

# CITY OF RICHLAND CENTER - AGENDA ITEM DATA SHEET

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**Agenda Item:** Director of Public Works Monthly Report

**Requested & Presented by:** DPW Jasen Glasbrenner

**Meeting Date:** Public Works Committee on 01-15-2026

## November & December 2025 and January 2026 Operations Summary

### Airport

- Continued coordination on Airport Master Planning and Runway Improvement projects with the BOA.
- Updated leases and rates took effect 01/01/2026; positive feedback received from pilots.
- Preparing for installation of the new 1200.aero Airport Operations Tracking once received.

### Buildings & Grounds

- Snow removal completed for sidewalks, parking lots, and airport; assisted Streets as needed.
- Finley Hamblin hired as the third full-time crew member (start date 01/10/2026).
- Ongoing brush and tree removal throughout City parks will continue in the coming months.
- Coordinated with Rotary Lights for Christmas tree disposal and removed all t-posts from the park.
- Diggers Hotline ticket active for remaining trailhead sign installations.

### Streets

- Snow removal and new plowing procedures continue to be refined, especially around snow volume and route prioritization.
- Preparing for March landfill closure: outreach includes tax bill flyers, social media posts, and a new info webpage.
- Street rating process (per State requirements) completed in December with MSA.
- Jesse Jensen transferred from Buildings & Grounds to Streets Crew I effective 12/15/2025.
- Completed Christmas tree pickup.
- Streets shop heater repairs completed (\$5,500); two heaters operational, with remaining units pending repair.
- Awaiting Diggers Hotline clearance to install stop signs at Congress & 2nd and Congress & 4th.
- No Parking signs to be installed on the north side of 8th Street.

### Cemetery

- Two full burials completed; one additional full burial scheduled.
- No frost issues reported to date.

### Forestry

- Tree City USA paperwork submitted and approved regionally; pending state-level approval.
- Arbor Day event scheduled for Wednesday, April 22 at the Community Center; DNR-provided seedling giveaway planned.
- Winter tree cutting to begin as weather and scheduling allow.

### DPW Notes

- Matt Williams promoted to Assistant Director of Public Works as part of the department's organizational restructure.

### ADPW Notes

- Update on Snow Removal Events to Date
- Realized Cost Savings to Date