



ROCK COUNTY DEPARTMENT OF PUBLIC WORKS

Highways & Parks

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Public Works Committee Meeting – Parks
Tuesday, October 11, 2022 – 8:00 a.m.
Public Works Department – Committee Room
3715 Newville Road
Janesville, WI 53545

Call to Order: Chair Richard called the meeting of the Public Works Committee to order at 8:00 a.m.

Committee Members Present: Supervisors Richard, Mawhinney, Pennycook, Rashkin and Woodman.

Committee Members Absent: None.

<u>Staff Members:</u>	John Traynor	Parks Manager
	Amy Friend	Community Coordinator
	Nick Elmer	Assistant Director of Public Works

<u>Others Present:</u>	Dean Paynter	Parks Advisory Board
	Tom Presny	Parks Advisory Board
	Carolyn Brandeen	League of Women Voters

Approval of Agenda: Supervisor Mawhinney moved approval of the agenda as presented, seconded by Supervisor Woodman. ADOPTED.

Approval of Minutes for Parks from September 13, 2022: Supervisor Woodman moved approval of the minutes from September 13, 2022, seconded by Supervisor Pennycook. ADOPTED.

Citizen Participation, Communications and Announcements: Mrs. Brandeen stated she was attending and observing the Parks Committee meeting as a representative for The League of Women Voters. Supervisor Woodman stated he attended The Friends of Carver-Roehl Fall Fest and it was very nice. Mr. Traynor announced that Amanda McElroy had accepted the secretary position at the Department of Public Works. She is a current Rock County employee and has been a correction officer at the Sheriff's department for the last 10 years.

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Parks Advisory Board Communications: None.

REVIEW AND APPROVAL OF RESOLUTIONS

Authorizing Naming the Recently Acquired 5801 North River Road Property as Rock River Heritage County Park: Supervisor Mawhinney moved approval of the Resolution, seconded by Supervisor Woodman. Mr. Traynor explained the Resolution and answered questions from the Committee. ADOPTED.

REVIEW, DISCUSSION AND POSSIBLE ACTION

Discussion and Possible Action – Heating Fuel Contracts:

Mr. Traynor stated that due to the new purchasing guidelines, he didn't have to bring the item to committee for approval but was bringing this item to the committee for informational purposes. He stated he received quotes from four companies for propane to be supplied to Turtle Creek Parkway and the New Park located at 5801 N. River Road, Janesville. He received quotes from Blackhawk Propane, Ferrellgas, Milton Propane and Suburban Propane. The two lowest quotes were received from Milton Propane and Suburban Propane at \$1.99/gallon. Milton Propane was chosen as the provider based on the lowest quoted price of \$1.99/gallon and they are a local company. The closest location for Suburban Propane is in Portage. Ferrellgas had been the supplier for Turtle Creek Parkway. Mr. Traynor answered questions from the Committee. No action required.

Discussion and Possible Action – Lighting Project at Carver-Roehl Park:

Mr. Traynor stated he was hoping to have something to present to the committee today. He reported that two weeks ago he had sent out specifications to four different electrical companies to bid on the proposed lighting project at Carver-Roehl Park and had not received a response from any of the companies that were contacted. Discussion took place on the lighting project and the companies that were contacted. No action required.

Parks Manager Report – See Attached: Mr. Traynor provided information on the items listed in his report and answered questions from the Committee.

Parks General

Maintenance Update – Staff is focusing on mowing and tree clean-up.

Task Tuesdays – Staff will focus on picnic table rehab and repairing grills once mowing slows down.

Secretary Position Status – Position has been filled.

5801 N. River Road Location

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Work Update – Down to one full-time staff employee.

United Way Day of Caring – Wed. Sept 14th - The day was a success. Over 50 volunteers worked on painting and cleaning several buildings in the new park.

Timeline Update – Potential Opening – Need to have a fence installed around the maintenance building to secure items. Received quotes of \$34,000 and \$40,000 to install the fence. Working with Public Works to see if the Bridge Crew can install fence and get materials for fencing from the State Contract.

Beckman Mill Park

Drone Pictures – Drones are not historically allowed in any Rock County Park. Curt Backland has been given special permission to use a drone to take pictures at Beckman Mill Park that will be used for promotional purposes.

United Way Day of Caring Project – Seven volunteers worked on cleaning and staining the pavilion.

Miller Farm Park

NRCS Update – Awarded a 10-year permit with NRCS to have trails in the Park. The volunteer that will maintain the trails has a release form on file. Waiting for approval to move the driveway and have a small turnaround.

Carver Roehl Park

Fall Harvest Days – October 2nd – The Friends of Carver-Roehl Park do a fantastic job.

Lighting Project Update – Discussed earlier.

Magnolia Bluff Park

Shelter Project Update – Concrete work not completed. Shelter to be delivered October 25th.

Peace Trail

Paving Project Update – Shoulder work completed. Stop signs are installed at all intersections.

W.L. Sportsmans Park

Deer Seminar – September 29th - Schoonover Family held a seminar to inform the public about the age and care of the deer.

Wisconsin Park and Recreation Association

Fall Conference – October 6th and 7th - Attended conference and mental health sessions.

Community Coordinator Report: Ms. Friend presented a PowerPoint presentation on items in her report. She discussed the Fall Fun Challenge, StoryWalk at Carver-Roehl Park, the 2022 Wisconsin Healthy Communities Summit, Friends of Carver-Roehl Fall Fest, Rock County Annual Benefits Fair, Wisconsin Parks & Recreation Association Fall Workshop, reminders, and upcoming events.

Next Meeting Date and Time: Tuesday, November 8, 2022, at 8:00 a.m. at the Department of Public Works.

Adjournment: Supervisor Woodman moved adjournment at 9:45 a.m., seconded by Supervisor Mawhinney. ADOPTED.

Respectfully Submitted,
Amy Friend
Community Coordinator