

MINUTES
(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

(Draft minutes –until approved by committee)

PRESENT: Brandon Hytinen, Bill Elias, Todd Marohl, Vanessa Hasenberg, Richard Heath, Kyle Schubert, Bryce Schmertman, Brandon Kleczka, Trevor Mauritz, Jeff Stepien
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 – NoneMotion by Schubert/Kleczka, to approve the agenda. The motion was voted and carried.
3. Approval of Minutes of Previous Meeting
Motion by Kleczka/Mauritz, to approve the minutes of the August 27, 2024 meeting. The motion was voted and carried.
4. Communications
 - Call received from motorist concerned with plow truck cleaning up intersection. Operator was reminded to always be aware of surroundings.
5. Review Vehicle Accident and Claims Report
Hytinen gave update on previous claim.
 - Roller backed into truck that was driving in a closed portion of CTH-G during paving operation. Our insurance company denied the claim, no other information at this time.
6. Review any Work Comp Claims
Hytinen discussed two claims since last meeting.
 - August 29, 2024: Employee using box cutter needed stitches in stomach. No lost time. Reminder to cut away from self.
 - September 16, 2024: Operator struck by mirror while attempting to slow vehicle entering work zone. Driver was cited and WC will work to recover damages from driver. Elias emphasized importance of communicating hazards to crew while also staying out of harm's way.
7. Review Observation Cards
 - None – Reminders given to employees to use cards whenever applicable.
8. Review Safety Check Lists
 - Elias went over mastic crew on US141. A mobile lane closure was used with no concerns to report.
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 light shining at eye level, which has been changed from blue to red to be more visible. There is also an audible warning if the box is up when approaching exit, which was now made louder. Will install on 2 doors at Oconto shop, and more locations will follow.
 - Shallow looking into cause of ventilation fan in Suring shop not sensing properly during welding operations. No update given, Marohl will follow up.
 - Heath spoke to sheriff's department about wearing safety vests during incidents.
 - Flashing lights were added to trailer 4281 to make more visible during snow fence installation. Concern with adding lights to 4285 due to tilt, discussion followed on using removable lights instead.
 - Operators are reminded to clean out garbage or any debris after each shift, and to keep windows clean.
10. Review any New Safety Issues or Concerns

- Schubert requested safety vests/pants be stored in Oconto shop outside of a locked cabinet so they are accessible at all times. Elias will work to find an alternative location so the parts room does not need to be opened to obtain safety clothing.
 - Schubert requested a tri-pod for pulling cable guard or guard rail posts. Current method of using jack is unsafe. Elias recommends purchasing a tri-pod and not making one. Marohl will email other superintendents to see what other counties use for repairs.
 - Schubert requested a concise version of lane closure specifications be created for easier access during an event. Elias will work with Schubert on creating a version with pertinent information as well as notes on what was used in previous closures.
 - Kleczka concerned with radios that lose range during flagging operation. Discussion followed on highway having access to an additional channel. Elias to verify with emergency management coordinator if an additional channel is available to use.
 - Mauritz concerned with lack of lights on 509 roller when operating in dark. Recommended to add headlights and reverse light.
11. Announcements/General Information/Guests (No action to be taken)
- Elias pleased with performance of workforce and encourages everyone to continue to watch for traffic and help each other out.
 - Facility study is in process, and it is expected to be complete in February. Heath stated they are working toward the best layout for safety and efficiency of operations.
 - County Board approved our 2025 budget. This included requests for (3) pick-up trucks, (3) triaxles, a loader – expected in April, a paver – expected anytime, and brine tank on truck 156. Still waiting on (2) tri-axles from 2024 budget. Hytinen reminded operators that equipment is very expensive and any damages should be reported immediately. Discussion followed on depreciation values and equipment revenues.
 - MSHA training planned for April 2.
 - Safety Day will be held October 21 with a format similar to last year.
 - Silica test completed for MSHA requirement with a follow-up test planned for summer.
12. Next meeting set for April 29, 2025.
Recommended to attend:
1. Brandon Kleczka
 2. Trevor Mauritz
 3. Bryce Schmertman
 4. Mark Quandt
 5. Jason Stage
13. Adjournment
Hytinen declared meeting adjourned at 9:11 am.

Vanessa Hasenberg, Recorder
Date Posted: January 30, 2025