



Local Emergency Planning Committee  
C/O KCOEM  
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## Kane County Local Emergency Planning Committee Meeting Minutes May 16, 2023

### **CALL TO ORDER**

The meeting was called to order at 1:07 p.m. in the Kane County Multi-purpose building training room by Chairman Jon Mensching.

### **ATTENDANCE**

Members present – (Names taken directly from the sign-in sheet):

Bob Balsamo – South Elgin EMA, Felicia Campbell – FERMI Lab,  
Deborah Dortmund – KCOEM & KCLEPC recording secretary, treasurer & grant coordinator,  
Randy Endean – KCOEM Planner, Cadence Griffiths – Kane County Health Department  
Emergency Response Coordinator, Craig Hanson – Batavia Fire Dept.;  
Keith Hronek – Northwestern Medical/Delnor Hospital,  
James Ingallino – Tiger Dylac USA Inc. \*New Facility Member \*  
Kristine Lynn – OSHA Compliance Specialist \*New Representative\*  
Kate-Leigh McClone – America Chemical Products Inc. \*New Facility Member\*  
Joy Medrano - Red Cross \*New Representative\*, Jon Mensching – KCOEM / LEPC Chairman,  
Patricia Mierisch – Huntley CERT / Concerned Citizen, Deb Wilmont – Rush Copley Medical  
Center and Andy Zawada – Elgin Fire/Division 2 Haz-Mat team/ LEPC Vice-Chair.

### **Guests:**

Kyle Griffin – New Kane County Health Department Emergency Response person  
Jeremy Jorgensen – KCSO – in for Kevin Tindall  
Leandro Guardado – Smithfield Foods – in for Paul Stevens

**WELCOME:** Everyone was welcomed. A Computer displayed flag was used for the Pledge of Allegiance. We were waiting to open the meeting to assure we would have a quorum.

Jon officially opened the meeting at 1:07 pm and asked the group to stand and join in the Pledge of Allegiance.

### **INTRODUCTIONS:**

Jon stated that he noticed some new faces in the room so introductions were made around the room.

**CORRESPONDENCE:**

Deborah mentioned that she did not have any correspondence.

**APPROVAL OF MEETING MINUTES:**

The meeting minutes were emailed out shortly after the meeting. Did anyone have any questions, changes, suggestions or comments? Nothing mentioned. Jon stated he would entertain a motion to accept the meeting minutes.

Motion to approve the February Meeting Minutes: Bob Balsamo

Second: Patricia Mierisch

Voice vote: Motion approved.

**LEPC CHAIRMAN'S REPORT**

Jon announced the names of the Partnership members that received the certificates (Silver level – Producers Chemical and W.R. Meadows) and the plaques (2 gold - Olon Industries and Electro Max and 1 platinum – Polynt Composites). He mentioned that we have not heard back from the KCSO bomb squad or Division 13 as to what their plans are for the use of the mini grant funds.



Jon mentioned that Kevin Tindall was retiring from KCSO as of June 9<sup>th</sup>. He will be missed.

Andy Zawada spoke briefly on what Division 2 had purchased over the years dating from 2018 and how over the years they built upon it to the benefit of the team. He mentioned that the kit he brought to show (on the front table for everyone to look at) is part of a hybrid decon system and it adsorbs as well as absorbs. The leak kit has various items for plugging leaks in containers (drums and tanks).



Jeremy Jorgensen, attending the meeting for the KCSO bomb squad, brought a piece of equipment they had previously purchased. He gave a brief explanation of the monitor. Jon briefly mentioned some items that were previously purchased such as the training materials, trip wire detection system.





### **PARTNERSHIP PROGRAM:**

Jon spoke about the Partnership Program and how it is sponsored by the reporting facilities in the County that are required to file Tier II Information. It is a donation, not a mandatory fee. The company can choose the level at which they want to participate; bronze, silver, gold or platinum sponsorship. Jon stated that the letters to the facilities typically go out in the fall (September / October) and then by January or February we have a good idea of what funds we will have for the year. Then we sit down and come up with a budget. Typically about half or a little over half of the funds received goes directly back out to the three teams. We offer the mini grants to the three hazardous materials teams - Division 2 and Division 13 - Hazmat team and the sheriff's office bomb and explosive team.

We make these mini grants available to them to use. Once the funds are announced to the teams, they can use the funds as they wish to enhance their capabilities as long as the item(s) is Haz-mat related. The teams can use the funds for training, equipment, supplies or put it towards a larger purchase.

As the committee is unfunded, the other half of the funds received goes toward the support of the committee and the operations. There is no money or funds that flow to the LEPC with the exception of the HMEP grant from the State. By the time you have completed all the paperwork for the grant you have used up everything in administrative costs.

For a while the HMPE grant was a 50% matching grant; you had to have the funds to match the grant request. The rest of the funds that does not get spent goes into a savings account.

The goal for those funds is to afford a contractor to perform a Commodity Flow Study for the entire County. The continued saving by the committee will hopefully allow the committee to fund this study in the near future.

