

# SWEET GRASS COUNTY

## Local Emergency Planning Committee (L.E.P.C.)

All Hazards and Emergency 9-1-1

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### Minutes

Date of Meeting: **July 31, 2025 11:30 AM**

Location: **Ambulance Hall, Meeting Room; 220 W 1<sup>ST</sup> AVE; Big Timber MT**

#### Attendees:

J.V. Moody, SG Commissioner  
Jennifer Chappell, Public Health  
Dan Tronrud, Community Health  
Heidi Baker, PMC  
Stacey McManamen, PMC  
Chuck Schuman, SG Roads Supervisor

Kevin Langhus, SG Public Works/SAR  
Kris Novotny, City Fire Chief  
Zac Krohn, USFS  
Levi Duncan, USFS  
Zane Leonard, East Boulder  
Cliff Brophy, DES / 9-1-1 Coordinator

**The meeting was called to order** by Clifford Brophy, Chair at 11:30 AM

**The pledge of allegiance to the US Flag** was recited

**Welcome and self-introductions:** Done

**Minutes for the Meeting on June 26, 2025** were approved as submitted.

#### **National Weather Service:**

No report

#### **Local Emergency Planning Committee (L.E.P.C.) Topics:**

Cliff announced that the LEPC annual reports are due this November 1<sup>st</sup> to the State DES. Cliff presented the report form to the LEPC members for review and modification. Kris noted that under the topic of membership, we do have a water district represented on the LEPC. Big Timber city water is under a district. The completed report will be brought back to the LEPC membership for final review and approval before sending it off to the State SERC. A new question on the report asks the LEPC to list how many of the 9 requirements are being met by the respective LEPC. Cliff will contact the various agencies to verify which requirements are being met. This is a new segment and will require research to answer that question.

Cliff then presented the States *HAZMAT Response Procedure* document that was recently adopted by the MT State Emergency Response Commission (SERC). It contains a lot of information about the HAZMAT response teams around the State and contact info for them. It is available on-line for anyone interested in the material.

Cliff then presented the “One-Page #7” document sent out by the State DES on behalf of the MT SERC. It spoke about the various categories of chemicals that we have to deal with if they are in our communities.

#### **Disaster and Emergency Services (D.E.S.) Topics:**

Cliff asked for ideas or needs for an exercise. Public Health has been offering numerous exercises via virtual connections. The administrators at Cristikon Church Camp offered to host a LEPC meeting and/or Exercise at their facility. They initially contacted Sheriff Ronneberg and then spoke with Cliff. Cliff stated that it might be a good venue for a fire related evacuation exercise for that area. Schedules and current events will be taken into consideration for that option.

The annual NIMS report is also due into the State by November 1<sup>st</sup>. The fillable form was presented to the LEPC membership for input and responses.

Cliff then presented the THIRA/SPR fillable report due Nov. 1<sup>st</sup>. It will require a great deal more research and specific meetings with various agencies to gather the information needed to complete this form. A draft of this form will be presented at the next LEPC for input from all of the members.

Cliff reported that the finalized Emergency Operations Plan that we approved was subsequently adopted by the City of Big Timber and County of Sweet Grass. It was then distributed to respective agencies (digitally and white copy) and submitted to the State DES for their review and approval if it's acceptable to them.

#### **Emergency 9-1-1 Topics:**

Cliff reported on the State E9-1-1 Council meeting held on 7-17-2025. Cliff was able to attend virtually. The state is still in the process of publishing the new RFP to study the statewide needs for the future of 9-1-1. The 9-1-1 program and the statewide radio system were placed under the direction of one person in the Department of Justice. The state personnel assured everyone that the funds would be kept separate.

#### **Fire Topics:**

Forest Service reported that they are fully staffed in this area. No fires to report for this area. Red Lodge had a fire recently. Other areas are drier than our area.

Kris reported that there are no local fires at this time. He reported that there are two “Fire Danger” signs that are used to show the level of fire danger in the Big Timber area. There is a sign on each end of Big Timber. These were purchased by BLM.

#### **Law Enforcement Topics:**

No report

#### **Public Health Topics:**

No measles reported in Sweet Grass County. The PMC has been very busy.

#### **Public Works:**

Chuck Schuman was welcomed as the new Road Supervisor.

The county will be replacing a culvert at the upper end of Elk Creek. They are using a concrete box culvert and are still waiting on permits.

JV reported that the county is still proceeding with the Fleming Bridge. They are waiting for permits on that project also.

Road employees and Firefighters have recently completed their annual wildland refresh training.

**Mitigation Progress:**

No updates were presented

**Comments from Members:**

A brief announcement was made that a life was lost on the Stillwater Valley side of the Sibanye-Stillwater Mine. It is under investigation.

**Select Next Meeting Date: Thursday, August 28, 2025 11:30 AM**

**Public Comments:** None given

**Adjourn:** 12:00 pm

Submitted by

A handwritten signature in blue ink, appearing to read "Clifford Brophy", with a large, stylized loop at the end.

Clifford Brophy  
Chair/Secretary/Treasurer