

CITY OF RICHLAND CENTER - AGENDA ITEM DATA SHEET

Agenda Item: Director of Public Works Monthly Report

Presented by: DPW Jasen Glasbrenner

Meeting Date: Public Works Committee on 07-16-2026

July Operations Summary

Airport

- Continued work on Airport Master Planning process.
- Camera monitoring system upgrade underway through the Capital Outlay Budget.
- Secured a short-term summer lease on the hay ground in lieu of brush-hog mowing.

Buildings & Grounds

- Substantial weed and grass trimming control efforts underway.
- New wood chips being placed in playground and tree areas as time allows.
- Sunshade pillars built and structure assembled; concrete slab completed.
- New Ventrac commercial, all-terrain mower delivered.
- Significant movement of picnic tables and garbage cans to support events.
- Shelter rentals remain busy, requiring regular trash removal.
- Repaired leaks at the pool house family bathroom sink and the Community Center kitchen sink.

Cemetery

- Since last meeting (5/21): 5 traditional and 8 cremation burials completed.
- One traditional and one cremation burial scheduled in the coming weeks.
- Two lots sold.
- Continued public inquiries for stone location marking and cemetery information.

Forestry

- Tess completed CTMI training.
- Storm-related limb damage addressed on several trees.
- Stump removals ongoing.

Streets

- Blacktop patching has used nearly all of the line-item budget.
- Continued preventive maintenance on equipment in both shops.
- Repaired kayak landing at Old Mill Pond Park.
- Storm damage repairs continuing at Lincoln St., Stewart St., and Ithica Rd./Miner Hill Access.
- Continued street sweeping, brush pickup, and mowing operations, including the bike/walking path.
- Dike Storm Water Channel maintenance: approx. 80 hours logged to date; an estimated 300+ hours remain for crack sealing, tree/brush removal, spillway work, and concrete repair. Additional hours required for dike maintenance including tree removal, waterway maintenance, and through dike control systems.
- Plow truck with bent frame repaired and returned to service through an insurance claim.
- Confined Spaces training completed by the full Robb Shop crew.
- Landfill brush drop-off area remains busy (approx. 5 hrs/week); landfill mowing to begin next week using a rented tractor.

DPW Notes

- Continued coordination on Stori Field and UW Campus redevelopment, including MOU development, HUD Community Project Funding grant scope, and City Master Plan/DOT/Traffic Impact/Wetland review.
- Capital outlay project work continuing: Dike Storm Water Channel/Congress St. Bridge, UTV, additional mower, dike lights, ball field lights, and City fire alarm system.
- Jefferson Parking Lot project plan development continuing with Vierbicher.
- Safe Step Sidewalk program development continuing for future Public Works Committee consideration.

- Continued review and approval of Public Works permits (sidewalks, ROW cuts, temporary ROW use).
- Ongoing GIS system development and landfill area repair planning.
- Beginning 2027 budget development, including capital improvement needs on Church St./Peebles Drive and DOT coordination on Hwy 80/14.
- Clarified boulevard tree clearance responsibilities: City handles limbs to 14 ft above the road; homeowners responsible for limbs to 10 ft above the sidewalk.
- Short-staffed: one new hire resigned after one day, one employee out on a non-work-related medical leave; LTE position posted.
- Considering a fee structure for event rentals of picnic tables and garbage cans.