



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 & Highway

Tuesday, December 12, 2023 – 8:00 a.m.

Public Works Department – Committee Room

3715 Newville Road

Janesville, WI 53545

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

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

Committee Members Absent: None.

Staff Members:

Duane Jorgenson	Public Works Director
Nick Elmer	Assistant Director Public Works
Scott Brady	Engineering Tech
John Traynor	Park Services Supervisor
Amanda McElroy	Administrative Professional II

Others Present:

Chuck Flynn	Citizen (Zoom)
Sheila Williams	Citizen (Zoom)
Josh Smith	County Administrator
Mike Zoril	County Board Supervisor (Zoom)
Robert Buchanan	Department of Public Works
Bruce Holcomb	Department of Public Works
Carl Lange	Friends of Rock County Parks
Carolyn Brandeen	League of Women Voters
Dean Paynter	Parks Advisory Board
Floyd Finney	Parks Advisory Board
Tom Presny	Parks Advisory Board

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

Approval of Parks/Highway Minutes Dated November 14, 2023: Supervisor Woodman moved approval of the minutes from November 14, 2023, as presented, seconded by Supervisor Pennycook. ADOPTED.

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE

Citizen Participation, Communications and Announcements: Supervisor Zoril and Sheila Williams expressed their concerns regarding the potential sale of Koshkonong Lake Access County Park.

Mr. Jorgenson reminded the Committee that the Wisconsin County Highway Association Winter Road School is January 22-24, 2024. Mr. Jorgenson also shared that the department received an additional resignation, bringing the total to eight resignations and five retirements.

Parks Advisory Board Communications: Mr. Paynter mentioned that there are upcoming candlelight hikes and displayed a temporary trail marker that will be used to mark the cross-country skiing section at Rock River Heritage Park.

Mr. Traynor added that all parks are open to snowshoeing and cross-country skiing, but we do not groom them at this time.

Mr. Lange shared that he led a hike at Rock River Heritage Park a week and a half ago.

PARKS BUSINESS

A. Review and Approval of Resolutions

1. Authorizing the Land Transfer Between Adjoining Landowners Koshkonong Lake Access County Park: Supervisor Woodman moved the Resolution, seconded by Supervisor Pennycook. Mr. Traynor explained that this 12.7 acres is a completely undeveloped parcel that is not conducive to a county park because it is primarily in a flood plain, not a buildable lot, overgrown with invasive species, and the public has limited access due to a six-foot easement and no parking on Fulton Township roads. Neighboring property owners William and Dori McFarlane have offered to purchase the property at the assessed value of \$50,000 by LA Duesterbeck and Associates and maintain it. ADOPTED.

- B Parks Year End Report 2023: Mr. Traynor shared a PowerPoint slideshow created by Ms. Friend and himself that highlighted parks information, donations, projects, grant work, events, social media accounts, and Friends Groups. It was another busy year for Rock County Parks and, as always, the best is yet to come!

Parks General

- Horse Lots and Trails Status- closed for season
- Sugar River Park Closed for the Season- to avoid becoming a dump site
- Magnolia Upper Road Closure Status- closed after first snowfall to avoid accidents

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE

- RRHP Bathrooms Closed Until Further Notice- due to arson incident that is under investigation by the Rock County Sheriff's Office

