	July 19, 1989
Section V - Page 1	July 19, 1989
Section VI - Pages 1 - 4	Apr. 14, 1990
Section IV - Pages 1 - 3	Nov. 1, 1989
Section IV - Pages 1 - 3	June 20, 1990
Section VI - Pages 1 - 4	June 20, 1990
Section IX - Pages 1 - 2	June 20, 1990
Section X - Pages 2 - 3	June 20, 1990
Entire Document	Dec. 12, 1990

Section II - Pages 2 - 3	Nov. 12, 1991
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Section VI - Pages 10 - 15	Dec. 12, 1991
Section VII - Page 17, 21-22	Nov. 20, 1991
Section IX - Page 35	Dec. 12, 1991
Section X - Pages 44-45	Jan. 09, 1992
Section XVI - Page 57	Dec. 12, 1991
Cover/Title Page	Nov. 30, 1993
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Section V, Pages 17 & 18	Nov. 30, 1993
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Section VI, Pages 19-24	Nov. 30, 1993
DEG-List Tier II Reporting Facilities Pages 25-32	Nov. 30, 1993
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Section VIII, Page 47	Nov. 30, 1993
Section IX, Pages 54,55,56,58,60	Nov. 30, 1993
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Section IV, Pages 8-12	Aug. 25, 1995
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DEG-List Tier Reporting Facilities Pages 25-32	Aug. 25, 1995
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Section VI, Pages 25-33	Jun. 30, 1996
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Section IX, Pages 72-78	Feb. 19, 1999

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Section III, Pages 6,8,10-13	May 16, 2000
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Section VII, Pages 58-59	Jan. 12, 2001
Section IX, Page 76	Jan. 12, 2001
Section X, Pages 83-84	Jan. 12, 2001
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Entire Document	February, 2009
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Entire Document	March, 2011
Entire Document	May, 2012
Entire Document	October, 2012
Entire Document	December, 2013
Entire Document	December, 2014
Entire Document	January 2016
Entire Document	February 2017
Entire Document	February 2018
Entire Document	February 2019

Entire Document
Entire Document
Entire Document
Entire Document
Entire Document

February 2020
February 2021
March 2022
June 2023
June 2024

Matthew J. Kroeplien
43 Wisconsin Street
Sheboygan Falls, Wisconsin 53085
(920) 698-1776

mkroeplien@glacier-gts.com

OBJECTIVE Seeking a position on the Local Emergency Planning Committee

EXPERIENCE **Glacier Transit and Storage** **Plymouth, Wisconsin**
(12/10 – present) Maintenance Manager

- Maintain and service ammonia and freon cooling systems in 9 buildings
- General maintenance on 13 company buildings
- Assist with servicing a fleet of 13 semi tractors and 30 trailers
- Coordinate with contractors to provide smooth project management
- Drive truck when needed to move product or equipment

(03/08 – 01/09) **Van Wyks, Inc.** **Waldo, Wisconsin**
Boom Truck Driver

- Drove and operated boom truck
- Served as a crew foreman when needed
- Poured concrete in various farm, commercial, and residential settings

(05/05 – 10/07) **Richardson Lumber Company** **Sheboygan Falls, Wisconsin**
Delivery Driver

- Delivered products to job sites using a variety of company owned trucks
- Interacted with customers on a daily basis and provided quality customer service
- Member of safety committee

(05/02 – 04/05) **Lee Beverage Company** **Sheboygan, Wisconsin**
Delivery Route Driver

- Worked with customers to ensure smooth business
- Drove company straight trucks and semis to deliver products
- Compared payment, invoices and load sheets to ensure accuracy each day

EDUCATION **Lakeshore Technical College** **Cleveland, Wisconsin**
(08/01 – 05/03) Associate Degree, Criminal Justice

LICENSES **Commercial Driver's License**

- Class ABCDM- I am willing to obtain any applicable endorsements
- No accidents or citations while operating a commercial vehicle

VOLUNTEER **Town of Sheboygan Falls Fire Department** **Sheboygan Falls, Wisconsin**

- Firefighter, First Responder & Rescue Member
- Assistant Fire Chief in charge of training
- Assists in Rescue Training

