



# COUNTY OF NORTHAMPTON

## Local Emergency Planning Committee

EMERGENCY OPERATIONS CENTER  
 100 GRACEDALE AVENUE  
 NAZARETH, PENNSYLVANIA 18064-8430  
**Telephone: (610) 746-3194**  
**Fax: (610) 746-3199**

**Thomas E. Guth Jr.**  
 Secretary

Date: April 4<sup>th</sup>, 2018

Location: Emergency Operations Center, 100 Gracedale Avenue, Nazareth, PA

### Meeting Minutes

I. Call to Order

- TW called the meeting to order at 1001 hours.

II. Attendance

BH	Bill Hillandbrand	Public	TBH	Tracey Barnes Hunsinger	UGIES
DK	Deven Knoll	Bethlehem City F.D.	TV	Ted Veresink	City of Easton
DM	Dave Malloy	DEP	TW	Todd Weaver	NCEMS
JF	Joe Fittos	Rapid Response/EWMI	WA	Warren Achey	Bethlehem City F.D.
JK	John Kalynych	Lehigh County			
JPS	Jeff P. Steiert	NCEMS			
JS	Joe Sipel	Wilson Borough F.D.			
KM	Kathleen McVeigh	Interstate Energy Co.			
LC	Lauren Coccia	NCEMS			
LH	Len Hoben	OSHA			
MR	Mike Rampulla	NCEMS			
PH	Paul Hackenbrack	Interstate Energy Co.			
RM	Robert Maier	Rapid Response/EWMI			
RW	Rick Weaver	NCFS			
SM	Shohn Montano	Biospectra			

III. Public Comment

- TW asked if there was any public comment. BH stated he would like to reserve comments until the Good of the Order, Section XIV.

IV. Elections

- TW advised those in attendance that Bill Hillandbrand (BH) has retired and that he (TW) has reviewed the bi-laws of the LEPC. All in attendance were in favor of tabling the appointment of a new chairperson until Michael Rinker attends the next scheduled LEPC meeting.
- TW advised those in attendance that Mr. Michael Rinker was promoted to fill the open Planning Manager position at NCEMS. Mr. Rinker will start in the position the week of April 9<sup>th</sup>, 2018.
- All were in favor of appointing TW as “acting” chairperson until Mr. Michael Rinker attends the upcoming LEPC meeting in June of 2018 and is officially appointed the position of Chairperson.
- TW advised those in attendance that Mr. Thomas E. Guth Jr. was promoted to the re-created position of Hazard Mitigation / Disaster Recovery Manager position in NCEMS. TW nominated Mr. Guth, Jr. to the position of Secretary. Motion to Approve: 1<sup>st</sup> by RW, 2<sup>nd</sup> by MR, all in favor.
- TW nominated JPS to the position of Vice Chairman. Motion to Approve: 1<sup>st</sup> by TBH, 2<sup>nd</sup> by KM, all in favor.
- TW nominated MR to the position of Fiscal Officer. Motion to Approve: 1<sup>st</sup> by TV, 2<sup>nd</sup> by JF, all in favor.

V. Approval of prior Meeting Minutes (December 6<sup>th</sup>, 2017)

- Minutes were approved. Motion to Approve: 1<sup>st</sup> by KM, 2<sup>nd</sup> by TV, all in favor.

VI. Financial Report (MR provided the following recorded information)

• Beginning balance:	\$113,808.00
Revenue:	<u>+ \$45,767.00</u>
	\$159,575.00
Expenditures:	<u>- \$33,170.62</u>
Encumbrance:	<u>- \$42,924.00</u> (replacement vehicle)
Ending balance:	<b>\$83,480.38</b>

VII. Plans

- Emergency Response Plans
  - TW received and reviewed updated plans submitted for the following two facilities. Per TW both facilities must update the contact numbers currently on record for NCEMA contacts.
    - Waste Management, 1963 Pen Argyl Road, Pen Argyl, PA 18072
    - Air Liquide, 103 Demi Road, Mount Bethel, PA 18343
- Preparedness, Prevention, Contingency Plans
  - TW stated that only one facility sent in an updated plan and it has been reviewed.
    - Keystone Cement Company, Route 329, Bath, PA 18014
- JPS had the plans at the meeting location for everyone to read and review.

VIII. Response

- MR advised those in attendance that we have responded to a total of nine (9) Hazardous Materials incidents since January 1<sup>st</sup>, 2018. Eight (8) of the responses were for diesel/fuel spills and one (1) incident was a response to an odor investigation.

