



ROCK COUNTY DEPARTMENT OF PUBLIC WORKS

Highways & Parks

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Public Works Committee Meeting – Highway

June 25, 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, Sutter, and Woodman

Committee Members Absent: None

Staff Members:

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

Others Present:

Chuck Flynn	Citizen (attended in person and on Zoom)
Jason DuPuis	Citizen (Zoom)
Sheila Williams	Citizen (Zoom)
Michelle DeRubeis	Department of Public Works (Zoom)
Pete Koch	Department of Public Works
Bud Strunz	Department of Public Works
DeWayne Schwartzlow	Town of Avon
Laura Siclovan	Town of Fulton
Jeff Klenz	Town of Harmony, WI Towns Association
Tim Tollefson	Town of Harmony (Zoom)
Peggy Augustine	Town of Janesville
Lon Coplien	Town of Janesville
Bruce Schneider	Town of Janesville
Dave Burkett	Town of Lima
Dave Kyle	Town of Lima
Kurt Bartlett	Town of Magnolia
Steve Eager	Town of Magnolia
Graceann Toberman	Town of Magnolia (Zoom)
Don Bomkamp	Town of Plymouth

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE

Kristina Bennett	Town of Rock
Mark Gunn	Town of Rock

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

Approval of Minutes Dated May 28, 2024: Supervisor Sutter moved approval of the minutes from May 28, 2024, as presented, seconded by Supervisor Homan. ADOPTED.

Citizen Participation, Communications and Announcements: Tim Tollefson, Town of Harmony, spoke about the benefits of the town contracts to both the towns and county and noted the importance of having enough full-time staff on hand for regular maintenance and unexpected emergencies.

Sheila Williams asked that the Committee look at how townships are billed for services because these prices are not available in the public marketplace.

Mark Gunn, Town of Rock, stated that the town works exclusively with Rock County for services, and commended the county for their emergency response after the recent F2 tornado. Mr. Gunn added that the Town of Rock made a three-year commitment to the county and asked the county to honor it.

Laura Siclovan, Town of Fulton, clarified that the contracts the towns have with the county are not free and the towns rely on these services.

Jeff Klenz, Town of Harmony and Wisconsin Towns Association, spoke about the importance of having enough personnel in all departments because the townships use a variety of services.

Don Bomkamp, Town of Plymouth, spoke about staffing and explained that the county is cheaper than the private sector because state statutes do not allow the county to profit from their services.

Kristina Bennett, Town of Rock, agreed with the previous comments about the town contracts.

Dave Burkett, Town of Lima, noted Lima's loyalty to the county, expressed appreciation for the current town patrolman, and stated that the budgeting issues at the county will affect all the towns.

Bruce Schneider, Town of Janesville, echoed the previous statements and said his township has always used the county for services.

DeWayne Schwartzlow, Town of Avon, discussed the difficulties of budgeting without receiving a 2024 bill and dealing with the misinformed public. He suggested investing in better equipment to be more efficient.

Steve Eager, Town of Magnolia, agreed with previous statements and added that the townships meet their needs with a consolidated effort from the county.

REVIEW, DISCUSSION AND POSSIBLE ACTION

Discussion and Possible Action – Issue Paper – Driveway Access Permit – Beloit Health System – CTH G: Supervisor Woodman moved the Issue Paper, seconded by Supervisor Homan. Mr. Jorgenson explained that Beloit Health System is requesting a commercial access on CTH G to improve access to their urgent care. The driveway permit would be approved on the condition that should Gale Drive extend east in the future, Beloit Health System would move the access from CTH G to Gale Drive. ADOPTED.

Discussion and Possible Action – Bridge Aid Petition – Town of Janesville and Town of Rock: Mr. Elmer explained the towns of Janesville and Rock have requested county bridge aid funding for the recent repairs to a box culvert on Rockport Road due to scouring. The cost to each town is \$8,586.11. The county would reimburse each town for half of the cost, totaling \$8,586.11. Supervisor Homan moved the Bridge Aid Petition, seconded by Supervisor Sutter. ADOPTED.

Discussion and Possible Action – Issue Paper – MP 55 Replacement: Supervisor Homan moved the Issue Paper, seconded by Supervisor Woodman. Mr. Jorgenson explained that the department had another opportunity from Ewald to purchase a Kia Carnival, which was cheaper than using the state contract. Due to time constraints, the Kia Carnival was purchased to replace the second Motor Pool van. Mr. Jorgenson stated that he was bringing this to the Committee for concurrence. ADOPTED.

