



PUBLIC WORKS / PARKS DEPARTMENT SAFETY COMMITTEE
September 28, 2010
MINUTES

Meeting called to order at 9:05 AM

Present: Jim Julius, Jeff Nieland, Mark Radtke, Adam Alix, Corey Gordon, Bill Basler Sr., Todd Drew, Ken Popelka, Vince Maas, Pamela Captain.

Absent: Sue Nett, Tim Jacobson, Brian Tungate

Approval of Minutes – Motion to approve minutes from the August 24, 2010 meeting made by C. Gordon second B. Basler.

A. Old Business

1. **EOEP Maps** – Jefferson Park Bathhouse in process.
2. **N-M Fire Department Discussion** – B. Basler stated that an attempt was made via cell phone to contact the N-M Fire Department Shift Commander and received voice mail with no return call. Issue was with regard to both the Tayco St. and Racine St. bridges being open at the same time.

C. New Business

1. **Monthly Safety Topic** – “Forgot your hearing protection? Forget about hearing!” was distributed and discussed.
2. **Injury Review** – Four injuries were reported:
 - DPW – individual was cut on the left index finger after picking up a piece of broken porcelain and a shard pierced the glove he was wearing. Individual did seek medical attention. No lost time. It was recommended that heavier leather gloves be used for handling these types of sharp materials.
 - DPW – individual was stung by a bee on his left wrist. Individual suffered an allergic reaction to the sting. Individual did seek medical attention and there was lost time. It was recommended that the individual consult with his physician to make sure he has appropriate medication in the event he is stung in the future.
 - DPW – Automated recycling truck operator reported pain in the knees and numbness in the left leg and knees from long term standing in an awkward position for long periods while operating this truck. Recommendation is to attempt to adjust the jump seat,

install some sort of seat or other adjustment to allow a less awkward and more comfortable to position to prevent fatigue.

- DPW – Individual reported knee strain or pull and cramping following tripping over a raised section of sidewalk. C. Gordon to check the sidewalk section. Recommendation is to grind down the sidewalk to even the panels.

3. **Other new items-** Note presented from the Mayor regarding concerns of signage placement directly on sidewalks during road work (specific example Main St just west of the Senior Center). The concern was a partially blocked sidewalk (wheel chairs) and potential tripping hazard. Further discussion at the October meeting. T. Drew will request that J. Card attend the meeting.

D. Training

1. Status of Computer Trainings – T. Drew requested that employees be reminded to finish the Haz. Comm. and Asbestos Awareness trainings on the computers in both break rooms.
2. Hearing Screening – Completed per J. Neiland.
3. Chain Saw Training – Scheduled for November 4, 2010 beginning at 8:00am
4. Fire Extinguisher Training – October 11, 2010. T. Drew requested 5-6 DPW / Parks employees attend each session at 9:00am and 1:15.
5. Forklift Training – to be conducted on September 30, 2010 @ 7am-9am, 930am-1130am and 12:30pm – 2:30pm.
6. Other training needs for discussion. No additional items requested.

- E. **Adjourn:** Motion M. Radtke second by P. Captain @ 10:05 AM