



ROCK COUNTY DEPARTMENT OF PUBLIC WORKS

Highways & Parks

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Public Works Committee Meeting – Parks & Highway
Tuesday, November 8, 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, Rashkin, and Woodman

Committee Members Absent: Supervisor Pennycook

<u>Staff Members:</u>	Duane Jorgenson	Director of Public Works
	Nick Elmer	Assistant Director of Public Works
	John Traynor	Parks Manager
	Amy Friend	Community Coordinator
	Terri Carlson	Risk Manager
	Amanda McElroy	Secretary II

<u>Others Present:</u>	Dean Paynter	Parks Advisory Board
	Floyd Finney	Parks Advisory Board
	Ryan Combs	Combs & Associates
	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:

- A. Parks Minutes Dated October 11, 2022: Supervisor Woodman moved approval of the minutes of October 11, 2022, as presented, seconded by Supervisor Mawhinney. ADOPTED.
- B. Highways Minutes Dated October 25, 2022: Supervisor Woodman moved approval of the minutes of October 25, 2022, as presented, seconded by Supervisor Mawhinney. ADOPTED.

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Citizen Participation, Communications and Announcements: Supervisor Mawhinney expressed gratitude for the work completed on County A.

Supervisor Richard mentioned that a constituent contacted him regarding speeding on County D south of Afton. Supervisor Richard directed the constituent to make a comment to the Public Safety & Justice Committee.

Parks Advisory Board Communications: Mr. Paynter announced that the Friends of Rock County Parks Candlelight Hike will be at Rock River Heritage Park on Saturday, January 21, 2023.

Mr. Paynter shared that the Friends of Rock County Parks Group has been busy clearing vegetation and trees at Gibbs Lake, installing 210 feet of split rail fence at Rock River Heritage Park, and making almost 1700 candles for upcoming candlelight hikes in Janesville, Rock County, and Dane County.

PARKS BUSINESS

- A. Resolution – Acceptance of Wisconsin Department of Natural Resources County Conservation Aids Grant CC23-54 Funds: Supervisor Mawhinney moved the Resolution, seconded by Supervisor Woodman. Mr. Traynor explained the awarded \$5,000 DNR grant will be used to clean up trees along the roadside at Rock River Heritage Park. ADOPTED.
- B. Discussion and Possible Action – Update on Lake Koshkonong Access: Mr. Traynor stated that there was interest from the neighbors to purchase the 2 parcels that total approximately 12 acres.
- C. Parks Manager Report: Mr. Traynor provided information on the items listed in his report and answered questions from the Committee.

Parks General

- Maintenance Update- working on mulching almost daily
- Horse Trail Status- currently open and weather dependent, hoping to remain open through Thanksgiving weekend
- Pier Removal- Piers at Royce Dallman and Happy Hollow will be removed on 11/08/2022, Gibbs Lake pier will not be removed
- Fall Training Day- Occurred on 11/01/2022 and was well received from the employees

Rock River Heritage Park

- Tree School- chainsaw training will occur on 11/09/2022 and 11/10/2022, over 32 employees will address the dead/dying trees along the roadway at Rock River Heritage Park

- Timeline Update- Planning for a “soft opening” on Friday, November 11, 2022. The public will be allowed in, but no buildings or restrooms will be available. A press release will go out on 11/09/2022. During the winter, the road will be plowed.

Beckman Mill Park

- Drone Pictures- October 23rd- Curt Backland was given special permission to take drone pictures at Beckman Mill Park. Mr. Traynor received a copy of the pictures, but due to Backland’s copyright restrictions, they can only be viewed in his office at this time.

Turtle Creek Parkway

- Landscaping Project- Bridge Memorial- Ethan Lee wants to install and maintain landscaping around the memorial at his expense.

Carver-Roehl Park

- Lighting Project Update- Initial quotes were between \$30,000-\$40,000, and \$50,000 was budgeted for the project. The two bids were \$69,000 and \$114,000, so the project may need to be done in house if we can get the equipment. Looking for Spring installation.

