



OFFICIAL PUBLIC NOTICE

MEETING OF THE PUBLIC WORKS COMMITTEE

THURSDAY, FEBRUARY 20, 2025 AT 5:30 PM

COUNCIL CHAMBERS OF THE MUNICIPAL BUILDING AT 450 S. MAIN STREET.

AGENDA

CALL TO ORDER *Roll Call for the meeting, determine whether a quorum is present; determine whether the meeting has been properly noticed.*

APPROVAL OF MINUTES *Entertain a motion to waive the reading of the minutes of the last meeting in lieu of printed copies and approve said minutes or correct and approve said minutes.*

- [1.](#) 01-16-2025 Minutes

APPROVAL OF BILLS

- [2.](#) Bills for Approval

PUBLIC WORKS DIRECTOR'S REPORT

- [3.](#) Monthly Report

DISCUSSION AND POSSIBLE ACTION ITEM

- [4.](#) Restrooms in North Park

REPORTS, REQUESTS, CONCERNS *No action will be taken on any matter originating under this item.*

SET NEXT MEETING DATE *Third Thursday of the Month - March 20th*

ADJOURNMENT

Posted this 18th day of February, 2025 by 4:30 PM.
Copy to the official newspaper the Richland Observer.

PLEASE NOTE: That upon reasonable notice, a minimum of 24 hours in advance, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service contact Ashley Oliphant, City Administrator at 450 S. Main St., Richland Center, WI. 53581 or call 608-647-3466. Notice is hereby given that the council members who are not members of this committee may attend this meeting so as to constitute a quorum of the city council. Any such council member attendance will be for information gathering, discussion, and/or related purposes and will not result in the direct decision making by the city council at the committee meeting. The City of Richland Center is an equal opportunity employer, provider, and lender.



MINUTES OF THE MEETING OF THE PUBLIC WORKS & PROPERTY COMMITTEE Item 1.

THURSDAY, JANUARY 16, 2025 AT 5:30 PM

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

CALL TO ORDER The meeting was called to order at 5:32 PM. Members present: Melby, Fruit, and Walters. The meeting was properly noticed.

APPROVAL OF MINUTES Motion by Fruit to approve the December 19, 2024 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

Chairman Melby opened the floor for citizen Al Lins to speak regarding an MOU under development between Richland County and the Richland School District for gym use. Mr. Lins is imploring the City Council to support the transfer of the management of the gymnasium to the Symons’ Foundation Board.

DPW Report:

Streets:

- Successful sale of a 2022 truck for \$39,000.
- The maintenance agreement revealed potential heater replacements.
- Development of SOPs for snow plowing, addressing issues on Orange Street.
- Discussions on windrowing snow and changes in operations for snow plowing into streets.
- Plans for educational seminars on salting techniques.

Buildings & Grounds:

- Discussion on City Hall and airport snow removal. Equipment used includes trucks and tractors; challenges noted.
- Ongoing maintenance of Meyers Building furnace.
- Tree cutting was delayed due to utility work.

Airport:

- Meetings for master planning and runway resealing.
- Discussions on updating airport equipment.

Cemetery:

- Ongoing organization of cemetery records.

Forestry:

- Tree City paperwork and sourcing trees.

DISCUSSION OF POSSIBLE ACTION ITEMS

4. Sale of Snocrete Loader Mount Snow Blower from Public Works Fleet

The Public Works Department is proposing to sell a 1999 Fair model snowblower due to efficiency, storage and usage concerns. Current equipment includes a 2018 LaRue model. Motion by Melby to recommend to the Finance Committee and Common Council approval to sell the 1999 Model 942SI snowblower. Seconded by Fruit. Motion carried unanimously.

5. Sale of Virnig Skidsteer Attachment Snowblower from Public Works Fleet

The Public Works Department is proposing to sell a 2019 Virnig V5 Snowblower due to efficiency, storage and usage concerns. Motion by Melby to recommend to the Finance Committee and Common Council approval to sell the 2019 Virnig V50. Seconded by Walters. Motion carried unanimously.



