



ROCK COUNTY DEPARTMENT OF PUBLIC WORKS

Highways & Parks

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Public Works Committee Meeting – Highway
Tuesday, August 22, 2023 – 8:00 a.m.
Public Works Department – Committee Room
3715 Newville Road
Janesville, WI 53545

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

Committee Members Present: Supervisors 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
	Connie Winter	Rock County Supervisor
	Mark Gunn	Town of Rock

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

Approval of Minutes Dated July 13, 2023: Supervisor Woodman moved approval of the minutes from July 13, 2023, as presented, seconded by Supervisor Pennycook. ADOPTED.

Citizen Participation, Communications and Announcements: Mr. Jorgenson noted that with the extreme heat in the forecast this week, temporary changes are being made with staff to try to avoid heat stroke.

Mr. Jorgenson shared that two vehicles drove through the closed work zone on CTH N, damaging the mat. Efforts are being made to identify the drivers and coordinate with the Rock County Sheriff's Office to address the ongoing traffic issues on CTH N during the road closures.

Mr. Jorgenson noted that Mr. Elmer, Mr. Brady, and himself would be conducting the final walk through on CTH E today and that the road is open to traffic.

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Mr. Jorgenson shared that Superintendent James Babcock was attending a Cold In-Place Asphalt Recycling demonstration today from 11am-1pm in Wood County.

Mr. Jorgenson explained that the State Attorney General released a determination stating that County Bridge Aid funding cannot be used in conjunction with Federal Bridge Aid for the same project. Towns are now responsible for the entire local share. After talking to Corporation Counsel and Administration, it was decided that all agreements that have been signed will be honored, but for now this determination will affect all Town Federal Bridge Aid projects moving forward, with the first being the Cleophas bridge in the town of Newark.

Supervisor Mawhinney shared a complaint she received regarding the ditches not being mowed on CTH A. Mr. Jorgenson noted that CTH A was part of the herbicide pilot project, and that mowing will start in mid-September.

REVIEW, DISCUSSION, AND POSSIBLE ACTION

Discussion and Possible Action – ATV Route Application(s): Mr. Jorgenson explained that one ATV Route Application was received from the Town of Rock, for CTH D from the Bellrichard Bridge (Crosby Ave) to W B R Townline Rd. Mr. Jorgenson provided comments about the recreational value, terrain involved, traffic density, and history of automobile traffic accidents. From 2018-2022, the entire proposed corridor had 56 total accidents and zero fatalities. From January 2023 to present, there have been eight accidents and one fatality.

Maps were passed out of the proposed ATV Route Application and Recommended ATV Route (see attachments). Mr. Jorgenson recommended that the Public Works Committee approve the segment of CTH D from Eau Claire Rd to Pitt Rd as an ATV Route because it connects the northern and southern parts of the Town of Rock and Afton, has minimal accident history (zero accidents from January 2018 to the present), good vision, and a speed limit of 45 miles per hour.

Town of Rock Chair Mark Gunn stated that he was representing his constituents and asked the Public Works Committee to open the entire proposed corridor on CTH D, from the Bellrichard Bridge to W B R Townline Rd.

Mr. Jorgenson pointed out that there could be potential boundary situations with the City of Janesville, as there are subdivisions off CTH D that wouldn't have access to the proposed CTH D ATV Route because the subdivision roads are under City jurisdiction and are not ATV Routes.

Supervisor Mawhinney suggested approving the Town proposed route and reviewing it in a year.

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Supervisor Woodman moved the Town proposed ATV Route (CTH D from the Bellrichard Bridge to W B R Townline Rd) with a review in one year to determine if any changes would be needed, seconded by Supervisor Pennycook. ADOPTED.

Discussion and Possible Action – Permit Fees: Mr. Jorgenson explained the Department does not currently charge fees for oversize/overweight permits and work in the right-of-way permits. After reviewing a state-wide survey of county permit fees by the WCHA (Wisconsin County Highway Association) from 2022 (see attachment), Mr. Jorgenson proposed oversize/overweight permit fees of \$100/single trip, \$150/multi-trip, and \$100/expedited service (3 business days or less) and work in the right-of-way permit fees of \$50/general fee and \$100/expedited service (3 business days or less), to be implemented on January 1, 2024.

Mr. Jorgenson noted that the Department often receives oversize/overweight permit applications a day or two before a company wants to move a load, which requires staff to promptly conduct a substantial review of the route to ensure it can withstand the load. Mr. Jorgenson clarified that the \$100 expedited service fee would be in addition to the single trip/multi trip/general fee.

