

**MINUTES**  
**GENERAL EMPLOYEE**  
**VEHICLE ACCIDENT REVIEW BOARD (VARB)**

Wednesday, August 7, 2024  
3<sup>rd</sup> Floor Conference Room  
City Hall - 212 SW 9<sup>th</sup> St  
1:30 pm

The meeting was called to order by Chairman Studebaker at 1:33pm.

1. Roll Call                      Ryan Studebaker, Chairman  
   David Miller, Equipment Maintenance  
   Candy Brown, HR Deputy Director

Others Present:

Ashley Nauni, Human Resources  
Juan Ortiz, WWTP  
Danny Hamblin, Drainage Maintenance  
Jorg Kidd, Building Maintenance  
Michael Glaze-Lyle, Park Maintenance

2. Minutes:  
    A. Approval of July 3, 2024, minutes

**Motion to approve the minutes by Brown with a second by Miller**

**AYES: Brown, Miller, Studebaker**

**No: None**

**Motion carried.**

**NEW BUSINESS:**

**A. Consider Wastewater Treatment Plant/Public Utilities  
Mitchell, Donald (04/19/2024)**

Mitchell was present along with his Safety Rep. Juan Ortiz.

Chairman was it the tote or fork that was damage.

Mitchell the bulkhead that holds the bolts the door was 12 ft in height and double doors that 6ft wide it was a small door.

Miller you said the door was pried open

Ortiz the door is off set and the hinges

Brown what building is this?

Ortiz the chemical building

Chairman can you tell us what happen from the beginning

Mitchell the truck arrived, and I was unloading the totes, and I took the totes to the chemical building when I was backing up the retracting arm caught the door frame and separated it from the wall, bending the framework.

Chairman the truck driver left and left you by yourself with no spotter and there was no witness.

Miller there is no quote, the damages look over \$3000.00

**Brown made a motion to deem this a Chargeable Damage Incident with 1 point assessed, second by Miller.**

**Ayes: Brown, Miller, Studebaker, Ortiz**

**No's: None**

**Abstain: None**

**Motion Passed**

**B. Consider Wastewater Treatment Plant/Public Utilities**

**Rodney Faulker (06/13/2024)**

Safety Rep Juan Ortiz was present

Miller so is that a chargeable collision, Bunky ran into the truck

Chairman maybe Faulkner pulled out to fast and Bunky couldn't react to fast.

**Miller made a motion to deem this a Preventable Collision with 2 points assessed, second by Brown.**

**Ayes: Brown, Miller, Studebaker, Ortiz**

**No's: None**

**Abstain: None**

**Motion Carried**

**C. Consider Wastewater Treatment Plant/Public Utilities  
Norwood, Bunky (06/13/2024)**

Norwood was present with Safety rep Juan Ortiz

Chairman what kind of mower was this

Norwood, it was a John Deer tractor brush hog

Miller no bucket- bucket on the front

Norwood pull him and the tires slipped it is a wet area and with the mower I put it in low gear so it could idle out and that could help the truck out.

Miller how long was the chain

Norwood I'm not sure I was inside, and they put the chain on the tractor and attached it to the tow ball on the truck and the tires where spinning on the truck.

Ortiz Maintenance is the one who got it stuck and Norwood was just helping him get out and there is a major water leak over there and he drove into it.

Brown how long has that water leak been there

Norwood a year

Miller was you pulling it backwards?

Norwood yes

Ortiz the brush hog hit the truck

**Miller made a motion to deem this a Preventable Collision with 2 points assessed, second by Brown.**

**Ayes: Brown, Miller, Studebaker, Ortiz**

**No's: None**

**Abstain: None**

**Motion Carried**

**D. Consider Drainage Maintenance/Public Works  
Perdieu, Brandon (07/08/2024)**

Perdieu was present with safety rep Danny Hamblin

Chairman you were going down Rogers Lane in a regular pick up.

Perdieu no I was in a dump truck 1 ton. I noticed something flying out, so I flipped the lights on and pulled over to the side to pick up what it was that's when I noticed someone pulled over with us and told us that a sign hit his car so that's when I made the call to the necessary people.

Chairman was Mr. Hamblin with Perdieu

Hamblin yes, I was

Perdieu at the end of the day we should have tarped it down.

Hamblin normally we don't do this, but at the end of the day we will tarp it down and we didn't have a lot of things inside.

**Brown made a motion to deem this a Chargeable Damage Incident with 1 point assessed, second by Miller.**

**Ayes: Brown, Miller, Studebaker, Hamblin**

**No's: None**

**Abstain: None**

**Motion Carried**

**E. Consider Building Maintenance/Parks & Rec**

**Adams, David (07/17/2024)**

Adams was present with safety rep Jorg Kidd

Chairman you were going down the road and they ran through a yield sign

Adams yes and made me T-bone someone else

**Brown made a motion to deem this a Non-Preventable Collision with 0 point assessed, second by Miller.**

**Ayes: Brown, Miller, Studebaker, Kidd**

**No's: None**

**Abstain: None**

**Motion Carried**

**F. Consider Sewer Construction/Public Utilities  
Hertzog, Louis (07/17/2024)**

Brown made a motion to table till next month, second by Miller.

**Ayes: Brown, Miller, Studebaker**

**No's: None**

**Abstain: None**

**Motion Carried**

**G. Consider Cemetery/Parks & Rec  
Burgess, Tom (07/29/2024)**

Burgess was present with safety rep Michael Glaze-Lyle

Chairman you were taking the backhoe to the shop

Burgess yes and thought I had enough clearance from the building and thought I lowered the back boom.

Brown Nobody came to fix it

Burgess no we are shorthanded and i didn't have a spotter

Chairman it says the department had a safety meeting and there was a sign with low clearance.

Glaze-Lyle the meeting was with the supervisor and department.

**Brown made a motion to deem this a Chargeable Collision with 3 points plus 1 point for damage giving a total of 4 points assessed, second by Miller.**

**Ayes: Brown, Miller, Studebaker, Glaze-Lyle**

**No's: None**

**Abstain: None**

**Motion Passed**

**H. Consider Lakes/Parks & Rec  
Nuckolls, Steven (07/30/2024)**

Brown made a motion to table till next month, second by Miller.

**Ayes: Brown, Miller, Studebaker**

**No's: None**

**Abstain: None**

**Motion Carried**

5. Next meeting date September 4, 2024.

6. Adjournment

Motion to adjourn by Miller with a second by Brown adjournment @ 2:31pm.