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

6. Purchase of Husqvarna Automower 550 EPOS Robot Mower

The Public Works Department is proposing to sell a Husqvarna Automower 550 for potential use at softball fields and the Aquatic Center. Motion by Melby to recommend to the Finance Committee the approval of the purchase of a new Husqvarna Automower 550. Seconded by Walters. Motion carried unanimously.

7. City Management of Veterans Memorial at City Hall

Public Works provided an update from City Attorney Michael Windle regarding the ownership transfer and nonprofit dissolution. Motion by Fruit to recommend to the Common Council to establish a timeline for transitioning the management of the memorial to the City. Seconded by Melby. Motion carried unanimously.

8. Landfill Monitoring Services Agreement

Glasbrenner advised of landfill monitoring requirements and the current proposal by MiTech. Motion by Walters to recommend to the Finance Committee to execute a landfill monitoring agreement at a cost not to exceed \$9,950.00. Seconded by Fruit. Motion carried unanimously.

9. Memorial Program in City Parks

The Public Works Department provided preliminary data regarding the proposal to revive the memorial program. They addressed maintenance and communication challenges, efforts to inventory existing memorials and renewal terms. The committee charged the Public Works Department with composing a proposal for the Memorial Program with the discussed elements. The proposal is to be presented at the next Committee meeting.

10. Discussion on Courtesy Vehicle at Richland Airport

The Public Works Department provided preliminary data regarding a courtesy vehicle at Richland Airport. They discussed research on surrounding municipalities, management options and insurance/liability concerns. The department also advised of a potential donor should the courtesy vehicle be moved into further consideration. The Public Works Department is to follow up with the City Administrator and Buena Vista Flying Club to discuss the next steps.

11. Discussion on Sun Shade for Aquatic Center

The Public Works Department presented research on Sun Shade options as well as vendor and pricing options. The Public Works Committee affirmed the general style of the Sun Shade to be installed next to the Splash Pad at the Aquatic Center. Public Works is to further the conversation with Parks & Recreation and potential donors to try to secure the new structure.

REPORTS, REQUESTS, AND CONCERNS

Walters: Advised that the suggestion has been made that Symons take over the Pine River recreation.

Melby: Advised that Partners for Prevention is working with a group of students at the high school on a proposal for tobacco-free parks; the group will potentially be coming to the Public Works Committee or Common Council in the future.

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

ADJOURNMENT Motion to adjourn by Melby, seconded by Fruit. Motion carried unanimously by voice vote. The meeting adjourned at 7:30 PM.

Minutes recorded by Darcy Perkins.

Report Criteria:

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

[Report].GL Account Number = "10-54900-000"- "10-54900-999", "10-51850-000"- "10-51850-999", "10-54240-000"- "10-54240-999", "10-55300-000"- "10-55300-999", "10-56300-000"- "10-56300-999", "10-54100-000"- "10-54100-999", "10-54200-000"- "10-54200-999", "10-54210-000"- "10-54210-999", "10-54220-000"- "10-54220-999", "10-54230-000"- "10-54230-999", "10-54250-000"- "10-54250-999", "10-54260-000"- "10-54260-999", "10-54300-000"- "10-54300-999", "10-54400-000"- "10-54400-999", "10-54500-000"- "10-54500-999", "10-54600-000"- "10-54600-999", "10-54700-000"- "10-54700-999", "10-56200-000"- "10-56200-999", "10-61000-941"- "10-61000-948", "10-61000-961", "10-61000-962", "10-61000-971", "10-61000-990", "10-61000-991", "10-51500-250"