Magnolia Bluff Park

- Shelter Project Update- the shelter has been delivered but still waiting on the contractor to pour concrete

Snowmobile Trails

- Trail Installation Status- will begin soon as crops are off the fields
- Inspections- Trail and Bridges- trail inspections are done yearly to check intersections and signs. It is not known when the last certified bridge inspection occurred. The costs for staff to inspect the trails and certified bridge inspection will be paid by the snowmobile grant.

W.L. Sportsman’s Park

- Bathrooms are closed for the season- bathrooms will be closed and water shut off on 11/08/2022
- Deer Display- Insurance Waiver 2023- Received

Wisconsin Park and Recreation Association

- Meeting November 16, 2022, in Monroe- the WPRA Conference is in February and Mr. Traynor, Mr. Hessenauer, and Ms. Friend will all be attending.

Friends of Rock County Parks

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- Meeting- October 26, 2022- walked through Rock River Heritage Park, started the fencing project 11/02/2022, and Rock County Parks crew finished it the next day.
- Upcoming Projects- Rock River Heritage Park has tables to repair and signs to make. Need to install a sign board at Gibbs Lake in Spring.

Community Foundation of Southern Wisconsin

- Green Fund- has \$1,963.00 to be used for capital improvements for parks
- Richard B. Eager Fund- The Eager Family donated \$20,000, which could not be touched for 3 years. The balance is currently \$27,011, with \$2,324 available to use for park improvements

- D. Community Coordinator Report: Ms. Friend presented a PowerPoint slideshow highlighting the items in her report. Ms. Friend discussed the cancellation of the Rock County ADRC hike at Carver-Roehl Park due to the weather, welcomed Amanda McElroy, the new Secretary II at DPW, and congratulated Andy Kleeberger on his 14 years of service milestone to the Parks Department. Pictures were shared from the Fall Fun Challenge, StoryWalk, Rock River Heritage Park Tour, and Friends of Rock County Parks Workdays (shoreline clean-up at Gibbs Lake, fence installation at Rock River Heritage Park, and Candle Making). Ms. Friend shared upcoming 2023 events occurring at Rock County Parks.

HIGHWAY BUSINESS

- A. Discussion and Possible Action – Issue Paper – Caledonia Bridge Consultant Rankings: Supervisor Mawhinney moved the Issue Paper, seconded by Supervisor Woodman. Mr. Jorgenson provided a brief project overview and explained the process for requesting submittals and ranking firms. ADOPTED.
- B. Discussion and Possible Action – Issue Paper – Lathers Road Bridge Consultant Rankings: Supervisor Woodman moved the Issue Paper, seconded by Supervisor Rashkin. Mr. Jorgenson provided a brief project overview and explained the process for requesting submittals and ranking firms. ADOPTED.
- C. Discussion and Possible Action – Consider Approval of 2023 Routine Maintenance Agreement (RMA) with the State of Wisconsin Department of Transportation: Supervisor Mawhinney moved the 2023 Routine Maintenance Agreement (RMA), seconded by Supervisor Woodman. Mr. Jorgenson explained the RMA which provides maintenance services for the Wisconsin Department of Transportation. Mr. Jorgenson noted that the overall funding is the same as the previous year. ADOPTED.

Next Meeting Date and Time.

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- A. Combined Parks/Highway Meeting: Tuesday, December 13, 2022, at 8:00 a.m. at the Department of Public Works.

EXECUTIVE SESSION: Per Section 19.85(1)(e), Wis States- Deliberating or negotiating the purchasing of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session: Supervisor Woodman moved to go into Executive Session at 8:38 a.m., seconded by Supervisor Rashkin. ADOPTED on a roll call vote with the following ayes: Supervisors Richard, Mawhinney, Rashkin, and Woodman. Supervisor Pennycook absent. Supervisor Mawhinney moved to go out of Executive Session at 8:51 a.m., seconded by Supervisor Woodman. ADOPTED.

Adjournment: Supervisor Woodman moved adjournment at 8:52 a.m., seconded by Supervisor Rashkin. ADOPTED.

Respectfully Submitted,
Amanda McElroy, Secretary II