



## MINUTES OF THE MEETING OF THE PUBLIC WORKS COMMITTEE

THURSDAY, MAY 21, 2026 AT 5:30 PM

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PUBLIC WORKS SHOP AT 1100 N. JEFFERSON STREET, RICHLAND CENTER, WI 53581

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**CALL TO ORDER** The meeting was called to order at 5:33 PM. Members present: Jarvis, Hoffman, Schultz. Members absent: None. Also present were Director of Public Works Jasen Glasbrenner, Parks & Recreation Director Jodi Mieden, and Municipal Services Specialist Darcy Perkins. Perkins affirmed proper notice.

**APPROVAL OF MINUTES** Motion by Hoffman to waive the reading and approve the April 23, 2026 meeting minutes as presented. Seconded by Jarvis. Motion carried 3-0 by voice vote.

**APPROVAL OF BILLS** The bills from 04/23/2026-05/21/2026 were presented totaling \$68,357.16 (Parks and Rec: \$9,369.41; Public Works: \$58,987.75.). *Motion by Hoffman to forward the Payment Approval Report to the Common Council. Seconded by Jarvis. Motion carried 3-0 by voice vote.*

### **PARKS & RECREATION DIRECTOR'S REPORT** PRESENTED BY DIRECTOR MIEDEN

- Community Center: Bookings remain strong, including graduation parties, blood drives, and the Community Resource Fair.
- Woodman Senior Center: Diamond Jo Casino trip was held on May 7 with approximately 40 participants. Bingo, potluck, and breakfast events continue.
- Recreation Department: Recreation, concession, office, and lifeguard staffing are filled. Staff are preparing for summer camps, Cops & Bobbers, Yoga in the Park, Kids Night Out, and ThunderFEST: ThunderSLAM. A \$3,000 Richland County Campus Foundation Community grant was received for the Pickleball Tourney, and a \$2,500 donation was received for Youth Rec Camp Scholarships.
- Woodman Aquatic Center: Pumps are operating and Neuman was onsite for startup. Splash Pad opening was delayed due to shade/concrete work, but pool opening remains targeted before June 6.
- Director's Notes/Requests: Mieden thanked the Public Works Department for pool preparation, Splash Pad Shade work, dugout work at Krouskop Park Fields #5 and #6, and field preparation. The Comprehensive Outdoor Recreation Plan was reviewed; quarterly progress updates were requested.
- Parks & Recreation Budget Review: Staff reviewed Parks and Recreation revenue/expense summaries, including Aquatic Center revenues, operating costs, capital outlay, and the need to identify revenue sources. Discussion included Aquatic Center pump-house flooding, plug and sump pump issues, winterization/heat concerns, long-term maintenance costs, and broader funding challenges. No action was taken.

### **PUBLIC WORKS DIRECTOR'S REPORT** PRESENTED BY DIRECTOR GLASBRENNER

- Airport: Master planning continues to maintain FAA/BOA grant eligibility. Grant-funded capital planning, fuel sales, and operating costs were discussed.
- Buildings & Grounds: Seasonal mowing is underway. Donated dugouts are nearly complete, Aquatic Center startup support continues, new wood chips were placed and weed/string-trimming practices are being adjusted for efficiency.
- Cemetery: Three cremations and no full burials were reported.
- Forestry: Staff continue tree-related ordinance review and respond to tree inquiries involving sewer damage, sidewalk impacts, dead trees, and related concerns.
- Streets: Patching continues. Flood damage and washouts were reported on Lincoln Street, Stewart Street, Ithaca Road/Miner Hill, and other areas. Kayak landing damage, crack sealing, curb/stall painting, and larger-scale maintenance planning were discussed.
- Director's Notes/Requests: Staff continue coordination on Stori Field, UW Campus redevelopment, grants, capital projects, permits, GIS, landfill planning, and the Safe Step Sidewalk Program.



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- Public Works Budget Review: Staff reviewed Public Works revenue/expense summaries, including Airport, Buildings & Grounds, Refuse, Landfill, Cemetery, and Streets budget items. Discussion included airport grant structure, airport fuel revenue, benefits allocations, garage tools/supplies, overtime, truck/equipment repair, and landfill revenue during the first quarter before closure. No action was taken.

### REPORTS, REQUESTS, AND CONCERNS

**Jarvis:** Requested future discussion on reconsidering the Park Board dissolution or exploring a hybrid advisory structure to preserve volunteerism and park-user input. Discussion included policy versus operations, nonprofit discounts, and future agenda consideration.

**Hoffman:** Inquired about nuisance enforcement, including long-standing dumpsters and refuse concerns. Staff discussed public nuisance versus zoning enforcement, police involvement, weekly complaint tracking, referral forms, and enforcement for repeat snow, weed, and large-item pickup violations.

**Schultz:** Inquired about the status of 798 N. Church Street and received clarification that the property is not abandoned.

**Staff:** Perkins distributed a disc golf course maintenance proposal from Ira Coppernoll for review and possible future agenda consideration.

**SET NEXT MEETING DATE** The next meeting was scheduled for Thursday, June 18<sup>th</sup> at 5:30 PM.

**ADJOURNMENT** Motion to adjourn by Hoffman, seconded by Jarvis. Motion carried 3-0 by voice vote. The meeting adjourned at 7:12 PM. *Following adjournment, the Committee participated in a tour of public facilities and grounds. A quorum of the Committee was present, but no action was taken.*

*Minutes recorded by Darcy Perkins.*