

AGENDA
(Tuesday) January 28, 2025 – 8:00 A.M.
HIGHWAY SAFETY SUB-COMMITTEE
UPPER CONFERENCE ROOM AT THE HIGHWAY DEPARTMENT
202 VANDYKE STREET, OCONTO, WI 54153
www.ocontocountywi.gov

This is an open meeting of a Standing Sub-Committee of the Oconto County Board of Supervisors. Notice of this meeting was given to the public at least twenty-four hours prior to the meeting, by forwarding the complete agenda to the newspapers and to all news media who have requested the same as well as by posting. Copies of the complete agenda were available for inspection at the Office of the County Clerk and from the County's website calendar: www.ocontocountywi.gov

1. Call to Order
2. Approval of Agenda
 - 2.1. Change of Sequence
 - 2.2. Removal of Items
3. Approval of Minutes of Previous Meeting(s)
4. Communications
5. Review Vehicle Accident and Claims Report
6. Review any Work Comp Claims
7. Review Observation Cards
8. Review Safety Check Lists
9. Follow Up Safety Issues or Concerns from Last Meeting
10. Review any New Safety Issues or Concerns
11. Announcements/General Information/Guests (No action to be taken)
12. Set Next Quarterly Meeting Date
13. Adjournment

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the Oconto County Clerk's office at 920-834-6800 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

c: Committee, Official Posting Locations, Media, Central File, County Administrator, County Website, County Board Chair.

vh/Date Posted: January 22, 2025

MINUTES
(Tuesday) August 27, 2024 – 8:00 A.M.
HIGHWAY SAFETY SUB-COMMITTEE
UPPER CONFERENCE ROOM AT THE HIGHWAY DEPARTMENT
202 VANDYKE STREET, OCONTO, WI 54153
www.co.oconto.wi.us
(Draft minutes –until approved by committee)

PRESENT: Brandon Hytinen, Bill Elias, Todd Marohl, Vanessa Hasenberg, Richard Heath, Chase Phillips, Josh Radtke, Bob Mahoney, Lynn Steffeck, Jack Helmle

TIME MEETING BEGAN: 8:00 A.M.

1. Call to Order
Hytinen called the meeting to order at 8:00 A.M.
2. Approval of Agenda
 - A. Change of Sequence – None.
 - B. Remove Items – None

Motion by Elias/Radtke, to approve the agenda. The motion was voted and carried.
3. Approval of Minutes of Previous Meeting
Motion by Phillips/Steffeck, to approve the minutes of the April 23, 2024 meeting. The motion was voted and carried.
4. Communications
 - Email received from property owner complimenting our paving project on CTH-G.
5. Review Vehicle Accident and Claims Report
Hytinen gave updates on 2 previous claims.
 - Roller backed into truck that was driving in a closed portion of CTH-G during paving operation. No citation was issued to driver and pictures were sent to insurance company. No follow up at this time. Hytinen reminded crew to always be aware of surroundings. No damage to roller.
 - Culvert pipe being lifted by back hoe rolled off and hit hood of truck 128. The incident was discussed with back hoe operator with reminder to keep objects on ground until surroundings are clear. Received one estimate for truck 128 repairs for \$5533.93, waiting for comparison estimate.
6. Review any Work Comp Claims
Marohl discussed one claim since last meeting.
 - June 26, 2024: Bolt cut through glove while changing blade on bucket of loader. Stitches required but no lost time.
7. Review Observation Cards
 - None
8. Review Safety Check Lists – None.
9. Follow Up on Safety Issues or Concerns from Last Meeting
 - Shop foreman Shallow has installed a test system in the Suring shop to prevent trucks from driving out of doors with box up. It includes a blue light shining at eye level as well as an alert by sound if the box is up when approaching exit. Will install in other locations depending on feedback.
 - Tires on service truck have been changed from recapped to virgin rubber to prevent continually blowing tires.
 - Shallow looking into cause of ventilation fan in Suring shop not sensing properly during welding operations.
 - Elias planning to use towable sign reader during fall operations.
10. Review any New Safety Issues or Concerns
 - Mahoney questioned safety clothing ensemble required on hot days. Highway Department policy is to always stay consistent with WISDOT recommendation of class 3 ensemble.
 - Phillips asked if there is a policy on restricting duties due to high temperatures and concerns with dehydration. Elias stated we try to provide additional water on hot days and recommends everyone bring extra water as well.
 - Marohl has been questioned on ear bud policy. Elias stated that they are seen as a mobile device and should not be used. Employees need to be able to hear at all times for safety, and

phones are only to be used during break times. Discussed law stating hands free is allowed, but Oconto County's policy is phones only to be used during break, and Hytinens added that calls should be made only when pulled over and stopped.

- Steffeck has concerns with Sheriff's department not wearing safety vests during an incident. Requested that Heath talk to sheriff's department about this.
- Steffeck thanked Marohl for discussing issues and giving safety reminders to staff at start of shift at Suring shop.
- Radtke requested adding flashing lights to trailers 4285 and 4281 to be more visible during snow fence installation. When the trailer is stacked with fence the flashing lights currently on the truck may be hidden. Elias will look into adding lights.
- 9 summer LTE's were on staff with 2 currently remaining. No safety concerns with any of the employees.
- Hytinens reminded operators that equipment is very expensive and needs to be used with caution. The tractor recently had damage that was not reported. If any issues are seen, they need to be brought forward to stop any repetitive damage from occurring.
- Steffeck is concerned with the lack of cleanliness with equipment. Operators are reminded to clean out garbage or any debris after each shift.

11. Announcements/General Information/Guests (No action to be taken)

- County Board approved a facility study to take place at Oconto Shop. Heath recommends staff give the consultant feedback. He discussed concerns with air quality in the buildings and a designated wash bay to extend life of equipment and for proper disposal of water. He recognizes issues need to be addressed in a timely manner and expects the study to be complete by year end.
- Heath reminded employees to take care of each other in the heat.
- Hytinens discussed budget requests for next year including pick-up trucks, triaxles, a loader and a paver. Do not know at this time what capital purchase requests will be approved.
- One F550 was delivered and in service. Radio is on order.
- Two Triaxles on order since November 2022 have October delivery dates to Monroe Truck Equipment. There have been delays on getting transmissions and mirrors.
- Safety Day will be held October 29 at New View and will include safety videos, flu shots and hearing tests.
- Chainsaw Safety will take place October 31 for new employees and refresher training on November 1.
- Silica test planned for this week was cancelled due to weather.
- A private asphalt company recently had a fatality during cone pick up. Reminders given to be careful and utilize all PPE and safety measures available.

12. Next meeting set for January 28, 2025.

Recommended to attend:

1. Brandon Kleczka
2. Trevor Mauritz
3. Bryce Schmertman
4. Mark Quandt
5. Kyle Schubert

13. Adjournment

Hytinen declared meeting adjourned at 9:05 am.

Vanessa Hasenberg, Recorder

Date Posted: September 3, 2024