

## Price County Local Emergency Planning Committee Minutes

**Date:** January 21, 2026

**Time:** 1:30 p.m.

**Place:** Courthouse County Board Room 101; 126 Cherry St Phillips, WI 54555

**Meeting Call to Order:** Meeting called to order at 1:32 p.m. by Doug Rasmussen, Committee Chair.

### Roll Call:

**Members Present:** Philip Bochler (remote), Ian Fisher (remote), Tiffany Palecek, Jeff Hallstrand, Jason Hastings (remote), Roxanne I. Kahan, Tom LaVenture, Marvin Nevelier (remote), Kristin Palecek (remote), Roger Petrick, Doug Rasmussen.

**Members Excused:** Michael Hauschild, Darla Isham, April Medrano, Kathy Parpart, Brian Schmidt

**Others Present:** Paula Houdek, County Supervisor; Nick Trimner, County Administrator

### Items for discussion and possible action:

1. **Communications and Announcements:** The 2024 Emergency Response Guidebook is available to all members, and the Governor's conference in March has been cancelled.
2. **Approve Minutes of January 15, 2025, Meeting:**  
Motion Hallstrand/Palecek to approve the January 15, 2025, meeting minutes. Motion carried.
3. **Review and Approve By-laws**
  - a) **Designation of the Compliance Inspector, SERC:** Identified in By-laws.
  - b) **By-law Changes:** The chair and vice chair officers were updated to evergreen positions. By-law changes will be submitted to the state for approval and then on to the federal level in order to keep compliant with regulations and laws. It was noted for members to email an alternate to the Emergency Management Director.  
Motion Petrick/Hallstrand to approve the updated 2026 bylaws. Motion carried.
4. **Membership Introductions:** Members were asked to introduce themselves (list provided), whom they represent, and which of the five categories they belong under: group 1 – elected state and local officials; group 2 – law enforcement, civil defense, firefighting, first aid, health, local environmental, hospital, transportation personnel; group 3 – broadcast and print media; group 4 – community groups; group 5 – owners and operators of facilities subject to EPCRA requirements.
5. **Approve Membership List to Submit for Appointment by County Board and SERC:**  
Motion Nevelier/Bochler to approve the membership list and send it to the County Board for approval. Motion carried.
6. **Approve Off-Site Facilities List:** The offsite facility list involving extremely hazardous substances, as reported in the Wisconsin Hazardous Materials Online Reporting System, are reviewed annually. There are 11 on the list for 2026. The list is included in the County wide strategic plan.  
Motion Tiffany Palecek/Petrick to approve the off-site facilities list. Motion carried.
7. **Emergency Management Report**
  - a) **Hazardous Spills Report:** The thorough hazardous spills report, regardless of amount and not extremely hazardous substances, were presented and are on file.
  - b) **EPCRA Computer and Hazardous Response Equipment Grant:** EPCRA is an annual grant that helps purchase some office equipment and keeps computers updated. The 2025 grant will be complete at the end of this month, with a \$9,301.14 preliminary amount, which may vary and change. The grant maximum amount is up to \$10,000.00. Emergency Management is open for suggestions for adding Computer and Hazardous Response Equipment grant items.
  - c) **EPCRA Planning and Administration Grant:** The 2026 EPCRA Planning grant has been applied for, needs review and approval. County Emergency Management is waiting to hear back. The EPCRA grant is used for LEPC and was budgeted at \$8,000.00. in 2025. Grant helps to maintain committee projects, travel expenses, and educational conferences.

**d) Integrated Preparedness Plan (IPP):** The Integrated Preparedness Plan (IPP) incorporates all levels of community in planning. The following question was posed to the committee: What were some of the hazards you've encountered for which we could mitigate risks or threats? The plan utilizes equipment, training, exercises and drills. A survey will be sent out to further develop the IPP. Discussion on materials utilized to contain gasoline leaks at a station.

**8. Schedule Next Meeting:** April 15, 2026

**9. Adjourn:** Meeting adjourned at 2:10 p.m. by Doug Rasmussen, Committee Chair.

Respectfully Submitted by Meredith Hueckman, County Clerk

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