

Madison County Commissioner

Monday Work Session March 9, 2026

09 March 2026, 10:00 - 12:00, (MDT)

Meeting held via MS Teams

**BYLAWS
OF
THE MADISON COUNTY MONTANA LOCAL EMERGENCY PLANNING COMMITTEE
(LEPC)**

**ARTICLE I
NAME AND PURPOSE**

Section 1 Name: The name of this organization shall be the Madison County Local Emergency Planning Committee, hereinafter referred to as the “LEPC”.

Section 2 Purpose: The purpose of the LEPC is those set out in the Superfund Amendments and Reauthorization Act (SARA) Title III / of the Emergency Planning and Community Right-to-Know Act (EPCRA) and any other lawful purposes which are assigned to it or permitted by the County Commissioners, and/or the State Emergency Response Commission (SERC) in Montana. In accordance with the intent of the SARA Title III/EPCRA regulations, all Committee activities will be conducted in a manner that encourages input and participation from all segments of the community. The LEPC will develop an all-hazards emergency response and preparedness plan for the jurisdiction in which it represents and establish procedures for conducting its public information and education responsibilities. The plan shall be reviewed and updated as necessary, in accordance with Section 303 of SARA Title III.

The LEPC shall, in addition:

- 1) Receive and process requests for information from the public
- 2) Notify the public of all LEPC meetings or activities
- 3) With the information and reports from facilities operating within the jurisdiction of the LEPC, and analysis of the jurisdiction’s transportation risks, the LEPC will perform an all-hazards analysis
- 4) Establish and maintain a database of hazardous chemical locations and quantities in the jurisdiction
- 5) Establish and maintain a system of data management
- 6) Maintain information on ALL facilities that manufacture, or store, Extremely Hazardous Substances (EHS), and include this information within the emergency response and preparedness plan

The LEPC will establish and notify the public that all meetings, including sub-committee and ad hoc committee meetings, are open to the public. The LEPC will implement such other and related activities as may be legally required by the federal government, the SERC, or the county government in the future.

The LEPC will assess the resources necessary to implement the emergency operations plan and recommend to the appropriate people, agencies, and organizations any additional resources required to execute the plan. The LEPC shall be instrumental in fulfilling the purpose of the Community Right-to-Know laws by increasing the community's protection from exposure to chemicals produced, used, stored, and/or transported within the planning district. The transportation hazards analysis will include risks associated with commercial transportation by rail, highway, aircraft, and water of commerce.

**ARTICLE II
MEMBERSHIP**

Membership will at all times include, at a minimum, representatives of the groups listed in Section 301 of SARA Title III. This includes equal representation of elected state and local officials, law enforcement, emergency management/DES, firefighting personnel, emergency medical services (EMS) personnel, health personnel, local environmental personnel, hospital personnel, transportation personnel, broadcast

and print media personnel, and owners or operators of local facilities. The members shall be nominated and/or approved in accordance with the LEPC by-laws and/or by the County Commissioners, and will be approved by the SERC. Membership updates will be provided to the SERC annually or whenever there is a change in membership.

Section 1 Qualification: The organization shall consist of members nominated and/or approved in accordance with the LEPC by-laws and/or by the County Commissioners, and approved by the SERC for membership in this body. Those people's names shall represent the various professional and community groups as designated by EPCRA. Members of the LEPC shall be residents or conduct business in the jurisdictional area of the LEPC.

Section 2 Officers: Officers shall be elected to conduct meetings, appoint subcommittees (not required if not feasible), keep minutes, and otherwise accomplish the work of the committee.

Section 3 Terms of Office: The membership of the LEPC, once established, will be for a period of 2 years. Members may be selected to succeed themselves or to move to other positions on the LEPC. No term limits are established for this jurisdiction. The term of office shall be provided in Article III, Section 2.

Section 4 Vacancies: Any vacancy occurring in the LEPC by reason of the resignation, death, or disqualification of a member will be filled by appointment in accordance with Article II, Section 1.

Section 5 Duties: The LEPC shall assist in establishing emergency planning within the county, including planning emergency responses and public information, as directed by applicable laws and standards.