Discussion and Possible Action – Staff Update: Mr. Jorgenson provided an update, noting that there have been no resignations since the last meeting. There are currently eight highway vacancies, and 17 applications were received. Eight applicants were selected for interviews, but two backed out. Of the six interviews, four applicants are either in the background check or have been offered the position. If all four applicants accept the position, four vacancies would remain. The position will be reposted without requiring a Commercial Driver's License (CDL). As a result, training costs may increase significantly.

There are currently two vacancies in the Parks Department. One of the new accounting staff started yesterday (6/24), and the other one starts on July 22.

Mr. Jorgenson shared his concerns about winter, specifically if those four vacancies are not filled, it eliminates all back-up options. This would require pulling staff from other areas that are not as experienced with plowing or consolidating plow routes, which impacts the level of services provided.

Mr. Traynor recalled when the department had “helpers” in the townships and on the Interstate, serving as a training process for them to ultimately take on the roles, but this was cut. Mr. Traynor added that of the two vacant parks positions, he has been directed to not fill one of them at this time, despite the additional land and amenities.

Mr. Jorgenson and Mr. Traynor stated that any additional cuts to staffing will impact the levels of service that the department is able to provide.

Discussion and Possible Action – Town Contracts: Mr. Jorgenson shared a PowerPoint presentation (see attachment), highlighting town and state work, facility locations, contracting towns, 24-hr routes, highway division operations, administrative responsibilities, permit authority, crew responsibilities, winter maintenance strategies, winter maintenance costs, municipality revenues, and wage splits.

Mr. Jorgenson explained that the town staff are not solely assigned to a town for all their hours and assist with maintenance and construction projects on county and state roads. The towns are billed for the specific hours and materials spent in their town. If the town work is taken away, it will reduce staff, which will severely impact the department’s ability to complete maintenance and construction projects countywide.

Supervisor Woodman shared comments from the Town of LaPrairie and the Town of Bradford. The Town of LaPrairie is asking to do whatever it takes to keep employees and town work going. The Town of Bradford just returned to the county after 15 years, a lot of things were let go, and they cannot function without the assistance of the county. Supervisor Woodman stated that Supervisors need to focus on state statutes, specifically, public safety.

Supervisor Mawhinney admitted that her township left the county for five years, but ultimately returned and the quality of the work is fantastic.

Supervisor Woodman added that if town work is cut, it won’t be replaced. The private sector is getting out of plowing public roads due to rising costs, liability, and damage to equipment.

Mr. Jorgenson said that other towns have discussed coming back to the county for services in the future due to sustainability concerns.

Mr. Traynor mentioned the public's expectations for services. Mr. Jorgenson explained that state statute allows for two weeks to clear the roads after a winter event.

Supervisor Mawhinney shared that she spoke to Chair Leavy about having Mr. Jorgenson make a presentation before the County Board about the services the Department of Public Works provides.

Mr. Jorgenson asked the Committee for direction regarding town contracts because if they are not going to be renewed the towns must be notified by July 1.

Supervisor Woodman moved to continue town work, seconded by Supervisor Mawhinney.
ADOPTED.

REVIEW OF PAYMENTS

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

Next Meeting Date and Time:

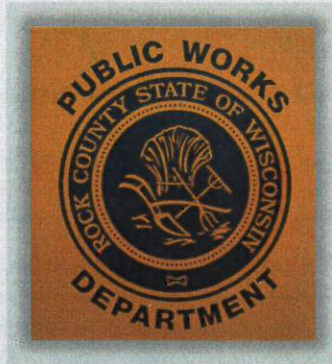
Parks Meeting: Tuesday, July 9, 2024, at 8:00 a.m. at the Department of Public Works.

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

Adjournment: Supervisor Pennycook moved adjournment at 9:59 a.m., seconded by Supervisor Homan. ADOPTED.

