

Berks County LEPC
Local Emergency Planning Committee
"Partners in Preparedness"

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Berks County Local Emergency Planning Committee
Meeting Minutes
December 10, 2018

MEMBERS IN ATTENDANCE

Lyn O'Hare	Megan Young-Kraft	Donnie Swope	Gary Moulder	Annette Moyer
George Dula	Rodney Good	Stephen Young	Robert May	Kevin Docherty

**Indicates participated by phone.*

GUESTS IN ATTENDANCE

Charles Zechman III	*David Levensgood		
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Welcome & Introductions

Chairperson Annette Moyer called the meeting to order at 12:37 P.M. at the Berks County Department of Emergency Services, Direct Link Technology Center, Multi-Purpose Room, Reading PA. Call-in provision was made available.

Annette welcomed members and guests and asked that each individual introduce themselves.

Minutes from the September 24, 2018 Meeting

Minutes had been distributed by email for review prior to the meeting, and paper copies made available at the meeting. A motion was made by Lyn O'Hare, seconded by Steven Young to approve the minutes. The motion passed and the minutes for September 24th 2018 were approved.

Correspondence

- A thank you letter and certificate of appreciation was received from the Spring Township Police Department for the LEPC's participation in the 2018 National Night Out.
- A Downstream Notification was received from Talon Energy, regarding the Fishbach Combustion Turbine Generator site located in Pottsville, Schuylkill County.
- A Downstream Notification was received from Russell Standard regarding their facility at 3847 Pottsville Pike, Reading.

- An updated copy of their Emergency response and RCRA Contingency plan was received from PPG Industries, Reading Distribution Center located at 2001 Centre Ave, Reading. Their Generator status changed from Large Quantity Generator to Small Quantity Generator, and contact information was updated.
- A W9 request was received from Sunoco. The request was answered.
- A notification letter was received from Verisk 3E, representing CVS Pharmacies. The notification is for the use/storage of hazardous materials/waste for the 2239 Perkiomen Ave., Reading location.
- Letters representing each of the Lowe's stores in Berks County were received regarding hazardous materials at these locations.

EHS / Tier II Submission Status

- Megan Young-Kraft reports that there are nine total facilities that have not reported for 2017. Four of those facilities are still working on their reporting. It is possible the remaining five facilities are no longer active, and they are not responding to attempts of contact.
- One facility has reported but not paid.
- 365 reports were received for 2017, and 162 ERPs were reviewed. Total income was \$109,025.00. If all of the facilities that have yet to report are still active, the total outstanding balance is \$850.00.
- It was discovered that there are several EHS plans in the online Tier II system that are missing the last page. It was also discovered that the vulnerability zones that are generated by the system do not have units of measurements when displayed on the map. IDSI was contacted, and an update was made to the system in October. However, the corrections did not work during that update. They are working on a second update now.
- Megan is also working with facilities and the GIS department to better identify and address locations with no addresses. A layer of SARA facilities will be added to the 911 center's CAD maps.

Hazmat Team Report

Donnie Swope reported on the Berks County Special Operations Group (SOG):

- Training has been posted for 2019. Daytime training will be added, and some Saturday trainings will be added. This allows for a longer amount of time and more in-depth training.
- Two people are leaving the hazmat team. One is retiring, and the other is taking another full-time position in the County and is unable to work part time for the county.
- The team had no full-team responses in 2019, but several officer-only calls were handled.

Old Business

- A proclamation from the Commissioners for the anniversary of the LEPC will not be pursued.
- Membership is a continuing issue for the LEPC. It was suggested at last meeting to review the by-laws for the removal of inactive members. Unless a member passes away or resigns, the SERC removes members based on the recommendation of the Commissioners, based on the recommendation of the Membership committee. Attempts to contact inactive members will be made to determine intent of activity on

the LEPC or to collect resignations. A suggestion to amend the by-laws to include guidance for removal. Megan Young-Kraft suggested that if a member has not attended a meeting in two years and no contact can be made, the LEPC body (rather than the membership committee) can then recommend to the Commissioners removal from the LEPC. This would affect Article III, Section 1.e of the by-laws. A motion for approval will be made at the next meeting.

New Business

Committee Reports

- **Right To Know Requests** (Sept 25th-Dec 10th)
 - 1055 Leisch's Bridge Road, Leesport
 - 2021 Centre Ave, Reading
 - 1109 Bern Rd., Wyomissing
 - 1700 Fairview St., Reading
 - 1149 Railroad Rd, Dauberville (Centre Twp)
 - 270 Midway Rd., Bethel
 - 364-416 Blair Ave., Reading
- None were Tier II facilities. There was a fuel spill in the 300 blk of Blair Ave., Reading, in 2015.
- **Public Education and Information**
 - Quaker Maid Meats held an employee wellness fair on October 24th. Megan Young-Kraft attended representing the LEPC and Berks DES.
- **Hazardous Materials Facility Liaison**
 - No Facility Liaison present, No report
- **Emergency Response and Resources**
 - Donnie Swope: No Report
- **Membership**
 - To fill the media representation requirement, Megan Young-Kraft has reached out to Kutztown University and Albright University to seek membership from their media departments. No response was received at the time of the meeting. Lyn O'hare suggested contacting the Center for Excellence in Local Government at Albright.
 - Kevin Docherty and Gary Moulder will now also represent Transportation in addition to their primary roles.
 - Applications for Charles Zechman III, David Levengood, and John Shook were accepted. A motion for approval was made by Robert May and seconded by Kevin Docherty. The motion passed. Charles Zechman is captain of the Berks SOG, works for Gai Tronics, and is a firefighter with Womelsdorf. He will represent the Hazmat team, industry, and firefighting disciplines. David Levengood, with Global Advanced Metals, represents industry. John Shook, with Penn State Life Lion EMS, represents EMS and Hospital.

Election of Officers 2019

A motion was made by Robert May to elect Annette Moyer as Chairperson and Lyn O'Hare as Vice Chairperson for 2019. Kevin Docherty seconded the motion. The motion passed unanimously.

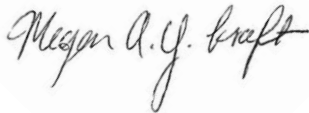
Good & Welfare

Lyn O'Hare asked that the members review a Sourcewater Protection pamphlet drafted by Spots, Stevens and McCoy. The pamphlet provides information to firefighters about the use of foam and actions that can be taken to prevent it from entering the storm sewers. The pamphlet will be emailed out to members, and comments can be directed back to Lyn.

Gary Moulder announced he is retiring in 2019 and his position is opening up at Brenntag. Anyone interested in applying can contact Brenntag.

A motion was made by Robert May, seconded by Kevin Docherty to adjourn. The motion passed, meeting adjourned 1:30pm. The next regular general meeting of the LEPC will be held at 3:00 PM on Monday, March 25, 2019 at Berks County Department of Emergency Services, 2561 Bernville Road, Reading, PA 19605.

Respectfully Submitted,

A handwritten signature in black ink that reads "Megan A. Young-Kraft". The signature is written in a cursive style.

Megan A. Young-Kraft
Recording Secretary, Berks County LEPC