



# 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**

Date: Wednesday, March 1, 2023

Location: Northampton County Emergency Operations Center (EOC)

100 Gracedale Avenue Nazareth, PA 18064

### Meeting Minutes

#### I. Call to Order

- MRi called the meeting to order at 10:03am.

#### II. Attendance

AL	Alan Lynch	St. Luke's Univ. Health Network	MS	Mike Stalnecker	PEMA – Eastern Office
BN	Bob Novatnack	Bethlehem City EMC	MW	Matthew Waldmiller	Crayola
DM	Dave Malloy	Public	NB	Nicole Burton	Lehigh County EMA
JF	Joe Fittos	EWMI / Rapid Response	NR	Nolan Rampulla	Lehigh County Spec. Ops.
JS	Joe Sipel	Wilson Borough Fire Dept.	RH	Ron Hulsizer	NC 911
ML	Michael Lenner	NC 911/Systems	TG	Thomas E. Guth, Jr.	NCEM – LEPC Secretary
MP	Mike Phillips	Pennsylvania DEP	TW	Todd Weaver	NCEM
MRa	Michael Rampulla	NCEM	WA	Warren Achey	Bethlehem City Fire Dept.
MRi	Mike Rinker	NCEM – LEPC Chairperson			

#### III. Election of Northampton County LEPC Chairperson

- MRi announced the opening of nominations for the position of LEPC Chairperson
  - JS nominated MRi, 2<sup>nd</sup> by J.F. – all in favor.
    - Mike Rinker named LEPC Chairperson until March of 2024

#### IV. Election of Northampton County LEPC Vice - Chairperson

- MRi announced the opening of nominations for the position of LEPC Vice - Chairperson
  - TW nominated John Bast (JB), 2<sup>nd</sup> by J.S. – all in favor.
    - If accepted, John Bast named LEPC Vice – Chairperson until March of 2024 *\*NOTE: Mr. Bast was not in attendance during vote.*

#### V. Public Comment

- None.

**VI. Approval of the December 7, 2022 Meeting Minutes**

- MRi requested a Motion to Approve the December 7, 2022 Meeting Minutes: 1<sup>st</sup> by NB, 2<sup>nd</sup> by JF, all in favor.

**VII. Financial Report (presented by MRa)**

- Beginning balance: \$ 85,600.00  
 Revenue: + \$ 57,000.00  
**\$142,600.00**

Expenditures: - \$ 4,637.52  
 Encumbrance: - \$ 30,700.00  
**Ending balance: \$102,624.96**

(Figures presented as of date of March 1, 2023)

○ **Revenues**

- Emergency Planning Fees: \$ 8,000.00
- Hazardous Chemical Fees: \$46,000.00
- County Cost Reimbursement: \$ 3,000.00

○ **Year-to-Date Expenditures**

- **Misc. Employee Benefit**
  - Education:..... \$ 2,910.00
  - Staff Training & Development:..... \$ 4,349.11
- **Communication**
  - Telephone:..... \$ 1,132.66
- **Amin. Supplies & Equipment**
  - Minor Equipment:..... \$
  - Security & Safety Supplies:..... \$
- **Serv. & Other Operating Supplies**
  - Education & Recreational:..... \$
  - Food:..... \$
  - Operating Supplies:..... \$
  - Personal Protective Equipment:..... \$
- **Professional Services**
  - Professional Services:..... \$ 2,940.00
  - ❖ Encumbrance..... \$ 30,700.00
- **Program Operating Cost**
  - Repair & Maint. of Equipment:..... \$ 564.86
  - Miscellaneous:..... \$
- **Security & Safety Equipment**
  - Capital:..... \$

- TW = stated to those in attendance that revenues such as the \$46,000 is “projected” income expected to be taken in via facility fees.

- MRi requested & made a Motion to Approve the March 1, 2023 Financial Report: 1<sup>st</sup> by MRi, 2<sup>nd</sup> by JF, all in favor.

Sara Title III Collections – As of March 1, 2023 (presented by MRi)

- Tier II billing & payments – Total facilities billed: **110**
  - Billed / Assessed:     **\$ 29,275.00**
  - Fees Collected:        - **\$ 10,750.00**
  - Fees Outstanding:       **\$ 18,525.00**

**VIII. Plans** (presented by MRi)

- Emergency Response Plans
  - Updated
    - C & S Wholesale Grocers  
125 N. Commerce Way, Bethlehem, PA 18020 (*Hanover Township*)
    - Bethlehem Energy Center (Calpine)  
2254 Applebutter Road, Bethlehem, PA 18015 (*Lower Saucon Township*)
    - Victaulic (Forks Facility)  
4901 Kesslersville Road, Easton, PA 18040 (*Forks Township*)
    - Rexroth – Bosch Corporation (Brodhead Campus)  
2655 Brodhead Road, Bethlehem, PA 18020 (*Bethlehem Township*)
    - Bethlehem City Water Treatment Plant  
355 Granger Road, Northampton, PA 18067 (*Lehigh Township*)
  - New
    - None
- Preparedness, Prevention, Contingency Plans
  - Updated
    - None
  - New
    - None