Previously, we have done a 'nonscientific' commodity flow study; a truck monitoring study; facility survey and truck counts viewed at specific areas / roadways within the county. These were things we have done to meet part of our plan.

Jon stated to our partners that are here today, and those that could not be here with us today and that may be with us next year – Thank you.

We believe we are getting close to the amount in the savings account to be able to afford the Commodity Flow Study. We may be able to start to have the vendor come out and do a presentation and look at what we will need to do to move forward. Jon says he still has the contact information for the vendor and he can reach out to contact them and see how close we are to the cost.

Additionally, Jon mentioned that while he is attending the IEMA training summit, (coming in September) he may be able to find out when the next round of HMEP funding becomes available. The HMEP cycle is a 3-year cycle and he thought we may be within the 18 month window for the grant.

With the HMEP grant, there are requirements to work with surrounding County LEPCs on various projects and there is a very short turn-around time to get the application submitted. There is some preparation work that needs to be done ahead of time – like talking to neighboring counties like McHenry or DeKalb to see if they will partner with us on the commodity flow study. It would be a lot of work, but if we could fund part of the commodity flow study with the State HMEP grant funds it would be helpful.

#### *Partnership letter*

Jon asked if there was anyone willing to work on a new letter for the Partnership program that we send out to the facilities. He states that he has written and rewritten the letter over the last several years and it may be good to have another person outside the office work on the letter. He stated he is looking for fresh new ideas as to how to keep the donation request letter interesting. Donations have definitely dropped off over the years to where only a couple of facilities are making donations.

We know the facilities are still there, as we are using the Tier II submissions as the list of sites to send mail to. We are sending the letters to the facility itself rather than directing the letter to the EHS coordinator because people change positions over the course of the year.

- Perhaps things such as – why is it good to have an LEPC?
- Pictures of the items that have been funded over the years.

There was a brief discussion on water treatment facilities and the chemicals they hold in the communities.

Jon gave a brief background on what started the LEPC and the reporting requirements. The Bhopal India spill of methyl isocyanate was one of the motivating disasters to EPCRA – the Emergency Planning and Community Right-To-Know Act of 1986.

## **HAZARDOUS MATERIALS SPILL REPORT:**

Deb stated that the spill report is on the back of the agenda.

Jon went over a quick review of the spills listed and the ones that OEM had responded to. He mentioned the Olon Industries fire that OEM responded to as well as the Drymiller Meat market incident.

Regarding the Drymiller Meat Market incident; the fire department did the investigation of the Ammonia spill. Andy told the story of how things just happened to come together that evening, and how the fire department measured the atmosphere air with the pH paper (which was immediately changing color).

Briefly, a business called to say there was an odor coming from next door. They thought it was a bathroom cleaning product. The owner of Drymiller Meats and his buddy were attempting to fix the cooling unit but were unable to find the leak of the refrigerant. The ammonia was mixing with the oil so they were draining off the oil and trying to figure out where the leak was. There was a leak in one of the pipes but they were unable to locate it. After the fire department response; the owner was informed he needed to hire a licensed and bonded coolant system repair company.

It just so happened that one of the fire chiefs was on his way to the restaurant to have dinner, while another hazmat tech was several doors down having dinner. That small leak closed down a small area of town (approximately a block) due to the odor.

It was mentioned that they are a small company, and did not meet the reporting requirements for chemical reporting and are not a reporting facility. The unit that they were trying to repair looked to be quite a few years old.

The report will be on file. (Attachment #1)

## **SUBCOMMITTEE REPORTS:**

**Planning:** No report

*Reminder:*

*At a past meeting, Jon made the recommendation that we adopt our current plan for the year and make the changes moving forward since every year we are supposed to adopt the plan as a committee. Since there really has not been any major rewrites or revisions to the plan we can adopt it and continue to work on the changes and updates.*

**OLD BUSINESS:** No comments or reports

**NEW BUSINESS:** No comments or reports

## **FOR THE GOOD OF THE ORDER:**

Jon stated for the August meeting we should talk about what we see our funding goals are and use that as part of the donation request letter.

It was discussed that we would hold elections next February (2024) as we had some down time with COVID and we need to get back on track. Jon added that we will be reviewing and approving the plan again in February.

### *Membership*

We need to fill in some of the areas in our membership that seem to be missing. Jon suggested getting the County's PIO, Julie Mann, on the committee to be the media member as Julie has a background with working for various media sources in her history.

**NEXT MEETING DATE:** The next meeting is **Tuesday August 15th at 1:00 PM** in this same location; the Kane County Multi-purpose building training room.

Motion to Adjourn: Patricia Mierisch

Second: Cadence Griffiths

Voice vote: Motion approved.

Meeting adjourned approximately at 1:56 pm.

Respectfully Submitted,

Deborah Dortmund  
KCOEM Deputy Director for Administration  
LEPC Recording Secretary & treasurer