Section 6 Meetings: The LEPC shall meet at least 6 times per year. The Chairperson may call special meetings of the LEPC at any time and place they determine. The Chairperson must call a special meeting of the LEPC upon receipt of a written request from at least two members. The special committees shall meet as the work under their groupings proceeds.

Section 7 Quorum: The presence of 5 members from 5 different entities at the opening of the meeting shall constitute a quorum for the transaction of business by the LEPC.

Section 8 Agenda: Any member may request that the Chairperson place an item on the meeting agenda. If the Chairperson declines to do so, a member may have an item placed on the agenda by submitting it in writing to the Chairperson, accompanied by the signatures of at least two members of the Committee.

Section 9 Rules of Order: The deliberations of all meetings of the LEPC and its subcommittees shall be governed by Robert's Rules of Order, Newly Revised 12th Edition.

Section 11 Notice of Meetings: A notice of the regular meeting schedule of the LEPC shall be published in a newspaper with regular circulation in Madison County, and on the Madison County website in accordance with SARA Title III (EPCRA). A notice will also be posted in the following Post Offices: Twin Bridges, Sheridan, Alder, Virginia City, Cameron, Ennis, McAllister, Norris, Pony, and Harrison.

ARTICLE III **OFFICERS**

The Officers of the LEPC shall be a Chairperson, Vice-Chairperson, and Information Coordinator, who the committee shall elect as a whole in a manner herein provided. All officers shall be members of the LEPC.

Section 1 Nomination and Election of Officers: Before the expiration of the officer’s term of service, nomination and election of officers shall occur. Nominations will be accepted from the floor for the positions of Chairperson, Vice-Chairperson, and Information Coordinator. The election shall be by ballot, except that when there is only one nomination for each office, the election may be by voice vote. These officers shall be selected by the majority of the members of the LEPC present and voting at the meeting.

Section 2 Term of Office: The term of the officers elected at the original meeting shall expire on December 31st 2019. Thereafter, the term of the officers shall be 2 years.

Section 3 Chairperson: The Chairperson shall preside at all meetings of the LEPC; shall serve as ex officio member of all committees; and shall perform such duties and acts as necessary to accomplish the goals of the LEPC. The Chairperson shall be empowered to create such other ad hoc committees as required to achieve the objectives of the LEPC.

Section 4 Vice-Chairperson: Upon resignation or death or in the absence of the Chairperson, the Vice-Chairperson shall perform the duties of the Chairperson. The Vice-Chairperson shall perform such other duties as may be assigned by the Chairperson.

Section 5 Information Coordinator: The Information Coordinator shall be the custodian of all books, papers, documents, and other property of the LEPC. The Information Coordinator shall maintain an accurate record of the proceedings of all LEPC meetings. Additionally, the Information Coordinator shall attend to the LEPC's business needs and shall maintain an accurate record of all monies received and expended for the LEPC's use.

ARTICLE IV
SUBCOMMITTEES

Section 1 Meetings: Meetings of the Standing and Ad Hoc Committees may be called by the Chairperson of the LEPC or the Chairperson of the Committee as deemed necessary.

Section 2 Ad Hoc Committees: The Chairperson may create Ad Hoc Committees as necessary to perform the LEPC's functions. Chairpersons of Ad Hoc Committees shall be appointed by the LEPC Chairperson.

ARTICLE V
MISCELLANEOUS PROVISIONS

Section 1 Fiscal Year: The fiscal year shall be considered to run from July 1 to June 30 of the following year.

Section 2 Indebtedness: All indebtedness incurred by the LEPC shall be approved by the Chairperson before payment by the Secretary-Treasurer.

Section 3 Approval of By-Laws: These bylaws shall take effect upon approval by a majority of those present at the organizational meeting.

ARTICLE VI
AMENDMENTS

EPCRA requires that the LEPC “shall establish rules by which the committee shall function. Such rules shall include provisions for public notification of committee activities, public meetings to discuss the

emergency plan, public comments, response to such comments by the committee, and distribution of the emergency plan.” The final rules are attached to these bylaws.