**IX. Site Visits** (presented by MRi)

- Completed
  - None
- Upcoming
  - None

**X. Northampton County Response & Training Reports (presented by MRa)**

- Four (4) hazardous materials related responses since the Dec. 7, 2022 meeting they were;
  - 12/10 – 1190 Middletown Road, Plainfield Township
    - Heating oil spill in basement of residence and yard
  - 1/5/23 – Ahart’s Market – 326 S. Walnut Street, Bath Borough
    - Monocacy Creek – possible heating oil spill into creek – DEP assist
  - 1/29 – 996 Woodland Drive, Lehigh Township
    - Vehicle oil spill into small tributary
  - 2/4 – The Steel Club – 700 Linden Avenue, Hellertown Borough
    - NRC report follow-up, possible hydraulic fluid spill – unfounded
- Northampton County Training (provided by MRa)
  - Courses Scheduled:
    - 3/11, 3/12 & 3/18 – ICS-300
    - 4/15 & 4/16 – ICS-400
    - 4/20 & 4/21 – MGT-319 Medical Counter Measures of POD Planning & Response
    - 6/22 & 6/23 – MGT-439 Pediatric Disaster Response & Preparedness
    - 7/10 & 7/17 – Foam Firefighting Basics
    - 7/24, 7/29 & 7/31 – Foam Firefighting Technician
  - Courses Planned:
    - Planning numerous other pipeline response type courses throughout 2023 being funded via TAG Grant. Course schedules coming soon.
- Northampton County Fire School Training Report (provided by MRi)
  - Courses Scheduled:
    - 3/4 – Hazmat Operations Course starts @ NCFS / 9 students registered
    - 3/20 – Hazmat Operation Refresher @ Lehigh Twp. Fire Company / 20 students registered
    - 4/27 & 4/29 – Hazmat Operations Pro Board @ NCFS
    - 8/6 – Hazmat Awareness @ NCFS / 0 registrations
    - 10/1 – Hazmat Operations Course begins @ NCFS / 0 students registered

**XI. Lehigh County Special Operations Response & Training Reports (provided by NR)**

- Responses:
  - 1/29 – 996 Woodland Drive, Lehigh Township
    - Vehicle oil spill into small tributary
- Lehigh County Special Ops Training (provided by TH)
  - Courses Provided / Attended:
    - None reported.
  - Courses Scheduled:
    - None scheduled at this time.
  - Courses Planned:
    - Nothing reported.
      - ✓ See attached Lehigh County Special Operations training schedule.
- Lehigh County Special Ops News or Updates
  - Nothing reported.

**XII. Bethlehem City Fire Department Response & Training Reports (provided by WA)**

- Responses:
  - Two level 1 Responses
    - Per WA these were incidents that involved oil type substances into storm drains.
  - Two Phone Consults
- Bethlehem City Fire Department Training (provided by KT)
  - Courses Provided / Attended:
    - Completed an exercise with Northampton County EM testing the capabilities and workings of the Drager meters that both entities have recently acquired.
      - ✓ MRa discussed the 3-day exercise of the Drager meters and the findings with those in attendance.
  - Courses Scheduled:
    - 4/19 thru 4/21/2023 – LSU Public Safety CBRNE Response-Sampling Techniques and Guidelines (PER-222) = hosting
  - Courses Planned:
    - Looking to host the Introduction to Computer-Aided Management of Emergency Operations (CAMEO) Suite (PER-229) in near future.
    - UGI Energy Services Propane Facility walk-thru / table top exercise
    - Review of metering capabilities

- Bethlehem City Fire Department News or Updates
  - Per WA, the clean-up efforts at the Union Boulevard truck rollover with spill that occurred back in November of 2022 is still ongoing. Soil removal in the contaminated areas is still ongoing and work to tear up saturated areas of road surface shall be commencing soon. Work may take another year or two to be completed.

### **XIII. Old Business**

- Northampton County Fire School – storm drain replacement mat
  - MRa advised that the new, larger mat was ordered for less than the \$500 approved at last meeting. Mat should arrive next week.

### **XIV. New Business (provided by MRi)**

- 2022 HMRF HazMat Report was submitted on 2/15/2023.
- 2024 HMEP Year 2 has been submitted for approval of \$34,648.00.
  - Per MRi, this grant term includes funding for the 5-Year Commodity Flow Study.
- Northampton County LEPC By-laws review
- 2023 Baltimore HazMat Conference (6/8 through 6/11/2023)
  - MRa, explained to those in attendance what the conference offered and entailed.
  - MRi made a motion asking for how many LEPC members the group would approve to send to the 2023 Baltimore HazMat Conference and how many LEPC members shall be sent.
    - 1st by WA (whom requested 5 members be awarded the opportunity using LEPC funds to cover the costs of the conference), 2nd by JF, all in favor.

### **XV. Upcoming meetings**

- Wednesday, June 7, 2023 at 10:00am – Northampton County EOC
  - Wednesday, September 6, 2023 - TBD
  - Wednesday, December 6, 2023 - TBD
    - ✓ If interested in hosting a meeting at your facility, please let us know.

### **XVI. Good of the Order**

- TW introduced PEMA Eastern Office Deputy Director Mr. Mike Stalnecker. Mr. Stalnecker introduced himself to the group and discussed Act 165 materials, LEPC in general and changes being seen or forth coming in Grant funding opportunities (such as HMEP & HMRF) that affect LEPC's Commonwealth wide.

### **XVII. Adjournment**

- MRi requested a Motion to Adjourn the meeting:
  - 1<sup>st</sup> by WA, 2<sup>nd</sup> by NB, all in favor
    - Meeting adjourned at 1030hrs.

**Visit our LEPC page: <http://ncem-pa.org/lepc/>  
For previous meeting agenda, minutes and more information.**