



**CITY OF BURNS
SAFETY COMMITTEE
March 12, 2024, AT 10:00 A.M.
CITY HALL COUNCIL CHAMBERS**

The City of Burns will be holding a Safety Committee Meeting on Tuesday, March 12, 2024, at 10:00 a.m. at Burns City Hall Council Chambers.

AGENDA

- I. Call to Order
- II. Pledge of Allegiance
- III. Establish Quorum (Roll Call)
- IV. Consent agenda
 1. Approve Minutes from the February 13, 2023, Safety Meeting.
- IV. New Business
 1. Discussion on City/County Planning
- V. Old Business
 1. Discussion on Event Permit
- VI. Adjourn

CITY OF BURNS
SAFETY COMMITTEE MEETING
FEBRUARY 13, 2024

Committee Members Present:

City Manager Judy Erwin
Councilor Hoke
Public Works Director Ty Richardson
Fire Chief Scott Williamson
Police Chief Steve Macartney - Excused
Code Enforcement Officer Emerson Budreau - Excused
City Clerk Tiffany Leffler

Councilor Hoke opened the meeting at 10:06 a.m.

The Safety Committee approved the Safety meeting minutes from November 13, 2023.

The committee continued their discussion on the Event Permit.

Ty Richardson informed the Committee that Police Chief Steve Macartney had found a form that had previously been used by the city for road closures. He felt it was close to what they were looking for. He also had drafted a Traffic Control Agreement that he felt would be good to use when they needed Public Works or Police to assist in events. He passed the forms around for everyone to look over. He then pointed out that there would be a deposit for the use of cones or barriers and the city will require a 14-day notice prior to use.

The Committee discussed the length of notice that would need to be given before an event took place. They at first thought 2 weeks but felt that it may not give them enough time to have everything worked out that they may need for a specific event. It was mentioned that most events like weddings and reunions are preplanned in advance so the Committee thought that a 60-to-90-day notice would be enough time to have everything planned and ready.

Councilor Hoke asked what Events or parades the city handled and thought the city should maybe make a line item in the budget for the events moving forward.

City Manager Judy Erwin informed her that the 4th of July Parade and the Christmas Parade are the ones that the city puts on. She believed the only other parade was the Fair Parade and that was handled by the Fair Board.

The committee discussed the manpower and money it takes to handle all these things and that the city may want to see if someone else from the community would like to take over one of them.

Councilor Hoke mentioned that she thought the Chamber used to handle the 4th of July Parade.

City Manager Judy Erwin said she believed that the city had taken it over one year when the Chamber could not do it and it had just stayed with the city. She said she would ask the Chamber if they would like to take back over the 4th of July Parade again. She would also draft and send out a letter to other

community entities explaining what it takes physically and financially to put on these Parades and see if they would like to help.

Public Works Director Ty Richardson talked about issues they had run into with the snow this year. From broken down equipment to not enough help. He said they could just not keep up on snow removal. He then informed the Committee that they had signed an agreement with local contractors to assist with snow removal when needed so they would not get behind and could keep the streets clean and safe.

Fire Chief Scott Williamson informed the committee that at the February 28th City Council meeting he will have David Ravenberg and the EMS Director, Cliff Stoutenburg give a presentation on what they have been working on. He also said they have been working on flow testing of all SCBAs. He also wanted to make them aware that the EMT class has about 7 people and they are about halfway finished with the course. They had taken and passed their clinical and hands on part of the assessment already. He informed them Burns Fire had 21 calls the prior month and most of them were located within the city. They had also budgeted for an extend-o-bed for their rescue squad truck. This will make finding and getting to the supplies they need much faster. He then informed the committee that the new Type 3 Engine they were receiving from the State should be here around the end of March. He then showed them pictures of what the new truck was going to look like.

There was no further discussion had.

The meeting was adjourned at 10:45 a.m.