



# ROCK COUNTY DEPARTMENT OF PUBLIC WORKS

## *Highways & Parks*

3715 Newville Road, Janesville, WI 53545  
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[www.co.rock.wi.us](http://www.co.rock.wi.us)

Public Works Committee Meeting – Highway  
Tuesday, February 27, 2024 – 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

|                       |                 |                                 |
|-----------------------|-----------------|---------------------------------|
| <u>Staff Members:</u> | Duane Jorgenson | Public Works Director           |
|                       | Nick Elmer      | Assistant Director Public Works |
|                       | Scott Brady     | Engineering Tech                |
|                       | Amanda McElroy  | Administrative Professional II  |

|                        |                      |                                          |
|------------------------|----------------------|------------------------------------------|
| <u>Others Present:</u> | Chuck Flynn          | Citizen (attended in person and on Zoom) |
|                        | Sheila Williams      | Citizen (Zoom)                           |
|                        | Jimsi Kuborn         | City of Janesville                       |
|                        | Brad Reents          | City of Janesville                       |
|                        | Josh Smith           | County Administrator                     |
|                        | Robert Buchanan      | Department of Public Works               |
|                        | Michelle DeRubeis    | Department of Public Works (Zoom)        |
|                        | Bruce Holcomb        | Department of Public Works               |
|                        | Charlene Paul        | Department of Public Works (Zoom)        |
|                        | Amy Sather           | Department of Public Works (Zoom)        |
|                        | Francene St. Michael | Department of Public Works               |
|                        | John Traynor         | Department of Public Works (Zoom)        |

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

Approval of Minutes Dated January 23, 2024: Supervisor Homan moved approval of the minutes from January 23, 2024, as presented, seconded by Supervisor Pennycook. ADOPTED.

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Citizen Participation, Communications and Announcements: Sheila Williams voiced her concerns about the proposed pay increases for staff and the possibility of a conflict of interest with a Public Works Committee Supervisor voting on the issue.

Supervisor Mawhinney welcomed Mr. Traynor to the meeting.

Mr. Jorgenson announced that he will be departing the Safety and Training Committee and joining the Level of Service Committee at the WCHA (Wisconsin County Highway Association).

## **REVIEW, DISCUSSION AND POSSIBLE ACTION**

Discussion and Possible Action – Issue Paper – Access Control Driveway Permit – CTH G: Supervisor Homan moved the Issue Paper, seconded by Supervisor Woodman. Mr. Jorgenson explained that the City of Janesville is requesting approval for a change of use for access to CTH G, which is access controlled. Currently there is a field entrance to the parcel and the City is proposing a public street connection to CTH G. The public street connection is proposed to be located south of the existing field entrance at the southern end of their parcel and the field entrance will be removed. A Traffic Impact Analysis (TIA) was completed and is currently under review by the Wisconsin Department of Transportation (WisDOT). This request was recently approved by the Planning and Development Committee. The Public Works Committee recommended approval of this request pending WisDOT approval of the TIA. Brad Reents, City of Janesville Engineer, answered questions from the Committee regarding stoplights and turn lanes. ADOPTED.

Discussion and Possible Action – Issue Paper – Access Control Driveway Permit – CTH D: Supervisor Homan moved the Issue Paper, seconded by Supervisor Pennycook. Mr. Elmer explained a resident on CTH D, which is access controlled, has requested to move an existing private entrance. The new driveway location would improve sight distance in both directions and increase safety, and the old driveway will be removed. ADOPTED.

Discussion and Possible Action – Issue Paper – DPW 2024-01 Hot Mix Asphalt: Supervisor Homan moved the Issue Paper, seconded by Supervisor Woodman. Mr. Elmer noted that there were two bidders this year and explained the process for awarding bids based on cost per ton in addition to considering the trucking costs from each plant to the project location. Total contract award recommendations for Rock Road Companies in the amount of \$1,150,250.00 and Payne & Dolan in the amount of \$1,142,212.50. ADOPTED.

