



# LYCOMING COUNTY LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)



OCTOBER 13, 2026 | 0800

Lycoming County Department of Public Safety  
542 County Farm Road, Suite 101 | Montoursville, PA 17754

## QUARTERLY MEETING MINUTES

### I. CALL TO ORDER

The meeting was called to order at approximately 0800 by Vice Chair John Beauge who asked if members signed in.

### II. ROLL CALL

Guests In attendance: Travis Johnson

Members in attendance: Irv Temple (C), John Beauge (VC), Bob Brown, Colten Hajicek, Todd Winder, Nate Confer, Charles O'Brien, Jeremy R, Tom M, Wendy Walter, Gordon Bennett, Craig Konkle, Dave Bjorkman, Chuck Whitford, Kelsey green, Kelle Robinson, Scott Jennings, Kohl Knop, Tracey Harer, Kenny smith, Sam miller.

### III. APPROVAL OF MINUTES – JULY 14, 2026

The July 14, 2026 minutes were presented for consideration and the membership was asked whether any corrections or additions were needed. No substantive correction is discernible in the transcript. The precise motion, second, and vote outcome should be confirmed before describing the minutes as formally approved.

### IV. PUBLIC & GUEST COMMENTS

The presiding officer invited public comment on agenda items. None was recorded.

### V. OLD BUSINESS

#### A. PEMA Updates / HazMat Incident Response

Forest Rothchild reported continued work on a countywide hazardous materials incident response and notification process. The purpose is to give 911 Communications and field responders a consistent sequence for incident identification, notifications, contractor selection, cleanup responsibility, and documentation. Further discussion and committee action occurred under New Business, HazMat Guidelines.

#### B. Bressler's Environmental Services Invoice, April 2026 Incident

The committee revisited Bressler's outstanding invoice of \$3,152.89 arising from the April response involving a 55-gallon drum reportedly containing approximately 22 to 24 gallons of diesel fuel. Members clarified the distinction between this incident and an unrelated fuel-oil incident on Mohawk Drive. Participants familiar with the drum incident questioned the invoice amount because they reported little or no ground mitigation work, apart from removal of the drum. The invoice detail was not available in printed form at the meeting.

Forest Rothchild explained that Bressler's had responded at the County's request outside the customary state contractor process and that the County requested the LEPC consider paying the outstanding charge once as an exception. He emphasized strengthening response guidelines to avoid recurrence. Members discussed responsible-party billing, DEP involvement, and the appropriate use of the state HazMat contractor when required.

A motion was made and seconded to pay the Bressler's invoice as a one-time exception. Following discussion, the presiding officer called for a vote and announced the motion carried. The transcript does not establish the names of the mover or seconder or a precise vote tally. The one-time nature of the authorization was expressly reiterated.

### **C. Committee Updates**

- Technical: No report.
- Site Identification: No report was captured.
- Public Education/Information: The position remains vacant. A member offered to continue assisting with public information until the vacancy is filled.
- Training/Exercise: Discussion focused on the discontinuation of Bucks County Community College's prior approximately \$400 to \$450 class package and the current reported \$30 per-student pricing. Free online HazMat Awareness training and the requirement for in-person HazMat Operations training were discussed. The committee emphasized eligibility verification so LEPC funds cover qualifying Lycoming County participants rather than out-of-county registrants. Quarterly billing through Bucks County was identified as a possible arrangement requiring coordination.

Members reported that training costs, minimum enrollment, and fragmented offerings have caused course cancellations and hardship for volunteer departments. A participant reported coordination among Pennsylvania College of Technology, the State Fire Commissioner's office, and the County to explore consolidated regional training, potentially beginning as a limited pilot. Penn College was described as retaining educational training agency status, subject to staffing, cost recovery, and administrative capacity. Members supported exploring locally delivered training and identifying priority courses with fire chiefs.

- Foam Task Force / Legacy AFFF: Members questioned whether a deployable, functioning countywide foam task force currently exists, especially for a large-scale incident. Legacy AFFF is still stored at the Airport, but members expressed uncertainty over available F3 stock, transportation, deployment instructions, and 911 dispatch awareness. County staff agreed to review the current capability and dispatch procedure. The committee discussed proposed state legislation that could permit grant funds to be used for legacy foam disposal; members emphasized the proposal had not been enacted. Individual departments were encouraged to review existing grant opportunities for replacement foam and meters. Long-term AFFF storage and disposal remain unresolved. An external foam disposal contact was forwarded to EMA for reference.
- Health/Medical/Decon: The healthcare coalition reported supplying Tyvek personal protective equipment and replacement respirator cartridges to county hospitals during the summer. Coordination among Geisinger, UPMC, and regional EMS partners during the Little League period was described positively.

## **VI. NEW BUSINESS**

### **A. Fourth Quarter 2026 SARA Facility Plans / First Quarter 2027 Planning**

Travis Johnson reported 38 of 60 SARA facility plans reviewed or updated, with responses still needed from 22 facilities. He intended to make further telephone and email contact and complete the outstanding reviews by the end of October. A motion to approve the plans already completed was made and the chair announced the motion carried; the transcript does not establish the names of the mover/seconder or the vote count.

