



## **Minutes**

**March 30, 2016**

**1400**

### **I. Call to Order**

Rod Bell called to order the meeting of the Northern Kentucky Emergency Planning Committee at the Northern KY Sanitation District (SD1) – 1045 Eaton Dr. Ft. Wright, KY 41017.

### **II. Pledge of Allegiance**

Rod Bell led the pledge of allegiance.

### **III. Roll Call**

#### Present

Kelly Aylor  
Stella Barber  
Rodney Bell  
Greg Buckler  
Mike Flannery  
William Fletcher  
Adam Fritch  
Steve Hensley  
Valerie Hines  
Kirk Reinhart  
Bob Stark  
Kathy Stephens – PDSK - GIS  
William Turner  
Kevin Unkraut  
Rick Watkins

### **IV. Introduction of Guests**

Rod Paxton – AFCS

Chuck Keener is Mike Flannery's replacement at Interplastics Corporation. Mike Flannery is retiring April 1, 2016

Chris Kaeff is with SD1 in engineering and also a Board member for the Kenton County Conservation District.



## **Approval of minutes**

Mike Flannery motioned to approve the minutes from the January 27, 2016 meeting. Kevin Unkraut seconded the motion. The motion was approved by a unanimous vote.

## **VI. Committee Reports**

### **Planning Committee**

Committee Members: William Fletcher, Rick Watkins, Valerie Hines, Greg Buckler, David Guethlein, Kelly Aylor, Kevin Unkraut, Chuck Korzenborn & Kirk Reinhart

Ron Schneider and Eugene Langschwager are no longer on the committee and need to be replaced. The Planning Committee members are now William Fletcher, Rick Watkins, Valerie Hines, Greg Buckler, David Guethlein, Kelly Aylor, Kevin Unkraut, Chuck Korzenborn & Kirk Reinhart.

Bill Fletcher stated that the annual certification letter was due Friday. Sixty-one plans were submitted to Frankfort. Forty-five were for administrative changes, three are under development and thirteen are new plans.

Tier 2 reports are still coming in. As of March 30, 214 reports have been received. This is down last year from 269 so there are still 55 reports left to receive. There was nothing remarkable about the Tier 2 data with the exception of SD1 adding the pump stations. This added 17 new facilities.

There was discussion regarding the non-compliant facilities. The committee discussed sending letters to those 55 facilities who are non-compliant. The letters will state that the Committee needs a response from the facility within 30 days. Bill Turner (Campbell County EM) is to receive the facility responses. Bill Turner motioned to send a form letter to all 55 non-compliant facilities indicating that they did not file their Tier 2 reports with the NKEPC. A copy of these letters will also be sent to KERK. Steve Hensley seconded the motion. The motion was approved by a unanimous vote.

### **Grant Committee**

Committee members: William Turner, Rod Bell, Bob Stark, Mark Ihrig, Steve Hensley, James Pilcher & James Sparks

Rod Bell stated the committee should be in compliance for the grant process. The certification letters, requirements for public notification and committee membership list have all been completed/updated.

Grant money must be used for training, exercises or planning. Rod Bell asked if there was any type of training activity the committee felt was needed this year so a grant could be submitted. There was discussion regarding the railroad training that took place in Kenton County approximately three years ago. The training could be conducted again in either Boone or Campbell County. A sponsor/sponsors could be sought out to provide lunch for the training.



**Training Committee**

Committee members: Kelly Aylor, Chuck Korzenborn, Kirk Reinhart, Bill Turner, Steven Hearne, Stella Barber & Dave Guethlein

Ron Schneider is no longer on the committee and needs to be replaced. The training committee members are Kelly Aylor, Chuck Korzenborn, Kirk Reinhart, Bill Turner, Steven Hearne, Stella Barber & Dave Guethlein

**Compliance Committee**

Committee members: William Turner, Mark Ihrig, Steve Hensley, Jack Scheben & Kelly Aylor

Eugene Langschwger is no longer on the committee and needs to be replaced. The members of the Compliance Committee are William Turner, Mark Ihrig, Steve Hensley, Jack Scheben & Kelly Aylor

**V. Presidents Report**

The approved minutes will be placed on the website. NKU is maintaining the website. Members were asked to help promote the site. It was also requested that a counter be added to record the number of visitors to the site.

Valerie Hines offered to have Area Planning provide information about land slide areas which could be placed on the NKEPC's website. She will contact Vince Scheben at NKU to make arrangements.

**VI. Secretary/Treasurers Report**

The beginning balance on 1/27/2016 was \$44,117.52. The following transactions occurred:

1/29/2016	TANK	1192	\$700.00
2/19/2016	TANK	1193	\$700.00
2/26/2016	Rod Bell	1194	\$106.61
3/5/2016	April Robinson	1195	\$ 20.00
3/7/2016	Enquire Media	1196	\$412.44
3/21/2016	Safety Transport Training	1197	\$7499.00
3/25/2016	Tank	1198	\$700.00

The ending Balance on 3/30/2016 was \$33,979.47.

William Turner motioned to approve the treasurer's report. Kevin Unkraut seconded the motion. The motion was approved by a unanimous vote.

**VII. Old Business**

The bus wrap has been seen around town.



Rod Bell passed out KY local emergency planning committee information. (Booklets from the Alliance for Chemical Safety.

### **VIII. New Business**

A FEE structure was discussed at the KERT meeting, there will be no increase.

Rod Bell asked if the Shelter in Place brochure needed to be updated. It was decided that they would hold off until a later date.

Rod Bell recognized HSE Chemicals for their involvement with the NKEPC as Mike Flannery retires and his new successor takes over. An award will be given to Mike at the November meeting.

Mike Flannery thanked the committee for everything. He is retiring on March 31.

Steve Hensley motioned for Chuck Keener to replace Mike Flannery on the committee. Kelly Aylor seconded the motion. The motion was approved by unanimous vote.

Chemical Alliance offered the invitation to join their organization to all members of the NKEPC. They meet monthly in Norwood. 2nd Wednesday of month from 3 – 4pm. Rod Bell will attend when able.

Meeting adjourned at 3:08p.m.

Next meeting:

Respectfully submitted,

Bob Stark  
Secretary