



ROCK COUNTY DEPARTMENT OF PUBLIC WORKS

Highways & Parks

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Public Works Committee Meeting – Highway
Tuesday, June 27, 2023 – 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, and Woodman

Committee Members Absent: Supervisor Rashkin

<u>Staff Members:</u>	Duane Jorgenson	Director of Public Works
	Nick Elmer	Assistant Director of Public Works
	Scott Brady	Engineering Technician
	Amanda McElroy	Secretary II

<u>Others Present:</u>	Chuck Flynn	Citizen
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Approval of Agenda: Supervisor Mawhinney moved approval of the agenda as presented, seconded by Supervisor Pennycook. ADOPTED.

Approval of Minutes Dated May 23, 2023: Supervisor Woodman moved approval of the minutes from May 23, 2023, as presented, seconded by Supervisor Pennycook. ADOPTED.

Citizen Participation, Communications and Announcements: Mr. Jorgenson introduced Scott Brady as the new Engineering Technician. Mr. Brady was the former Shop Crew Leader.

Mr. Brady said that he has been employed by the county for 45 years, including 33 years as a machinist.

Mr. Jorgenson shared three photographs of the recently completed shelter at Magnolia Bluff Park. There is still work to be done before the shelter can be rented to the public.

Mr. Jorgenson noted that there is additional funding for local agencies in the state budget, and Rock County could see a potential \$1.4 - \$1.5 million increase.

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Mr. Jorgenson shared three photographs from the CTH F sealcoating project. A Gilsonite sealcoat was successfully applied to CTH F. Dane County will be painting the road as the sealcoat covered the lines. The purpose of sealcoat is to extend the life of pavement.

Mr. Jorgenson shared two photographs from the CTH A sealcoating project. A Rejuvenating Rapid Penetrating Emulsion (RPE-R) sealcoat was applied to CTH A. On the first day of application (starting at County Line Road heading Westbound in the North lane), the distributor truck broke down after approximately one mile, and the application process stopped. This was fortunate as it was determined that the material had not been blended correctly which resulted in the excess product remaining on the surface of the pavement, creating slippery travel conditions that needed to be immediately addressed. Sand was applied to CTH A to absorb the excess product.

The vendor made repairs to the distributor truck and made adjustments to the material blend. The second attempt (CTH M – USH 14) was better, but still had excess material which needed to be immediately addressed. Sand and ag lime were applied to CTH A to absorb the excess product. Discussions are ongoing trying to determine what caused the issues and what the financial responsibilities will be.

REVIEW, DISCUSSION, AND POSSIBLE ACTION

Discussion and Possible Action – Issue Paper – ATV Route Application Process: Supervisor Woodman moved the ATV Route Application Form along with a \$250 fee (one-time fee per CTH segment/section), seconded by Supervisor Pennycook. Mr. Jorgenson explained that the Rock County Ordinance gives the Public Works Committee the authority to impose an application fee and approve an application form. Mr. Jorgenson created a draft application form and noted that application fees would help cover Rock County costs incurred for staff time involved in the review process and a vehicle trip to the requested corridor. ADOPTED.

Supervisor Mawhinney moved the time frame for reviewing applications (the first review will be in August 2023, and quarterly after that, in January, April, July, and October, for a period of two years), seconded by Supervisor Woodman. Mr. Jorgenson explained that per the Rock County Ordinance, the Public Works Committee must set a time frame for reviewing requested ATV Routes and evaluating existing ATV Routes on County Highways. Mr. Jorgenson noted that the towns would be made aware of the time frames for requesting ATV Routes. ADOPTED.

Discussion and Possible Action – Issue Paper – O’Riley Road Bridge – Consultant Rankings: Supervisor Mawhinney moved the Issue Paper, seconded by Supervisor Woodman. Mr. Elmer explained the Issue Paper is a Federal Aid Bridge Program Project for the design of the O’Riley Road Bridge in the Town of Bradford. Statements of qualifications were solicited from our consultant roster, with three submittals being received. Ayres Associates, Inc. was selected as the top design firm. ADOPTED.

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Discussion and Possible Action – Issue Paper – HSIP CTH D & CTH Q Intersection – Consultant Rankings: Supervisor Mawhinney moved the Issue Paper, seconded by Supervisor Woodman. Mr. Elmer and Mr. Jorgenson explained the Issue Paper is a Highway Safety Improvement Project for intersection improvements at CTH D and CTH Q in the Town of Beloit. This is an accident-prone intersection due to a negative offset in the left turn lane. The goal is to have zero offset or a positive offset, increasing visibility when making left hand turns. Statements of qualifications were solicited from our consultant roster, with four submittals being received. Strand Associates, Inc. was selected as the top design firm. ADOPTED.

