

COPY

MINUTES
OF
DODGE COUNTY HIGHWAY DEPARTMENT
SAFETY COMMITTEE

September 23, 2021 @ 8:00 A.M. – Fremont Maintenance Facility

The meeting of the Dodge County Safety Committee was called to order by Chief Safety Officer, Scott Huppert at 7:55 A.M. the following employees present: Matt Adams, Tim Adams, Larry Brune, Charles Bunn, Justin Burt, Scott Huppert, Larry Klahn, Leon Nelson, Justin Robart, Keith Sanborn, Ernie Stockamp, Gary Tienken, Eugene Uher, John VonSeggern and Lynn Wooldrik. Absent: None. Also present was: Jean Andrews, NIRMA Contact Person.

Motion was made by VonSeggern and seconded by Bunn to approve the Minutes of June 29, 2021. Motion carried.

ITEM #3. OLD BUSINESS:

Damage to windshields was discussed. The bad ones will be taken care of before winter.

REMINDER: CHECK your receipts for sales tax! Need signature and truck equipment number on receipt. Also, **reminder to wear seat belts, gloves and eye protection.**

Reminder to put up the warning signs and to remove them upon completion of work

Reminder to use strobe lights and to wear vests when on roadway.

Reminder to do a walk-around on equipment parked on or off county shed property.

CLEAN UP YOUR MESSSES! Restrooms, gravel, grease and oil in and around the wash bay!

ITEM #4. NEW BUSINESS:

1. **Incident:** Skid Steer Loader was being hauled by Matt Adams on a trailer being pulled by the Freightliner Truck #14 on September 2, 2021 near intersection of County Rd. F & 8 when a piece of loose aggregate from the road top broke the glass on the door of the skid loader. The accident was deemed to be preventable. The safety committee recommendation is to either use a removable cover similar to the cover used while transporting the track excavator or back the skid loader on the trailer for transport.
2. **Chuck Bunn** was changing a sign that was mounted to a post when he was stung on the wrist by a wasp that had a nest inside of the post. The accident was deemed to not be preventable. Safety Committee recommendation that when

employees are working around bridges, culverts or equipment that have been parked for an extended period of time (mainly in the summer) that extra caution be taken to look for active bee or wasp nests that may be in, or around fixed objects prior to working on them.

3. Employees that have not obtained their Class A can not be taken off the Introductory Period.
4. Employees having substantial vacation hours requiring to be utilized by December 31, 2021 as well as the Personal Days.
5. **An Important Reminder: DO NOT USE COUNTY CELL PHONES FOR PERSONAL USE!**

Scott Huppert discussed the shop audits. He stated it is necessary to apply sign tags to fire extinguishers, emergency fuel shutoffs and to inspect them monthly. He added that chains and tow ropes also need to be checked and documented monthly for wear. He went on to thank the more experienced employees for mentoring the new employees.

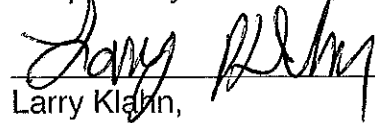
A CPR/AED with "Stop the Bleed" class will be held at the Conference Room of the Judicial Center on October 26th at 8:00 A.M.

Lynn Wooldrik asked about the 4-post hoist which is a budget item.

In addition, trucks entering a project site need to slow down.

With no further business, motion was made by **Tim Adams** and seconded by **Justin Burt** @ 8:32 A.M. Motion carried.

Respectfully submitted,



Larry Klein,
Secretary