

**MINUTES**  
**Meramec Local Emergency Planning District**  
**12:30 p.m.**  
**Wednesday, Aug. 21, 2024**  
**MRPC Office**  
**4 Industrial Drive, St. James, MO 65559**

**CALL TO ORDER:**

Kraig Bone called the Aug. 21, 2024, meeting of the Meramec Local Emergency Planning District to order at 12:34 p.m.

**MEMBERS PRESENT:**

Members participating in-person were Kraig Bone, Jeff Breen, John Marti, Chuck Fisher and Sarah Tary. Wendy Squires, Jeff Arnold and Scott John participated via Zoom.

**MEMBERS ABSENT:**

Darren Dake, Tim Ware, Mike Plank, Derrick Marfitt, Clyde Zelch, Doug Drewel, Steve Vogt, Ron Hoffman, Kim Sallin, Linda Smith, Joshua Krull, Margaret Biolsi, Joshua Pearson, Mark Diedrich, Dog Roberts, Shawnee Douglas, John Lucas, Floyd Haworth and Matt Hart.

**STAFF & GUESTS PRESENT:**

MRPC staff present were Tammy Snodgrass, Linda Carroll, Kathryn Hawes, and Linda Loughridge. Participating in person was Brett Hendrix with SEMA and Representative Don Mayhew. Participating via Zoom were Cody Garner, Department of Natural Resources and Steve Runnels, National Weather Service.

**APPROVAL OF AGENDA:**

Tammy Snodgrass asked for committee approval to move the discussion on extending the sunset on Tier II fees to the beginning of the agenda due to Representative Don Mayhew attending for the purpose of discussing that issue.

Sarah Tary made a motion to approve moving the Tier II fees discussion with Rep. Mayhew to the beginning of the agenda. Chuck Fisher seconded the motion, which passed unanimously.

**DISCUSSION ON EXTENDING THE SUNSET ON TIER II FEES**

Rep. Don Mayhew said he doesn't think getting an extension on the Tier II fees will be that big of an issue during the next session. Ms. Snodgrass said the bill got through the House but got hung up in the Senate. Rep. Mayhew informed the group he would contact Rep. Tim Taylor and have him get the bill filed for the 2025 session. On the Senate side, Senator Brian Williams is on his way out. He added that he would reach out and find a Senator that would pick up the bill and move it along.

Ms. Snodgrass asked Rep. Mayhew what the LEPD could do to help get the extension passed. He replied by saying members could testify on the bill. He suggested the group come to the capitol in large numbers and stress the importance of the Tier II fees and how important it is to local communities. Jeff Breen commented that the loss of those fees affects everything from training to compliance. The representative said he had heard no objections from members of the House or Senate on extending the fees.

Rep. Mayhew reported that ARPA funds for fire, law, and emergency management are still available. He added that this grant is being underutilized with almost no applicants. Funds must be spent by December 2026. The grant is up to \$20,000 with a 50/50 match, which often freezes out smaller departments. The representative said he is going to push to allow organizations to go back three years rather than two to meet the match. An in-kind match works as well, said Mr. Breen. The representative said he would send Tammy information on how to apply. Chairman Bone said that information will be shared with members.

Tammy said she would send an email to the representative on how the LEPD uses Tier II fees. Rep. Mayhew said he would remind Rep. Taylor it needs to be refiled and moving before Spring Break.

Rep. Mayhew also reported he will push for an increase in MRPC's funding.

Tammy asked Rep. Mayhew what he sees as priorities for the next session. He said he thinks there will be initiative petition reform and more work on the floor. He said he will do everything he can to push the Tier II bill through to committee. The representative also mentioned that regulations are easier to change than legislation.

#### **APPROVAL OF MINUTES:**

Jeff Breen made a motion to approve the minutes. John Marti seconded the motion, which passed unanimously.

#### **FINANCIAL REPORT:**

Linda Loughridge, MRPC, presented the preliminary year end statement for the period ending June 30, 2024. She reported with 100% of the year expired, total revenues were under at 82.79%. She reported the administration of the LEPD exceeded the contract price of \$20,000 by \$1,779 and asked the group to approve an addendum to the original contract. The overage was due to additional duties required of the LEPD.

Jeff Breen made a motion to approve the contract addendum for the \$1,779 overage. Wendy Squires seconded the motion, which passed unanimously.

Jeff Breen made a motion to approve the preliminary year end statement for the period ending May 31, 2024. Jeff Arnold seconded the motion, which passed unanimously.

Linda Loughridge, MRPC, presented the financials for the month ending July 31, 2024. She mentioned the \$5,828 of contract costs is due to the upfront workload at the beginning of the year – annual reporting, hazmat plan update and the exercise held in July.

Wendy Squires made a motion to approve the financials for July. Jeff Arnold seconded the motion, which passed unanimously.

#### **OLD BUSINESS:**

##### Annual Report/CEPF Application to the MO Emergency Response Commission and Hazmat Plan Update

Tammy reported she had provided a link through Hightail.com for members to review the draft plan document, including the hazmat plan. She said there were no substantial changes from last year. Additional documents to be added before submission include the exercise from last year and financials from last year and this year's budget. She mentioned it also includes an updated membership list.

John Marti made a motion to approve the Annual Report as presented. Sarah Tary seconded the motion, which passed unanimously.

