

**MINUTES**  
**SAFETY COMMITTEE MEETING**  
**Richland Township and Richland Volunteer Fire Department**  
**March 13, 2024**

*Richland Township representatives and the Volunteer Fire Department representatives met at the Richland Township Administrative Offices on March 13, 2024 at 11:00 a.m., for their monthly Safety Committee meeting.*

**PRESENT**

*Bryan J. Beppler, Administration  
Russell Felton, Public Works Department  
Todd R. Shaffer, Public Works Department  
Scott Conahan, Police Department  
Wesley Meyers, Richland Fire Department  
William Lehmann, Richland Fire Department*

**ABSENT**

*Kimberly D. Stayrook, Administration  
Kevin Gaudlip, Police Department*

**APPROVAL OF PRIOR MONTH'S MEETING MINUTES – February 7, 2024**

*- Mr. Shaffer moved to approve the minutes of February 7, 2024, as distributed, seconded by Mr. Lehmann. All in favor.*

**OLD BUSINESS**

**1<sup>st</sup> Quarter 2024 Site Safety Inspections**

*Mr. Beppler advised that all outstanding departmental site safety inspections were completed and submitted: Public Works (3/13/24), Police (3/8/24), Fire – Solomon Run Station (3/13/24). There were no safety issues or concerns noted in their reports.*

**NEW INCIDENTS OR NEAR MISS REPORTS**

*There were no new incidents or near miss reports.*

**NEW BUSINESS**

*There was no new business to report.*

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***SAFETY CONCERNS OR SUGGESTIONS***

*There was a discussion regarding the fire at Richland Healthcare and Rehabilitation (349 Vo-Tech Drive) on Tuesday, March 12, 2024 during the evening. Richland Township's Fire Department responded. The fire alarm was out of service and the sprinkler system failed (inspected January 2024) for an unknown reason.*

*The Fire Department currently performs pre-plans on businesses throughout Richland Township. The Fire Department has at least four (4) fire inspectors on staff. However, the Fire Department does not have the authority to perform inspections and enforce or cite businesses for fire codes violations. Mr. Beppler will discuss with the Board of Supervisors the possibility of Richland Township Fire Department performing annual fire code inspections for township businesses, and potential Township liability exposure and compliance.*

*Mr. Beppler requested that the Fire Department perform annual fire code inspections at the township's municipal building and shed buildings. The Fire Department confirmed that they will perform these inspections.*

***NEXT MONTHLY MEETING***

*The next meeting will be held on Wednesday, April 10, 2024 at 11:00 a.m.*

***ADJOURN***

*There being no further business, Mr. Felton moved to adjourn the meeting, seconded by Mr. Shaffer. All in favor. The meeting was adjourned at 11:31 a.m.*

*Respectfully submitted,*  
*Bryan J. Beppler*  
*Executive Director*