



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 – Highway

October 22, 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, and Woodman

Committee Members Absent: Supervisor Sutter

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:

Randy Terronez	Assistant to County Administrator (Zoom)
Chuck Flynn	Citizen (attended in person and on Zoom)
Josh Smith	County Administrator (Zoom)
Kristin Vander Kooi	Financial Services (Zoom)
Michelle DeRubeis	Public Works (Zoom)
Kim Lund	Public Works (Zoom)

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

Approval of Minutes Dated September 24, 2024: Supervisor Homan moved approval of the minutes from September 24, 2024, as presented, seconded by Supervisor Pennycook. ADOPTED.

Citizen Participation, Communications and Announcements: Mr. Jorgenson invited the Committee to attend the Department's Fall Training Day on November 5, 2024, and a Winter Preparedness Meeting on November 6, 2024. County staff will be meeting at 8:30 a.m. and other agencies and municipalities will be attending at 9:30 a.m.

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE

Mr. Traynor introduced “Craftsman with Character” students Carter and Wesley to the Committee and shared that previous program participants have inquired about summer jobs. The US Navy is now promoting the program nationwide.

REVIEW, DISCUSSION AND POSSIBLE ACTION

Discussion and Possible Action – Review of 2025 Recommended Budget: Mr. Jorgenson gave an overview of the 2025 budget and discussed the challenges with funding constraints, reduced borrowing, and maintaining a lower tax rate. The four staffing classification requests and several Parks projects were not recommended. The Parks POROS Plan was recommended for approval.

State revenues are not expected to change for 2025, but the General Transportation Aids came in higher than what was projected. The town winter rates will be increased to \$940/mile for rural roads and \$1,670/mile for subdivision roads (the rates were previously \$900/\$1,600/mile).

The CTH J construction project will be shifted to the 2026 budget cycle. The CTH X construction project was not completed this year due to tornado clean-up and will be carried over into 2025. Federal and County Aid bridge projects include two planned projects. With the state mandated bridge inspections of all structures between 6’-20’, County Bridge Aid funding was increased to address any concerns found during the inspections. The CTH N Federal Aid project was also approved. Equipment requests were reassessed and reduced.

The recommended tax levy increase is approximately \$98,000 for Parks and \$3.2 million for Highway. Mr. Jorgenson answered questions from the Committee and noted his concerns with delaying construction projects and equipment purchases as well as staffing challenges.

Discussion and Possible Action – Issue Paper – Access Control Driveway Permit – CTH Y: Mr. Jorgenson explained that Dan-Ley Properties is requesting to add an entrance on CTH Y, which is access controlled. There is currently an access point on E Mc Cormick Dr that is used by both staff and commercial truck traffic. The property consists of two parcels, but only one parcel has an access. The access on CTH Y would serve staff and the existing access on E Mc Cormick Dr would be used by commercial trucks. Supervisor Pennycook moved the Issue Paper, seconded by Supervisor Woodman. ADOPTED.

Discussion and Possible Action – ATV Route Application(s): None.

Discussion – Work Zone Awareness: Mr. Jorgenson noted that last Saturday (10/19) was “Move Over, Slow Down” day and the department partnered with the Sheriff’s Office to take a photo that was shared on social media.

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE

Mr. Jorgenson also shared several pictures and videos of recent incidents that occurred, including a semi that lost its load trying to access the weigh station, an inattentive motorist hitting the attenuator in a work zone, and another motorist unknowingly striking a drum with a camper and sending it airborne. Fortunately, there were no serious injuries.

Discussion -Staffing Update: Mr. Elmer shared that there are currently four vacant highway positions and recruitment ends on Friday. Six candidates were selected from the last recruitment, but one of the candidates resigned after two weeks. Two of the candidates are currently completing CDL training at Blackhawk Technical College. Interviews are scheduled this week for the Town Superintendent Position.

Mr. Traynor added that there are currently two open positions in the Parks Department. An offer was made to a candidate for the Parks Maintenance position, but after being unsuccessful in negotiating a higher pay rate, he turned it down. The position was reposted, and recruitment closes on Friday. An offer was made for the Parks Assistant position and the Department is waiting to hear if it was accepted.

REVIEW OF PAYMENTS

September 2024 Payments: Mr. Jorgenson shared a chart showing month to month and year to year payment trends and answered questions from the committee.

Next Meeting Date and Time:

Combined Parks/Highway Meeting: Tuesday, November 12, 2024, at 8:00 a.m. at the Department of Public Works.

Adjournment: Supervisor Pennycook moved adjournment at 8:54 a.m., seconded by Supervisor Woodman. ADOPTED.

Respectfully Submitted,
Amanda McElroy, Administrative Professional II