## IX. Training

- Northampton County
  - Per MR HazMat Awareness has been scheduled at our EOC on May 3<sup>rd</sup>, 2018 from 1700-2100 hours.
  - Per MR HazMat Operations Refresher has been scheduled at the NCFS on May 11<sup>th</sup>, 2018 from 0800-1600 hours.
    - Per MR registration for both courses is available on the NCFS (Northampton County Fire School) website.
- Northampton County Fire School (NCFS / report provided by RW)
  - RW provided report for the NCFS, also provided all those in attendance with copy of upcoming scheduled classes.
- Lehigh County Special Operations
  - JK stated that there are HazMat Operations Refresher courses held monthly. Per JK they completed 22 courses last year (2017).
  - JK reminded those in attendance of the HazMat Conference this year in Baltimore, MD. Baltimore conference will be in early June, 2018. JK also reminded those in attendance of the PA HazMat Conference will be held in August, 2018.
  - JK stated that the upcoming Transcaer Exercise will involve both HazMat team members from Lehigh and Northampton Counties. Per JK the exercise is tentatively scheduled to be held in September, 2018.
  - JK advised those in attendance of the tabletop exercise scheduled on May 15<sup>th</sup>, 2018 at the USPS facility in Bethlehem Township, PA.
- TW advised of his interest in scheduling a mass engine decon training with JK, JK is in agreement and is willing to assist.
- TW advised that the propane simulator at the NCFS is being used for a majority of the classes instructed there.
- WA stated that Bethlehem City Fire Dept. holds monthly trainings to accommodate their members and public. Per WA they are considering and looking into the possibility of holding a Pro-Board Technician class also.
- WA also advised those in attendance that their agency (Bethlehem City F.D.) has recently obtained HazMat Certification through PEMA.

## X. Lehigh County Special Operations Report

- JK spoke of their drone program, drones being utilized much more frequently, especially within their response parameters.
- Per JK their mobile command post is now in service. It is currently second due piece to respond to HazMat incidents.
- JK stated that their meters have been updated and have a new TIC.

## XI. Old Business

- CO Meter Project
  - Per TW a total of seventy-five (75) CO meters are being purchased from PK Safety for one hundred and four dollars (\$104.00) per meter. These meters will be provided for all certified quick response (QRS) and EMS vehicles within Northampton County. Per TW these specific meters cannot be turned off once they are in use, they need no calibration and they have a two (2) year life span.
  - KM asked TW and JPS if either of them had personally experience with the meters being purchased. JPS responded by stating that him and TW both have knowledge and experience of these requested meters.
  - KM also asked TW if this purchase was in the 2018 budget, TW advised that this purchase is in the 2018 budget.
  - TW advised that two (2) units per agency are active at a time.
  - WA stated that meters are best placed on ambulances to use.
  - JPS stated that the meter project will cost seven thousand, eight hundred dollars (\$7,800). Motion to Approve: 1<sup>st</sup> by KM, 2<sup>nd</sup> by RW, all in favor.

- Northampton County Fire School (NCFS) Equipment Request
  - RW requested a thermal imaging camera for eight thousand, three hundred and twenty-four dollars (\$8,324).
  - RW requested a dumpster simulator for thirteen thousand, six hundred seventy-four dollars (\$13,674).
  - RW requested a two hundred and fifty (250) gallon pressure vessel/BLEVE simulator for thirteen thousand, six hundred seventy-four dollars (\$13,674).
  - RW requested a two and a half inch (2.5”) nozzle – an akron high-range turbojet two hundred and fifty (250) gallons per minute (gpm) for one thousand, forty-eight dollars and ninety-five cents (\$1,048.95).
  - BH inquired on how the dumpster simulator would tie into a Hazardous Materials incident. TBH stated that anything can be thrown into a dumpster prior to an active fire within the dumpster. RW also stated that they receive multiple calls regarding dumpster fires. RW also reminded BH that people place empty propane cylinders and hazardous materials/chemicals inside dumpsters often.
  - JPS inquired if there may be a discount in prices if there was an agreement to purchase two items from the same company, or if the parts can be interchanged between the two simulators. RW stated that the prices he provided were simply quoted prices and he was unsure of any discounts or interchanging of parts between the two simulators.
  - TBH stated that they would look into a grant for these requested items and will let TW know by the end of the week on an outcome. TBH did request support to purchase the pressure vessel/BLEVE simulator for \$13,674. Motion to Approve (single item purchase): 1<sup>st</sup> by TBH, 2<sup>nd</sup> by DK, all in favor.
- Radiological Replacement Kits
  - MR advised that the kits we currently have in use cannot be calibrated any longer. The Model CDV700 would be replaced with the Model 2241-3RK2 per MR. MR stated that the cost for one kit is three thousand, one hundred and seven dollars (\$3,107). Motion to Approve: 1<sup>st</sup> by DK, 2<sup>nd</sup> by JS.
- 2017-2018 HMRF Grant
  - TW stated that the grant was received in December, 2017 and used to make payment to the Lehigh County HazMat crews for their responses within Northampton County.
- 2017-2018 HMEP Grant
  - Per TW the mid-term report is due by the end of April, 2018. Two classes have already been paid for with this grant and there are two more classes scheduled this upcoming fall.
  - TW advised that there are a total of five (5) spots to fill in regards to the upcoming HazMat Conference in Baltimore, MD. JS made a motion that NCEMA/Northampton County fills two (2) spots and the remaining three (3) open spots be filled by Bethlehem City Fire Department. Motion to Approve: 1<sup>st</sup> by JS, 2<sup>nd</sup> by ?????
- Vehicle
  - JPS stated that the new vehicle should be delivered in the next ten (10) days, then outfitted and placed in service by the end of June, 2018. Per JPS the total cost of the vehicle will be paid for as follows, fifty thousand dollars (\$50,000) from the LEPC and eighty thousand dollars (\$80,000) from Northampton County.

