

MINUTES
(Tuesday) December 3, 2019 – 8:30 A.M.
HIGHWAY SAFETY SUB-COMMITTEE
UPPER CONFERENCE ROOM AT THE HIGHWAY DEPARTMENT
202 VANDYKE STREET, OCONTO WI 54153
www.co.oconto.wi.us

(Draft minutes –until approved by committee)

COMMITTEE PRESENT: Bill Elias, Kevin Hamann, Pat Scanlan, Brandon Hytinen, Kyle Schubert, Tim Olive, Bernie Smith, Lynn Steffek, Mark Quandt, Vanessa Peters

OTHERS PRESENT: None

TIME MEETING BEGAN: 8:43 A.M.

1. Approval of Agenda
 - A. Change of Sequence – None.
 - B. Remove Items – NoneMotion by Elias, second by Hytinen, to approve the agenda. The motion was voted and carried.
2. Approval of Minutes of Previous Meeting
Motion by Smith, second by Scanlan, to approve the minutes of the August 6, 2019 meeting. The motion was voted and carried.
3. Communications
None
4. Review Vehicle Accident and Claims Report
Hamann went over two accidents that occurred since last meeting:
 - July 12, 2019, mower kicked up rock and hit windshield. \$812 in damage.
 - October 16, 2019, rock fell from load damage to windshield. \$562 in damage.
5. Review any Work Comp Claims
 - September 30, 2019 – Log rolled pinching leg between it and another tree. No lost time
6. Review any Safety Issues or Concerns
 - Smith recommended putting gross vehicle weight stickers on vehicle doors.
 - Elias followed up from last meeting that chaps can be repaired in some instances. Motion by Hytinen, second by Smith that any chaps that are damaged need to be shown to a foreman or inventory manager to determine if they should be repaired or replaced. The motion was voted and carried.
 - Quandt shared injury concerns with rear door on 208 loader. Metal replacement is heavy. Suggestion made to look into a locking lift support option instead.
 - Reminder of County policy that wedding rings are not to be worn.
 - Discussion on methods to use to keep public from hazardous high water areas.
 - Motion by Elias, second by Hytinen recommending the replacement of the old Suring salt shed roof. The motion was voted and carried. Hamann requested pictures and an estimate of what repairs would cost.
7. Review Observation Cards
Safety Observation Cards turned in since last meeting were reviewed.
 - Suring Shop – Not putting equipment away from water truck load.
 - Suring Shop – Bumper rack at head level, created a hazard. Moved closer to floor but then created trip hazard. Suggested to mark with cone or flag.
 - Suring Shop- Towing arrow board, safety chains were too long and twisted which is illegal.
 - Oconto Office Roof – Fixing heat tape on roof without harness.
8. Review Safety Check Lists
 - Beam guard repair job, no issues reported.
9. Announcements/General Information/Guests (No action to be taken)

Hamann thanked the Highway Department for continued safe acts which have resulted in over 600 days of no lost time.

10. Set Next Meeting Date

Next meeting set for March 10, 2020 at 8:30 am.

Recommended to attend: Mark Quandt, Lynn Steffeck, Kyle Schubert, Tim Olive, Jason Stage

11. Adjournment

Scanlan declared meeting adjourned at 9:25 am.

Vanessa Peters

Recorder

Date Posted: December 12, 2019