

Minutes of the
Joint Loss Committee Meeting
Thursday, June 7, 2018
8:00am

Members present: Warren Hatch, Chairman; Michelle Stevens; Toby Vanaken; and Caren Rossi.

Chairman Hatch opened up the meeting at 8:04 am.

Yearly Inspections

The group performed the yearly inspection of the transfer station. The items noted that need repair and or adjusting are as follows:

- The main office entrance door still needs to be addressed. We need to emphasize that this must be addressed before any further damage is done to the floor, tiles, frame etc. This must be done prior to the next winter. Transfer Station manager Toby Vanaken stated he wished to install a canopy over the entrance door. The committee feels this will be a great solution to the problem as it will keep the water from pounding down and running under the door and ruining the floor, frame etc.
- Employees must wear steel toe work boots.
- Clean off the counter in the coupon building.
- Ongoing is the eye wash station in the lower floor (zone B). The issue is that when this is flushed weekly it runs on the floor which is ok in the warmer months, but in the winter it creates ice and then becomes another hazard. This issue needs to be addressed so the station is always accessible and the water runs clear for when it's needed.

Then the committee then inspected the highway department.

No issues/items were noted.

Warren Hatch made a motion for the meeting to adjourn at 8:55am.
Second by Michelle Stevens.

Vote: All, meeting adjourned

Minutes by:
Caren Rossi, Secretary
JLMC