Parks – A Year in Review

- Donations-
 - Installed two memorial benches at Gibbs Lake and Carver-Roehl
 - Received new memorial bench donation for Rock River Heritage
 - Over \$300 raised for the Richard B. Eager Fund by three Evansville students
 - Four Aldo Leopold benches at Rock River Heritage Park
 - Over \$3,500 raised by Multi-Use Trail Group
 - Friends of Beckman Mill donation of interpretive signs and playground addition
- Projects
 - New picnic shelter at Magnolia Bluff
 - Carver-Roehl lights
 - Gibbs Lake trail mapping project and trail reroute due to erosion
 - Sportsman's shelter design
 - Rock River Heritage Park playground, perimeter trail, and United Way Day of Caring
- Grant Work
 - Snowmobile Trail Aids Grants- awarded \$67,860 for 226.2 miles for both 2022-2023 and 2023-2024 seasons
 - County Conservation Aids Grants- awarded \$5,000 in 2023, \$3,500 in 2024
 - TAP Grant- bike trail along CTH D, Batterman selected as design firm
- Rock County Parks Events
 - Hearts in the Parks (February 1-14)- Carver Roehl
 - Leprechauns on the Loose (March 3-19)
 - Egg Hunt & Eggs-ercise (March 31-April 14)- Rock River Heritage
 - Earth Day Trash Pick-Up Challenge (April 15-29)
 - Earth Day Guided Nature Walk (April 22)- Beckman Mill
 - Story Walks- 9 Story Walks at 7 parks
 - Rock River Heritage Ribbon Cutting & Picnic in the Park (June 10)
 - Park & Recreation Month- highlighted Parks staff during July
 - July Photo Challenge (July 1-31)
 - Wednesday Walks with ADRC- Beckman Mill (June 7), Rock River Heritage (June 14), Magnolia Bluff (August 16), and Carver-Roehl (October 11)
 - Rock County 4-H Fair Booth (July 23-28)
 - Fall Fun Challenge (September 23-October 31)
 - Rock County Annual Benefits Fair Booth (October 3)
 - Unplug & Explore Challenge (November 16-30)

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE

- The Elves- back for December
 - Guided Hike (December 2)- Rock River Heritage Park
- Facebook
 - Started with 2,569 followers and 2,142 likes, ending with 3,766 followers and 2,869 likes
- Instagram
 - Started with 996 followers, ending with 1,109 followers
- Friends Groups
 - Friends of Beckman Mill- Heritage Sunday, ice cream social, purchased two interactive signs
 - Friends of Carver-Roehl- 2023 was final Egg Hunt; Fall Fest in October, little library, emptied trash
 - Friends of Rock County Parks- very involved group, donates a lot of time
 - Gathering Place Fishing Club of Milton- donated 15 fish cribs and three kiosks
 - Ice Age Trail Alliance- blazed and signed Ice Age Trail at Gibbs Lake
 - Multi Use Trail Group- received and matched grant for signage and donated three mounting blocks at Gibbs Lake
 - Rock River Heritage Friends- created this year, hosted a chili cook-off on October 21st
 - Rock Trail Coalition- advocates for hiking and biking trails in Rock County
- Candlelight Hikes 2024
 - January 20, 2024 (6-8pm) at Beckman Mill
 - February 24, 2024 (6-8pm) at Rock River Heritage

HIGHWAY BUSINESS

A. Review, Discussion and Possible Action

1. Discussion and Possible Action – Consider Approval of 2024 Routine Maintenance Agreement (RMA) with the State of Wisconsin Department of Transportation:
Supervisor Pennycook moved the RMA, seconded by Supervisor Homan. Mr. Jorgenson shared that after discussions with the Department of Transportation (WisDOT), the RMA amount will not be increased. WisDOT may provide additional projects through a Discretionary Maintenance Agreement (DMA). DMA projects already added include I-43 route seal and gravel shouldering on USH 14. Potential DMA projects under consideration include both bridge approaches on USH 59, deck sealing 18 bridges, and concrete patch repair on USH 26. Mr. Jorgenson has asked WisDOT to provide the projects up front to allow our department to meet demand.
ADOPTED.

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE

2. Discussion and Possible Action – Budget Monitoring Policy – Schedule Determination: Mr. Jorgenson noted that a policy went into effect on November 1, 2023, requiring department heads to provide a budget to actual report to their governing committee at least bi-annually, or more frequently if requested. Supervisor Woodman moved that the schedule be April and September, seconded by Supervisor Homan. ADOPTED.
3. Discussion- Wage Study: Bruce Holcomb and Robert Buchanan, Department of Public Works, shared past and current wage grids with the Committee. Mr. Holcomb explained that highway workers and heavy trucker drivers used to be separate job titles, which resulted in them receiving a slight difference in pay, around twenty cents. With the new wage study, these positions have been combined into the same job title, Highway Tech I. The twenty-cent disparity in pay between the two different positions resulted in the heavy truck drivers being placed one step higher than the highway workers. As a result, there is now a forty-eight cent pay disparity between employees with 20 years of experience that hold the same job title.