Vendor Name	Invoice Date	Description	GL Account and Title	Net Invoice Amount	Date Paid
ALL AMERICAN DO IT CENTER					
ALL AMERICAN DO IT CE	01/07/2025	Sanding picnic tables\	10-51850-440 BLDG-PROP/EQU	37.48	02/06/25
ALL AMERICAN DO IT CE	01/10/2025	SIDE BOARDS FOR DUMP TUR	10-54200-420 ROADWAYS/TRU	39.55	02/06/25
ALL AMERICAN DO IT CE	01/23/2025	airport insulation	10-51850-470 BLDG-PROP/MAI	40.99	
Total ALL AMERICAN DO IT CENTER:				118.02	
ALLIANT ENERGY/WPL					
ALLIANT ENERGY/WPL	01/15/2025	street lights 14-walmart	10-54230-320 SIGNS/UTILITIES	15.87	02/06/25
ALLIANT ENERGY/WPL	01/10/2025	28694 Co Hwy B Runwaylt	10-54900-320 AIRPORT/RUNWA	262.79	02/06/25
ALLIANT ENERGY/WPL	01/13/2025	23595 S State Hwy 80 Shlter	10-55300-655 B&G/SHELTER E	19.00	02/06/25
ALLIANT ENERGY/WPL	01/10/2025	28694 Co Hwy B Hanger	10-54900-322 AIRPORT/HANGA	54.81	02/06/25
ALLIANT ENERGY/WPL	01/02/2025	28929 Co Rd BA hanger	10-54900-321 AIRPORT/TERMI	111.39	02/06/25
Total ALLIANT ENERGY/WPL:				463.86	
AMAZON CAPITAL SERVICES					
AMAZON CAPITAL SERVI	01/21/2025	Passenger side mirror	10-54200-420 ROADWAYS/TRU	29.99	02/06/25
AMAZON CAPITAL SERVI	01/21/2025	welding helmet	10-54100-510 GARAGE/TOOLS	68.99	02/06/25
AMAZON CAPITAL SERVI	01/21/2025	Pressuer washer part	10-54100-510 GARAGE/TOOLS	56.99	02/06/25
AMAZON CAPITAL SERVI	02/03/2025	SOCKETS & SHOVEL BRACKET	10-54100-510 GARAGE/TOOLS	55.64	02/12/25
AMAZON CAPITAL SERVI	01/10/2025	PLOW STAND	10-51850-440 BLDG-PROP/EQU	224.34	02/12/25
Total AMAZON CAPITAL SERVICES:				435.95	
AUTO VALUE PARTS STORES					
AUTO VALUE PARTS STO	01/03/2025	Tub, terminal lug, welding	10-54200-420 ROADWAYS/TRU	190.55	02/06/25
AUTO VALUE PARTS STO	01/10/2025	brake cleaner, mudflap, etc	10-54100-520 GARAGE/SUPPLI	175.03	02/06/25
Total AUTO VALUE PARTS STORES:				365.58	
BADGER WELDING SUPPLY, INC					
BADGER WELDING SUPP	12/31/2024	MONTHLY CYLNINDER RENTAL	10-54100-520 GARAGE/SUPPLI	38.75	02/06/25
BADGER WELDING SUPP	01/31/2025	welding gas cylinders	10-54100-520 GARAGE/SUPPLI	38.75	02/12/25
Total BADGER WELDING SUPPLY, INC:				77.50	
BINDL TIRE & AUTO, LTD					
BINDL TIRE & AUTO, LTD	01/23/2025	tire tub for unit #27 skid steer	10-54200-440 ROADWAYS/EQUI	43.00	02/12/25
Total BINDL TIRE & AUTO, LTD:				43.00	
CARROT-TOP INDUSTRIES IN					
CARROT-TOP INDUSTRIE	12/17/2024	flag	10-51850-525 BLDG-PROP/FLA	200.97	02/06/25
Total CARROT-TOP INDUSTRIES IN:				200.97	

