

MINUTES
SAFETY COMMITTEE MEETING
Richland Township and Richland Volunteer Fire Department
October 8, 2025

Richland Township representatives and the Volunteer Fire Department representatives met at the Richland Township Administrative Offices on October 8, 2025 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 Representative
Kevin Gaudlip, Police Department Representative
Wesley Meyers, Richland Fire Department
William Lehmann, Richland Fire Department – via cellular phone*

ABSENT

*Todd Shaffer, Road Department Representative
Brandon Rozich, Road Department Representative*

APPROVAL OF PRIOR MONTH'S MEETING MINUTES – September 10, 2025

- Mr. Meyers moved to approve the minutes of September 10, 2025 as distributed, seconded by Mr. Gaudlip. All in favor. Motion carried.

OLD BUSINESS

Third Quarter 2025 Safety Inspections

The Fire Department submitted their quarterly inspection report, which was conducted at the Solomon Run Fire Department on Mt. Airy Drive. There was one issue reported, which was a 1st floor engine bay light. The light in the bay had a dead battery. On September 18, 2025, the battery was replaced.

As of today's meeting, all site safety inspections for the third quarter have been received.

NEW INCIDENTS OR NEAR MISS REPORTS

Mr. Beppler stated that on September 25, 2025 at approximately 3:45 p.m. there was an incident at the shooting range. One of Richland's Police Officers was doing a training exercise, moving on an angle and injured his right knee. Mr. Beppler stated that the root cause was gravel millings. The Officer was moving on an angle from one location to the next target, while being timed for shooting. The corrective actions include warming up and stretching prior to conducting the training and moving through the course at a slower and more methodical pace to avoid injury.

Mr. Beppler stated that a second incident occurred while a Public Works Department employee was parking the skid steer in the bay at the municipal garage and hit a cinder block wall, causing it to fall. The employee was going slowly, underestimating the room available. The root cause of the incident was the inability to see the wall when parking the skid steer. There were no injuries, and no damage to the skid steer. The block support wall was damaged but has been repaired.

The corrective action plan would be to have another employee watching while pulling into the bay, and may be able to judge site distance better. If parking the equipment while alone, getting out and assessing the area prior to moving the equipment completely into its space. This incident resulted in an insurance claim.

Mr. Beppler reviewed a third incident which was with a Police Officer. The Officer reported to a vehicle that had broken down along Scalp Avenue and needed to be towed. The Officer parked away from the site of the tow truck, however, when the tow truck was pulling the vehicle onto the lift, the chain let go and the vehicle being towed, moved away from the tow truck, turned and swerved into the parked police cruiser. The damage to the cruiser is being assessed. The push bar on the cruiser was damaged.

The root cause of the incident is that the vehicle was not secured on the bed of the tow truck. The corrective action plan would be to be aware of the tow truck and vehicle being towed and to try to position the cruiser further away from the towing activities. And, to remind tow truck drivers to hook the vehicles securely and maintain their equipment free from rust, etc.

NEW BUSINESS

Mr. Beppler noted that the annual Certification for Workplace Safety will be done within the next month.

SAFETY CONCERNS OR SUGGESTIONS

There are no new safety concerns or suggestions.

The next meeting is November 12, 2025 at the municipal building at 11:00 a.m.

There being no further business, Sgt. Conahan moved to adjourn the meeting, seconded by Mr. Gaudlip. All in favor. Motion carried. The meeting adjourned at 12:08 p.m.

*Respectfully submitted,
Kimberly D. Stayrook
Administrative Assistant*