County Administrator Josh Smith confirmed that there are seven individuals affected who have more years of service (20+) but are being paid less despite having the same title and work in this situation and shared a screen with a spreadsheet highlighting this. Mr. Smith also provided a hand-out (see attached) and noted there were similar issues countywide when multiple titles were consolidated into one and provided examples. Mr. Smith compared the costs to address the issue for the Highway Tech I position only versus the costs to address the issue for all similar situations countywide. Mr. Smith explained that a Resolution would be required to make any changes.

Supervisor Mawhinney requested Mr. Smith provide the same data for the employees in the 10-years of experience range for the January 23, 2024, Highway Meeting. Supervisor Homan requested that Mr. Holcomb and Mr. Buchanan attend.

B. Review of Payments

1. November 2023 Payments: Mr. Jorgenson answered questions from the Committee.

Next Meeting Date and Time

- A. Parks Meeting: Tuesday, January 9, 2024, at 8:00 a.m. at the Department of Public Works.

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE

- B. Highway Meeting: Tuesday, January 23, 2024, at 8:00 a.m. at the Department of Public Works.

Adjournment: Supervisor Pennycook moved adjournment at 9:46 a.m., seconded by Supervisor Woodman. ADOPTED.

Respectfully Submitted,
Amanda McElroy, Administrative Professional II

Wage Grid Implementation
Potential Issues with Multiple Titles Consolidated to One Title

New Title	Previous Titles	New Grid Placement	Cost to Address	Cost for 10+ Years Only	Cost for 20+ Years Only
Account Specialist I	Account Clerk II Account Clerk III Clerk Typist III	OK	N/A	N/A	N/A
Account Specialist II	Account Clerk - HSD Account Clerk III Accounting Specialist	2 issues	\$1,809.60	\$936.00	\$936.00
Administrative Professional I	Administrative Assistant Clerk Typist II Clerk Typist III Council on Aging Clerical Worker Word Processing Operator	Many issues	\$12,750.40	N/A	N/A
Administrative Professional II	Administrative Assistant Administrative Secretary Legal Stenographer Secretary I Secretary II	Many issues	\$190,465.60	\$111,342.40	\$73,694.40
Administrative Professional III	Administrative Assistant Administrative Secretary Human Resources Secretary Office Coordinator Secretary I Secretary II	Many issues	\$94,993.60	\$25,584.00	\$7,633.60
Highway Tech I	Heavy Truck Driver Highway Worker	1 issue (7 employees)	\$6,843.20	\$6,843.20	\$6,843.20
Highway Tech II	Bridge Crew Heavy Equipment Operator Highway Sign Maker	OK	N/A	N/A	N/A
Human Services Paraprofessional	Psychiatric Technician Skill Development Specialist	1 issue	\$873.60	\$873.60	\$873.60

Human Services Professional I	Human Services Professional I Human Services Professional II Human Services Professional III Human Services Professional IV Human Services Professional I-IX	Many issues	\$591,385.60	\$145,433.60	\$35,380.80
Human Services Professional II	Human Services Professional VI Human Services Professional I-IX	Many issues	\$99,902.40	\$10,150.40	N/A
Human Services Professional III	Human Services Professional VII Human Services Professional VIII	Many issues	\$54,267.20	\$16,328.00	N/A
Judicial Assistant	Deputy Clerk of Court Judicial Assistant	1 issue	\$4,513.60	N/A	N/A
Mechanic II	Machinist Mechanic Welder	OK	N/A	N/A	N/A
Records Specialist	Medical Records Technician Release of Information Coordinator	OK	N/A	N/A	N/A
			\$1,057,804.80	\$317,491.20	\$125,361.60