

# 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 03-19-2026

## February & March 2026 Operations Summary

### Airport

- Airport Master Plan and Runway Crack Repair project progressing.
- Hangar inspections underway to meet FAA/BOA requirements (City complete; ~50% private complete).
- Annual fuel purchase was completed.

### Buildings & Grounds

- Continued facility and park maintenance, including river corridor clearing.
- Ongoing building maintenance (patching, painting, ceiling tile replacement).
- Depot maintenance items identified; additional work scheduled as weather allows.

### Streets

- Ongoing patching operations as conditions allow.
- Equipment inventory review completed; unused assets prepared for sale.
- N Congress Street stop signs installed.
- Ongoing fabrication and in-house equipment/storage improvements.

### Cemetery

- Two full burials completed; one plot sold at Bowen Cemetery.
- Two cremation burials scheduled for April.
- Winter burial rates end March 30.

### Forestry

- Tess completed CTMI Session 2 (hazard trees, construction impacts, pruning/disease response).
- Arbor Day/Earth Day event scheduled April 22 (seedlings, activities, market, run event).
- Continued tree work in Krouskop and North Park as weather allows.

### DPW Notes

- All Public Works shop facilities rekeyed to pin pad access.
- Seasonal hiring underway; recruiting 2–4 seasonal team members.
- Outlay budget request finalized and submitted.
- Landfill closure preparations continue (end of month), including public outreach.
- Employee Updates:
  - Jesse Jensen separated 03/18/26 from employment; position has been re-posted.
  - Personnel (3/16): Approved PTE Public Works Crew Position – Facilities Custodian position; position has been posted.

- Park Portable Units Update: Staff reviewed 2025 costs (~\$12,321) with Nature's Way (Lone Rock) and secured a 2026 quote (~\$6,910) from Sit & Git (Viola), yielding significant savings and increased ADA accessibility. Both vendors are based in Richland County.

Given the substantial pricing gap, staff selected the lower-cost vendor. While the previous vendor requested a price match, staff determined bids were not reasonably comparable and expects vendors to submit their most competitive pricing upfront.

Customer service challenges and recent unprofessional communications further supported the transition. This update is provided for transparency, as the former vendor may contact Committee members; staff is confident in the decision and seeks Committee awareness and support.