Section 1 Adoption of Rule; Publication of Proposals: The LEPC may, as necessary and proper, adopt rules of general application governing the execution of responsibilities under EPCRA and related applicable regulations. Such rules must first be published in proposed form at least 10 days before final adoption by the LEPC. Proposed rules are subject to public comment for a period of 10 days. The LEPC Information Coordinator is encouraged, but not required, to mail notices of the proposed rule-making to interested local government officials, industries, and citizens.

Section 2 Method of Initiating Proposed Rule-Making: Any member of the LEPC may recommend the initiation of proposed rule-making. If the LEPC, by majority vote, approves the proposed rule, it shall thereafter proceed to publication as provided in the preceding section.

Section 3 Method of Adopting Final Rules: Following the expiration of the 10-day comment period, the LEPC shall review all public comments and prepare a statement that responds to comments and discusses the basis for any appropriate changes to the proposal. The LEPC shall then vote on adopting the proposed rule. If the vote is favorable, the rule shall take effect immediately upon the time and date the notice of adoption is first published.

Section 4 Notice of Adoption: Upon adoption of any rule by the LEPC, the Information Coordinator shall also publish the LEPC’s response to comments received and any changes to the proposal made in response to such comments. Publication of the final rule shall be in the same manner as that for the proposed rule.

Section 5 Emergency Rules: In emergency circumstances, the LEPC may adopt rules without prior public notice and comment, provided that no such rule will remain in effect for more than 90 days.

ARTICLE VII **TAX EXEMPT STATUS**

Notwithstanding any other provisions of these articles, the association shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under section 501 (c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or (b) by an association, contributions to which are deductible under section 170 (c)(2) of the Internal Revenue Code, or the corresponding provisions of any future federal tax code.

FINAL RULES

Definitions: Unless otherwise stated, all terms herein shall be defined in accordance with the definitions provided in Title III of the SARA, PL 99-499 (the “Act”) and regulations adopted in accordance therewith.

Public Notification and General Participation:

- A. All meetings of the LEPC or any subcommittee thereof shall be open to the public, except under circumstances where law permits otherwise. The Chairperson shall afford a reasonable period of time during each regular bi-monthly meeting to accept oral public comments on any aspect of the LEPC's mission or functions.

- B. Not less than once each calendar year, the LEPC shall publish, through print or electronic means, in Madison County a notice that written public comment is invited during thirty days on any aspect of the LEPC's organization, membership, functions, planning process, or purpose. Such notice shall comply in all respects with Section 324(b) of the Act and present a brief explanation of the LEPC's statutory purpose, the location of LEPC minutes and other records, and the name and address of the person designated to receive written comments.

The LEPC shall review all comments received and shall publish, in the manner described in subsection A of this section, responses to significant issues raised in such public comments. Nothing herein shall require the LEPC to respond to every comment received.

LEPC Participation in the Planning Process:

- A. Montana Code Annotated (MCA) Title 10, as amended, requires each political subdivision to prepare a local or interjurisdictional disaster and emergency plan and program.

Public Access to Information:

- A. In accordance with Section 324 of the Act, all information obtained from an owner or operator pursuant to EPCRA and any requested Tier II form or the Safety Data Sheet (SDS) otherwise in possession of the Committee shall be made available to the person submitting the request under this section, provided upon request of the owner or operator, the Committee shall withhold from disclosure the location of any specific chemical identified in the Tier II form.
- B. All information requested to be photocopied by any member of the public shall be provided at the sole expense of such persons. The cost of such photocopying shall be set from time to time by the Information Coordinator, with the approval of the LEPC, at a level that will enable the LEPC to recover all reasonable expenses associated with processing the request.

Copies of the LEPC bylaws, proposed rules, or rules shall be provided at no charge to the public. However, the Information Coordinator is authorized to recover reasonable photocopying expenses when a single individual or entity requests multiple copies.

