

Safety Committee Meeting – Highway Garage – September 18, 2013

Those present: Kim Cowles, Suzy MacDonald, Scott Leslie

Also Present: Jeff Philips,

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

The Committee met today at the Highway Garage to discuss previous trainings, DOL recent audit and for a general look around the Highway Garage.

Several Trainings have been completed for our employees from Primex over the last few months. Workers' Right –to-Know, Bloodborne Pathogens, Flagperson, Lock out, Tag out and Respiratory Protection have been attended by several employees.

The recent audit from the DOL has been completed and submitted. Currently the DOL is satisfied. There are two items that still need attention, both at the Highway Garage. The drill press has been taken out of service due to no safeguard being in place. The Mezzanine is currently empty and the contents have been stored in a trailer behind the Highway Garage. Scott plans to have this load tested prior to December 1, 2013. A final determination will be made at that point.

The Safety Committee has some concerns with the odor coming from the Transfer Station. The area of the containers needs to be cleaned more fully on a weekly basis. The Transfer Station Manager may need to look into staggering the employee hours to be sure someone is there when the containers are removed. Also there are a few "housekeeping" issues in the office that need to be taken care of.

The Safety Committee will hold their 4th quarter meeting in October 2013.

Next meeting will be held on October 30, 2013.

The meeting was adjourned at 1:00 pm.

Respectfully submitted

Suzanne MacDonald, Executive Secretary