



**Public Works/Parks Safety Committee Meeting  
Minutes  
September 29, 2009**

Meeting called to order at 9:10 AM.

Present: Jeff Nieland, Adam Alix, Corey Gordon, Todd Drew, Mark Radtke, Bill Basler Sr., Vince Maas

Absent: Jim Julius, Tim Jacobson, Brian Tungate, Sue Nett, Ken Popelka

A. Approval of Minutes – Motion to approve minutes V. Maas second M. Radtke

B. Old Business

1. Tow Motor Ramp – no additional discussion with Utilities regarding cost for ramp use.
2. CVMIC Significant Program Award – T. Drew informed the committee that the City of Menasha was awarded an award based on the submission of the Vehicle Lock out / Tag out Procedures. The award is for \$1000.00 re-imbusement for the purchase of safety equipment/ or safety related items or services.
3. EOEP Maps – Garage (nearly completed) Memorial Building, Pool, Health Department in process.

C. New Business

1. Monthly Safety Topic – Avoid Harm, Obey the Stop Arm! was distributed and discussed regarding safe driving with school in session.
2. Injury Review – No injuries were reported.
3. Additional Discussion – issue raised by C. Gordon about the large back hoe. Operators have been witnessed swinging the arm on the blind side into traffic without a spotter vs. swinging the arm over the terrace and yard away from traffic or at a minimum using a spotter if it is necessary.
4. Question was raised by V. Maas about what the requirements were for back up alarms on Municipal Pick up Trucks. T. Drew to research the requirements and check prices.

D. Training

1. Confined Space Refresher – T. Drew provided a reminder regarding the confined space training being provided on 9/29, 10/14, 10/15 with sessions at 9:00am and 1:00pm on each date. Training scheduled had been provided following the August meeting.
2. Chop Saw Training – T. Drew provided a reminder that Chop Saw Training was on October 6, 2009 at the Library. DPW to provide a section of cement pipe per previous discussion with T. Jacobson. T. Drew registered employees provided for this training.
3. Chain Saw Training – CVMIC will set a training in the spring 2010.
4. Additional Training Suggestions- Inquiry was made regarding Competent Person Training. T. Drew to contact Ben Rank CVMIC regarding the availability of this training in the near future. Needed as a refresher.

E. Motion to adjourn made by B. Basler second C. Gordon Meeting adjourned at 9:50 AM. Next meeting October 20, 2009 @ 9:00am.