Discussion and Possible Action – Issue Paper – DPW 2024-02 Sealcoat Materials: Supervisor Woodman moved the Issue Paper, seconded by Supervisor Homan. Mr. Elmer stated that there was one bidder and discussed the three different types of sealcoat (HFRS-2, GPS, and RPE) and the locations each would be used at. Mr. Elmer noted that the RPE sealcoat bid

(\$117,000.00) for CTH X, CTH M, and CTH B is contingent on funding available. Total contract award recommendation for Henry G. Meigs Inc. in the amount of \$451,270.00. ADOPTED.

Discussion and Possible Action – Issue Paper – DPW 2024-04 Asphalt Milling/Pulverizing: Supervisor Homan moved the Issue Paper, seconded by Supervisor Woodman. Mr. Elmer explained that bids were solicited for CTH X, CTH M, and CTH B and four bidders responded. Bids include the price per square yard and the cost to mobilize the machine to projects. Total contract award recommendation for Payne & Dolan in the amount of \$66,728.00. ADOPTED.

Discussion and Possible Action – Issue Paper – CTH H Design Contract: Supervisor Woodman moved the Issue Paper, seconded by Supervisor Pennycook. Mr. Jorgenson explained that this is for design services for CTH H. Statements of qualifications were solicited from our consultant roster, eight submittals were received, and JT Engineering Inc. was selected as the top design firm. After negotiations, this contract is slightly under budget. Recommendation for approval of two-party design contract with JT Engineering Inc. for \$280,975.92. ADOPTED.

Discussion and Possible Action – Issue Paper – 3 Party Contract – CTH D/CTH Q HSIP: Supervisor Pennycook moved the Issue Paper, seconded by Supervisor Homan. Mr. Jorgenson explained that this is for design services for the CTH D/CTH Q intersection in the City of Beloit. This is a Highway Safety Improvement Project (HSIP) through WisDOT, and there is a 90/10 cost split. Statements of qualifications were solicited and Strand Associates, Inc. was selected as the top design firm. Recommendation for approval of three-party design contract with Strand Associates, Inc. for \$141,091.97. Rock County's portion of the cost split is about \$14,000, which is under budget. ADOPTED.

Discussion and Possible Action – Issue Paper – 3 Party Contract- O'Riley Rd Bridge BIL: Supervisor Woodman moved the Issue Paper, seconded by Supervisor Pennycook. Mr. Jorgenson explained that this is a Federal Aid project for the bridge replacement on O'Riley Road. The design and construction costs of this project are being fully funded through the Bipartisan Infrastructure Law (BIL). The town will have to cover about \$24,000 for state review costs. Recommendation for approval of three-party design contract with Ayres Associates for \$117,956.19. ADOPTED.

Discussion and Possible Action – Issue Paper – Orfordville Salt Shed Lease Agreement: Supervisor Homan moved the Issue Paper, seconded by Supervisor Pennycook. Mr. Jorgenson explained the lease agreement with WisDOT is for how the Orfordville Salt Shed will be used. WisDOT is paying \$962,127 up front towards the construction costs of the shed for 40 years of salt storage at the location (62.5% of the salt capacity). ADOPTED.

Discussion and Possible Action – Issue Paper – Shopiere Salt Shed Lease Agreement: Supervisor Pennycook moved the Issue Paper, seconded by Supervisor Woodman. Mr.

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Jorgenson explained that while working on the Orfordville Salt Shed lease agreement, it was discovered that there was no lease agreement on record for the Shopiere Salt Shed at WisDOT or Rock County. ADOPTED.

Supervisor Rashkin left the meeting at 8:50 a.m.

Discussion and Possible Action – Issue Paper – MP 21 Replacement: Supervisor Pennycook moved the Issue Paper, seconded by Supervisor Woodman. Mr. Jorgenson explained that this is for the replacement of a vehicle used by Rock County Land Conservation. The state contract process was used, and the replacement vehicle was \$8,000 under budget. ADOPTED.

