



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

Direct Link Technology Center  
2561 Bernville Rd.  
Reading, PA 19605  
Phone (610) 374-4800  
Fax (610) 374-8865  
lepc@countyofberks.com  
www.berksdes.com

**Berks County Local Emergency Planning Committee**  
**Meeting Minutes**  
**March 26, 2018**

**MEMBERS IN ATTENDANCE**

Lyn O'Hare	Annette Moyer	Donnie Swope	Robert May	Terry Sturgis
John Ravert*				

*\*Indicates participated by phone.*

**GUESTS IN ATTENDANCE**

Gary Moulder, Brenntag  
Megan Young-Kraft, DES

**Welcome & Introductions**

Chairperson Annette Moyer called the meeting to order at 3:05 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 December 11, 2017 Meeting**

Minutes had been distributed by email and are made available via Berks County DES website for review prior to the meeting. A motion was made by Terry Sturgis, seconded by Robert May to approve the minutes. The motion passed and the minutes for December 11, 2017 were approved.

**Correspondence**

- Ft. Indiantown Gap mailed to us the State Tier II reports for the Kutztown Readiness Center and Reading Readiness Center. Contact is still trying to be made whether or not they will be submitting through the Berks system.
- A letter was received stating Spectra Energy was bought out by Enbridge last year. They mailed to us copies of the Tier II reports in addition to submitting them through our system under the name Texas Eastern Transmission, LP.

### **EHS / Tier II Submission Status**

Megan Young-Kraft reported the status of the SARA facilities for the reporting year of 2017:

- 378 total facilities
  - 18 new facilities (unknown if renamed or newly built)
- 45 not yet reported for 2017
  - 4 have initiated 2017 reports
  - 7 have most recent reports older than 2016
- 333 have reported for 2017
- 213 facilities paid for 2017
  - 78 exempt
  - 42 unpaid

### **Hazmat Team Report**

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

- The training sessions were canceled for both January and February due to weather
- 4 new members were added to the team and are undergoing HAZWOPER and Hazmat Technician training

### **Old Business**

- The After Action Report for the 2017 Rail Tabletop Exercise was reviewed and is attached.

### **New Business**

- Donnie Swope will reach out to the commissioners and request a proclamation of the 30th Anniversary of the Berks County LEPC

### **Committee Reports**

- **Right To Know**
  - Donnie Swope reported two Phase One environmental site requests from Leed Engineering.
- **Public Education and Information**
  - Megan Young-Kraft reported the new public outreach items are in the process of being ordered. They are a flashlight/compass/whistle combo with the LEPC logo printed on them.
- **Hazardous Materials Facility Liaison**
  - Donnie Swope: No Report
- **Emergency Response and Resources**
  - Donnie Swope: No Report

- **Membership**

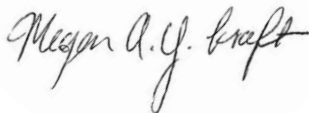
- Still have holes in membership to fill with; Law Enforcement and Media representation.
- Applications for Megan Young-Kraft and Gary Moulder were received.

**Good & Welfare**

Donnie Swope asked if the body has any ideas for increasing attendance and membership. The suggestion was made to reach out through the Reading Chamber of Commerce to advertise the committee and meetings.

A motion was made by Lyn O'Hare, seconded by Robert May to adjourn. The motion passed, meeting adjourned 3:40pm. The next regular general meeting of the LEPC will be held at 3:00 PM on Monday, June 25, 2018 at Berks County Department of Emergency Services, 2561 Bernville Road, Reading, PA 19605.

Respectfully Submitted,

A handwritten signature in cursive script, reading "Megan A. Y. Kraft".

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