

Public Works Monthly Report

For the Months of Oct/Nov/Dec 2024

Streets

- Storm Drain on Bohmann Dr has been temporarily repaired until a permanent repair can be completed in the spring.
- Patchwork is being done getting the larger potholes filled and compacted before snowfall
- Any maintenance/ repair needed during setup of winter equipment has been completed all snow equipment is set up, tested, and operational
- We have the 2022 Ford Truck for sale through Wisconsin Surplus Auction.
- First major salt application on the roads was on Sat. Dec 14th & Sunday the 15th
- Wintertime equipment maintenance is beginning. Oil changes, equipment repairs anything we couldn't get to during the summer and fall.
- Leaf collection got extended longer than planned due to nice weather later into the fall.
- Tree Trimming will become a major task after the first of the year.
- The heat in the maintenance bay is not working. Waiting to get a quote for this.
- We partnered with City Utilities to share the cost for the purchase of a grapple fork attachment to be used with our skid-steers or toolcats. This will allow us to pick up large pieces of brush and wood to make disposal much faster.
- We have purchased, picked up, and fitted the 2017 Ram 1 ton truck.

Buildings & Grounds

- Seasonals – Seasonals are no longer helping but are available if we need assistance with projects.
- Landscape Maintenance – We have been able to do some shrub and tree trimming. Doug cleared large brush around the top of the cemetery where it has been encroaching into roadway.
- Snow Preparation – Plows were installed on two trucks. Salter installed in toolcat. Salt was staged in buildings.
- Holiday Preparation – Tess assisting with Staff holiday party planning.
- Winter tasks – Picnic tables are staged by cemetery garage where painting and repair will take place. Using the cemetery garage will allow the tables more time to cure as the space isn't required for equipment storage like the shop is.
- Plans for the coming month:
 - Continue with landscaping work as long as weather allows
 - Painting picnic tables
 - Organizing shop and office
 - Begin tree cutting

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- Director Glasbrenner extended an employment offer to an individual for the open Parks & Grounds Lead position. On 12/17 we received their acceptance of the offer. Starting date will be around Jan. 20th, 2025. This will place the full time staff level at four people.

Airport

- Decided not to make the purchase on the Runway Broom. We have placed one of the street department trucks with a plow at the airport for the winter.
- The airport funding resolution has been completed with the BOA.
- We are actively working with the BOA on an airport runway repair project.

Cemetery

- It was a quiet month with no cremations and one full burial as well as a small number of located for headstone placement.
- Veteran's flag order will be placed this week.
- GIS map was approved and will be linked to the City website for the public to use. There are a few minor record keeping issues that still need to be corrected. Tess is doing the research to resolve these issues and then the corrections will be given to Southwest regional planning as part of the ongoing maintenance of the mapping.

Forestry

- Tree board meeting January 22nd at 5:00 pm – public will have the opportunity to contest private tree cutting letters at this meeting. Tess is preparing a plan for dealing with letters not received and trees that have not been cut by due date.
- Cutting of boulevard trees is expected to start sometime in January.
- Tree City renewal paperwork has been submitted.

Other Notes:

- Working toward equipment Inventory and data sheets
- Working toward creating digital files for all equipment