Vendor Name	Invoice Date	Description	GL Account and Title	Net Invoice Amount	Date Paid
CITY UTILITIES-BILLS					
CITY UTILITIES-BILLS	01/22/2025	street's share of Johnson Control i	10-51850-565 BLDG-PROP/FIRE	193.67	02/12/25
CITY UTILITIES-BILLS	02/07/2025	light bulbs	10-51850-470 BLDG-PROP/MAI	292.48	02/12/25
Total CITY UTILITIES-BILLS:				486.15	
FARRELL EQUIPMENT & SUPP					
FARRELL EQUIPMENT &	12/17/2024	water tank & sprayer	10-54100-510 GARAGE/TOOLS	264.98	02/06/25
Total FARRELL EQUIPMENT & SUPP:				264.98	
FRONTIER					
FRONTIER	01/09/2025	01-09 thru 02-08 charges	10-54900-300 AIRPORT/TELEP	108.70	02/06/25
FRONTIER	01/09/2025	01-09 thru 02-08 charges	10-54900-300 AIRPORT/TELEP	108.70	02/06/25
FRONTIER	01/08/2025	01-08 thru 02-07 charges	10-54500-300 LANDFILL/TELEP	96.69	02/06/25
Total FRONTIER:				314.09	
HOLIDAY WHOLESALE					
HOLIDAY WHOLESALE	01/07/2025	supplies	10-51850-520 BLDG-PROP/SUP	419.79	02/06/25
Total HOLIDAY WHOLESALE:				419.79	
JELINEK PLUMBING & HEATING					
JELINEK PLUMBING & HE	01/30/2025	maintenance bay heater & water h	10-54100-460 GARAGE/BUILD	356.24	02/12/25
Total JELINEK PLUMBING & HEATING:				356.24	
METCO, INC					
METCO, INC	01/10/2025	MONTHLY INSPECTION	10-54900-470 AIRPORT/MAINT-	99.00	02/06/25
METCO, INC	02/06/2025	MONTHLY INSPECTION	10-54900-470 AIRPORT/MAINT-	99.00	02/12/25
Total METCO, INC:				198.00	
NAPA AUTO PARTS					
NAPA AUTO PARTS	01/22/2025	engine collant thermostat	10-54200-420 ROADWAYS/TRU	365.17	02/06/25
NAPA AUTO PARTS	02/05/2025	Supplies	10-54100-520 GARAGE/SUPPLI	32.48	02/12/25
NAPA AUTO PARTS	02/12/2025	blade	10-54200-420 ROADWAYS/TRU	57.15	
Total NAPA AUTO PARTS:				454.80	
NATURE'S WAY PORTABLE UNITS					
NATURE'S WAY PORTABL	01/31/2025	landfill unit	10-54500-560 LANDFILL/CONT	200.00	02/06/25
NATURE'S WAY PORTABL	11/30/2024	landfill unit	10-54500-560 LANDFILL/CONT	160.00	02/06/25
NATURE'S WAY PORTABL	01/31/2025	tennis court	10-55300-655 B&G/SHELTER E	160.00	02/06/25
Total NATURE'S WAY PORTABLE UNITS:				520.00	
Peterson Custom Fabrication					
Peterson Custom Fabricati	01/13/2025	snow plow welding repair	10-54200-440 ROADWAYS/EQUI	200.00	02/06/25
Total Peterson Custom Fabrication:				200.00	
PIONEER PRINT CO LLC					
PIONEER PRINT CO LLC	10/21/2024	streets public works clothing articl	10-54200-110 ROADWAYS/UNIF	756.40	