For the Hazmat Plan, Tammy asked members to check their jurisdiction and to also look at the Tier II forms to see if there were any obvious omissions. She asked them to get back to her within the next two weeks with any edits. She said once she has made the edits she will submit the hazmat plan with the annual plan.

Jeff Breen made a motion to approve the Hazmat Plan as presented. Wendy Squires seconded the motion, which passed unanimously.

##### Staff Activities

Hazmat Classes – Tammy reported there had been a class scheduled in Maries County, but it had to be rescheduled. No date has been set yet. She said a Hazmat Rapid Size Up class will be held in Bourbon. Cody Garner, DNR mentioned that he had recently attended a Rapid Size Up class and said it was very good.

### Annual Training Survey

Tammy reported she has sent the training survey out again with a due date of Sept. 1, 2024. So far there have been no responses from Maries and Osage counties.

### Membership

Tammy said she is still encouraging members to continue to think about someone they could recruit to help boost membership and attendance at meetings. She reported that representation is still missing in the areas of media, community organizations and transportation.

### Train Derailment Exercise

Tammy reported there were 39 participants for the July 31 exercise. The exercise expanded beyond the initial incident to include actions needed on the days following the incident. Jeff Breen said he found it to be very beneficial. Participants included representatives from DNR, EPA, every emergency response discipline, cities, counties, government and coroner.

### Meeting with Legislators to Discuss Extending the Sunset on Tier II Fees

Tammy informed the group a meeting with area legislators would be held at 10:00 a.m. on Aug. 30 at the MRPC office to discuss the need to extend the sunset on Tier II fees. Chairman Bone asked if a handout could be provided explaining what LEPDs and LEPCs do. He felt it should contain the following:

- Why this needs to be pushed
- How the funds are used
  - Training, planning, exercises
- What LEPDs and LEPCs are required to do
- The additional things LEPDs and LEPCs do

Tammy said she would put something together.

Those invited to the Aug. 30 meeting include members of this group, surrounding LEPCs and LEPDs and members of the Missouri Firefighters Association, said Tammy. Brett Hendrix, SEMA, mentioned he would invite Laclede County's LEPD chair. Per Chairman Bone's suggestion, Tammy said she would send invites to all LEPCs.

Tammy informed the group she provided a presentation at the last MRPC board meeting on LEPCs and the expiration of Tier II fees. At that meeting it was mentioned that county commissioners may be contacted for funds to continue the work of the MLEPD. She said there was no push back to this idea at the meeting.

Chairman Bone suggested drafting a letter to send to counties requesting funding to help with funding shortfall. When discussing what that amount might look like, Jeff Breen suggested doubling whatever amount Tammy had in mind. Tammy said she was thinking of \$3,000. Chairman Bone suggested \$5,000 as the group needs to be able to conduct business on the amount requested. If each county put in only \$3,000 it would not be enough to cover everything the group does on an annual basis. Jeff Breen said with the money the counties would put in the MLEPD would have funds to cover D&O insurance and an audit, two things the group feels are necessary but not eligible for CEPF funds. Tammy said she would draft a letter for approval at the next meeting. Wendy Squires added that the return on investment should be pointed out in the letter.

Tammy said she would send a thank you letter to Congressman Mayhew for visiting with the group today.

### **NEW BUSINESS:**

#### Review of After Action Report for the July 31, 2024 Tabletop Exercise

A copy of the After Action Report was provided for the committee's review and approval for submission to the Missouri Emergency Management Commission (MERC).

Jeff Breen made a motion to approve the After Action Report as presented and submit it to the MERC. Chuck Fisher seconded the motion, which passed unanimously.

**REPORT FROM MERC REPRESENTATIVE:**

No report was given.

**REPORT FROM SEMA REPRESENTATIVE:**

Brett Hendrix reported the SEMA Conference would be Aug. 26-29. He also mentioned the next quarterly meeting of emergency responders in Region I would feature a speaker from FEMA and would be held Sept. 5, 2024 at 10:00 a.m. in Cuba at the Crawford County EOC office.

**REPORT FROM MDNR REPRESENTATIVE:**

Cody Garner reported there were four incidents reported in the region. Gasconade County, Crawford County and the city of Belle had fuel spill incidents. In Phelps County, an individual had contacted the company spraying pesticides for the electric company requesting a safety data sheet for the chemicals they were using. When she was unable to get one, she called DNR with her concerns.

When asked about open burning, Cody said only household waste could be burned. It is illegal to burn tires, commercial or construction waste. Several members inquired about the availability of pamphlets with this information. Cody said he could bring some the next time he comes to a meeting.

**ANNOUNCEMENT OF UPCOMING MEETINGS:**

PAM meetings are starting up again. The next meetings are:

Oct. 15 in Linn

Oct. 17 in Rolla

Oct. 7 in Eureka

Oct. 16 in Gerald


The Linn and Rolla meetings will be held during the day and the Eureka and Gerald meetings will be evening meetings.

Next MLEPD Meeting


Nov. 6, 2024

**ADJOURNMENT:**

Wendy Squires made a motion to adjourn the meeting. John Marti seconded the motion, which passed unanimously. The meeting adjourned at 2:02 p.m.

  
Kraig Bone, Chairman

Nov. 1, 2024  
Date

  
Attest

11-6-2024  
Date