



PICKAWAY COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE
160 Island Rd, Circleville, Ohio 43113
Phone (740) 477-1165 • After-Hours Reporting (740) 474-2716

Chief Deputy James A. Brown, Jr. – Chairperson
Sgt. Logan Keeton – Vice Chairperson
Tiffany Nash – Information/Emergency Coordinator

County Commissioners
Jay Wippel
Harold Henson
Gary Scherer

LEPC Meeting Agenda Notes

Thursday, April 10, 2025 – 9:00 a.m.

Attendance

Members:

☐ Spencer Bennett	☐ Brian Thompson	☒ Matthew Hafey
☐ Ken McCoy	☐ Harold Henson	☒ Tiffany Nash
☐ Sheryl McCorkle	☒ Steve Sabine	☒ Tiffany Singer
☐ Andrew Bull	☐ Scott Rice	☐ Steve Smith
☐ Steven Collins	☐ Kristin McCloud	☐ Marie Wilbanks
☒ Wayne Congrove	☐ Tiffany Deitch	☐ James A. Brown, Jr.
☒ Shad Caplinger	☐ Mark Adkins	☐ Chad Scott
☐ Tom Kitchen	☐ Matt Church	☐ Tadd Sickels
☐ Kyle Miller	☒ Bill Geddis	☐ Phil Relli
☒ Logan Keeton	☐ Matthew Fields	☒ Melanie Swisher

Guests/Staff:

Ed Warner, EMA

Doug Burns, Logan Elm Baptist

Travis Roach, OEMA

Omar Ponce, PPG

Lt Josh Mollohan, Jackson Twp

Bill Geddis, PPG

Mark Banks, PUCO

1. Call to Order / Introductions

The meeting was called to order by Sgt. Keeton at 09:00 with the Pledge of Allegiance. Introductions were made around the room.

2. Review & Approval of Previous Meeting Minutes*

Mr. Steve Sabine made a motion to approve the meeting minutes from the January 9, 2025, meeting. A second was made by Mrs. Singer. There was no discussion. Motion passed.

3. Bylaws

Sgt. Keeton stated that the Bylaws have been edited and need to be approved. Mrs. Nash shared that the LEPC is considered a county board and therefore falls under the services of the

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County Prosecutor and County Auditor. Mrs. Nash shared that County Prosecutor Fountain reviewed the Bylaws and had no edits.

A motion to approve the Bylaws as written was made by Mr. Sabine. A second motion was made by Lt Caplinger. Discussion included what constitutes a quorum per the Bylaws. Mrs. Nash shared that with previous meetings, the group approved of making a quorum the majority of members physically present. The edits to the Bylaws now reflect this agreement. A vote was cast. Motion passed.

4. Announcements

Sgt. Keeton shared that at the July meeting, there will be the election of officers and the renewal of the membership list. If anyone is interested in being the Chair, Vice Chair, or Secretary, let Chief Deputy Brown, Sgt. Keeton, or Mrs. Nash know before the July meeting. Nominations will also be taken at the July meeting.

Mr. Sabine asked if Sgt. Keeton was interested in moving to Chair and then bringing in a new Vice Chair for continuity. Sgt. Keeton shared he would be interested.

5. Approval of LEPC Financial Report*

Mrs. Nash shared the financial report for the LEPC. As of 4/10/2025, the account has a balance of \$19,179.78.

Sheriff Hafey made a motion to approve the Financial Report. A second motion was made by Lt. Caplinger. There was no discussion. Motion passed.

6. Reports

Spill Responses

Mrs. Nash shared the following spill responses that have taken place since the last meeting.

- a. 1/9/2025 – Fuel spill on 71 in Darby Township from an auto accident. EPA called EMA/LEPC for notification only.
- b. 2/17/2025 – Restaurant grease spilled from truck after it wrecked.
- c. 3/2/2025 – Approx 100 gallons of diesel fuel spilled on 23 by Quality Inn. The truck driver hit something that cut his saddle tank. Spill isolated to the blacktop.
- d. 3/11/2025 – 50 gallons of diesel released from a saddle tank by 23 and River Rd by the airport. Result of a vehicle accident. EPA Called. EMA/LEPC for notification only.

Compliance

Mrs. Nash shared that Tier II report filing deadline has passed. Mr. Warner and Mr. Horner from her office are working on the full report and will reach out to any Tier II filers that are missing.

Training

Mrs. Nash shared that she put four training courses into the LEPC grant application for the next fiscal period. She has not heard the result of the grant application yet. (Notification will be made in June or July.) Mrs. Nash shared that she would like to apply for the PUCO grant to help fund some of these courses. Mr. Banks from PUCO was present and stated the grant application is open until the end of April.

The group stated that they would like to see the Hazmat for Law Enforcement and Lithium-Ion Battery class funded through PUCO. A motion was put on the floor by Mr. Sabine to seek the PUCO grant

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opportunity for the two courses. A second motion was made by Sgt. Keeton. Discussion was made that they would also like to see a hazmat course for Dispatchers be offered. Mr. Roach from Ohio EMA stated that there is such a course. Vote was cast. Motion passed.

Mr. Banks followed up with his grant partners at PUCO. The LEPC can apply for multiple courses and can list all the ones we are interested in. Priority of courses, if funded, will fall to the motion made. If there is additional funding available, we will pursue the other courses as well.

7. Old Business

LEPC Application

Mrs. Nash shared that this is still pending. We should have the results in June or July.

Link Layer Authentication

Mrs. Nash shared that the link layer authentication (LLA) is still ongoing with a state deadline of July 1, 2025. She shared that this is a monumental project for Pickaway County and that they are reaching out and checking on 58 agencies/departments. She shared that this project takes time and does not happen overnight due to all the tasks behind the scenes.

Mr. Sabine asked if any support was needed from the LEPC group at large. Mrs. Nash asked people to maintain communication with the EMA and Assistant Chief Spencer Bennett to make sure they are ready to go for July 1st.

Circleville Rope Rescue Truck

Chief Thompson was unable to attend the meeting. This conversation was tabled until he can be available.

8. New Business

Exercise Update

Mrs. Nash thanked everyone who participated in the annual LEPC exercise. This year was a Tabletop held at the EMA office with Correctional Reception Center (CRC) being the incident location. She received a lot of positive feedback. A recommendation is being made to the Ohio SERC to pass us on the exercise. The Ohio SERC has not met to discuss this yet.

The next grant cycle year will start a new four-year cycle. We must do at least one tabletop, one functional, and one full-scale exercise. She asked if any sites want to be the site of our exercise scenario, please reach out to her, the Chair, or Vice Chair. Discussion was made amongst the group that they would like to see one of the new warehouses in the northern part of the county be an exercise site to foster relationships with them.

Standing Meeting Times

Sgt. Keeton shared that there was previous discussion on whether this date and time worked for people to come to the LEPC meeting. Sgt. Keeton offered that a survey can be shared with the group at large to take a survey. Those in attendance stated that this date/time worked for them.

9. Round Table Discussion

No one in the group had discussion for the round table.

10. Meeting Adjournment*

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A motion was made by Sheriff Hafey to adjourn the meeting at 09:27am. A second was made by Ms. Swisher. No Discussion. Motion passed.

2025 Meetings – all at 9:00am

- Thursday, January 9, 2025
- Thursday, April 10, 2025
- Thursday, July 10, 2025
- Thursday, October 9, 2025