

# Public Works Monthly Report

*For the Months of Dec 2024 – Jan 2025*

*1/16/2025*

## Streets

- Maintenance/Repairs on truck and equipment continues.
- Jelenik Plumbing and heating looked at the maintenance bay heater. They have ordered the part to be repaired just waiting for it to arrive.
- Dump hoist on truck #61 (2018 chevy 3500) broke free from the frame putting the truck out of service. The quoted price for parts to fix this is around \$3500. We fabricated new brackets and reinforced what is there in house getting the truck back in service. We will be monitoring this closely to see if the repair will work for a long-term fix.
- Street patching when weather allows. The Patch wagon is currently in the shop getting repairs. Light wiring, new jack, and axle work. Expected to be done this week yet.
- Used the new grapple for the skid steer for the first time. Works great
- Christmas tree pickup on Mondays. Also getting any other yard waste at the same time.
- The first major snow event went well. Successfully cleared the town and hauled excess snow with no issues or breakdowns.
- We continue to work on plowing SOPs – ie. Orange St.
- Working on surplus equipment sales
- 2022 - ¾ ton truck successfully sold for \$39,000
- Work towards truck decal updates

## Buildings & Grounds

- This was a quiet month due to the holidays.
- Snow removal – we had one snow event that required Buildings & Grounds assistance with plowing. Tess adjusted her route to pick up the route that would be covered by the vacant position. Jasen Glasbrenner assisted by plowing City Hall and the Airport. Tess started earlier than previous years to coordinate with the Street Team so that snow from some of the City Parking lots could be moved to the larger piles made by Street Dept instead of piled in lots. It seemed to work well, and the earlier start time allowed all lots to be completed before they were being heavily used.
- Picnic Tables - Pat and Doug painted several rounds of tables and placed them back out into the parks once they cured.
- Community Outreach – Tess participated in the library's "Mystery Reader" program, reading *Katy and the Big Snow* by Virginia Lee Burton which is a classic story about a snowplow during a big snow event. She answered questions about snow removal, Forestry and general Public Works activities.

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- Garbage – Some garbage cans have been removed for the winter. They are cans that are in low use areas or where multiple cans are placed in the summer but are not required for the winter. They will be put back in the Spring.
- Green Truck – Stickers were removed from the Green Truck and it was cleaned to prepare it for sale.
- Building Maintenance – Various small building maintenance tasks.
- Meyer Building Furnace – The Meyer Building was briefly closed due to furnace issues. It is back open now.
- Plans for the coming month:
  - Continue Painting picnic tables
  - Continue organizing shop and office
  - Continue Building maintenance tasks
  - Tree cutting
- Continued search for Buildings & Grounds Lead. The candidate that we previously reported offering the position to declined, after accepting, due to a counter by his current employer.

## **Airport**

- Meetings with engineering firms for Airport Master Planning
  - Strategic planning around what the long-term plan options may be
- Snow removal is a 6-to-8-hour job for a single person
  - Snow Removal Equipment – Considering changes
- Courtesy Car discussion
- Continued work by BOA on our Runway Sealcoat Project

## **Cemetery**

- One cremation and one burial. The burial required using the burner to thaw the gravesite. Several inquiries about plots.
- Tess continues to work on sorting out GIS map issues.
- The map is linked to the city website for the public to use but should not yet be relied on until all issues are sorted out and updated.

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## **Forestry**

- Tree board meeting January 22<sup>nd</sup> at 5:00 pm – public will have the opportunity to contest private tree cutting letters at this meeting.
- We were unable to start tree cutting as Utilities is tied up with a project installing meters that must be completed by the end of January. We will start in February. Our list is short this year so it should not be a challenge to complete regardless of a later start date.
- Tree City paperwork was approved at the local and State level and is now waiting on final approval.
- Tess is working with several vendors on sourcing for boulevard and park trees for the upcoming Spring plantings.
- Planning has begun for Arbor Day/Earth Day events.

## **Other Notes:**

- Working toward equipment Inventory and data sheets
- Working toward creating digital files for all equipment
- We ordered the Chipper that was approved