


Agenda Item # 27 d
Date 6/29/22


COPY

MINUTES
OF
**DODGE COUNTY HIGHWAY DEPARTMENT
SAFETY COMMITTEE**
June 23, 2022 @ 7:00 A.M. – Fremont Maintenance Facility

The meeting of the Dodge County Safety Committee was called to order by Chief Safety Officer, Scott Huppert at 6:58 A.M. the following employees present: Matt Adams, Tim Adams, Larry Brune, Justin Burt, Scott Huppert, Larry Klahn, Leon Nelson, Justin Robart, Keith Sanborn, Ernie Stockamp, Gary Tienken and John VonSeggern. Absent: Charles Bunn and Lynn Wooldrik. Also present was: Jean Andrews, NIRMA Contact Person.

Motion was made by **Tim Adams** and seconded by **Justin Burt** to approve the Minutes of March 24, 2022. All present voted yes except Cameron Butterfield voting no. Motion carried.

ITEM #3. OLD BUSINESS:

The Safety Committee purchased a Directional Arrow with the NIRMA Safety for Money check of \$500.00.

Vehicle & Equipment Committee Inspection Report – Cameron Butterfield & Justin Burt

There were a few vehicles getting close to needing tires as well as a couple of pickups needing windshields repaired. Justin will let Gary Tienken know which vehicles are needing something fixed.

Shop Inspection Committee Report: Larry Brune & Keith Sanborn

All of the shops that had issues have been repaired.

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.**

The employees were reminded to be sure the odometer reading on the cost record books are correct. Also, the Friday that the payroll is turned in, the dailies should not have that Friday filled in on them. The Friday work is completed on the following pay period.

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.

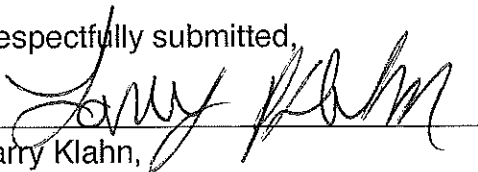
CLEAN UP YOUR MESSES! Restrooms, gravel, grease and oil in and around the wash bay! Do not leave your sunflower seeds in the vehicles.

ITEM #4. NEW BUSINESS:

1. **Incident:** Keith Sanborn breaking door glass on Unit #61 April 7, 2022: Keith went to open the door on Unit #61, when a gust of wind came up and caught the door, slamming it against the cab causing the window to break. The incident was determined to be preventable. The Recommendation of the Safety Committee is to take extra precaution when opening doors especially in windy conditions and perhaps to position the equipment down wind to prevent it from happening again.
2. **Incident:** Tim Adams breaking power pole with Unit #63 April 18, 2022: Tim was doing battle with a 48" concrete culvert that was full of silt. After Tim was able to get a section of culvert torn loose, he swung the culvert to the side and hit the power pole with the counter weight of the 323 Excavator resulting in the pole breaking in half and falling over and away from the machine and work area. The Safety Committee's investigation determined the incident was preventable. The committee recommends that ample room be given when excavations are working in areas where permanently fixed objects are present. Compensation must be given for the tail swing of the excavator.
3. **Accident:** Scott Huppert on June 17, 2022 was involved in a collision with another vehicle located on Military Ave and Nye Ave. Scott was east bound on Military when a vehicle entered the intersection from the south and collided with the right front of Unit #3. The investigation of the accident revealed that Unit #3 had damage to the right front end and the other vehicle had driver's side door damage. The accident was determined to not be preventable. Recommendation of the Safety Committee is to take extra caution when driving on heavily traveled streets and busy intersections.

Other business: Gary made mention that he would like to see some more cloth signs "36" for the employees to carry in either their equipment or in the pickups.

With no further business, motion was made by **Justin Robart** and seconded by **Justin Burt** @ 7:22 A.M. Motion carried.

Respectfully submitted,

Larry Klahn,
Secretary