For first-quarter 2027 submissions, Travis proposed contacting facilities and issuing update questionnaires as Tier II reports arrive, with attention to notifications through PATS. The committee discussed using email approvals between quarterly meetings, as needed to meet deadlines, followed by formal ratification in January.

### **B. Tier II / SARA Planning Fees Report**

Travis reported 51 invoices totaling \$58,370 for 2026, of which \$51,125 had been received, leaving \$7,245 outstanding based on the amounts reported. He advised he had recently obtained the billing spreadsheet and would contact delinquent accounts. Staff described an effort to establish a more consistent invoicing and tracking process for the next cycle.

### **C. LEPC Membership**

The committee revisited prospective Bressler's Environmental Services representatives. Forest Rothchild stated that he would contact the company to confirm its preferred representative, noting that the prospective applicants were not present. The record does not establish approval of a Bressler's appointment.

Forest introduced Colten Hajicek, the County Emergency Management Coordinator, and Travis Johnson, the County HazMat/SARA Specialist, for LEPC membership. During the discussion, a member stated that the County Emergency Management Coordinator serves by virtue of the position and does not require a separate membership vote. A membership vote was nevertheless called during the discussion. Staff should verify the final appointment record and whether Commissioner action is necessary for the remaining appointment.

### **D. HazMat Response/Notification Guidelines**

Forest presented the previously circulated HazMat response document and reported positive preliminary interest from PEMA in its structure, subject to potential state-level revisions. The document outlines decision points for 911 intake, incident identification, responsible-party determination, on-scene assessment, agency notifications, and cleanup contractor resources. A digital checklist was discussed as a possible companion tool.

Members asked that the document be characterized as guidelines rather than a mandatory procedure, to preserve incident commander discretion, prevent unnecessary layers of approval in urgent incidents, and avoid superseding municipal operational practices. Forest agreed the document should guide rather than restrict incident commanders. The need for at least annual review and interim amendments was discussed.

Following these clarifications, the presiding officer called for approval of the guidelines. An affirmative vote is audible, although the exact motion/second and final tally are not clear in the transcript. The guidelines were treated in subsequent discussion as approved, with revisions available as operating experience warrants. Confirm the final adopted title and version before publication.

### **E. HazMat Resource/Supply Trailer and LEPC Financial Position**

Forest initiated discussion of a countywide response/support trailer stocked with absorbent pads, booms, oil-dry material, and other initial-control or replenishment supplies. A preliminary illustrative cost of approximately \$15,000 was mentioned, not presented as an adopted quote or approved purchase. Members discussed ownership, liability, maintenance, inventory, reimbursement for expended supplies, dispatching, 24-hour response, and the risk of equipment remaining unused or inadequately maintained. Tioga County's distributed HazMat trailer system was suggested as a model to study.

A possible LEPC balance on the order of \$750,000 was referenced from earlier documentation, but Forest explicitly stated the figure needs independent verification. Several members said they had understood the available balance to be substantially lower. Forest suggested considering an annual allocation equal to approximately 10 percent of available funds for training, resources, and equipment, subject to financial verification and committee deliberation. Neither the balance nor any percentage allocation was adopted as fact or approved as a budget.

By consensus, the trailer decision was deferred pending a complete financial accounting. Members asked County staff to circulate an itemized account balance and relevant restrictions before the January meeting, allowing meaningful review and discussion.

### **F. Off-Site SARA Planning / Meeting Time and Location**

Consideration of new off-site SARA planning was deferred to prioritize overdue facility reviews. Members discussed whether a later meeting time might increase participation by regulated facilities and other stakeholders, citing practices in neighboring counties. A potential future move to the Chapel meeting space as EOC arrangements change was also discussed. No meeting-time or location change was approved; the issue may be revisited in January.

#### **G. 2027 LEPC Meeting Schedule**

The committee considered continuing quarterly meetings on the second Tuesday of January, April, July, and October in 2027, initially at 0800, with dates and times subject to later adjustment. A motion to adopt the schedule and authorize the required public notice was brought to a vote and the chair announced approval. The resulting dates are January 12, April 13, July 13, and October 12, 2027. Notice publication remains to be arranged.

#### **VII. FOR THE GOOD OF THE ORDER**

Members discussed highway traffic warning resources, including mobile directional arrow boards and traffic support units, for prolonged incidents and road closures. Existing fire department capabilities and an ongoing regional effort were mentioned. No LEPC funding motion or other formal action resulted.

The committee discussed the January officer election process. Members were invited to express interest in Chair, Vice Chair, and Secretary/Treasurer positions. Forest raised Travis Johnson as a possible candidate for Secretary/Treasurer; no election was conducted at this meeting. Travis reported improvements to the County hazardous materials, SARA, and LEPC web pages, including planned access to agendas and minutes. Staff continued efforts to recover and update the membership contact roster and improve meeting notification distribution.

#### **VIII. NEXT MEETING**

Tuesday, January 12, 2027, tentatively at 0800, Lycoming County Department of Public Safety. The time and room remain subject to any later committee-approved change.

#### **IX. ADJOURNMENT**

The meeting concluded following Good of the Order. The transcript does not clearly establish a formal adjournment motion or exact adjournment time.

Respectfully Submitted,

Forest W. Rothchild  
Acting Secretary  
Lycoming County LEPC