

**MINUTES**  
**(Wednesday) MARCH 15, 2023 – 9:00 A.M.**  
**HIGHWAY SAFETY SUB-COMMITTEE**  
**UPPER CONFERENCE ROOM AT THE HIGHWAY DEPARTMENT**  
**202 VANDYKE STREET, OCONTO, WI 54153**

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*(Draft minutes –until approved by committee)*

PRESENT: Vanessa Hasenberg, Brandon Hytinen, Bill Elias, Chris Burg, Randy Nasgovitz, Bruce Bushmaker, Brandon Madson, Trenton Schubert, Jim Coopman

TIME MEETING BEGAN: 9:00 A.M.

1. Call to Order  
Hytinen called the meeting to order at 9:00 A.M.
2. Approval of Agenda
  - A. Change of Sequence – None.
  - B. Remove Items – NoneMotion by Elias/Bushmaker, to approve the agenda. The motion was voted and carried.
3. Approval of Minutes of Previous Meeting  
Motion by Burg/Bushmaker, to approve the minutes of the December 14, 2022 minutes as printed. The motion was voted and carried.
4. Communications  
None
5. Review Vehicle Accident and Claims Report
  - February 24, 2023: Wing of plow truck hit parked vehicle in Town of Little Suamico. Town has a no parking ordinance. No citation issued.
  - February 27, 2023: Plow truck damaged garage door and wall of Oconto shop due to driving out with box still in the air.
  - March 10, 2023: Truck 133 started on fire while driving on STH-32 in Village of Suring. Suring Fire Department was called.
6. Review any Work Comp Claims  
Hytinen reported one claim since last meeting.
  - February 16, 2023: Employee slipped on icy step of plow truck. No lost time, did not seek medical treatment.
7. Review Observation Cards
  - January 17, 2023 – Suring Shop: Truck #178 parked in shop without wing chained up.
  - January 17, 2023 – Suring Shop: Truck #168 parked in shop without wing chained up. This is an on-going issue and reminder to always chain up wing to prevent from settling into other equipment.
  - Employee witnessed truck attempting to back into Oconto shop with box up. Driver was alerted prior to hitting building.
8. Review Safety Check Lists  
None
9. Follow Up on Safety Issues or Concerns from Last Meeting
  - Elias talked to Corey Ondik to order one set of stop sign paddles that light up this spring. Custom storage will be made so paddles can be protected when transported in vehicle due to high cost for one set. Discussion followed on safest position to stand while flagging to have an escape route if needed.
  - Ondik replaced some stop/slow paddles that were losing their reflective quality.
  - Discussed a lighter weight version of sign cover-ups to temporarily change speed limit signs. Burg showed picture of example. Elias will work on getting something made in house.
  - Discussion on police presence when doing concrete work on 4-lanes. Elias will talk to state patrol when the season approaches. Was discussed with state patrol at Traffic Safety Commission as well.

- Coopman ordered some rope ratchet straps to hold up truck hoods to make working under hoods safer. Committee decided they should be available in each vehicle. Coopman will work on ordering for all equipment that does not currently have one.
10. Review any New Safety Issues or Concerns
- Nasgovitz suggested tourniquet kits in each vehicle. Committee decided they should be in uniform location in each truck, in the glove box. Coopman will look into ordering.
  - Elias requested feedback on proper training of equipment where trainer cannot ride with operator. Discussion followed on training methods for finish grader including practice on road from plant to crusher.
  - Nasgovitz concerned with turn signal being visible with all the additional flashing lights. Elias and Niemann are looking into ways to stop the additional lights from flashing whenever turn signal is used. Burg recommended turning off lights in box to remove distraction from tail light blinker.
  - Coopman has concerns with JW Speaker lights, Hytinen recommends getting specifications for a different brand.
  - Madsen stated it is very difficult to view reverse lights on some trucks. Recommends putting the reverse light in the tail cluster as on truck 182.
  - Discussion on multiple incidents involving trucks that are driven while the box is up. Committee recommends keeping box down while filling brine tanks. Reminder to always use mirrors on trucks even if they have cameras. Suggestion to paint reminders on overhead doors to put box down before driving. Hytinen recommended installing sensors that would turn on a light reminding driver their box is too high for exit. Schubert suggested the sensor keep the door from opening to notify driver something is in the way and not allow exit. Niemann will look into sensor options to prevent incident from happening again.
  - Nasgovitz shared concern with employee operating the crusher alone, and suggested two people are out there at all times.
  - Nasgovitz questioned the use of the northern police officer during work road.
  - Bushmaker asked about propane tank replacement for those with missing rings. Coopman requested all damaged tanks be brought to Suring shop. He will contact Larsen for recycling options. Reminder all propane tanks need to be stored in cages and never inside the buildings.
11. Announcements/General Information/Guests (No action to be taken)
- Madson thanked the Highway Department on behalf of Oconto Fire Dept for the tour of Oconto shop and training opportunity in case of fire.
  - Quad-axle being built at Monroe Truck Equipment.
  - Sign truck chassis coming to Suring for radio installation, then going to Monroe Truck Equipment to finish with approximate build date of April 15.
  - Three tri-axles are on order.
  - Resolution going to County Board on Thursday to allocate funds to order 2 tri-axles in 2024.
  - F550 on order based on allotment from Ford.
  - Lowboy trailer on order.
12. Next meeting set for Wednesday, June 14, 2023 at 8:00 am in upper conference room at the Highway Department office in Oconto. Meeting changed to June 28 after coordinating with county administrator schedule.  
Recommended to attend: Randy Nasgovitz, Brandon Madson, Trenton Schubert, Bruce Swenty, Ron Waschbisch.
13. Adjournment  
Hytinen declared meeting adjourned at 10:42 am.

Vanessa Hasenberg  
Recorder  
Date Posted: March 22, 2023