

# Safety Committee

## MINUTES



Wednesday, September 18, 2024  
8:30 AM, City Hall  
Second Floor Conference Room

### I. ATTENDANCE

<u>PRESENT:</u>	<u>ABSENT</u>	<u>PRESENT</u>
Assessor's Office	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Building and Housing	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Cemetery	<input type="checkbox"/>	<input checked="" type="checkbox"/>
City Hall	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Council	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Engineering	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Finance Dept.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Fire Dept.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Fleet	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Library	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Marketing	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Memorial Building – City Services	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Parks and Rec.-City Services	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Police Department	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Public Works Dept./Recycling Center	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sanitation Dept.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Waste Water Treatment Plant	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Human Resources	<input type="checkbox"/>	<input checked="" type="checkbox"/>
City Administrator	<input type="checkbox"/>	<input checked="" type="checkbox"/>

### OTHERS PRESENT:

### II. CALL MEETING TO ORDER

The meeting was called to order by Owen Walters at 8:32 am.

### III. APPROVAL OF MINUTES

Kari Kilen made a motion to approve the Safety Committee Minutes from Wednesday, August 21, 2024. Tina Glad seconded the motion. Motion carried unanimously.

<b>IV. DEPARTMENT ISSUES</b>	<p><u>Assessor's Office</u> –No issues.</p> <p><u>Building &amp; Housing</u> –No issues.</p> <p><u>Cemetery</u> –No issues.</p> <p><u>City Hall</u> – No issues</p> <p><u>Council</u> –Absent.</p> <p><u>Engineering</u> –Absent.</p> <p><u>Finance Department</u> – No issues.</p> <p><u>Fire Department</u> – No issues.</p> <p><u>Fleet</u> – No issues.</p> <p><u>Marketing</u>- Absent.</p> <p><u>Library</u> – No issues.</p> <p><u>Memorial Bldg. – City Services</u> – No issues</p> <p><u>Parks &amp; Rec – City Services</u> – No issues</p> <p><u>Police Dept.</u> – Absent</p> <p><u>Public Works Dept.</u> – Requested inspection of overhead doors and inquired about reimplementation of annual hearing tests, which were previously done with annual training. Angela Kleffman indicated she would check with Safe Assure regarding requirements/standards for baseline and annual hearing tests.</p> <p><u>Recycling</u> – No issues.</p> <p><u>Sanitation</u> – No issues.</p> <p><u>Waste Water Treatment Plant</u> – No issues</p>
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	<p><u>Human Resources</u> – No issues</p> <p><u>City Administrator</u> – No issues</p>
<b>V. OTHER MISC.</b>	<p>Jill Reini was nominated as Safety Committee Secretary which was unanimously approved.</p> <p>Fire Chief Erik Jankila provided an update regarding distribution and upkeep of First Aide kits.</p> <p><b><u>2024 Meeting Dates</u></b></p> <p><b>January 2024- No meeting</b></p> <p><b>February 21<sup>st</sup>, 2024</b></p> <p><b>March 20<sup>th</sup>, 2024</b></p> <p><b>April 4<sup>th</sup> 8-10AM or 1-3 PM Mem. Bldg. L.T. Safety Training</b></p> <p><b>May 15<sup>th</sup>, 2024 – No Meeting</b></p> <p><b>June 4<sup>th</sup> 8-10 AM or 1-3 PM @ Mem. Bldg. Safety Training Summer Help/Makeup</b></p> <p><b>July 2024- No Meeting</b></p> <p><b>August 21<sup>st</sup>, 2024</b></p> <p><b>September 18<sup>th</sup>, 2024</b></p> <p><b>October 16<sup>th</sup>, 2024</b></p> <p><b>November 20<sup>th</sup>, 2024</b></p> <p><b>December 18<sup>th</sup>, 2024</b></p>
<b>VI. ADJOURNMENT</b>	<p>John Yuretich made a motion to adjourn until the next proposed Safety Committee Meeting on Wednesday, October 16, 2024. Erik Jankila seconded the motion. The motion carried unanimously. Meeting adjourned at 8:59 a.m.</p>

Respectfully Submitted

Angela Kleffman