Jeffrey A. Salzman

Experience

Sheboygan Fire Department

Sheboygan, WI

May 2021-present

Assistant Chief - Operations

- Act as Incident Command at emergency scenes and mitigate incidents through appropriate decision making. Act as senior advisor and set response management expectations.
- Oversee department wide training and vehicle maintenance
- Plan, justify and oversee procurement of capital equipment
- Manage operational budget
- Manage emergency response to include setting standards and methods to ensure quality service
- Member of Wisconsin's USAR Team, WITF-1

Feb. 2019-May 2021

Battalion Chief

- Act as Incident Command at emergency scenes and mitigate incidents through appropriate decision making
- Plan, coordinate and lead department wide training in all areas of fire-fighting and rescue
- Oversee and advise Officers assigned to various responsibilities including technical rescue, water rescue, safety and health and wellness
- Perform all new hire orientation
- Identify, justify and implement new areas of response such as water rescue
- Perform gap analysis, and create solutions to increase department effectiveness
- Represent the Sheboygan Fire Department with outside departments within Sheboygan County

April 2018-Jan. 2019

Captain

- Lead department wide training in areas including confined space, trench rescue and extrication.
- Worked with outside companies to secure props and facilities for training
- Coached others to develop skills in areas such as instruction and administration.
- Continually worked to improve the function of my assigned station by implementing new methods

Jan. 2017-March 2018

Lieutenant

- Successfully wrote AFG grants worth approximately \$120,000
- Trained a relatively inexperienced crew to operate cohesively at both technical rescue and fire incidents
- Contributed to department wide training including tactics and RIT
- Assisted in creating training plans for department wide technical rescue training

April 2006-Dec. 2016

Firefighter/Paramedic

- Continuously attended training and schooling to better my knowledge and performance
- Worked on various apparatus such as Rescue, Ladders, Engines and Ambulances
- Went to school full time while working to obtain a Paramedic license

Lakeshore Technical College

Cleveland, WI

Oct. 2010-present

Adjunct Instructor

- Lead Instructor for High Angle Rescue, Industrial Rescue, and Driver Operator Pumper
- Assist with basic fire training and act as Examiner for Wisconsin Fire Service Certification exams
- Performed industrial safety training in fall protection and rescue on wind farms

Howards Grove Fire Department

Howards Grove, WI

Sept 2001 – Nov. 2017

Firefighter/Captain

- Perform basic fire suppression
- Instruct in areas of RIT, Rescue and Firefighting

Kohler Company

Kohler, WI

Sept. 2001-March 2006

Industrial Process Engineer

- Responsible for safe and efficient manufacture of 20-2000 KW generators
- Initiated and drove cost saving and continuous improvement projects to completion to accomplish 5x salary savings goals
- Acted as a liaison between internal departments and customers to accomplish objectives
- Trained and coached junior engineers
- Responsible for development and adherence to Operational Budget
- Led and participated continuous improvement “kaizen” projects that relied heavily on employee participation
- Participated in multiple lean transformations with roots in the Toyota Production System and Demand Flow Technology
- Performed root cause analysis to improve both product and production safety

Manitowoc Custom Molding

Manitowoc, WI

June 2000-Sept. 2001

Industrial Engineer

- Performed product cost estimates and maintained manufacturing data
- Proposed, justified and implemented cost saving projects

Kohler Company

Kohler, WI

March 1999-June 2000

Foreman

- Supervised up to 64 employees to meet and exceed production goals
- Responsible for safety, quality, on time delivery, costs and morale of employees
- Maintained relations with union representation to accomplish production objectives
- Trained personnel to become adaptable to production needs which resulted in outperforming other shifts by as much as 25%

Plastics Engineering Company

Sheboygan, WI

March 1995-March 1999

Industrial Engineer

- Performed administrative duties such as capital projects, wage administration, procedure writing and cost accounting system design
- Proposed, justified and managed capital projects

Education

February 1995

B.S. Industrial Engineering

Milwaukee School of Engineering

Law Committee Meeting Dates

- **8/6/24 - 4:15pm**

Law Committee | Regular Meeting

- **9/3/24 - 4:15pm**

Law Committee | Regular Meeting

- **10/1/24 - 4:15pm**

Law Committee | Regular Meeting

- **11/5/24 - 4:15pm**

Law Committee | Regular Meeting

- **12/3/24 - 4:15pm**

Law Committee | Regular Meeting