

SAFETY COMMITTEE

10:00 a.m.

Wednesday, February 11, 2026

Present: Corey Cook- Street Superintendent
Jeff Hoffman – Administration
Julia Kloehn - Library
Jesse Siskar– Water Dept.
Corey Cook – Street Superintendent
Nick Bjerken -- Liquor

Excused: Cole Ernest-Police Chief
Absent: Ben Bautch-City Council
Steve Graden- Parks

Lana Fralich - City Administrator

Hoffman called the meeting to order at 10:18 a.m.

Motion by Siskar, second Bjerken to appoint Corey Cook to chair meeting due to absence of Bautch and Ernest. MOTION CARRIED.

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

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

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

Minutes – Motion by Siskar, second Bjerken to approve the minutes from August 13, 2025 regular meeting. MOTION CARRIED.

COMMUNICATIONS –

Workplace Safety Comments – All fire extinguisher, ladder, and eye wash sheets should be checked and updated monthly.

Workplace Accidents – No accidents reported.

OLD BUSINESS –

AWAIR Manual- Current manual is being updated, members should review and advise Hoffman of any needed changes.

Update on Safety Training- NeoGov has been approved by Council. Review of NeoGov site, safety and business courses, and creating custom courses relating to department. AWAIR training week of April 13th. The goal will be to use NeoGov instead of sending employees to training, saving costs to the city. It was noted that training through NeoGov does not count toward continuing education for licensures in some departments.

Update on Safety Data Sheets- Department Heads have login information to populate and update data base in the Demarco system. Discussion regarding hard copy availability in all departments, QR Codes, provided training, and proper disposal of outdated and unused products.

NEW BUSINESS

Set 2026 Regular Meeting Schedule –. Discussion regarding changing meetings to every other month. Motion by Bjerken, second Kloehn to approve the 2026 regular meeting dates as April 15, June 10th, August 12, October 14th, and December 16th. MOTION CARRIED.

Fleet Vehicle Safety Program- Committee reviewed draft updates including confirmation process of confirming valid driver's license, changing alcohol consumption from 8 to 12 hours prior to work, distracted driving, requirements of volunteers driving fire trucks. Further discussion regarding off duty alcohol consumption. Motion by Siskar, second Kloehn to recommend updated Fleet Vehicle Safety to Council for approval. MOTION CARRIED.

OSHA Consultation- OSHA provides free consultation/inspection that is not subject to fines or consequences. Motion by Siskar, second Bjerken to pursue scheduling consultation with OSHA. MOTION CARRIED.

Discussion regarding the need for a facility manager type person to help maintain city properties.

Motion by Siskar, second Kloehn to adjourn at 12:00 p.m. MOTION CARRIED.

Minutes Taken by Lisa Christenson