Supervisor Woodman asked if he would need to get a work in the right-of-way permit to complete his driveway, and Mr. Jorgenson explained that the Driveway Access Permit covered it. Mr. Jorgenson noted that if Supervisor Woodman wanted to replace a culvert down the road, he would need to get a work in the right-of-way permit. Mr. Jorgenson added that Utility Permits do not need to apply for a work in the right-of-way permit as the Utility Permit covers it.

Supervisor Woodman moved the Permit Fees, seconded by Supervisor Pennycook. ADOPTED.

Discussion – Semi – Annual Report on Attendance at Conferences/Conventions: Mr. Jorgenson explained that this was on August's Agenda because there wasn't a Public Works Committee Meeting in July. Mr. Jorgenson shared that the FASTER training provided opportunities to use additional applications in the shop software. Mr. Jorgenson also noted that two employees completed their CDL (commercial driver's license) training at Blackhawk Technical College and six employees were sent to Caterpillar Paving School in North Carolina for a week.

Discussion – Project Update: Mr. Elmer gave an update on 2023 projects for State, County, and Town Roads. At the state level, shouldering on STH 81 (CTH K – W County Line), sealcoating on STH 51 (USH 14 – Edgerton), culverts on STH 140 and Avalon, epoxy overly on Henke Rd over USH 26, and one pass mowing are complete.

At the county level, culverts on CTH N and CTH M, the bridge on CTH E, and one pass mowing are complete. Shouldering on CTH M (Milton – CTH A) is ongoing. Paving is approximately 60% completed on CTH N, and the project should be completed by the end of September.

A lot of the Town work has been completed, including about 90% of paving, all scheduled culvert work in five townships, and one pass mowing. Mr. Elmer noted that it was a big year for town mainline paving, in 2022 there was about 13,000 tons compared to 23,000 tons in 2023.

The Airport fuel island driveway is about 50% done and will be paved this fall.

Discussion – Public Outreach Efforts: Mr. Jorgenson highlighted the positive feedback received by the Public Works display at the Rock County 4-H Fair (July 25-30, 2023). The “Name a Plow Truck” contest received a significant number of entries, which will be shared with the Committee next month. In addition, several people asked about employment opportunities at the Department, and one person came in for a meeting/tour.

Mr. Jorgenson shared that the Department hosted Family Fun Night (August 3, 2023) for the second year in a row. The closest bay to the parking lot was cleaned out, and 13 departments set up displays/games. The event was attended by over 200 people, and 10-15 public works staff and their families made an appearance.

Discussion – Wage Study: Mr. Jorgenson explained that staff received notification of their placement on the wage grid three weeks ago, along with instructions about appealing their placement. Mr. Jorgenson said that management staff met with each group of employees and provided their Position Descriptions and Questionnaires that were turned into McGrath for the employees to review and make comments on. Once staff submitted their comments, the forms were completed, with supervisors adding additional comments. The appeals were scanned and sent to Human Resources just before the August 18, 2023, deadline at 4:30 pm. Human Resources will document and submit the appeals to McGrath. Any adjustments made by McGrath will need to be included in the budget. Nineteen of the 22 positions at the Department submitted an appeal.

Mr. Jorgenson noted that extensive time was devoted to the appeal process because staffing is his priority. Mr. Jorgenson added that staff are engaged and completing quality work, but show little interest in going above and beyond, which is abnormal. Staff have not volunteered to work overtime into the evening or on Fridays, which has impacted our ability to progress as far as anticipated with workload.

REVIEW OF PAYMENTS

June 2023 Payments: Mr. Jorgenson answered questions from the committee.