Respectfully Submitted,
Amanda McElroy, Administrative Professional II

**Department of Public Works
Highway Division**



Town Contract Discussion

June 25, 2024

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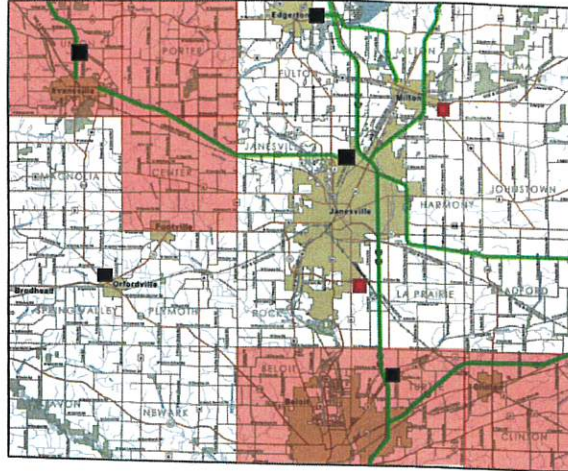
Town & State Work

Avon	Lima
Bradford	Magnolia
Fulton	Milton
Harmony	Newark
Janesville	Plymouth
Johnstown	Rock
LaPrairie	Spring Valley
Koshkonong* (2-mile segment)	Wisconsin DOT

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DPW Facility Locations, Contracting Towns, & 24-Hr Routes



Facility Locations

5 Staffed
Janesville
Evansville
Orfordville
Shopiere
Edgerton

Town Contracts

14 Towns

24-Hr Routes

State DOT Routes

3

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DPW Facility Information

DPW Facility Locations	Address	Normal Staffing	Routes				Salt Storage (Tons)	Brine Storage (Gallons)
			IH	STH	CTH	Town		
Main Shop - Janesville	3715 Newville, Road, Janesville	57.5	4	4	6	7	5,000	39,000
Orfordville Shed- Orfordville	734 W Beloit Street, Orfordville	13	0	3	3	6	300	6,500
Shopiere Shed -Beloit	3501 E. Shopiere Lane, Beloit	12	4	3	3	2	7,000	26,000
Hwy 59 Shed - Edgerton	11228 N. Sherman Road, Edgerton	3	0	0	1	2	2,000	6,500
Evansville Shed- Evansville	9216 N. USH 14, Evansville	1	0	1	0	0	1,000	1,500
Hwy 11 Shed – Janesville South	1903 E. LaPrairie Lane, Janesville	0	0	0	0	0	1,000	13,000
Milton Shed - Milton	6153 N. CTH M, Milton	0	0	0	0	0	3,000	6,000
Subtotals		86.5	8	11	13	17	19,300	98,500

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Highway Division Operations



State Trunk Highway System

Approximately 220 centerline
miles or 810 lane miles
including the Interstate
Highway System

Non-Interstate ~ 480 Lane miles

Interstate ~ 330 Lane miles



County Trunk Highway System

Approximately
215 centerline miles or
440 lane miles



Town Roads

Approximately
695 centerline miles or
1,390 lane miles

Total Lane Miles ~ 2,640

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Highway – Administrative Responsibilities

- Budgeting & Planning
- Billing, Payables
- Fed-Aid Projects (Sponsor)
- Bridge Inspection Coordination
- LRIP Coordination
- Project Design Oversight
- Real Estate Coordination
- Speed Studies
- Engineering Contract Oversight
- Support of Towns
(Projects, inspections,
trainings, meetings, etc.)
- Permitting (OSOW, Driveway,
Utility, Work in the R-O-W)
- Subdivision Review
- Safety Training Coordination
- MPO (Beloit & Janesville)
- Traffic Safety Commission
- WCHA Committees
- Personnel Items

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PERMIT AUTHORITY - Effective July 21, 2023

Town	Driveway	OSOW Vehicle	Utility	Broadband
AVON	Town	Town	County	County
BELOIT	Town	Town	Town	Town
BRADFORD	Town	Town	Town	Town
CENTER	Town	County	County	County
CLINTON	Town	Town	Town	Town
FULTON	Town	Town	Town	Town
HARMONY	County	County	County	County
JANESVILLE	County	Town	County	County
JOHNSTOWN	Town	Town	County	County
LA PRAIRIE	County	County	County	County
LIMA	County	County	County	County
MAGNOLIA	County	County	County	County
MILTON	County	County	County	County
NEWARK	Town	Town	County	County
PLYMOUTH	Town	Town	County	County
PORTER	Town	Town	County	County
ROCK	County	County	County	County
SPRING VALLEY	County	County	Town	Town
TURTLE	Town	Town	Town	Town
UNION	Town	Town	Town	Town

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Highway – Crew Responsibilities

- Winter Maintenance
- Reconstruction/Rehabilitation Projects
- Bridge Repairs
- Sealcoating
- Crack-filling
- Shouldering
- Signing, Traffic Control, & Flagging
- Paving (Overlays & Patching)
- Ditching Work
- Section Routes
- Guardrail/Beam Guard Repairs
- Snow Fence
- Mowing
- Culvert Work
- Brushing/Tree Cutting
- Curb & Gutter Cleaning
- Accident Recovery

