

**MINUTES**  
**TUESDAY JULY 29, 2025 – 8:30 A.M.**  
**LOCAL EMERGENCY PLANNING COMMITTEE OF**  
**OCONTO COUNTY BOARD OF SUPERVISORS**  
**LAW ENFORCEMENT CENTER SOUTH**  
**301 WASHINGTON STREET, OCONTO, WI 54153-1699**  
**[www.ocontocountywi.gov](http://www.ocontocountywi.gov)**  
*Draft minutes, not approved by Committee*

COMMITTEE PRESENT: Tim Cole, County Board Supervisor; Bob Bake, LEPC Vice Chair; David Parmentier, County Board Supervisor; Jaelyn Scanlan, Oconto County Health & Human Services Manager; Jon Spice, Oconto County Emergency Management Director; Tim Magnin, City of Oconto Falls Fire Chief; Richard Heath, Oconto County Administrator; Kathy Goldschmidt, Oconto County Deputy County Clerk; Kevin Strom, KCS International Inc.; Beth McCormick, Valley Environmental; Brandon Hytinen, Oconto County Highway Commissioner; Todd Skarban, Oconto County Sheriff

ALSO PRESENT: Rachel Wilcox, Oconto County Emergency Management Program Specialist; Torin Schroeder, Valley Environmental; Teresa Erler, Wisconsin Emergency Management Northeast Regional Director

Chair Magin declared a quorum at 8:30 a.m.

- 1. Approval of Agenda**  
A. Change of Agenda- None  
B. Removal of Items- None  
Motion by Scanlan/Bake to approve agenda. The motion was voted on and carried.
- 2. Approval of Minutes from Previous Meeting (Enc.)**  
Motion by Cole/McCormick to approve the minutes from the April 29, 2025 LEPC Meeting. The motion was voted on and carried.
- 3. Communications**- None
- 4. EPA On Scene Coordinator**- None
- 5. 2025 Spill Report for Oconto County**- Spice reviewed the spill report with the Committee. Information only, no formal action taken.
- 6. Hazardous Material Response Team**- None
- 7. Saputo- Lena Training**- Spice reported to the committee that a walk-through will take place in August 2025 focusing on threat assessments and training with office staff. An ammonia release training will also be held in the future.
- 8. Hazard Material Clean-up- Valley Environmental**- McCormick reported there have been no spills since the last meeting.  
**A. Review Off-site Plans**  
McCormick reported that the off-site plans are completed and waiting for signatures. She ran through the Belgioioso Off-site Plan and the County Sulfuric Acid Battery Plan.
- 9. Information Items Only**- Skarban requested spill training for the officers and dispatchers in the Sheriff's Office. McCormick will come and present a spill/hazmat presentation.
- 10. Set Next Meeting Date**- January 27, 2026
- 11. Adjournment**- The meeting was adjourned by the Chair at 9:06 a.m.