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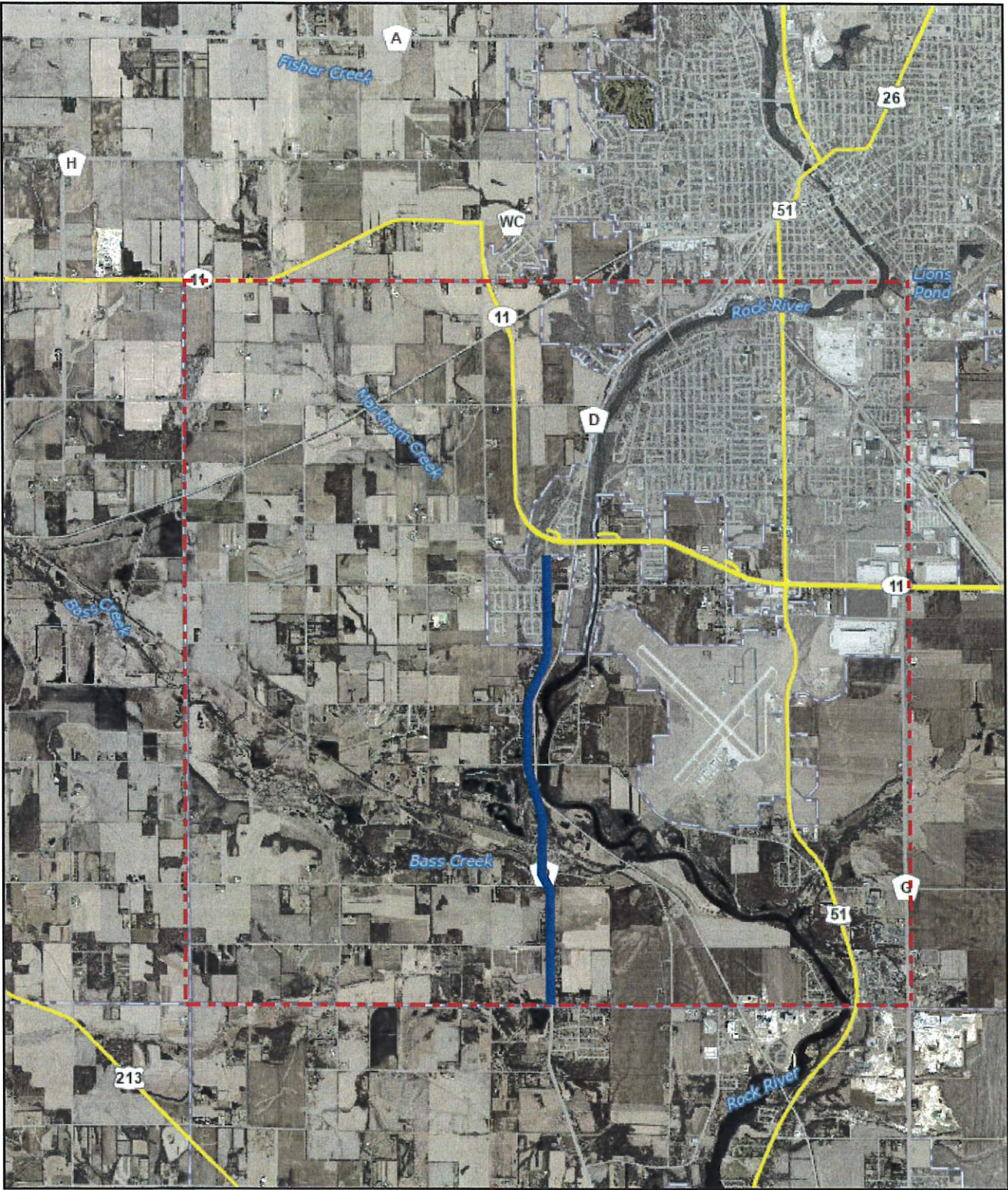
July 2023 Payments: Mr. Jorgenson answered questions from the committee.

Next Meeting Date and Time: Tuesday, September 26, 2023, at 8:00 a.m. at the Department of Public Works.

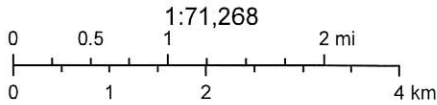
Adjournment: Supervisor Woodman moved adjournment at 9:30 a.m., seconded by Supervisor Pennycook. ADOPTED.

Respectfully Submitted,
Amanda McElroy, Secretary II

Town of Rock - ATV Route Application (CTH D)