Chair Mawhinney questioned if everything previously discussed was at or under budget and Mr. Jorgenson confirmed it was.

Discussion and Possible Action – Wage Study: Mr. Jorgenson shared that Ms. DeRubeis provided the budget information broken down by position as requested by the Committee.

Ms. DeRubeis went over each position's current cost as reported in the budget for 2024, retro pay costs for 2023, and 2024 wages with the proposed pay changes (see attachment). The total cost for all positions would be \$71,963.89 or \$76,247.61, depending on the placement of the Accounting Supervisor position. This cost could possibly be absorbed in the budget due to the excess overtime factored in, but the department would lose that contingency.

Mr. Smith warned the Committee that this will create other discussions at other departments and Committees.

Supervisor Woodman made a motion that Chair Mawhinney and Mr. Jorgenson draft a resolution to rectify the pay disparity for the Highway Tech I position and share the draft resolution at the next Highway Meeting (March 26, 2024), seconded by Supervisor Pennycook. ADOPTED (Supervisor Homan abstained, Supervisor Rashkin absent).

## **REVIEW OF PAYMENTS**

January 2024 Payments: Mr. Jorgenson answered questions from the committee.

Next Meeting Date and Time: Tuesday, March 26, 2024, at 8:00 a.m. at the Airport Conference Room. There is a Red Cross Blood Drive scheduled at the Department of Public Works that day.

Adjournment: Supervisor Woodman moved adjournment at 9:55 a.m., seconded by Supervisor Homan. ADOPTED.

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Minutes of the Rock County Public Works Committee- Highway  
February 27, 2024

