



ROCK COUNTY DEPARTMENT OF PUBLIC WORKS

Highways & Parks

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Public Works Committee Meeting – Highway
September 24, 2024 – 8:00 a.m.
Public Works Department – Committee Room
3715 Newville Road
Janesville, WI 53545

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

Committee Members Present: Supervisors Homan, Pennycook, Sutter, and Woodman

Committee Members Absent: Supervisor Mawhinney

<u>Staff Members:</u>	Duane Jorgenson	Public Works Director
	Nick Elmer	Assistant Director Public Works
	Amanda McElroy	Administrative Professional II

<u>Others Present:</u>	Chuck Flynn	Citizen (attended in person and on Zoom)
	Mike Schwarz	County Board Supervisor (Zoom)

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

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

Citizen Participation, Communications and Announcements: Mr. Flynn made the suggestion to provide coffee and donuts at early meetings.

Mr. Jorgenson announced that Mr. Elmer and himself will be attending the WCHA Fall Commissioners Training in Waupaca on Tuesday, October 8, and Wednesday, October 9. Mr. Jorgenson added that Columbia County Highway Committee Chair Steve Balsiger will be the Southwest Region representative on the WCHA Board of Directors. The role had been vacant.

Mr. Traynor briefly stopped in to introduce “Craftsmen with Character” student, Weston, to the Committee.

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REVIEW AND APPROVAL OF RESOLUTIONS

Authorizing Jurisdictional Transfer Agreement – County Trunk Highway G and Afton Road, City of Janesville: Mr. Jorgenson explained that with the agreement, the City of Janesville would be responsible for a section of CTH G (Beloit Ave) that is approximately .58 miles from the STH 11 Bypass to Venture Drive and Rock County would be responsible for a section on Afton Rd (CTH D) that is approximately .66 miles from S. Crosby Ave to Rockport Rd. Mr. Jorgenson highlighted the benefits of the swap to the county, including being responsible for two lanes instead of four lanes that are mostly ditch line rather than curb and gutter, the impact to upcoming projects planned by both jurisdictions, and noted that it wouldn't affect our GTA (General Transportation Aids). Supervisor Pennycook moved the Resolution, seconded by Supervisor Homan. ADOPTED.

REVIEW, DISCUSSION AND POSSIBLE ACTION

Discussion – Staffing Update: Mr. Elmer noted that a recent resignation has left eight vacant highway positions. After the last round of interviews at the end of August, the Department hopes to fill six vacancies. Three candidates have committed to start dates, and the Department is awaiting confirmation on three more offers. Of the new recruits, two have a Class A CDL, two have a Class B CDL, and two do not have a CDL license. Those who do not have a Class A CDL license will be completing training with Blackhawk Technical College to obtain one, hopefully by the end of November. In addition, Town Superintendent Pete Koch has given early notice of his upcoming retirement. His position will be posted internally and externally tomorrow to find and train his replacement.

An offer was made for the Parks Maintenance IV position and the Department is waiting to hear back from the candidate. The Parks Assistant position was authorized to be filled and the application deadline is tomorrow.

Mr. Jorgenson added that the Department has lost over 30 staff within a two-year period, and there are a couple of anticipated upcoming retirements. He warned that the Department has quite a few inexperienced staff and there may be increased complaints from the public this winter.

REVIEW OF PAYMENTS

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

Next Meeting Date and Time:

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

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Highway Meeting: Tuesday, October 22, 2024, at 8:00 a.m. at the Department of Public Works.

Discuss Meeting Dates for November and December: The Public Works Committee opted to have a combined (Parks/Highway) meeting for the months of November and December. The meetings will be held on Tuesday, November 12, 2024, and Tuesday, December 10, 2024, at 8:00 a.m. at the Department of Public Works.

Adjournment: Supervisor Pennycook moved adjournment at 8:27 a.m., seconded by Supervisor Sutter. ADOPTED.

Respectfully Submitted,
Amanda McElroy, Administrative Professional II