Discussion and Possible Action – Issue Paper – TAP Afton Road Sidepath – Consultant Rankings: Supervisor Mawhinney moved the Issue Paper, seconded by Supervisor Pennycook. Mr. Elmer noted that this is a Transportation Alternative Program project for a side path along Afton Road (CTH D). Statements of qualifications were solicited from our consultant roster, with one submittal being received. RH Batterman & Co., Inc. was selected as the top firm. Per the State, this can be approved because multiple other solicited firms responded that they could not take on the project at this time. ADOPTED.

Discussion – Wage Study: Mr. Jorgenson provided an update, noting that there have not been any additional resignations since the last update in May. Staff have been very busy, but quiet. Mr. Jorgenson remains concerned, as employees are being recruited by other companies.

Mr. Jorgenson is aware of rumors that employees may be planning to leave before winter. If these rumors materialize, it could impact the level of service the county is able to provide. Plow routes would have to be prioritized, starting with the Interstate, State Highways, County Highways, and Town Roads. Routes may need to be combined/lengthened to cover all areas.

Other initiatives to improve employee retention being considered include a potential resolution to create two overfill positions, increased safety allowances and hazard pay, adding a night shift premium, and eliminating or changing the CDL requirement for mechanics.

Recently, there were 11 applications for nine openings and the department is moving forward with eight of the applicants.

Discussion – WCHA Update: Mr. Jorgenson noted that the WCHA Executive Director retired, and the Professional Development Director resigned effective September 7, 2023. Mr. Jorgenson called a WCHA Safety/Training Committee Meeting for tomorrow (6/28/2023) to

discuss with the Committee. At this time, it is unknown who will take over the duties of the Professional Development Director.

Mr. Jorgenson and Mr. Elmer both attended the 2023 WCHA Summer Road School (June 5 – 7, 2023) in Wisconsin Dells and gave a summary of the sessions they went to. Mr. Jorgenson also hosted the Safety/Training Committee Meeting on June 5.

Discussion – Cullen Intern Tours: Four students were able to go on a countywide tour several weeks ago and spent a half hour at the Department of Public Works. Students were informed of the vast things we do, the criteria to work here, and given a tour of the facility.

REVIEW OF PAYMENTS

May 2023 Payments: Mr. Jorgenson handed out a spreadsheet highlighting historical department payment trends by year and month (see attachment) and answered questions from the committee.

Next Meeting Date and Time: Tuesday, July 25, 2023, at 8:00 a.m. at the Department of Public Works.

Adjournment: Supervisor Woodman moved adjournment at 9:47 a.m., seconded by Supervisor Mawhinney. ADOPTED.

Respectfully Submitted,
Amanda McElroy, Secretary II

Rock County DPW Payment Trends

Month	2019	2020	2021	2022	2023		Difference (2022 vs. 2023)
Jan	\$ 143,551.33	\$ 350,484.65	\$ 252,594.34	\$ 100,065.59	\$ 1,013,954.68		\$ 913,889.09
Feb	\$ 488,804.17	\$ 1,228,740.79	\$ 1,406,598.24	\$ 814,681.62	\$ 704,012.00		\$ (110,669.62)
Mar	\$ 727,294.16	\$ 587,289.26	\$ 869,378.17	\$ 436,554.37	\$ 2,097,700.54		\$ 1,661,146.17
Apr	\$ 472,181.86	\$ 471,241.14	\$ 636,645.10	\$ 865,845.87	\$ 657,746.93		\$ (208,098.94)
May	\$ 1,530,848.74	\$ 2,061,354.54	\$ 705,964.63	\$ 766,358.14	\$ 808,265.96		\$ 41,907.82
Jun	\$ 861,484.18	\$ 480,444.19	\$ 887,873.70	\$ 1,929,378.13			
Jul	\$ 1,356,334.33	\$ 1,253,283.70	\$ 1,932,234.46	\$ 1,131,650.59			
Aug	\$ 1,465,277.23	\$ 1,369,820.20	\$ 1,368,076.56	\$ 835,799.00			
Sep	\$ 972,542.76	\$ 1,063,410.49	\$ 1,212,033.71	\$ 1,803,401.62			
Oct	\$ 1,972,914.02	\$ 1,885,599.86	\$ 1,826,351.76	\$ 2,605,695.94			
Nov	\$ 867,104.67	\$ 1,134,749.45	\$ 1,179,610.94	\$ 1,734,696.68			
Dec	\$ 1,493,578.26	\$ 1,121,796.04	\$ 556,343.94	\$ 1,715,678.34			

\$ 12,351,915.71 \$ 13,008,214.31 \$ 12,833,705.55 \$ 14,739,805.89 \$ 5,281,680.11 \$ 2,298,174.52

105.31% 98.66% 114.85% 35.83%