

**SPECIAL SAFETY COMMITTEE
PAYNESVILLE CITY HALL
JANUARY 28, 2013
4:00 P.M.**

AGENDA

- I. CALL TO ORDER
- II. CONSENT AGENDA
 - A. Minutes (page 1)
- III. NEW BUSINESS
 - A. Election of Officers (page 3)
 - B. Meeting Schedule (page 4)
 - C. Member Appointment (page 5)
 - D. 2013 Safety Training Day
 - E. Safety Jackets
 - F. City Hall Security Cameras For Irate Motor Vehicle Customers
- IV. OLD BUSINESS
- V. OTHER SAFETY ISSUES/SUGGESTIONS
- VI. INFORMATIONAL
- VII. ADJOURN

This agenda has been prepared to provide information regarding an upcoming meeting of the Safety Committee. This document does not claim to be complete and is subject to change.

BARRIER FREE: All Safety Committee meetings are accessible to the handicapped. Attempts will be made to accommodate any other individual need for special services. Please contact City Hall (320) 243-3714 early, so necessary arrangements can be made.

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: Safety Committee

Committee/Council Meeting Date: January 28, 2013

Agenda Section: Consent

Originating Department:

Item Number: II - A

ITEM DESCRIPTION: Minutes

Prepared by: Staff

COMMENTS:

Please review the minutes of the July 16, 2012 Safety Committee meeting.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

A motion to approve the minutes of the July 16, 2012 Safety Committee meeting.

**MINUTES
SAFETY COMMITTEE**

JULY 16, 2012

Chairperson Lee Schleper called the meeting to order at 4:04 p.m. Other members present were Alice McColley, Ron Mergen, and Chris Wittrock. Absent were Renee Eckerly and Bill Ludwig.

Motion was made by Wittrock to approve the minutes of the April 16, 2012 Safety Committee meeting. Seconded by McColley and unanimously approved.

NEW MEMBER APPOINTMENT

With the resignation of the Police Chief; the new Police Chief will be asked to be on the Committee when he begins employment.

ANNUAL SAFETY TRAINING DAY

The Committee reviewed the Safety Training Day schedule that was presented at the last meeting. Mergen asked about the Part-time Maintenance and Lifeguard trainings that were to be set up. Wittrock stated she e-mailed Safe Assure back in June with the names and requested Melanie at Safe Assure to get in contact with Mergen to get the training set up. Wittrock will check on the status of the training.

There being no further business, meeting adjourned at 4:14 p.m.

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REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: Safety Committee

Committee/Council Meeting Date: January 28, 2013

Agenda Section: New Business

Originating Department:

Item Number: III - A

ITEM DESCRIPTION: Election of Officers

Prepared by: Staff

COMMENTS:

Nominations for Chairperson.

Nominations for Vice-Chair.

Nominations for Secretary.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

A motion to elect _____ as Chair.

A motion to elect _____ as Vice-Chair.

A motion to elect _____ as Secretary.

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: Safety Committee

Committee/Council Meeting Date: January 28, 2013

Agenda Section: New Business

Originating Department:

Item Number: III - B

ITEM DESCRIPTION: Meeting Schedule

Prepared by: Staff

COMMENTS:

Each year every Committee sets their meeting schedule. Currently the Safety Committee meets the third Monday quarterly (January, April, July, and October) at 4:00 p.m.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

A motion to set the Safety Committee Meeting schedule for _____.

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: Safety Committee

Committee/Council Meeting Date: January 28, 2013

Agenda Section: New Business

Originating Department:

Item Number: III - C

ITEM DESCRIPTION: Member Appointment

Prepared by: Staff

COMMENTS:

There is currently two vacancies on the Committee. One to replace Kent Kortlever and one to replace Chris Wittrock.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to appoint _____ and _____ to the Safety Committee and recommend such to the City Council.