



**CITY OF MERRILL**  
**EMPLOYEE SAFETY COMMITTEE**  
**AGENDA • WEDNESDAY DECEMBER 21, 2016**

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**Regular Meeting**

**Merrill Fire Station**

**10:00 AM**

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- I. Call to Order
- II. Public Comment Period
- III. Minutes of previous meeting(s):
  1. Minutes of October 24, 2012 meeting
- IV. Agenda items for consideration:
  1. Review and discussion of current ordinance stipulating composition and meeting frequency of committee (Ordinance 2007-15)
  2. Updated City Safety Manual
  3. Employee Injury Reports
  4. First aid and CPR classes
  5. Other committee member concerns
- V. Establish date, time and location of next meeting
- VI. Adjournment

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**City of Merrill  
Employee Safety Committee  
Wednesday, October 24, 2012 at 9:00 A.M.  
Conference Room, City Hall, 1004 East First Street**

Present: Fire Chief Bob Odegard, Dave Johnson (City Administrator), Corey Bennett (Police Department), Tom Hayden (City Attorney), John Boucher (Water Utility), Dennis Berndt (Street Department), Kathy Unertl (Finance/Technology Director), Rob Norton (Alderman), Cheri Reinhardt (Transit) and Bill Heideman (City Clerk).

**Call to order**

Fire Chief Odegard called the meeting to order at 9:00 A.M.

**Minutes of previous meeting**

The minutes of the April 18<sup>th</sup>, 2012 meeting were in the meeting packet.

Motion (Hayden/Norton) to approve the minutes, as presented. Carried.

**First aid and CPR classes**

Fire Chief Odegard reported that the training provided by the Fire Department will be resuming. Any department that needs or wants training should contact the Fire Department.

**Injury Reports**

Fire Chief Odegard reported that he has not received any injury reports lately.

**Other committee concerns**

Dennis Berndt raised safety concerns related to the attire of some Parks and Recreation Department employees. City Administrator Johnson stated that he would address this concern with Parks and Recreation Director Dan Wendorf.

The issue of ensuring that address numbers are present and displayed on buildings is being addressed on an ongoing basis.

**Next meeting**

City Clerk Heideman suggested that the next meeting be held after the new fire chief takes office, since the new chief will be the committee chair. It was agreed that the next meeting should be scheduled at the call of the chair.

**Public Comment**

None.

**Adjournment**

Motion (Norton/Berndt) to adjourn. Carried. Adjourned at 9:10 A.M.

Minutes prepared and submitted by:

William N. Heideman, WCMC  
City Clerk

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**CITY OF MERRILL**  
1004 EAST FIRST STREET  
MERRILL, WI 54452-2586



AN ORDINANCE: By Employee Safety Committee  
Re: Amend Section 2-4-2 Safety Committee to  
Change Name, Composition and Meeting Date.

ORDINANCE NO. 2007-15  
Introduced: July 10, 2007  
1st Reading: July 10, 2007  
2nd Reading: July 10, 2007  
3rd Reading: July 10, 2007  
Committee/Commission Action:  
**RECOMMENDED FOR PASSAGE**

**AN ORDINANCE**

The Common Council of the City of Merrill, Wisconsin, does ordain as follows:

**Section 1** Section 2-4-2 of the Code of Ordinances for the City of Merrill is amended to read as follows:

The Employee Safety Committee shall consist of the Fire Chief (who shall be chairperson), ~~Director of Finance~~ Finance Director, and one (1) representative from each department of the City except the Street Department, which shall have two (2) representatives, all to be appointed by the respective department heads, and one (1) Alderman. The Safety Committee shall meet at least ~~once each month~~ quarterly or at the call of the chairperson and all meetings shall be held during regular City working hours. ~~The chairperson of the Safety Committee shall assure that Safety Committee minutes are forwarded to the Health and Safety Committee, Personnel and Finance Committee and such other committees as he/she deems appropriate.~~

**Section 2 Severability.** In the event any section, subsection, clause, phrase or portion of this ordinance is for any reason held illegal, invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of this ordinance. It is the legislative intent of the Common Council that this ordinance would have been adopted if such illegal provision had not been included or any illegal application had not been made.

**Section 3 Repeal and Effective Date.** All ordinances or parts of ordinances and resolutions in conflict herewith are hereby repealed. This ordinance shall take effect from and after its passage and publication.

Moved by: Alderman Proulx

Approved:

Adopted: July 10, 2007 8-0

Approved: July 11, 2007

Douglas C. Williams,  
Mayor

Published: \_\_\_\_\_

Attest:

William N. Heideman,  
City Clerk