



ROCK COUNTY DEPARTMENT OF PUBLIC WORKS

Highways & Parks

3715 Newville Road, Janesville, WI 53545
Phone: (608)757-5450 Fax: (608)757-5470
www.co.rock.wi.us

Public Works Committee Meeting – Parks
Tuesday, September 12, 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 8:03 a.m.

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

Committee Members Absent: None.

Staff Members:

John Traynor	Parks Manager
Duane Jorgenson	Director of Public Works
Nick Elmer	Assistant Director of Public Works
Amanda McElroy	Secretary II

Others Present:

Chuck Flynn	Citizen
Connie Winter	County Board Supervisor
Francis Beggs	Department of Public Works
Jack Beggs	Department of Public Works
Bob Buchanan	Department of Public Works
Henry Bunts	Department of Public Works
Gary Cerny	Department of Public Works
Troy DeVault	Department of Public Works
Alex Dolgner	Department of Public Works
Kyle Gibson	Department of Public Works
Kevin Glosemeyer	Department of Public Works
Bob Gunn	Department of Public Works
Ethan Henning	Department of Public Works
David Higginbotham	Department of Public Works
Carl Homan	Department of Public Works
Dave Howard	Department of Public Works
Loren Jacobson	Department of Public Works

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE

*Minutes of the Rock County Public Works Committee – Parks
September 12, 2023*

Tim Jass	Department of Public Works
Nicholas Keck	Department of Public Works
Chris Keller	Department of Public Works
Mark Kreklow	Department of Public Works
Michael Laudon	Department of Public Works
Aaron Mergen	Department of Public Works
Jason Niemeier	Department of Public Works
Scott Nimz	Department of Public Works
Jeff Pohl	Department of Public Works
Pat Quirk	Department of Public Works
Jeremy Robinson	Department of Public Works
Francene St. Michael	Department of Public Works
Trevor Teubert	Department of Public Works
Kurt Vlasak	Department of Public Works
Bob Walton	Department of Public Works
Kevin Welch	Department of Public Works
Patrick Willner	Department of Public Works
Richard Woods	Department of Public Works
Tom Woodstock	Department of Public Works
Ed Youderin	Department of Public Works
Dara Mosley	Information Technology
Carolyn Brandeen	League of Women Voters
Tom Presny	Parks Advisory Board
iPhone User	Unknown (attended on zoom)

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

Approval of Minutes Dated August 8, 2023: Supervisor Woodman moved approval of the minutes from August 8, 2023, as presented, seconded by Supervisor Pennycook. ADOPTED.

Citizen Participation, Communications and Announcements: Supervisor Mawhinney thanked former Chair Rick Richard for his efforts and noted that he will be missed.

Henry Bunts, Jason Niemeier, Bob Buchanan, and Kurt Vlasak expressed their concerns regarding the wage study, reduced employee raises, employee benefits, the proposal to reduce DPW employee's refillable comp bank from 100 hours to 80 hours, staff morale, and the county's ability to retain qualified staff in the future.

Mr. Jorgenson clarified the proposed changes to staff's refillable comp banks and explained how some staff ended up at a lower pay rate despite a successful appeal to be placed on a higher pay range to the committee. Mr. Traynor noted that some staff will only see a five to ten cent raise this year.

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE

Francene St. Michael questioned whether there would be a cost-of-living adjustment to wages next year.

Supervisors Mawhinney, Woodman, and Rashkin expressed their appreciation to staff for their hard work and thanked them for attending the meeting to share their thoughts. Supervisor Winter suggested asking employees what they needed to stay and noted that we cannot afford to lose good staff, that we are behind on the CTH N project, and that snow is coming.

Mr. Traynor announced that Ms. Friend will likely miss the committee meetings for the remainder of the year because she is attending a GIS course at UW-Whitewater that is scheduled at the same time. The course covers skills that will allow Ms. Friend to update the maps and trails, which will benefit the Parks Division.

Parks Advisory Board Communications: Tom Presney shared that there has been a lot of activity at Rock River Heritage Park from the Friends of Rock River Heritage Park and Friends of Rock County Parks volunteer groups, who have helped with the installation of the first set of playground equipment and perimeter trail. The perimeter trail is approximately two-thirds completed. Tomorrow (9/13/23) is the United Way Day of Caring, and additional volunteers will be working at Rock River Heritage Park.

REVIEW AND APPROVAL OF RESOLUTIONS

Authorizing Application with Wisconsin Department of Natural Resources for County Conservation Aids Application Grant Funds: Supervisor Pennycook moved the Resolution, seconded by Supervisor Woodman. Mr. Traynor explained that we apply for this grant each year and it matches county spending up to \$5,000, depending on the number of applications received. This year the funds will be used to address invasive species at Rock River Heritage Park. ADOPTED.

