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# ROCK COUNTY DEPARTMENT OF PUBLIC WORKS

## *Highways & Parks*

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Public Works Committee Meeting – Highway  
Tuesday, March 26, 2024 – 8:00 a.m.  
Southern Wisconsin Regional Airport Conference Room  
1716 W Airport Road  
Janesville, WI 53546

Call to Order: Chair Mawhinney called the meeting of the Public Works Committee to order at 8:01 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) |
|------------------------|-------------|------------------------------------------|

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

Approval of Minutes Dated February 27, 2024: Supervisor Pennycook moved approval of the minutes from February 27, 2024, as presented, seconded by Supervisor Woodman. ADOPTED.

Citizen Participation, Communications and Announcements: Mr. Jorgenson shared that he attended the Wisconsin Towns Association Meeting last Thursday (3/21), along with Emergency Management Director, Kevin Wernet. Mr. Jorgenson noted that in emergency situations, the Department of Public Works would initially clear the roads even if the township does not contract with the department to allow emergency services to respond. Railroad coordination was also discussed.

Mr. Jorgenson noted that he attended the County Board Staff Meeting yesterday (3/25) and shared his concerns regarding the possible changes to employee health insurance. In 2023, the department lost 15 out of 92 employees primarily due to issues with wages.

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE

Supervisor Homan added that he also attended the County Board Staff Meeting and is concerned about prospective employee recruitment in the future.

Supervisor Mawhinney had questions about billing and Mr. Jorgenson explained that the billing is behind due to unexpected issues that arose with recent software changes and staff are working diligently to get caught up.

Mr. Jorgenson reminded the Committee they are invited to attend the Department of Public Works Training Day at the main shop on Tuesday, April 2, from 7am-3:15pm.

## **REVIEW AND APPROVAL OF RESOLUTIONS**

Recognizing David Howard: Supervisor Homan moved the Resolution, seconded by Supervisor Woodman. ADOPTED.

Updating Wage Grid Implementation Criteria Related to Positions at the Department of Public Works: Supervisor Woodman moved the Resolution, seconded by Supervisor Homan. Mr. Jorgenson shared that this was approved by the County Board Staff Committee last night (3/25). Mr. Jorgenson explained that the funding would come from the excess overtime that was already factored into the budget, and barring any unforeseen circumstances, should not require a budget amendment. ADOPTED.

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

Discussion and Possible Action – Issue Paper – Professional Services Contract Modification for 2024-2025 Bridge Inspections: Supervisor Pennycook moved the Issue Paper, seconded by Supervisor Homan. Mr. Jorgenson explained that the department requests bridge inspection quotes from firms every two years. During the last bridge inspection cycle, three firms responded and KBIS was selected. Due to the influx of short span structures that need inspection and the possibility of snowmobile bridges having inspection requirements in the future, KBIS was asked to do a contract amendment to extend the contract for two more years and provide the inspection costs for short span structures and snowmobile bridges. The costs proposed by KBIS are lower than the next best bid received two years ago. ADOPTED.

Discussion – Annual Town Meetings: Mr. Jorgenson explained that the Towns will be given the opportunity to address the Committee and provide feedback to the Department. The intent is to provide open communication and discussion, but no action will be taken by the Committee. Topics discussed during these meetings could be brought to a future Committee Meeting for formal action. The dates were confirmed with the Committee, and will be on Wednesday, April 3<sup>rd</sup>, from 9:30am-12:00pm and Thursday, April 4<sup>th</sup>, from 8am-11:30am.

**REVIEW OF PAYMENTS**

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

Next Meeting Date and Time: Tuesday, April 23, 2024, at 8:00 a.m. at the Department of Public Works.

Adjournment: Supervisor Pennycook moved adjournment at 8:37 a.m., seconded by Supervisor Homan. ADOPTED.

Respectfully Submitted,  
Amanda McElroy, Administrative Professional II