

**Sterling Safety Committee**  
**Regular Meeting Minutes**  
**January 15, 2026**  
**9:00 a.m.**

The meeting of the Sterling Safety Committee was called to order at 9:19 a.m.

**Members Present:** Jack Joslyn, Orion Wanico, Heather George

**Members Absent:** Ashley StJean-with notice.

**Staff Present:** Aaron Mitchell, DPW Foreman

**Approval of Minutes:** O. Wanico made a motion, seconded by J. Joslyn, to approve the meeting minutes of October 16<sup>th</sup>, 2025, as presented. Motion carried 2-1-1. Heather made a motion, seconded by O. Wanico, to approve the special meeting minutes of October 30<sup>th</sup>, 2025, as presented. Motion carried 3-1.

**Correspondence:** None

**Unfinished Business:**

- A. Emergency drill was rescheduled from Monday, November 24<sup>th</sup>, 2025 to Thursday, February 12<sup>th</sup>, 2025 at 1:00 p.m.
- B. Narcan to keep with AEDs – H. George spoke with Fire Marshal Jim Sweet regarding this and is waiting for an update from him. O. Wanico made a motion, seconded by J. Joslyn, that this item be tabled until the next regular meeting. All in favor.

**New Business:**

- A. Walk through at the DPW Garage – Aaron Mitchell forwarded a list to us for consideration when doing our walk-through, and accompanied us throughout.
  - 1. Sources of motion; i.e., machinery or processes where any movement of tools, machine elements, or particles could exist, or movement of personnel that could result in collision with stationary objects
    - a. Press has a pinch point that is concerning. A. Mitchell will be getting caution signage for the machine.
  - 2. Sources of high temperatures that could result in burns, eye injury or ignition of protective equipment, etc.

- a. Nothing that will spontaneously throw off heat of this nature -does not apply.
- 3. Types of chemical exposures
  - a. Minimal. Check of eye wash station to be used in these cases resulted in seeing that the garage station had not signed off on as having been checked since December 4, 2025. These need to be checked weekly. Orion was assigned the task of doing so at the garage on a weekly basis going forward.
- 4. Sources of harmful dust
  - a. N/A
- 5. Sources of light radiation, i.e., welding, brazing, cutting, furnaces, heat treating, high intensity lights, etc.
  - a. The only item that could potentially cause this is when there is welding to be done. This is done infrequently, and when it is being done, all pertinent welding PPE is used.
- 6. Sources of falling objects or potential for dropping objects.
  - a. 2 "Welcome to the Town of Sterling" signs will be moved from a support beam to a more secure area.
  - b. Chains/Racks to be purchased to secure Tal/Long tools such as ladders and pole saws that are leaning against an exterior wall of the garage.
- 7. Sources of sharp objects that might pierce the feet or cut the hands
  - a. N/A area clean of any such objects
- 8. Sources of rolling or pinching objects that could crush the feet
  - a. N/A area clean of any such objects
- 9. layout of workplace and location of co-workers
  - a. Area clean and organized
  - b. All exits clearly marked
- 10. Any electrical hazards.
  - a. None
- 11. SDS Binder
  - a. Has been updated to the best of A. Mitchell's ability. J. Joslyn to check with the mechanic to make sure anything new that may have been brought in has an SDS sheet added to the binder as well.
- B. Cirma Training Classes
  - 1. Ashley is waiting to hear back from Cirma
- C. New Members
  - 1. Ashley is looking to resign from the commission. Once she does, she is recommending Jenny Jamroz from the Rec department be appointed. J. Joslyn stated that he would request a letter from Ashley and would speak to Jenny.

**Accidents, First Aid, Near Misses:**

- A.** Heather George fell on untreated ice in the Town Hall Parking Lot on December 11, 2025. ER Visit to be checked, bumps and bruises only. Nothing was damaged except pride.
- 1.** Upon examining the fall site, it was determined to be caused by runoff from the porch overhang that had refrozen overnight. Gutters for the overhang will be looked into to prevent another fall.
  - 2.** In discussing this incident, it was also mentioned that the stairs to the Sr. Center needed attention as the concrete seemed to be deteriorating in places, and the handicap ramp to the main entrance had a lip that was catching wheelchair wheels, which should be filled in/repared as well. J. Joslyn would have both areas looked into by building maintenance.

**Adjournment:** O. Wanico made a motion, seconded by J. Joslyn to adjourn at 9:45 a.m. All in favor.

Attest: *Heather R. George*  
Acting Recording Secretary