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Winter Maintenance - Strategies

Plowing Routes (2019-2020)

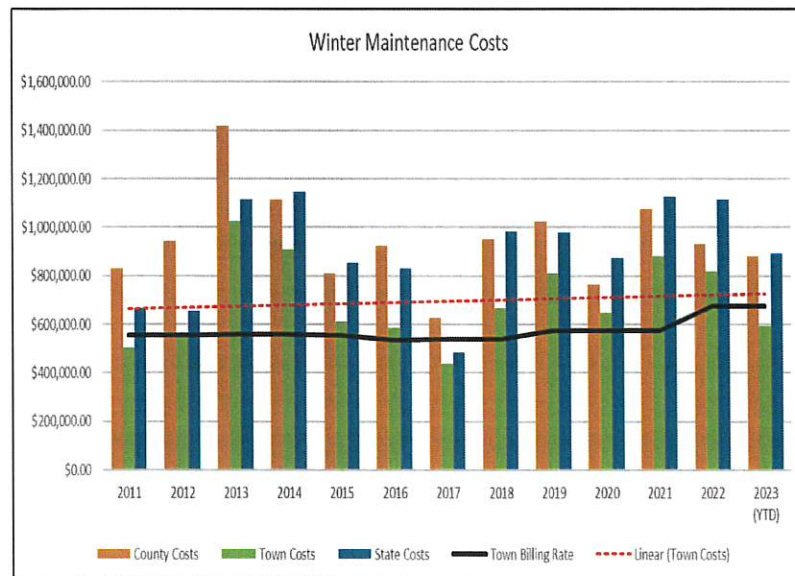
- 53 Routes
 - 13 County
 - 16 Town
 - 17 State (Days)
 - 7 State (Nights)

Plowing Routes (2021-Present)

- 60 Routes
 - 13 County
 - 17 Town
 - 19 State (Days)
 - 11 State (Nights)

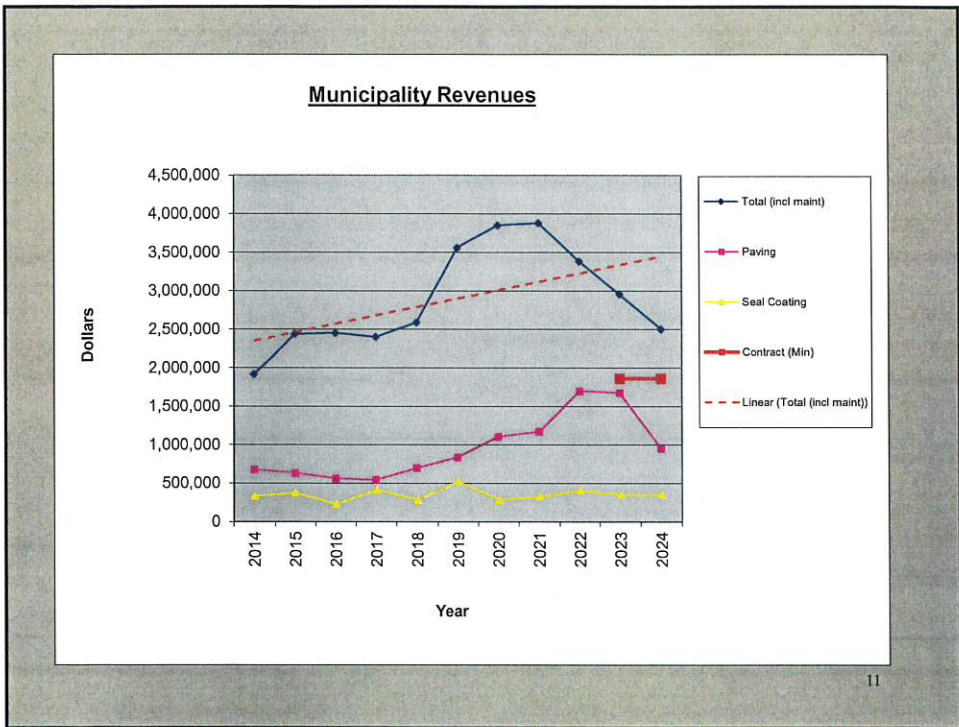
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Wage Splits (Approx.)

• County	56%
• State	19%
• Town	20%
• Other Cost Pool	5%

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