

Public Works Monthly Report

For the Months of Feb 2025 – March 2025

3/20/2025

Streets

- Conducted a safety training session on the morning of March 4th.
- Completed the city's low-hanging limb removal with assistance from the electric utility's bucket truck.
- Assisted the electric utility in clearing brush along the bike trail to ensure unobstructed power lines and poles.
- Continuing road patchwork as weather conditions allow, typically a few days per week.
- Collecting brush and yard waste as time permits in response to seasonal demand.
- Updated decals on five trucks to reflect the new logo.
- Gradually transitioning trucks from winter equipment while keeping large dump trucks prepared for potential snowfall.
- Finalized the maintenance and repair list, with additional work anticipated as winter equipment is phased out.
- If favorable weather persists, we plan to commence project work next week, beginning with street cleaning and reactivating the street sweeper.
- Continuing efforts on surplus equipment sales.
- Jason K. attended the Farrell Equipment & Supply show in Eau Claire, WI on 3-14-25
- Team meeting regarding street conditions and overlays.

Buildings & Grounds

- Completed tree removal and assisted utilities as needed.
- Replaced furnace filters in all buildings.
- Conducted deep cleaning of shop and storage areas.
- Nearing completion of picnic table painting.
- Removed all T-posts from the park and relocated them to storage.
- Repaired playground equipment.
- Addressed roof and ceiling damage in the shelter.
- Repaired plexiglass for the Story Walk in the park.
- Performed necessary equipment repairs.
- Preparing mowers for the upcoming season.
- Planning to prepare ball fields as soon as conditions allow.
- Collaborating with Jodi to prepare the pool for the season.
- Research on procurement of rough-cut white oak to replace deteriorated bottom boards on the small footbridge.
- Controlled burn of bottoms land conducted 3/18/2025

Public Works Monthly Report

For the Months of Feb 2025 – March 2025

3/20/2025

Airport

- Continuing efforts to assess and identify suitable replacement equipment.
- Replaced fire extinguisher boxes at the fuel tank and in the electrical room.
- Performed routine maintenance on the furnace.
- Ongoing maintenance projects include brush removal, doorknob repairs, storage shed maintenance, and tractor servicing.

Cemetery

- One cremation burial was completed this month.
- One lot was sold.
- The B&Gs crew conducted a cemetery cleanup, removing outdated decorations while retaining winter/holiday decorations until April 1st per cemetery rules.
- Inquiries regarding monument placements are increasing as families plan for spring and summer installations.
- Cemetery record-keeping updates remain a priority.

Forestry

- All trees on the boulevard and park tree removal list have been cut.
- Homeowners with removed boulevard trees in eligible locations have been notified per the City Tree Ordinance regarding replacements.
- Most trees for spring planting have been ordered. All American Do It Center sourced the required sizes and species at a competitive price, with delivery expected by late April.
- Tess and Joe attended a UW online course on Wisconsin pests of concern. No major threats have been identified, and last year's weather contributed to a significant reduction in Spongy Moth caterpillars, minimizing expected damage this spring. The course also covered No Mow May, offering research-based guidance on promoting pollinator-friendly yards.
- Tess is coordinating stump grinding for boulevard trees removed this year.

Director Notes:

- Frontier continues to add fiberoptic infrastructure to the City.
- We will likely be bringing on adult seasonal workers in B&G very soon
- Effective April 1, a total of 7 porta potty units will be stationed throughout the community at the following locations: 3 Units in North Park (1 ADA), 1 Unit at North Park Pond, 1 Unit at Krouskop Park, 1 Unit at Old Mill Pond Park (ADA) and 1 Unit at Landfill.

Public Works Monthly Report

For the Months of Feb 2025 – March 2025

3/20/2025

Due to low reported usage, porta potty units will not be placed at the Bike Trail, Dog Park, Stori Field, Wedgewood Park, or Chevold Shelter this year

- The order for the Pine River Trail Head signs is being finalized
- We hope to have a donation resolution prepared for the Council for the April meeting regarding a donation by RCYBS. The donation will involve new dugouts for youth baseball field #1 and new manual scoreboards for fields #1 and #2. The dugout will be of similar design to the existing dugouts and the scoreboards will be of similar concept to the image included below.



CAMPBELLVILLE Youth Baseball League										
	1	2	3	4	5	6	7	8	9	Total
Guest	1	0	0	2	0	0	2	.	.	5
Home	2	3	0	4	0	0	3	.	.	12

- The Rotary Club of Richland County has approved a donation for the Sun Shade for the Splash Pad area at the Aquatic Center. The motion made is as follows: "I move the Rotary Foundation of Richland County donate up to \$12,400.00 to the City of Richland Center for the acquisition and installation of a 20 ft x 20 ft Hip Roof Shade Structure with 4 Posts and a 10-foot entry, purchased from Willy Goat as outlined in the document titled 'CITY OF RICHLAND CENTER SUN SHADE COST ANALYSIS.' The 'finished surface' option is to be chosen by the city." The Donation Resolution will be presented to Council for their



Public Works Monthly Report

For the Months of Feb 2025 – March 2025

3/20/2025

approval at the April 15th meeting.

- Possible sidewalk repair services – Safe Step, LLC.
- Possible notifications to individual property owners of the change in City mowing protocols
- Discovery of softball field light bulbs – Working to arrange bulb changes
- MSA - Road Maintenance information sheet
- Purchase of crack seal tar will be presented to Council at their next meeting
- Street Crew Safety Check by MEUW – the team passed the check
- Spider Diagram Review of Public Works:
 - A Spider Diagram is a visual representation that organizes information in a hierarchical and interconnected manner. At the center of each diagram is a core topic (such as a department or budget line item), with branches extending outward to show related tasks, projects, or areas of responsibility.

Thank you!