

Safety Committee Meeting – Transfer Station – September 13, 2012

Those present: Nate Hartford (for a minute), Kim Cowles, Jim Cyrs, and Suzy MacDonald

Also Present: Greg Wells – Transfer Station Manager

The meeting was called to order at 12:30 pm.

The Committee met today at the Transfer Station and discussed the Self Inspection Checklist as it pertained to the Transfer Station.

The Transfer Station was able to identify and prioritize several issues of importance.

- Some type of roof spikes are needed to prevent the ice and snow from falling off the front of the roof.
- The fire extinguishers are past inspection date and need to be inspected ASAP.
- The smell coming from around the MS containers need to be addressed. A respirator should be worn when in this area.
- The building has no smoke alarms
- Proper Signage is needed in several areas. This includes EXIT signs in the building.
- No eyewash station. (There is an up to date first aid kit)
- Some items in the swap shop in the past have been deemed dangerous resulting in a serious gash to the customer's arm after reaching into a box. Proper signage is needed – At Your Own Risk.
- Currently no ear protection is used. A Box of one time use earplugs are needed.
- Stairs are wooden but have no slip resistance.
- There is no Bathroom facility at the Transfer Station. They either go to the Highway Garage or go home.
- Fire Escape plan is not posted anywhere in the building.
- The entrance door into the office swings the wrong way.
- Is the “knee” wall high enough going to the compactor or going to the hopper?
- Lock out/Tag out is not in place
- Flammable/Combustible Materials are in abundance due to the nature of the business.

The Safety Committee will hold their 4th quarter meeting in November at the Safety Services Building. The Committee will give Self Inspection Checklists to the Department Heads at the Safety Services Building so they come up with a list of mandatory items, items that are posted, equipment in stock or equipment that would need to be purchased.

Next meeting will be held in November 2012.

The meeting was adjourned at 1:15 pm.

Respectfully submitted

Suzanne MacDonald, Executive Secretary