Vendor Name	Invoice Date	Description	GL Account and Title	Net Invoice Amount	Date Paid
Total PIONEER PRINT CO LLC:				756.40	
PREMIER CO-OP					
PREMIER CO-OP	01/31/2025	Fuel	10-51850-500 BLDG-PROP/GAS	202.45	02/12/25
PREMIER CO-OP	01/31/2025	Fuel	10-54200-500 ROADWAYS/GAS	567.50	02/12/25
Total PREMIER CO-OP:				769.95	
REYZEK PLUMBING LLC					
REYZEK PLUMBING LLC	09/11/2024	urinal repair at Meyer Shelter	10-51850-470 BLDG-PROP/MAI	85.00	02/06/25
Total REYZEK PLUMBING LLC:				85.00	
RICHLAND COUNTY HIGHWAY					
RICHLAND COUNTY HIG	12/31/2024	sand & salt	10-54400-520 SNOW RMVL/SU	21,844.52	02/12/25
Total RICHLAND COUNTY HIGHWAY:				21,844.52	
RICHLAND ELECTRIC CO-OP					
RICHLAND ELECTRIC CO	01/02/2025	RC Control Flood Control	10-56200-320 FLOODPLN/UTILI	47.83	02/06/25
Total RICHLAND ELECTRIC CO-OP:				47.83	
SCHMITZ JANITORIAL SUPPL					
SCHMITZ JANITORIAL SU	02/05/2025	towels & supplies	10-54100-520 GARAGE/SUPPLI	142.25	02/12/25
Total SCHMITZ JANITORIAL SUPPL:				142.25	
SECURIAN FINANCIAL GROUP, INC					
SECURIAN FINANCIAL G	01/01/2025	Feb 25 Life Insurance	10-51850-100 BLDG-PROP/BEN	33.53	01/17/25
SECURIAN FINANCIAL G	01/01/2025	Feb 25 Life Insurance	10-54200-100 ROADWAYS/BEN	58.67	01/17/25
SECURIAN FINANCIAL G	02/01/2025	March 2025 Life Insurance Premi	10-51850-100 BLDG-PROP/BEN	33.53	02/11/25
SECURIAN FINANCIAL G	02/01/2025	March 2025 Life Insurance Premi	10-54200-100 ROADWAYS/BEN	58.67	02/11/25
Total SECURIAN FINANCIAL GROUP, INC:				184.40	
SEXTONVILLE WATERWORKS					
SEXTONVILLE WATERW	01/08/2025	10-02-24 thru 01-02-25	10-54900-324 AIRPORT/SEWER	313.30	02/06/25
Total SEXTONVILLE WATERWORKS:				313.30	
SHERWIN INDUSTRIES, INC					
SHERWIN INDUSTRIES, I	01/21/2025	heat transfer oil	10-54200-440 ROADWAYS/EQUI	1,061.06	02/06/25
Total SHERWIN INDUSTRIES, INC:				1,061.06	
THE HOMESTEADER'S STORE					
THE HOMESTEADER'S S	07/22/2024	payment on tractor	10-51850-440 BLDG-PROP/EQU	63.65	
Total THE HOMESTEADER'S STORE:				63.65	
TOWN & COUNTRY SANITATION, INC					
TOWN & COUNTRY SANI	01/02/2025	ACCT #8735-GARBAGE	10-54600-560 GARBAGE/CONT	16,808.60	02/12/25
TOWN & COUNTRY SANI	01/02/2025	ACCT #8735-OPERATOR	10-54500-020 LANDFILL/TCS O	889.92	02/12/25
TOWN & COUNTRY SANI	02/03/2025	ACCT #8735-GARBAGE	10-54600-560 GARBAGE/CONT	16,808.60	02/12/25
TOWN & COUNTRY SANI	02/03/2025	ACCT #8735-OPERATOR	10-54500-020 LANDFILL/TCS O	889.92	02/12/25