Acceptance of Wisconsin Department of Natural Resources Rock County 2023-2024 Snowmobile Trail Maintenance Grant S-5930: Supervisor Woodman moved the Resolution, seconded by Supervisor Pennycook. Mr. Traynor explained that all DNR grants are a two-step process and require a resolution to apply for the grant and a second resolution to accept it. Mr. Traynor noted that this grant covers the maintenance of all snowmobile mileage between the Rock County Snowmobile Alliance and the Sundowners Snowmobile Club. There is no cost to the county to accept this grant. ADOPTED

REVIEW, DISCUSSION, AND POSSIBLE ACTION

Discussion and Possible Action – Issue Paper – Driveway Access Permit Approval – CTH S: Supervisor Woodman moved the Issue Paper, seconded by Supervisor Rashkin. Mr. Jorgenson explained that Stainless Tank and Equipment (STE) is proposing a development on one parcel with four access points. They are requesting three access points on Tortoise

Lane and one on CTH S. Rock County policy states that a driveway should not be located on a roadway if there is a secondary roadway accessible with a lower traffic volume. Tortoise Lane has a significantly lower traffic volume than CTH S. The access point on CTH S would be used for staff to enter and leave the premises along with smaller postal deliveries. The access points on Tortoise Lane are for major deliveries, a maintenance bay, and storage of built tanker trailers until they are delivered. A traffic impact analysis was completed by TADI, and after considering all options, this was the safest set up overall. Mr. Jorgenson answered questions from the committee and noted that spacing and vision wise, this meets the requirements, but STE will need to adjust pavement markings to create left turn lanes. ADOPTED.

Parks Manager Report – See Attached: Mr. Traynor provided information on the items listed in his report and answered questions from the Committee. Discussion was had about how to thank the dedicated volunteers for their priceless work in our parks.

Parks General

- Maintenance Update- mowing is slowing down, trying to catch up with other tasks
- Trail Work – Carver Roehl, Happy Hollow- added culverts and completed gravel work, re-routed a section of trail at Carver-Roehl due to erosion issues
- Tree Clean Up – Gibbs Lake, Mag Bluff, Carver Roehl, Sportsmans- caused by storms
- 2024 Budget Season – Budget Meeting with County Administration – Aug 31st- will find out more in October

Rock River Heritage Park

- Trail Project Update- cut perimeter trail, Friends groups are cleaning it up
- Memorial Shelter Update- trusses are here, currently working with Kevin Ferguson to get building plans and obtain a building permit from the Town of Janesville
- United Way - Day of Caring – Wed. September 13th – approximately 50 volunteers signed up and will help work on the trails and spread mulch for the playground

Beckman Mill

- Heritage Days – September 10th- there was a phenomenal turnout and they sold out of food

Gibbs Lake Park

- Trail Signing Project – Eagle Scout- the Multi-Use Trail Group applied for and was awarded a grant for signs and an Eagle Scout will install the directional signs on 9/23/2023

Carver Roehl Park

- Fall Fest – October 1st- promoted upcoming event

Sweet Allyn Park

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE

- Memorial Bench Issue – Paint- chipping issues, in negotiation to get this fixed

WPRA

- Fall Conference – September 28-29- 2 day class that Amy and John will be attending, annual conference is in February

Capital Improvement Projects Update

- Magnolia Bluff – Shelter- shelter and dirt work are both complete, area has been hydroseeded and currently waiting for the grass to grow before the public can use it
- Carver Roehl – Lights- Friends of Carver-Roehl had a meeting, there haven't been any complaints about the lights
- Rock River Heritage – Playground- one playground is up, need to finish mulch work which will hopefully be done tomorrow (9/13), other playground is not started
- W.L. Sportsmans – Shelter Design- will be similar to design of Magnolia Bluff Shelter, but it will have flushable toilets

Community Coordinator Report: Mr. Traynor shared that Ms. Friend has started her GIS class two days a week at UW-Whitewater, which will help the Parks Division update mapping in the future. Mr. Traynor also highlighted Ms. Friend's efforts to promote the "I Hear You, Forest" StoryWalk® at Beckman Mill (8/30-9/13/23), organize the Eagle Scout project with Matthew at Gibbs Lake, and apply for the Conservation Aids and Snowmobile Grants.

Next Meeting Date and Time: Tuesday, October 10, 2023, at 8:00 a.m. at the Department of Public Works.

Adjournment: Supervisor Woodman moved adjournment at 9:14 a.m., seconded by Supervisor Pennycook. ADOPTED.

Respectfully Submitted,
Amanda McElroy, Secretary II