

SAFETY COMMITTEE

10:00 a.m.

Wednesday, August 13, 2025

Present: Ben Bautch – Council Member
Cole Ernest – Police Chief
Jesse Siskar– Water Dept.
Corey Cook – Street Superintendent
Steve Graden – Parks
Jeff Hoffman - Administration

Excused: Julia Kloehn - Library
Vacant Seat

Lana Fralich - City Administrator

Bautch called the meeting to order at 10:10 a.m.

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

Minutes – Motion by Ernest, second Siskar to approve the minutes from May 14, 2025 regular meeting. MOTION CARRIED.

COMMUNICATIONS

Workplace Safety Comments –

Ernest- Parking lot project drainage to prevent ice buildup. Curbing will be in place for drainage.

Bautch- Dropbox by city garage, garbage being left. Signage will be put up as a reminder to clean up garbage.

Graden- Lower end of campground electrical breakers are marked incorrectly, saying power is off when it is not resulting in staff getting shocked. Discussion on staffing performing electric work, using licensed electrician, campers turning off breakers and WIFI, placing covers on breakers with lock box, installing one lever to turn all breakers on or off. Graden will contact an electrician to inspect lower-level electrical problems.

Cook- reminder for summer employees to wear safety vests. Manuals still needed for the HVAC in ReUnion Hall.

Workplace Accidents – None reported.

OLD BUSINESS

AWAIR Manual- Hoffman is asking Safety Committee members to review the AWAIR manuals and bring back suggestions and/or corrections. Hoffman has updated the department heads and confined space rule on page 16. Ernest reports that the Police Dept. has new certifications in their AWAIR manual.

Additional Safety Resources- At a prior meeting there was discussion regarding safety resources available to the city, in house training, LMCIT providing city training, joining existing or creating regional safety groups with other municipalities in the area, Neo Gov offers multiple training opportunities, and MN Safety Council training offerings for public and private. Hoffman presented another option with Safe Assure who could provide step by step guidance, scheduling, training, AWAIR updating, and safety data sheets at a cost \$9000/year. Review of Neo Gov basic and full support services, cost of safety data sheets (\$3.00 per active sheet) and availability to all departments. The police department currently uses Patrol for training. Discussion regarding required trainings, renewal terms, department specific training, and number of safety data sheets required by each department. Motion by Ernest, second Siskar to recommend to Council to move forward with a 3-year full-service contract with Neo Gov. Discussion regarding calling for a special meeting to discuss number of data sheets each department would require, creating a user list, and training needed by each department. MOTION CARRIED.

NEW BUSINESS – none at this time.

Motion by Graden, second Siskar to adjourn at 11:00 a.m. MOTION CARRIED.

Minutes Taken by Lisa Christenson