Vendor Name	Invoice Date	Description	GL Account and Title	Net Invoice Amount	Date Paid
TOWN & COUNTRY SANI	02/03/2025	ACCT #8783-RECYCLING	10-54700-560 RECYCLING/CON	7,075.45	02/12/25
TOWN & COUNTRY SANI	02/03/2025	ACCT #8784-LANDFILL	10-54500-660 LANDFILL/TRANS	2,629.42	02/12/25
Total TOWN & COUNTRY SANITATION, INC:				45,101.91	
U S CELLULAR					
U S CELLULAR	12/18/2024	Parks Cell	10-51850-300 BLDG-PROP/TEL	46.65	01/23/25
U S CELLULAR	12/18/2024	Streets Cell	10-54200-300 ROADWAYS/CEL	62.73	01/23/25
U S CELLULAR	12/18/2024	Tess Cell	10-51850-300 BLDG-PROP/TEL	49.56	01/23/25
U S CELLULAR	01/18/2025	Parks Cell	10-51850-300 BLDG-PROP/TEL	56.20	02/20/25
U S CELLULAR	01/18/2025	Streets Cell	10-54200-300 ROADWAYS/CEL	72.28	02/20/25
U S CELLULAR	01/18/2025	Tess Cell	10-51850-300 BLDG-PROP/TEL	59.11	02/20/25
U S CELLULAR	01/18/2025	Parks Cell	10-51850-300 BLDG-PROP/TEL	9.25-	02/20/25
U S CELLULAR	01/18/2025	Streets Cell	10-54200-300 ROADWAYS/CEL	9.25-	02/20/25
U S CELLULAR	01/18/2025	Tess Cell	10-51850-300 BLDG-PROP/TEL	9.25-	02/20/25
U S CELLULAR	01/10/2025	cellular service for flood warning s	10-56200-300 FLOODPLN/TELE	40.81	02/06/25
Total U S CELLULAR:				359.59	
WALSH'S ACE HARDWARE					
WALSH'S ACE HARDWAR	01/10/2025	#62 mud flap repair	10-54200-420 ROADWAYS/TRU	13.94	02/06/25
WALSH'S ACE HARDWAR	01/03/2025	supplies	10-54200-420 ROADWAYS/TRU	113.43	02/06/25
WALSH'S ACE HARDWAR	01/10/2025	shop supplies	10-54100-520 GARAGE/SUPPLI	41.84	02/06/25
WALSH'S ACE HARDWAR	01/10/2025	#62 mud flap repair	10-54200-420 ROADWAYS/TRU	8.54	02/06/25
WALSH'S ACE HARDWAR	01/08/2025	Batteries: clocks, soap, paper tow	10-51850-520 BLDG-PROP/SUP	81.96	02/06/25
WALSH'S ACE HARDWAR	01/14/2025	Picknic table repair	10-51850-440 BLDG-PROP/EQU	15.98	02/06/25
WALSH'S ACE HARDWAR	01/02/2025	Meyer bldg furnance	10-51850-440 BLDG-PROP/EQU	16.18	02/06/25
WALSH'S ACE HARDWAR	01/31/2002	oil	10-54100-520 GARAGE/SUPPLI	17.03	02/12/25
WALSH'S ACE HARDWAR	02/04/2025	supplies	10-54100-510 GARAGE/TOOLS	24.14	02/12/25
WALSH'S ACE HARDWAR	02/06/2025	Depo and flag poles	10-51850-470 BLDG-PROP/MAI	43.41	
WALSH'S ACE HARDWAR	01/22/2025	woodcutter bar & chain oil	10-51850-520 BLDG-PROP/SUP	19.99	
Total WALSH'S ACE HARDWARE:				396.44	
WICONNECT WIRELESS LLC					
WICONNECT WIRELESS	02/01/2025	AIRPORT INTERNET	10-54900-300 AIRPORT/TELEP	59.99	02/12/25
Total WICONNECT WIRELESS LLC:				59.99	
Grand Totals:				76,105.22	

Vendor Name	Invoice Date	Description	GL Account and Title	Net Invoice Amount	Date Paid
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The bills presented on this day, having been referred to the Public Works Committee, and said committee having duly investigated and audited these bills, hereby make the following recommendation:

THAT THE PUBLIC WORKS BILLS PRESENTED ON THIS DAY BE PAID, WITH THE FOLLOWING ADJUSTMENTS AND/OR EXCEPTIONS:

Dated: _____

Public Works: _____

Filed in the office of the City Clerk/Treasurer

Report Criteria:

Invoices with totals above \$0.00 included.
Paid and unpaid invoices included.

