

SAFETY COMMITTEE

10:00 a.m.

Wednesday, May 14, 2025

Present: Cole Ernest – Police Chief
Jeff Hoffman – Administration
Jesse Siskar– Water Dept.
Corey Cook – Street Superintendent
Steve Graden – Parks
Kat Bullock -- Liquor

Excused: Ben Bautch – Council Member
Absent: Julie Kloehn - Library

Lana Fralich - City Administrator

Ernest called the meeting to order at 10:05 a.m.

There was an introduction of committee members. City Administrator Fralich provided a brief update of the Safety Committee. Members act as safety liaisons for their departments and should bring needs and recommendations from their departments to Safety meetings. Jeff Hoffman will act as Safety Coordinator.

Appoint Committee Chair – Motion by Siskar, second Cook to appoint Ben Bautch as the Safety Committee Chair. MOTION CARRIED.

Appoint Alternate Committee Chair – Motion by Siskar, second Bullock to appoint Cole Ernest as Safety Committee Alternate Chair. MOTION CARRIED.

Approval of Agenda – Motion by Cook, second Siskar to approve the agenda as presented. MOTION CARRIED.

Minutes – Motion by Cook, second Ernest to approve the minutes from May 10, 2023 regular meeting and May 16, 2023 Special Meeting. MOTION CARRIED.

COMMUNICATIONS –

Workplace Safety Comments –Each department has a box for written safety comments. Any comments received should be brought to the safety meetings.

Workplace Accidents – One employee accident of broken leg while stepping out of loader and slipping on ice was reported. Discussion regarding any changes the City could make to prevent accidents and awareness of safety issues within each department.

Workplace Safety Boots and Shoes – Discussion regarding allowing composite toe work boots in addition to steel toe, requiring nonslip shoes at Lounge, including summer employees be required to wear while working. Discussion on composite toe shoes are the same cost as steel and are OSHA approved, reimbursement policy, and that amendment to the language for allowing composite toe boots will be made and presented to Council for approval.

Safety Coordinator Hoffman requested any items wished to be put on agenda for discussion be brought to him prior to sending agenda to committee.

OLD BUSINESS –

AWAIR Manual- Review of the AWAIR program for reducing workplace injuries. Discussion regarding committees' responsibility to review and update annually, OSHA required training, and material safety data sheets. AWAIR training will be provided in person and on line for those who cannot attend.

LMCIT Follow Up Response- Administrator Fralich provided information regarding League of MN Cities Insurance Trust (LMCIT) and what it provides for the City, meetings with LMCIT, and a list of items needing review be provided to committee at the next meeting.

Safety Coordinator- There was discussion of continuing a walkthrough of city buildings to identify what needs to be fixed or updated. Discussion regarding electrical covers, exit lighting, electrical receptacles in the Lounge and kitchen of Reunion Hall. Further discussion regarding if property is owned by the City then it is City's responsibility to fix but if building is managed by the city, such as the Marina, the responsibility falls on the owner.

NEW BUSINESS

Set 2025 Regular Meeting Schedule – Discussion regarding keeping meetings quarterly, calling for Special Meetings if needed, and changing November meeting date to December due to planned absences. Motion by Siskar, second Bullock to approve the 2025 regular meeting dates as August 13th, and December 10th, 2025. MOTION CARRIED.

Additional Safety Resources- Discussion regarding safety resources available to the city, in house training, LMCIT providing city only training, joining existing or creating regional safety groups with other municipalities in the area, Neo Gov offers multiple training opportunities, MN Safety Council training offerings for public and private. Further discussion regarding benefits of online trainings, more flexibility making it easier to get compliance and attendance, coordinated training pertaining to each department, tracking trainings on the KPay system, and costs. Consensus of committee to not work with regional safety groups and start with reviewing Neo Gov.

Discussion regarding costs to update the data sheets for each department, Hoffman will provide costs at next meeting.

Motion by Siskar, second Bullock to adjourn at 11:35 p.m. MOTION CARRIED.

Minutes Taken by Lisa Christenson