Respectfully Submitted,  
Amanda McElroy, Administrative Professional II

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| Retro Pay 2023                                            |                    |                                               |                               |           |  |                              |                                                        |                                     |                               |           |                      |
|-----------------------------------------------------------|--------------------|-----------------------------------------------|-------------------------------|-----------|--|------------------------------|--------------------------------------------------------|-------------------------------------|-------------------------------|-----------|----------------------|
| Employee Name                                             | 2023 Original Wage | 2023 Retro Hours for 13 Weeks Total 520 Hours | 2023 OT/CT Cost Original Wage | Total     |  | 2023 Wage New Grid Placement | 2023 Retro Hours for 13 Weeks Total 520 Hours New Wage | 2023 OT/CT Hours                    | 2023 OT/CT Cost Original Wage | Total     | Total Retro Pay 2023 |
| 8668 (Grid G Step 11)                                     | 27.49              | 14,294.80                                     | 907.17                        | 15,201.97 |  | 27.97                        | 14,544.40                                              | 33.00                               | 923.01                        | 15,467.41 | 265.44               |
| 9167 (Grid G Step 11)                                     | 27.49              | 14,294.80                                     | 1,003.39                      | 15,298.19 |  | 27.97                        | 14,544.40                                              | 36.50                               | 1,020.91                      | 15,565.31 | 267.12               |
| 9943 (Grid G Step 11)                                     | 27.49              | 14,294.80                                     | 874.18                        | 15,168.98 |  | 27.97                        | 14,544.40                                              | 31.80                               | 889.45                        | 15,433.85 | 264.86               |
| 10215(Grid G Step 11)                                     | 27.49              | 14,294.80                                     | 233.67                        | 14,528.47 |  | 27.97                        | 14,544.40                                              | 8.50                                | 237.75                        | 14,782.15 | 253.68               |
| 10926 (Grid G Step 11)                                    | 27.49              | 14,294.80                                     | 283.15                        | 14,577.95 |  | 27.97                        | 14,544.40                                              | 10.30                               | 288.09                        | 14,832.49 | 254.54               |
| 10643 (Grid G Step 11)                                    | 27.49              | 14,294.80                                     | 755.98                        | 15,050.78 |  | 27.97                        | 14,544.40                                              | 27.50                               | 769.18                        | 15,313.58 | 262.80               |
| 11124 (Grid G Step 11)                                    | 27.49              | 14,294.80                                     | 934.66                        | 15,229.46 |  | 27.97                        | 14,544.40                                              | 34.00                               | 950.98                        | 15,495.38 | 265.92               |
| 13143 (Grid G Step 8)                                     | 26.10              | 13,572.00                                     | 417.60                        | 13,989.60 |  | 26.56                        | 13,811.20                                              | 16.00                               | 424.96                        | 14,236.16 | 246.56               |
| 13451(Grid G Step 8)                                      | 26.10              | 13,572.00                                     | 435.87                        | 14,007.87 |  | 26.56                        | 13,811.20                                              | 16.70                               | 443.55                        | 14,254.75 | 246.88               |
| 13693 (Grid G Step 8)                                     | 26.10              | 13,572.00                                     | 511.56                        | 14,083.56 |  | 26.56                        | 13,811.20                                              | 19.60                               | 520.58                        | 14,331.78 | 248.22               |
| 13845(Grid G Step 8)                                      | 26.10              | 13,572.00                                     | 495.90                        | 14,067.90 |  | 26.56                        | 13,811.20                                              | 19.00                               | 504.64                        | 14,315.84 | 247.94               |
| 13860(Grid G Step 8)                                      | 26.10              | 13,572.00                                     | 378.45                        | 13,950.45 |  | 26.56                        | 13,811.20                                              | 14.50                               | 385.12                        | 14,196.32 | 245.87               |
|                                                           |                    |                                               |                               |           |  |                              |                                                        | Crew Retro Pay 2023                 |                               |           | 3,069.84             |
| 13618 (Grid G Step 8)                                     | 26.00              | 13,520.00                                     | 19.50                         | 13,539.50 |  | 26.56                        | 13,811.20                                              | 0.75                                | 19.92                         | 13,831.12 | 291.62               |
| Suggested Title Change Accountant - DPW                   |                    |                                               |                               |           |  |                              |                                                        |                                     |                               |           |                      |
| 8668 (Grid I Step 3)                                      | 23.52              | 12,230.40                                     | 188.16                        | 12,418.56 |  | 27.61                        | 14,357.20                                              | 8.00                                | 220.88                        | 14,578.08 | 2,159.52             |
| 9542 (Grid I Step 6M)                                     | 26.10              | 13,572.00                                     | -                             | 13,572.00 |  | 29.08                        | 15,121.60                                              | -                                   | -                             | 15,121.60 | 1,549.60             |
| 14421 (Grid M Step 5)                                     | 37.97              | 19,744.40                                     | 294.27                        | 20,038.67 |  | 39.62                        | 20,602.40                                              | 7.75                                | 307.06                        | 20,909.46 | 870.79               |
|                                                           |                    |                                               |                               |           |  |                              |                                                        | Admin Retro Pay 2023                |                               |           | 4,871.53             |
|                                                           |                    |                                               |                               |           |  |                              |                                                        | Total Admin and Crew Retro Pay 2023 |                               |           | 7,941.36             |
| Option 2 for Michelle Title change to Business Supervisor |                    |                                               |                               |           |  |                              |                                                        |                                     |                               |           |                      |
| 14421 (Grid N Step 2)                                     | 37.97              | 19,744.40                                     | 294.27                        | 20,038.67 |  | 40.62                        | 21,122.40                                              | 7.75                                | 314.81                        | 21,437.21 | 1,398.54             |
|                                                           |                    |                                               |                               |           |  |                              |                                                        |                                     |                               |           |                      |
|                                                           |                    |                                               |                               |           |  |                              |                                                        | Admin Retro Pay 2023                |                               |           | 5,399.28             |
|                                                           |                    |                                               |                               |           |  |                              |                                                        | Total Admin and Crew Retro Pay 2023 |                               |           | 8,469.11             |