[Report].GL Account Number = "10-54900-000"- "10-54900-999", "10-51850-000"- "10-51850-999", "10-54240-000"- "10-54240-999", "10-55300-000"- "10-55300-999", "10-56300-000"- "10-56300-999", "10-54100-000"- "10-54100-999", "10-54200-000"- "10-54200-999", "10-54210-000"- "10-54210-999", "10-54220-000"- "10-54220-999", "10-54230-000"- "10-54230-999", "10-54250-000"- "10-54250-999", "10-54260-000"- "10-54260-999", "10-54300-000"- "10-54300-999", "10-54400-000"- "10-54400-999", "10-54500-000"- "10-54500-999", "10-54600-000"- "10-54600-999", "10-54700-000"- "10-54700-999", "10-56200-000"- "10-56200-999", "10-61000-941"- "10-61000-948", "10-61000-961", "10-61000-962", "10-61000-971", "10-61000-990", "10-61000-991", "10-51500-250"

Public Works Monthly Report

For the Months of Jan 2025 – Feb 2025

2/20/2025

Streets

- Christmas tree pickup has finished.
- Lots of road patchwork has been done in the past month prior to snowfall during nice weather.
- Trimming low hanging limbs, that we could reach with the pole saw. Clearing the edges of the road up, keeping limbs from hitting our plow trucks and sweeper. Waiting for the electric department to have some free time to trim anything higher we can't reach.
- Dike inlets and outlets have been trimmed from overgrown brush, especially on the outlet side clearing debris and small trees that should not be growing in those.
- Working towards the end of our Maintenance/Repair/ Improvement list on the equipment.
- A few days of brush collection after the heavy winds.
- Bike trail sign was run over once again for the second time this winter on the right side of Bohmann drive across from ace. We were lucky to get a few nice days to thaw the ground to replace the sign post.
- Street project list is being created. Including miscellaneous projects we didn't get to before the cold set in. Pavement Crack sealing and Line painting lists have been completed for the upcoming season.
- Flagger safety course was taken by all of the Streets crew. Everyone now has a Flagger Training Certification.
- The last snow event has been completed and cleaned up. Snow piles should be hauled away and cleaned up by 2/19. Some Sand was used in areas where the sun didn't hit as well to melt the snow after the storm. For example, the downtown area where there were parked cars multiple days after the storm delaying the cleanup of the curb area.
- We continue to work on plowing SOPs – i.e. Orange St.
- We continue to work on surplus equipment sales.
- We continue to work towards truck decal updates.
- We have posted job openings for seasonal summer help.

Buildings & Grounds

- The new Lead started work with the department on Feb 10th. – Joe Carstensen
- Much of the month was spent cutting trees. The Utility Department was able to send two staff members with the bucket truck to partner with us in the work. (More details in "Forestry" category)
- Snow Removal-The new lead started shortly before the snow events hit so he was able to pick up some of the plowing Tess and Jasen were doing. We are still adjusting to new

Public Works Monthly Report

For the Months of Jan 2025 – Feb 2025

2/20/2025

routes. Plowing in cooperation with the Street team has made plowing downtown lots much more efficient.

- There was an Election held on 2/18. B&G team assisted with set up and tear down. Due to some streamlining in the Clerk's Office there is now less equipment, tables and supplies that are required so this process is less burdensome.
- Trainings/Courses-Tess attended an Online Course by UW Madison's Horticulture and Turf Grass research departments. The first part of the course was on Turf Grass pests and diseases. The takeaway from this was that most diseases of turf do not require treatment and are rarely significant in healthy turf. The second course was on Sedges and covered species and cultivars and their uses in landscapes. Many can be used for "no mow lawns."
- We have posted job openings for seasonal summer help.
- Plans for the coming month:
 - Tess is signed up for another course, covering emerging pests and diseases and no mow May.
 - We are working on picnic table repair sanding and painting.
 - As soon as the ground allows, we will be removing t-posts from rotary lights.
 - We have a few smaller trees to cut but are almost finished.
 - We will be replacing a door on the storage shed at the airport once the weather is a little warmer.
- 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.
- The Green Buildings and Grounds Truck sold for \$8,285.