C. Request for Safety Data Sheet (SDS) and Other Non-Confidential Information:

- 1. Any person may obtain an SDS with respect to a specific facility by submitting a written request to the LEPC's Information Coordinator.
- 2. Any person may obtain any other non-confidential information in the possession of the LEPC by submitting a written request to the LEPC's Information Coordinator.
- 3. If the LEPC does not have in its possession the SDS or other information requested in subsections C1 or C2 of this section, it shall request a submission of the SDS from the owner or operator of the facility that is the subject of the request. The LEPC will make requests only to specific facilities for information that they are required to maintain or collect under applicable law.

D. Requests for Tier II Information:

- 1. Any person may request Tier II information with respect to a specific facility by submitting a written request to the LEPC in accordance with the requirements of this section.
- 2. If the LEPC does not have in its possession the Tier II information requested in subsection D1 of this section, it shall request a submission of the Tier II form from the owner or operator of the facility that is the subject of the request, provided that the request is from a state or local

official acting in his or her official capacity or the request is limited to hazardous chemicals stored at the facility in an amount in excess threshold planning quantities.

- 3. If the request under subsection D1 of this section does not meet the requirements of subsection D2 of this section, the LEPC may request submission of the Tier II form from the owner or operator of the facility that is the subject of the request if the request under subsection D1 of this section includes a general statement of need.

E. Trade Secrets. Except as provided in this section, all information submitted to the LEPC by facilities pursuant to EPCRA shall be public information. Other than a claim designated in this section, the LEPC will not honor any business confidentially or trade secret claims. Pursuant to Section 312 and Section 214(a) of the Act, the location of specific chemicals requested to be submitted with Tier II information shall be maintained as confidential by the LEPC, provided that a claim of confidentiality is submitted with the information and satisfies all applicable requirements for such claims under EPCRA and any regulations promulgated pursuant to the same. Such information shall be exempt from disclosure by the LEPC permanently or until: An authorized governmental agency, and if applicable, a court or competent jurisdiction, makes a final determination following any appeals that such information is not subject to a valid claim of business confidentiality or trade secret, and the LEPC receives a written notice of such determination.

THIS DOCUMENTS THE CONSTITUTION AND BY-LAWS OF THE MADISON COUNTY LOCAL EMERGENCY PLANNING COMMITTEE (LEPC) ADOPTED AT THE REGULAR MEETING OF THE LEPC ON THIS THE 15th DAY OF JANUARY, IN THE YEAR 2026.

Scott McClintic
LEPC CHAIRPERSON (PRINTED)


LEPC CHAIRPERSON SIGNATURE/DATE

Ronald E. Nye
CHAIRMAN, COUNTY COMMISSIONERS
(PRINTED)

CHAIRMAN, COUNTY COMMISSIONERS
SIGNATURE/DATE



🔍 New Search ⚙️ Filter ❤️ Save Search

Call Dealer

Check Availability

🔔 Newly Listed



1 Photo

Used 2019 Dodge Grand Caravan SXT

48,699 miles | Billings, MT

📍 173 miles from Sheridan, MT

GOOD VALUE **\$16,740** \$286/mo est.
 \$260 below
 \$17,000 CARFAX Value

- No Accident or Damage 🚗 Multiple Use
- 👤 2-Owner 🛠️ 4 Service Records

More ▾

Call Dealer

Check Availability

[← Back to results](#)


PRIVATE SELLER **Exchange**

 **Verified Vehicle**



 12 Photos  1 Video

Used 2016 Dodge Grand Caravan Passenger SE Plus Minivan 4D

 Boise, ID (250 mi away)

 [View delivery details](#)

\$15,500 [See price and payment details](#)



Finance

\$213/mo.