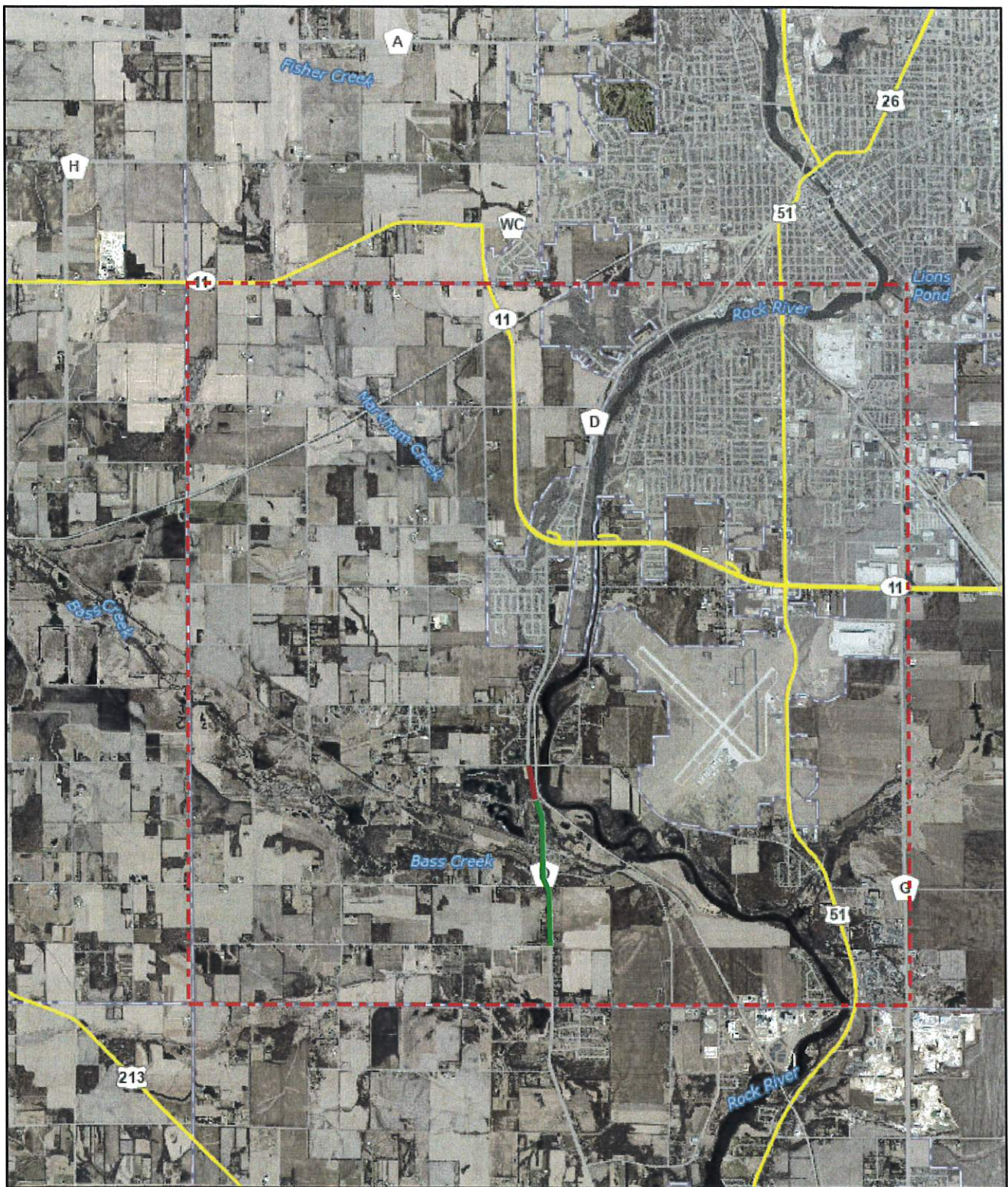


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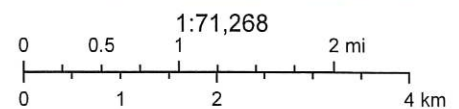


Rock County Land Information Office

Town of Rock - ATV Route (CTH D) - Recommended



8/22/2023, 6:40:30 AM



Rock County Land Information Office

Permit Fees Charged by Highway Departments
Work-in-ROW Permit Fee

Adams County	\$35.00
Ashland County	\$0.00
Barron County	\$0.00
Bayfield County	\$0.00
Buffalo County	\$0.00
Calumet County	\$125.00
Chippewa County	\$0.00
Clark County	\$0.00
Columbia County	\$100.00
Dodge County	\$150.00
Douglas County	\$0.00
Dunn County	\$0.00
Eau Claire County	\$0.00
Florence County	\$50.00
Fond du Lac County	\$125.00
Grant County	\$0.00
Green County	\$100.00
Green Lake County	\$0.00
Iowa County	\$50.00
Iron County	\$0.00
Jackson County	\$0.00
Jefferson County	\$25-\$50
Kewaunee County	\$100.00
La Crosse County	\$0.00
Lafayette County	\$0.00
Langlade County	\$0.00
Lincoln County	\$0.00
Manitowoc County	\$150.00
Marathon County	\$75.00
Marquette County	\$50: Single Site \$150: Multi Site

Monroe County	\$0.00
Oconto County	\$100.00
Oneida County	\$0.00
Outagamie County	\$70.00
Ozaukee County	\$100.00
Pepin County	\$100-\$200
Pierce County	\$0.00
Polk County	\$50.00
Portage County	\$0.00
Price County	\$0.00
Racine County	\$0.00
Richland County	\$0.00
Rock County	\$0.00
Rusk County	\$0.00
Sauk County	\$0.00
Sawyer County	\$0.00
Shawano County	\$100.00
Sheboygan County	\$50.00
St. Croix County	\$100: Minor (Same Day Restoration) \$200: Major
Taylor County	\$0.00
Trempealeau County	\$0.00
Vernon County	\$0.00
Vilas County	\$50: Permit \$100: Penalty
Walworth County	\$0.00
Washburn County	\$0.00
Washington County	\$50.00
Waupaca County	\$50.00
Winnebago County	\$50.00
Waukesha County	\$0.00
Wood County	\$0.00