Airport

- Equipment – We just have the wrong type of mowing and snow removal equipment at the airport. We will be working towards identifying replacement equipment.
- Onsite meeting with the BOA and the selected airport planning group. Westwood & TKDA – Engineers and Planners

Public Works Monthly Report

Item 3.

For the Months of Jan 2025 – Feb 2025

2/20/2025

- Joe has plowed the airport twice with a pickup truck.
- We have many maintenance projects that need to be conducted. Brush removal, door knob repairs, storage shed repairs, tractor deferred maintenance, tractor attachment maintenance.

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. We only have 6 trees remaining on the list and most of these will not require Utility involvement.
- 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. She has secured free tree seedlings through the DNR that will be available to event attendees.
- The new woodchipper is on order.

Other Notes:

- Frontier continues to add fiberoptic infrastructure to the City.
- Ambulance Garage – Emergency Vehicle Routes
 - Mike Jessen – Director of Richland County Ambulance Service / Emergency Management
 - I met with Chief Jones and Mike Jessen on site.
 - Questions were raised about the feasibility of:
 1. Emergency vehicles entering signage along Main St north and south of 7th street. Also on Jefferson St north and south of 7th Street.
 2. Feasibility of flashing lights on above signage that would be activated only when emergency vehicles are approaching.
 3. Discuss parking on Main Street specifically between 6th and 8th Streets.

Thank you!

CITY OF RICHLAND CENTER

DATA SHEET

Item: Restroom Building in North Park for the Baseball and Softball Fields

Presented by: Jasen Glasbrenner

Meeting Date: Public Works Committee on 02-20-2025

Background: Public Works received correspondence from Richland Center Youth Baseball/Softball (RCYBS) and the Parks and Recreation Department regarding a request for restrooms in North Park. The DPW has been working closely with the Parks & Recreation Director to determine viability of the project.

After conducting research regarding floodplain concerns it has been determined that moving forward with restrooms may be possible but a substantial investment in engineering would be needed to provide elevation data. The elevation data is then used to determine potential building locations in the floodplain. If a building location can be identified it will require fill to be brought in to create an elevated building site that meets DNR requirements.

Other considerations include:

- The restrooms are used for approximately 6 months out of the year.
- The standard of routine and long-term maintenance that would be required for a permanent structure would be substantial and the current staffing levels are not able to hand the additional work.
- Other permanent restrooms that the city currently has are difficult to maintain at good sanitary levels, have been subject to vandalism, are plagued by deferred maintenance, or are at the end of their usable life. This creates budget concerns.

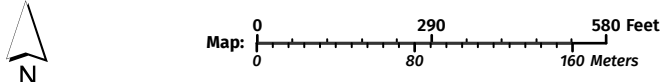
Department Recommendation: Given the difficulties of building in a floodplain, coupled with staff capacity concerns, the seasonal demand for restrooms, and long-term budget constraints, the recommendation is to continue using portable toilets.

Attachments: North Park Floodplain Map 2025



- Legend:** (some map layers may not be displayed)
- Levees
 - FIRM Panels
 - Cross-Sections
 - Flood Hazard Boundaries**
 - SFHA / Flood Zone Boundary
 - Flood Hazard Zones**
 - 1% Annual Chance Flood Hazard
 - Regulatory Floodway
 - 0.2% Annual Chance Flood Hazard
 - Area with Reduced Risk Due to Levee
 - Floodplain Analysis Lines**
 - Encroachment Analysis
 - 24K Lakes and Open Water
 - 24K Streams and Rivers
 - 24K Intermittent Streams
 - Latest Leaf On Imagery
 - City or Village
 - County Boundaries

Notes:



Service Layer Credits:
EN Basic Basemap WTM Ext : , 2022 Leaf On: , Paper FIRMS: Federal Emergency Management Agency, Wisconsin Department of Natural Resources, Digital FEMA Floodplains (National Flood Hazard Layer):

Map projection: NAD 1983 HARN Wisconsin TM

This map is a product generated by a DNR web mapping application.

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Date Printed: 2/18/2025 7:30 AM