Cash

\$15,500





Used 2017 Dodge Grand Caravan SE

59,689 miles | Great Falls, MT

 148 miles from Sheridan, MT

\$16,995



No Accident or Damage



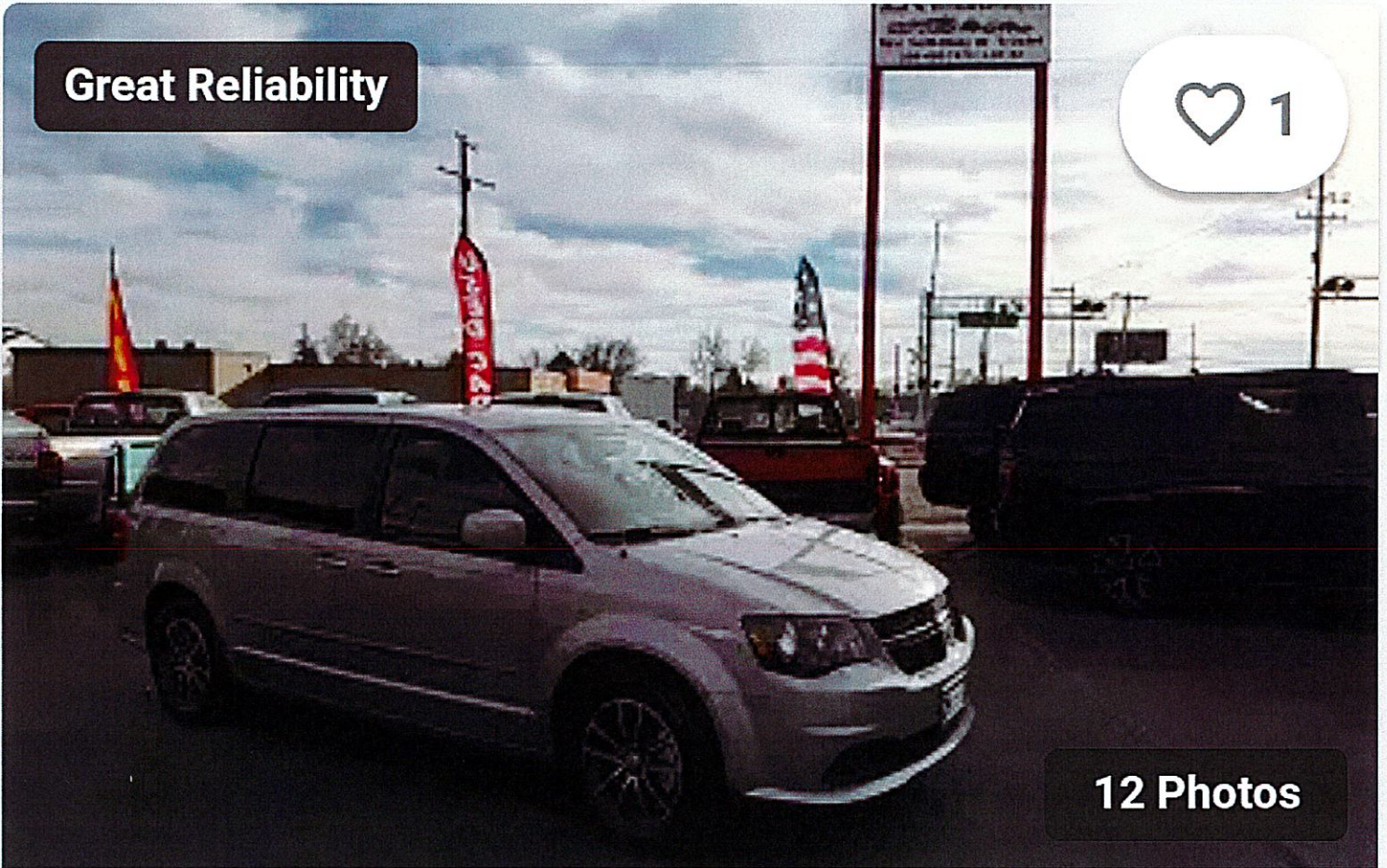
5 Service Records

[More](#) 

Call Dealer

Check Availability

Great Reliability



12 Photos

Used 2017 Dodge Grand Caravan SE

11,675 miles | Boise, ID

📍 240 miles from Sheridan, MT

FAIR VALUE

\$18,999 \$325/mo est.

