

**ALLEN COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE
(LEPC)**

Meeting Minutes: December 16, 2021

Members present: Tom Berger, Ted Brookman, Rick Skilliter, Craig Hohenbrink, Trevor Violet, Steve Harvey, Todd Mohler, RJ Maier, Rick Sanchez, Gene Smith, Shane Coleman, and Neil Goodwin

Members absent: Steve Carr, Scott Floyd, Tim Haniford, Eddie Ramirez, Kevin Bruin, , Haley Belisle, Jed Metzger, Paul Swartz, Kevin Cox, Todd Truesdale, Michael Hensley Joseph Hutton, Brian Rader, Clint Roland Jeff Gunter, Andy Hefner

Guests Attending: Travis Fillhart Allen EMA, Anita Stechschulte OEMA, Paul Way Cenovus, Jason Carter FAS

Craig Hohenbrink called the meeting to order at 10:04 a.m. and declared that a quorum was present.

Rick Skilliter moved and Ted Brookman seconded a motion to approve the minutes from the October meeting with no changes. Motion Passed

Tom Berger reviewed the financial report. Steve Harvey moved and Rick Skilliter seconded a motion to approve the financial report as presented. Motion Passed.

SERC Report * Report given before the meeting was called to order

Anita Stechschulte presented a power point presentation on LEPC 101. An overview of what the Committee's responsibilities are and where our focus should be. Power Point will be distributed to the Committee via email.

Information/Emergency Coordinator's Report-

Tom informed the group of the need to enter into an MOU with Board of County Commissioners for the services of the EMA. MOU outlines what is expected of the EMA during the year and the cost for the service.

Ted Brookman made a motion to enter into a MOU for a cost \$20,000 for EMA services to handle the Information and Emergency coordinator positions. Steve Harvey seconded, motion passed.

Tom informed the group that he had three quotes to complete a commodity flow study. Resources Solutions, Burton Planning, and Civil and Environmental Consultants Inc. Tom reviewed the proposals with the group.

Motion by Rick Sanchez to accept the Resource Solution proposal for \$8,864 to complete a Commodity Flow Study. Seconded by Gene Smith. Motion passed.

Committee Reports:

For the good of the order:

- Anita Stechschulte and Tom Berger discussed the 2024 Total Solar Eclipse planning efforts that are underway at the State and Local levels. Explained a doubling of the population is possible. Infrastructure and resources could be pushed to the limits. Tom asked facilities to keep this in mind when planning for outages and turn around projects in 2024.
- Tom informed the group that the EMA would be adding a FTE in 2022. The position will focus on plans and exercises.

Ted Brookman and moved Rick Skilliter seconded a motion to adjourn.

Minutes by: Tom Berger