



Mark Gordon
Governor

State of Wyoming

Department of Workforce Services

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Elizabeth Gagen, J.D.
Director

Jason Wolfe
Deputy Director

10/20/2025

Dear Mrs. Chenault,

Thank you for inviting Workers' Compensation Safety & Risk (**WCSR**) to assist you and your business with promoting a safe and healthy workplace environment. The following report details the hazards found during our visit along with the hazard abatement process.

Limited Visit Report:

Business Name:	Town of Alpine
WC Policy Number:	000156321
Visit Site Address:	291 Buffalo Drive Alpine WY 83128
Contact Name, Job Title:	Monica Chenault
Phone Number:	1-307-654-7757
Email:	clerk@alpinewy.gov

WCSR Specialist(s) Conducting Visit: Crystal West

Opening & Closing Conference Discussion:

Scope of Inspection:	Yes	3 rd Party Consultant:	NA	Workers' Rights (OSHA):	Yes
EMR Data Review:	Yes	Loss Run review:	Yes	Trade Secrets:	Yes
Onsite Interviews:	Yes	Discount Programs:	Yes	DART- TRC Review:	Yes
Form 33 overview:	Yes	Free Service - No Penalties:	Yes		

Required OSHA Programs:

Recordkeeping:	Update	Lockout/Tagout:	Update	PPE Hazard Assess:	Update
Hazard Communication:	Update	Exposure Control Plan:	Update	Respiratory Prog:	Update
Emergency Action Plan:	Update	Forklift-PIT:	Update	PR Confined Space:	Update
Fire Prevention Plan:	Update	Chemical Hygiene Plan:	Update	Hearing Cons.:	Update
Lead Exposure:	NA	Asbestos Control:	NA	Hazardous Waste:	Update
PSM Process:	Update				

Sites Inspected and Number of Hazards Found:

- Waste Water facilities 291 Buffalo (2 buildings) 9 hazards

Recommendations for a safer work environment:

- Secondary containment of workplace labeling to include “product identifier and words, pictures, symbols, or combination thereof, which provide at least general information regarding the hazards of the chemicals, and which, in conjunction with the other information immediately available to employees under the hazard communication program, will provide employees with the specific information regarding the physical and health hazards of the hazardous chemical.”
- Update Safety and Health programs. Train employees to the expectations of the programs in place. Document training.
- Training employees in safety programs is crucial for several reasons:
 - Reduces Workplace Accidents: Effective safety training can significantly lower the number of workplace accidents and injuries, leading to a safer work environment. Implementing safety training programs is a proactive measure that can lead to increased productivity morale, and operational efficiency within an organization .
- Ensure fire extinguishers are inspected and logged every 30 days.
- Store propane bottles outside of the shop.
- Ensure light conditions are adequate for working within the Headworks building. (out of commission)
- Locking the Waste water building (out of commission) to avoid unauthorized persons from entering.
- Inspect all fall arrest equipment prior to use.
- Determine weight of yellow grating panels in the new waste water facility.

Best practices observed during the inspection:

- Housekeeping within the current Waste Water facility demonstrates the workgroups commitment to safety.
- The Town of Alpine is committed to improving their safety culture.

Elements of an effective health and safety program:

- Management commitment and employee involvement
- Worksite analysis
- Hazard prevention and control
- Safety and health training

Specialist Comments:

The Town of Alpine has a great communication system within their departments. Employee dedication is evident in the daily operation of the facility. Thank you for working with Workers Compensation Safety and Risk. WCSR is available to assist in additional program review and awareness training.

Once the identified hazards have been corrected, all abatements must be received by **WCSR** 6 weeks (42 days) following the last day of the visit.

Visit Start Date: **10/14/2025**

Visit End Date: **10/14/2025**

Abatements due 11/26/2025

Please feel free to contact me if I can be of any further assistance at crystal.west@wyo.gov or **307-431-9567**.

Respectfully,



Crystal West
WCSR Safety Specialist.