| 2024 Wages with paygrid change                                   |                          |                                     |                                                                     |                                              |              |                                                 |                                                                     |  |  |  |  |
|------------------------------------------------------------------|--------------------------|-------------------------------------|---------------------------------------------------------------------|----------------------------------------------|--------------|-------------------------------------------------|---------------------------------------------------------------------|--|--|--|--|
| Employee Name                                                    | 2024 Wage with COLA 3.2% | 2024 Wage with COLA 3.2% and Fringe | 2024 Total Wage with Fringe                                         | 220 Estimated OT Hours 2024 Cost (Crew only) | Annual Cost  | 2024 Budgeted Cost With Fringe and Estimated OT | Difference between Budget and actual annual cost with wage increase |  |  |  |  |
| 8668 (Grid G Step 11)                                            | 28.87                    | 49.84                               | 103,659.02                                                          | 11,217.80                                    | 114,876.82   | 117,277.00                                      | (2,400.18)                                                          |  |  |  |  |
| 9167 (Grid G Step 11)                                            | 28.87                    | 49.84                               | 103,659.02                                                          | 11,217.80                                    | 114,876.82   | 117,277.00                                      | (2,400.18)                                                          |  |  |  |  |
| 9943 (Grid G Step 11)                                            | 28.87                    | 49.84                               | 103,659.02                                                          | 11,217.80                                    | 114,876.82   | 117,277.00                                      | (2,400.18)                                                          |  |  |  |  |
| 10215(Grid G Step 11)                                            | 28.87                    | 49.84                               | 103,659.02                                                          | 11,217.80                                    | 114,876.82   | 117,277.00                                      | (2,400.18)                                                          |  |  |  |  |
| 10926 (Grid G Step 11)                                           | 28.87                    | 49.84                               | 103,659.02                                                          | 11,217.80                                    | 114,876.82   | 117,277.00                                      | (2,400.18)                                                          |  |  |  |  |
| 10643 (Grid G Step 11)                                           | 28.87                    | 49.84                               | 103,659.02                                                          | 11,217.80                                    | 114,876.82   | 117,277.00                                      | (2,400.18)                                                          |  |  |  |  |
| 11124 (Grid G Step 11)                                           | 28.87                    | 49.84                               | 103,659.02                                                          | 11,217.80                                    | 114,876.82   | 117,277.00                                      | (2,400.18)                                                          |  |  |  |  |
| 13143 (Grid G Step 8)                                            | 27.41                    | 47.32                               | 98,433.45                                                           | 11,217.80                                    | 109,651.25   | 117,277.00                                      | (7,625.75)                                                          |  |  |  |  |
| 13451(Grid G Step 8)                                             | 27.41                    | 47.32                               | 98,433.45                                                           | 11,217.80                                    | 109,651.25   | 117,277.00                                      | (7,625.75)                                                          |  |  |  |  |
| 13693 (Grid G Step 8)                                            | 27.41                    | 47.32                               | 98,433.45                                                           | 11,217.80                                    | 109,651.25   | 117,277.00                                      | (7,625.75)                                                          |  |  |  |  |
| 13845(Grid G Step 8)                                             | 27.41                    | 47.32                               | 98,433.45                                                           | 11,217.80                                    | 109,651.25   | 117,277.00                                      | (7,625.75)                                                          |  |  |  |  |
| 13860(Grid G Step 8)                                             | 27.41                    | 47.32                               | 98,433.45                                                           | 11,217.80                                    | 109,651.25   | 117,277.00                                      | (7,625.75)                                                          |  |  |  |  |
|                                                                  |                          |                                     | Crew pay with increase                                              |                                              | 1,352,394.02 | 1,407,324.00                                    | (54,929.98)                                                         |  |  |  |  |
|                                                                  |                          |                                     | Crew Pay with Increase and Retro Pay                                |                                              | 1,355,463.86 | 1,407,324.00                                    | (51,860.14)                                                         |  |  |  |  |
|                                                                  |                          |                                     |                                                                     |                                              |              |                                                 |                                                                     |  |  |  |  |
| 13618 (Grid G Step 8)                                            | 27.41                    | 47.32                               | 98,433.45                                                           | 1,183.09                                     | 99,616.55    | 97,741.56                                       | 1,874.99                                                            |  |  |  |  |
