

MINUTES
SAFETY COMMITTEE MEETING
Richland Township and Richland Volunteer Fire Department
April 8, 2026

Richland Township representatives and the Volunteer Fire Department representatives met at the Richland Township Administrative Offices on April 8, 2026 at 11:00 a.m., for their monthly Safety Committee meeting.

PRESENT

Bryan J. Beppler, Executive Director
Tiffany Shomo, Secretary
William Lehmann, Richland Fire Department
Brandon Rozich, Road Department Representative
Scott Conahan, Police Department Representative
Andrew Pasko, Guest

ABSENT

Todd Shaffer, Road Department Representative
Kevin Gaudlip, Police Department Representative
Wesley Meyers, Richland Fire Department

APPROVAL OF PRIOR MONTH'S MEETING MINUTES – March 11, 2026

It was noted that the date on the very top of the meeting minutes were updated to reflect the correct date of March 11, 2026.

Mr. Rozich moved to approve the minutes of March 11, 2026 as distributed, seconded by Mr. Lehman. All in favor. Motion carried.

OLD BUSINESS

1st Quarter 2026 Site Safety Inspections are due for Fire Department

The Fire Department safety inspection was completed on April 2, 2026 with no safety issues or concerns.

NEW INCIDENTS OR NEAR MISS REPORTS

Mr. Lehman reported an incident involving minor burn injuries sustained by two individuals during a response to a flue fire on April 6, 2026, at approximately 6:15 a.m. The individuals had lowered chains into the flue to dislodge built-up creosote and were pulling them back up when the chains became extremely hot. One individual sustained a burn to the inner side of the right index finger, while the other suffered a partial burn to the left middle finger. No formal medical treatment was sought by either party; first aid was administered at the station.

Root cause(s):

1. Gloves were heavily worn
 - a. One glove was cut completely through
 - b. One glove was worn thin from repeated use
2. A layer of material was missing from the worn glove

Corrective action(s):

1. Both sets of gloves were removed from service
2. Gear will be inspected to ensure no defects go unnoticed

3. New gloves are now being worn

Mr. Lehman added that the corrective actions will help prevent exposure and improve safety going forward.

Mr. Beppler stated the incidences will be submitted to the insurance carrier even though no medical treatment was sought at this time.

NEW BUSINESS

Brandon Rozich resignation, effective April 10, 2026

Mr. Rozich's last working day will be April 10, 2026.

Mr. Beppler expressed appreciation for Brandon's participation on the safety committee, recognizing the time, effort, and dedication he demonstrated in his role as Operator 1 with the township. He noted that Mr. Rozich always did a very good job, was professional, and has been a pleasure to work with.

Appointment of a new Safety Committee Member

Andrew Pasko was present at the meeting. He serves as an Operator 1 and has been with the township for three years.

Mr. Conahan made a motion to appoint Mr. Pasko as a new member of the safety committee, effective April 11, 2026. Seconded by Mr. Lehman. All in favor.

Mr. Beppler expressed his appreciation for Mr. Pasko stepping up to serve on the committee and noted that participation helps the township qualify for a 5% discount on workers' compensation premiums. He emphasized that the ultimate goal of the committee is to keep everyone safe.

Public Works Department - Flagger Training, April 2, 2026

All members of the road crew received their three-year certification through Flagger Training. One employee will complete the course upon returning to work. The certifications are valid through 2029.

SAFETY CONCERNS OR SUGGESTIONS

None

The next meeting is May 13, 2026 at the municipal building at 11:00 a.m.

There being no further business, Mr. Rozich moved to adjourn the meeting. Seconded by Mr. Conahan. All in favor.

The meeting adjourned at 11:13 a.m.

Respectfully submitted,

Tiffany Shomo,
Secretary