

**MINUTES**  
**SAFETY COMMITTEE MEETING**  
**Richland Township and Richland Volunteer Fire Department**  
**December 13, 2023**

*Richland Township representatives and the Volunteer Fire Department representatives met at the Richland Township Administrative Offices on December 13, 2023 at 11:00 a.m., for their monthly Safety Committee meeting.*

**PRESENT**

*Bryan J. Beppler, Executive Director  
Kimberly D. Stayrook, Administrative Assistant  
Scott Conahan, Police Department  
Wesley Meyers, Richland Fire Department  
Russell Felton, Public Works Department  
Todd R. Shaffer, Public Works Department (via phone conference)  
William Lehmann, Richland Fire Department*

**ABSENT**

*Kevin Gaudlip, Police Department*

**APPROVAL OF PRIOR MONTH'S MEETING MINUTES – November 8, 2023**

*- Mr. Gaudlip moved to approve the minutes of November 8, 2023, as distributed, seconded by Mr. Lehmann. All in favor.*

**OLD BUSINESS**

**4<sup>th</sup> Quarter 2023 Site Safety Inspections – Two Outstanding**

*Mr. Beppler stated that there were two outstanding site safety inspections. The Richland Fire Department reported their inspection is not complete but will be done soon. A copy of the inspection sheet will be forwarded to Mr. Beppler.*

*The Richland Police Department completed their safety inspection on December 13, 2023 and submitted the information to Mr. Beppler. There were no safety issues or concerns noted in their report.*

**NEW INCIDENTS OR NEAR MISS REPORTS**

**Richland Volunteer Fire Department – 11/15/2023**

*Mr. Beppler gave a report on a new incident with the Richland Fire Department on November 15, 2023. There was a house fire in Lorain Borough that the department responded to. A firefighter was on the top of the ladder at the roof. When the firefighter was descending, the ladder moved, and he and the ladder fell to the ground. The firefighter was very fortunate that no major injuries were sustained. The incident was captured on video.*

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*Mr. Lehmann stated that the fire department Officers discussed, from a safety perspective, what correction actions will be taken. The officers agreed that when it is not an emergency and someone is exiting the ladder, a fellow firefighter should stand below the ladder as the fireman is descending. In this incident, the video showed multiple firemen coming up and down the same ladder, with no problems. However, it was agreed that the “hooks” must have been jarred loose without anyone’s knowledge. Thus, causing the firefighter and the ladder to fall.*

*Mr. Lehmann stated that the Officers spoke to the members of the department on the new procedure and briefed them on the specifics, ie. standing at the bottom of the ladder. This meeting took place on December 7, 2023. He noted that the Officers also agreed that tie offs can be done, and it was reviewed during training with the firemen.*

**NEW BUSINESS**

**Safety Committee Meeting Schedule – 2024**

*Mr. Beppler stated that if there are no conflicts with scheduling, the 2024 meetings will be normally held the second Wednesday of each month at 11:00 a.m. in the municipal building meeting room. Those present agreed to next year’s schedule. Mr. Beppler advised that the 2024 safety meeting minutes and agendas will be distributed to the Safety Committee via email.*

**SAFETY CONCERNS OR SUGGESTIONS**

*There were no new safety concerns or suggestions presented.*

**NEXT MONTHLY MEETING**

*The first meeting in 2024 will be held Wednesday, January 10, 2024 at 11:00 a.m.*

**ADJOURN**

*There being no further business, Mr. Lehmann moved to adjourn the meeting, seconded by Mr. Lehmann. All in favor. The meeting adjourned at 11:20 a.m.*

*Respectfully submitted,  
Kimberly D. Stayrook  
Administrative Assistant*