| <b>Suggested Title Change Accountant - DPW</b>                   |                          |                                     |                                                                     |                                              |              |                                                 |                                                                     |  |  |  |  |
| 8868 (Grid I Step 3)                                             | 28.49                    | 49.19                               | 102,324.83                                                          | 1,229.87                                     | 103,554.70   | 88,079.75                                       | 15,474.95                                                           |  |  |  |  |
| 9542 (Grid I Step 6M)                                            | 30.01                    | 51.81                               | 107,772.77                                                          | 1,295.35                                     | 109,068.12   | 99,651.45                                       | 9,416.67                                                            |  |  |  |  |
| 14421 (Grid M Step 5)                                            | 40.89                    | 70.59                               | 146,834.84                                                          | 1,976.62                                     | 148,811.46   | 141,481.84                                      | 7,329.62                                                            |  |  |  |  |
|                                                                  |                          |                                     | Admin Pay with Increase                                             |                                              | 461,050.83   | 426,954.60                                      | 34,096.23                                                           |  |  |  |  |
|                                                                  |                          |                                     | Admin Pay with Increase and Retro Pay                               |                                              | 465,922.35   | 426,954.60                                      | 38,967.75                                                           |  |  |  |  |
|                                                                  |                          |                                     |                                                                     |                                              |              |                                                 |                                                                     |  |  |  |  |
|                                                                  |                          |                                     | Total Admin and Crew with Retro Pay vs budgeted amount              |                                              | 1,821,386.21 | 1,834,278.60                                    | (12,892.39)                                                         |  |  |  |  |
|                                                                  |                          |                                     |                                                                     |                                              |              |                                                 |                                                                     |  |  |  |  |
|                                                                  |                          |                                     | Total Admin, Crew & Retro Pay Impact without using budgeted amounts |                                              |              |                                                 | 71,963.89                                                           |  |  |  |  |
|                                                                  |                          |                                     |                                                                     |                                              |              |                                                 |                                                                     |  |  |  |  |
| <b>Option 2 for Michelle Title change to Business Supervisor</b> |                          |                                     |                                                                     |                                              |              |                                                 |                                                                     |  |  |  |  |
| 14421 (Grid N Step 2)                                            | 41.92                    | 72.38                               | 150,540.92                                                          | 2,026.51                                     | 152,567.43   | 141,481.84                                      | 11,085.59                                                           |  |  |  |  |
|                                                                  |                          |                                     | Admin Pay with Increase                                             |                                              | 464,806.80   | 426,954.60                                      | 37,852.20                                                           |  |  |  |  |
|                                                                  |                          |                                     | Admin Pay with Increase and Retro Pay                               |                                              | 470,206.07   | 426,954.60                                      | 43,251.47                                                           |  |  |  |  |
|                                                                  |                          |                                     |                                                                     |                                              |              |                                                 |                                                                     |  |  |  |  |
|                                                                  |                          |                                     | Total Admin and Crew with Retro Pay vs budgeted amount              |                                              | 1,825,669.93 | 1,834,278.60                                    | (8,608.67)                                                          |  |  |  |  |
|                                                                  |                          |                                     |                                                                     |                                              |              |                                                 |                                                                     |  |  |  |  |
|                                                                  |                          |                                     | Total Admin, Crew & Retro Pay Impact without using budgeted amounts |                                              |              |                                                 | 76,247.61                                                           |  |  |  |  |