

VILLAGE OF WESLEY CHAPEL
SAFETY COMMITTEE REGULAR MEETING MINUTES
September 3rd, 2015 – 7:00 P.M.
6490 Weddington Road, Wesley Chapel, N.C. 28104

Committee Members Present: Chair; Jim Dale, Chauncey Bowers, Marty Kohlmeier, and Carol Mullis.

Committee Members Absent: Tessie Morris

Staff: Administrative Assistant; Lynell Hillhouse

Liaisons: Council Member Becky Plyler

CALL TO ORDER/DETERMINATION OF QUORUM

The meeting was called to order at 7:00 p.m. A quorum was present.

PUBLIC COMMENTS

No-one was present to give public comments.

ADDITIONS, DELETIONS, AND/OR ADOPTION OF AGENDA

Mr. Bowers made a motion to adopt the agenda as presented; Mr. Kohlmeier seconded the motion.

The motion passed unanimously.

APPROVE MINUTES FROM THE 7/16/2015 MEETING

Mr. Kohlmeier made a motion to approve the minutes from the 7/16/2015 as written; Mr. Bowers seconded the motion.

The motion passed unanimously.

AFTER ACTION REPORT

Chair Dale thanked all committee members and staff for their hard work in making the National Night Out event a success then asked for feedback in what worked well and what areas needed improvement. The following items were highlighted as areas for improvement or needs;

- location of portable generator needs to be away from the drainage water flow from dunking tank and/or use water proof electrical cord with generator
- purchase of new event banners (posts already purchased)
- better communication with DJ
- use the Village owned sound system
- two access lines for hotdog station allowing less wait time
- vendors supply signage for their tables
- Hold Harmless waiver to be included on the vendor application form
- allow vendor applications to be sent electronically versus faxed to Town Hall
- personally invite the Wesley Chapel Fire Chief to attend

Chair Dale read thank you letters to the committee that would be going out to businesses and churches that attended the event.

Chair Dale showed the committee a power point presentation he compiled to present to the Council as an after action report. Administrative Assistant Hillhouse pointed out to the committee that a photographic release/waiver has been recommended by the Village Attorney to be completed on any person/s whose image was clear and posted by the Village or on the Villages behalf.

The importance of planning early for next year's event was stressed by those present at the meeting.

OVERVIEW OF 2ND AND 3RD QUARTER GOALS

Chair Dale distributed a "Fundamentals of Productive Goal Setting" handout to all committee members. Chair Dale highlighted the following topics; Prerequisite Steps in Goal Setting, Critical Parts of a Goal, and Setting Meaningful Goals.

After further discussion from members regarding what they felt were specific goals and/or the purpose of the Safety Committee a consensus was reached by the committee to present the Village Council the Fundamentals of Productive Goal Setting handout as soon as the newly elected officials were in office to assist in guiding the committee with a united vision in serving the resident of the Village.

Administrative Hillhouse will email all committee members a copy of the approved Safety Committee charter at her earliest convenience.

COMMITTEE COMMENTS

Chair Dale informed the committee that Mayor Pro Tem Como approached him about the opportunity of both the Safety and the Parks and Recreation Committees working together when related issues arise.

Chair Dale asked the committee to think about the possibility of extending the duration of each meeting to 90 minutes from the current 60 minutes or to keep meetings at 60 minutes but to meet monthly versus bi monthly. He would like feedback from members regarding this topic.

ADJOURNMENT

Mr. Kohlmeier motioned to adjourn the meeting; Mr. Bowers seconded the motion.

The motion passed unanimously.

The meeting adjourned at 8:14 p.m.

Respectfully submitted:

s/ Lynell Hillhouse
Lynell Hillhouse, Secretary

s/ Jim Dale
Jim Dale, Chair

Approved on; November 5th, 2015.