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## MINUTES

1. **CALL TO ORDER** – Brian Dellemann called the meeting to order at 8:15 am.

A. Members Present:

Brian Dellemann, Andrew Sukowaty, Jamie Jackson, Jeff Dawson, Ben Meinnert, Scott Duessing, Steve Pagels, Mike Mathis, Jared Rohrer, Kevin Krizek, Dave Casebeer, Gina Sampe, Dee Dee Dirkmann, and Patrick Murphy – MEUW Safety Coordinator

B. Members Absent:

Dave Buss, Brian Kohlmeier, Steve Denzien, Lisa Kuehn, Andrew Raatz, and Ryan Menges

2. **REVIEW AND APPROVAL OF MINUTES**

Safety Committee minutes from the meeting of August 11, 2022 were accepted. Motion was made by Jeff Dawson and seconded by Ben Meinnert. Motion carried.

3. **OLD BUSINESS**

A. Remind employees to use near miss reporting procedures.

B. School and pedestrian safety is a concern. However, school just started this week, so it is hard to determine if precautions and personnel are adequate.

C. The Excavation & Trenching Refresher went well.

D. Authorized Access Only and No Trespassing signs were created by DPW. Travis did a very nice job.

E. Cintas has been notified they will no longer be our first aid kit supplier. All first aid supplies can now be ordered through the Fire Department. We are going to use the tourniquets that are in our existing kit. If additional supplies are needed contact Steve D. at [steden@two-rivers.org](mailto:steden@two-rivers.org).

Gina has created a Monthly First Aid Inspection Checklist. It is located in  
S:Drive/COMMON/Safety/First Aid Ordering-Checklist

F. Each department should be conducting their own monthly fire inspections and documenting the results.

G. Additional Sharps Containers are needed at public facilities, especially at Neshota Park. Mike will follow-up with Mr. Johnson from Liberty Mutual concerning disposal alternatives.

H. Mr. Johnson from Liberty Mutual conducted our Workplace Risk Control Audit. His report of recommendations will be distributed to Safety Committee Members.

#### **4. INCIDENT REPORTING**

- A. No incidents or near misses to report.

#### **5. INSPECTION REPORTING**

- A. Patrick performed a visual inspection of Parks & Rec mowing crew and DPW.
- B. All safety precautions were being followed and all PPE was being worn. No action required.
- C. Sporadic field inspections will continue.

#### **6. NEW BUSINESS**

- A. All employees should be conscious of safe driving practices both on & off the job and while operating any type of transportation. We are constantly being watched and some people seem to enjoy seeing City employees doing wrong.
- B. The Police Department is enforcing bicycle safety and ensuring riders are following the rules of the road. However, that also draws complaints of over-enforcement.
- C. There was discussion on moving contractors' equipment from the Lake Street Campus grounds. Ben will submit a plan by September 27<sup>th</sup> for discussion at the next meeting.

#### **7. FUTURE SAFETY TRAINING**

- A. Confined Space Refresher (Field Employees Only)  
Monday September 19th from 10:00am to 11:00am in the Behringer Room.
- B. Stop the Bleed Kit training to be determined.

#### **8. MONTHLY SAFETY THEME:        Halloween Safety**

#### **9. ESTABLISH NEXT SAFETY COMMITTEE MEETING TIME AND DATE**

Next meeting scheduled for Thursday October 13, 2022 at 8:15 a.m. in the City Council Chambers.

#### **10. ADJOURNMENT**

Motion to adjourn made by Ben Meinnert and seconded by Jared Rohrer. Motion carried. Meeting adjourned at 8:55 a.m.