## XII. New Business

- Hazardous Material Emergency Response Preparedness Report (HMERP)
  - Per TW this report was submitted to the commonwealth and it listed all the chemical facilities within Northampton County. A copy of the report was distributed at this meeting.
- 2018-2019 HMRF Grant
  - Per TW the e-grant was submitted. Twenty-six thousand dollars (\$26,000) was received last year (2017) and fourteen thousand dollars (\$14,000) was received the year before (2016).
- DK advised that the Bethlehem City Fire Departments HazMat team has acquired recertification for another four (4) years.
- WA stated that the Bethlehem City Fire Dept. participated in an EPA drill through Calpine. TW requested that a copy of the After Action Report (AAR) be provided to MR if one becomes available.
- TBH stated that the entrance to the new Bethlehem propane plant is planned to be off Feather Way. The planning was done with fire department utilization taken into consideration, they also already pre-planned hydrant placements at the location. Once constructed they will also be planning awareness trainings for the site.
- BH inquired what would be purchased with any 2018-2019 HMEP Grant money. BH also advised that a Commodity Flow Study was completed by him for both Northampton and Lehigh Counties prior to his retirement. He has offered to submit a bit of information once the study is due to be re-analyzed and updated. BH stated that he has already spoke to Northampton County administrators and they have no issue with him assisting as a retired employee. Per BH three (3) bids would need to be completed and the cost to the LEPC would be two thousand dollars (\$2,000), Northampton County would have to pay eight thousand dollars (\$8,000).
- TW stated that the 2018-2019 HMEP Grant will be submitted for 5-6 HazMat emphasized trainings, five (5) to attend the Baltimore Conference and to help pay for the Commodity Flow Study. Motion to Approve: 1<sup>st</sup> by JF, 2<sup>nd</sup> by LH, all in favor.
- JK showed interest in Lehigh County also participating in the Commodity Flow Study jointly with other entities. All in favor of this joint effort.
- Per TW June 6<sup>th</sup>, 2018 is the next scheduled LEPC meeting. TW also stated that this day will be the travel day for persons attending the HazMat Conference in Baltimore, MD. TW will advise the members if the LEPC meeting has to be rescheduled due to the conflicts on this date.
- TW advised those in attendance that the LEPC bi-laws state capping membership to fifteen (15) total members. TW proposes an amendment that would allow up to thirty (30) members. Motion to Approve: 1<sup>st</sup> by TV, 2<sup>nd</sup> by JS, all in favor.
- TW polled the room for ideas or ways to involve local media persons as members of the LEPC.

## XIII. Upcoming Meetings

- TW listed the following LEPC meeting dates as June 6<sup>th</sup>, 2018, September 5<sup>th</sup>, 2018, and December 5<sup>th</sup>, 2018.

## XIV. Good of the Order

- PH advised those in attendance that Interstate Energy Co. is being sold, sale should be finalized between August and November, 2018. Per PH they will now be purely gas, no more liquid oil delivered mostly by railcar.

## XV. Adjournment

- RW made motion to adjourn the meeting at 1105 hours. Motion to Approve: 1<sup>st</sup> by RW, 2<sup>nd</sup> by DK, all in favor.

Meeting adjourned.