
COUNCIL ROOM AT THE MUNICIPAL BUILDING, 450 S. MAIN STREET, RICHLAND CENTER, WI 53581

CALL TO ORDER The meeting was called to order at 5:30 PM. Members present: Melby, Fruit, and Walters. The meeting was properly noticed.

APPROVAL OF MINUTES Motion by Fruit to approve the January 16, 2025 meeting minutes. Seconded by Walters. Motion carried unanimously by voice vote.

APPROVAL OF BILLS Motion by Melby to approve the presented bills, seconded by Walters. Motion carried unanimously.

PUBLIC WORKS DEPARTMENT REPORTS PRESENTED BY DPW JASEN GLASBRENNER

- Streets
 - Christmas tree pickup has finished.
 - Lots of road patchwork has been completed in the past month.
 - Partnering with Utilities to work on tree trimming.
 - Dike inlets and outlets have been trimmed from overgrown brush.
 - Working towards the end of our Maintenance/Repair/ Improvement list on the equipment.
 - The bike trail sign on the right side of Bohmann drive across from ACE that was run over has been replaced.
 - Street project list is being created.
 - Flagger safety course was taken by all of the Streets crew.
 - We continue to work on plowing SOPs – i.e. Orange St.
 - Discussion on snow plowing procedures and the declaration of snow emergencies.
 - We continue to work towards truck decal updates.
 - We continue to work on surplus equipment sales.
 - We have posted job openings for seasonal summer help.

- Buildings & Grounds
 - The new Lead started work with the department on Feb 10th. – Joe Carstensen
 - Partnering with Utilities to work on tree trimming.
 - There was an Election held on 2/18. B&G team assisted with set up and tear down.
 - Trainings/Courses-Tess attended an Online Course by UW Madison’s Horticulture and Turf Grass research departments. Tess is signed up for another course, covering emerging pests and diseases and no mow May.
 - We have posted job openings for seasonal summer help.
 - Snow removal – we had one snow event that required Buildings & Grounds assistance with plowing.
 - Picnic Tables - Pat and Doug painted several rounds of tables and placed them back out into the parks once they cured.
 - The Green Buildings and Grounds Truck sold for \$8,285.
 - The Zamboni went through its second cycle of auction and did not meet the reserve. We will list again in September.
 - The two snowblowers are still listed. The snowblower previously indicated as high flow is actually standard flow.

- Airport
 - Our airport has unsuitable mowing and snow removal equipment. We are working to identify replacements.

COUNCIL ROOM AT THE MUNICIPAL BUILDING, 450 S. MAIN STREET, RICHLAND CENTER, WI 53581

- Onsite meeting with the BOA and the selected airport planning group: Westwood & TKDA – Engineers and Planners
- Joe C. has plowed the airport twice with a pickup truck.
- We have many maintenance projects that need to be conducted.
- Cemetery
 - No burials this month.
 - Three cremation burials have already been scheduled for Spring.
 - We sold three lots and are finalizing sales of three more.
 - We are still working on GIS records – Record keeping updates remain a priority.
 -
- Forestry
 - Cut 14 boulevard and park trees this month.
 - Letters will go out to homeowners who are eligible for replacement boulevard trees listing tree choices.
 - Tess is working with Rachel Wilson at the Library to plan an Arbor Day event.
 - The new woodchipper is on order.
- Other
 - Frontier continues to add fiberoptic infrastructure to the City.
 - The DPW met with County Emergency Coordinator Mike Jessen and Chief of Police Bill Jones regarding Emergency Vehicle Routes:
 - Jessen proposed changes to improve emergency vehicle access and safety, including new signage on Main Street and Jefferson, feasibility of flashing lights activated by emergency vehicles, and restricting parking on Main Street between 6th and 8th. However, concerns arose about cost, effectiveness, and adherence to existing procedures. The discussion emphasized that emergency personnel should operate vehicles safely and within standard procedures (SOP). Jessen's request to alter emergency routes conflicted with prior council agreements, leading to concerns over unilateral changes without proper consultation. The discussion leaned toward maintaining current SOPs unless documented safety incidents justify changes.
 - Public Works has been collaborating with Richland Center Youth Baseball and Softball (RCYBS) regarding ball field improvements.

DISCUSSION OF POSSIBLE ACTION ITEMS

4. Restrooms in North Park

The discussion focused on the challenges of building a permanent restroom in North Park due to its location in a flood zone. Engineering surveys would be required to determine suitable elevation, and construction would need to be elevated above flood levels, making it costly and complex. Porta Potties will continue to be used for the time being.

REPORTS, REQUESTS, AND CONCERNS

Fruit:

- The airport car system could be a valuable asset if properly managed, potentially using an honor system for refueling and key access.



**MINUTES OF THE MEETING OF THE PUBLIC
WORKS & PROPERTY COMMITTEE**

THURSDAY, FEBRUARY 20, 2025 AT 5:30 PM

COUNCIL ROOM AT THE MUNICIPAL BUILDING, 450 S. MAIN STREET, RICHLAND CENTER, WI 53581

- Concerns were raised about the deteriorating condition of fishing platforms along the Pine River. Some are sagging, missing railings, or appear unsafe, prompting a discussion on whether they should be repaired or removed.

Walters:

- Concerns have been raised regarding the potential City takeover of the Veterans Memorial maintenance following the dissolution of the current 501(c)(3) organization providing oversight. While the transition was initially planned, some veterans objected, feeling that the decision was made unilaterally by the board's chairman, Leonard Frye. Concerns included fears that City control would misallocate funds meant for the memorial. A meeting between City representatives and concerned veterans clarified that the City has not yet taken control, as the transition depends on the formal dissolution of the nonprofit and transfer of funds. Some veterans expressed interest in reorganizing and recruiting younger members to continue managing the memorial independently. The City assured that any transferred funds would be restricted for memorial upkeep. Despite frustrations and misunderstandings, City officials reiterated their commitment to transparency and adherence to Council motions. As the veterans' group now appears to be continuing its oversight, the City is prepared to step back if they choose to remain in control.

SET NEXT MEETING DATE The next meeting was scheduled for Thursday, March 20th at 5:30 PM.

ADJOURNMENT Motion to adjourn by Melby, seconded by Walters. Motion carried unanimously by voice vote. The meeting adjourned at 6:54 PM.

Minutes recorded by Darcy Perkins.