\$239 above

\$18,760 CARFAX Value



Minor Damage



Personal Use



CARFAX 1-Owner



4 Service Records

Beyond Radius

Price Drop

Auto & Truck Sales



Stow 'n Go



3.6L V6 Engine

Used

2016 Dodge Grand Caravan

SE • 40K mi

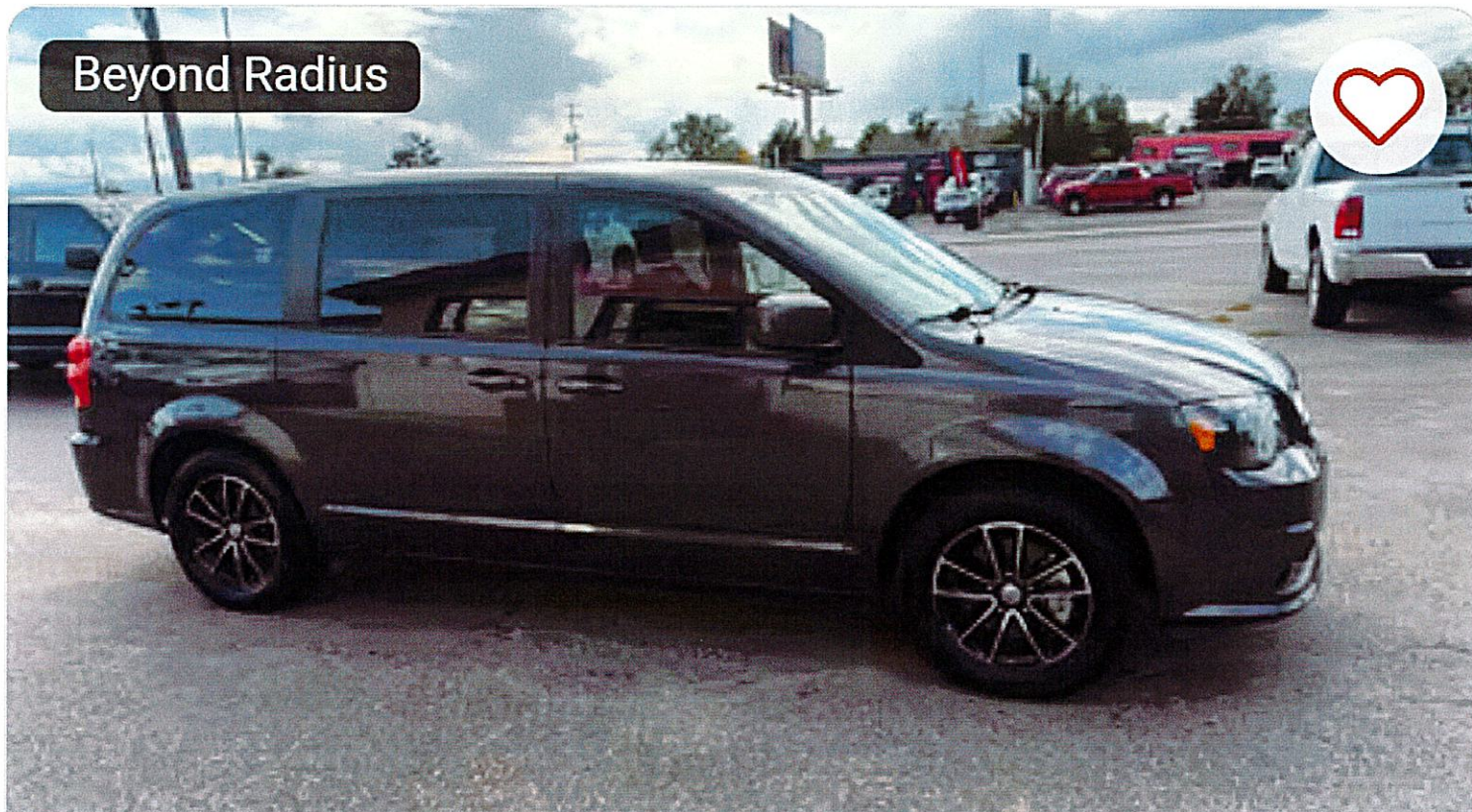
\$16,500

See payment

Four Way Auto & Truck Sales, LLC

1865.66 mi. away

Beyond Radius



Used

2019 Dodge Grand Caravan

SE • 64K mi

\$16,998

[See payment](#)

No Accidents

Mr. Roberts Auto Sales

570.3 mi. away