



ROCK COUNTY DEPARTMENT OF PUBLIC WORKS

Highways & Parks

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Public Works Committee Meeting – Parks & Highway
Tuesday, November 12, 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 8:12 a.m.

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

Committee Members Absent: None.

<u>Staff Members:</u>	Duane Jorgenson	Public Works Director
	Nick Elmer	Assistant Director Public Works
	John Traynor	Park Services Supervisor
	Amy Friend	Parks Community Coordinator
	Amanda McElroy	Administrative Professional II

<u>Others Present:</u>	Chuck Flynn	Citizen (attended in person and on Zoom)
	Ahna Bizjak	City of Janesville
	Michelle DeRubeis	Department of Public Works (Zoom)
	Carl Lange	Friends of Rock County Parks
	Dean Paynter	Parks Advisory Board
	Tom Presny	Parks Advisory Board
	Cathy Schneider	Rock River Heritage Park Friends

Approval of Agenda: Supervisor Woodman moved approval of the agenda with the removal of item 7.B.1 (Discussion and Possible Action – Herbicide Project), seconded by Supervisor Homan. ADOPTED.

Approval of Minutes Dated September 10, 2024 PARKS and October 22, 2024 HWY: Supervisor Pennycook moved approval of the minutes from September 10, 2024 and October 22, 2024 as presented, seconded by Supervisor Woodman. ADOPTED.

Citizen Participation, Communications and Announcements: Mr. Jorgenson shared that the WCHA Winter Highway Conference is January 13-15, 2025, at the Chula Vista Resort in Wisconsin

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Dells. Any interested attendees can save \$80 by registering before December 6, 2024. Mr. Jorgenson added that five staff attended the WCHA Snowfighter Training yesterday and five more are attending today.

Parks Advisory Board Communications: Mr. Presny shared that volunteers and staff will be making candles today and tomorrow at Traxler Park for the upcoming candlelight hikes.

Mr. Paynter announced there is a Night Owl Hike on Saturday, November 16, 2024, at 7pm at Rock River Heritage Park. Local Ecologist David Bendlin will lead the hike and call out to owls.

PARKS BUSINESS

A. Review and Approval of Resolutions

1. Acceptance of Wisconsin Department of Natural Resources County Conservation Aids Grant CC25-54WH Funds: Supervisor Homan moved the Resolution, seconded by Supervisor Pennycook. Mr. Traynor explained that all DNR grants are a two-step process and require a resolution to apply for the grant and a second resolution to accept it. The award of \$7,500 is the highest amount the county has been awarded from this grant and the funds will be used to repair the storm damaged trails at Magnolia Bluff. Mr. Traynor added that this 50/50 match grant requires the county to spend \$15,000 before being reimbursed \$7,500. ADOPTED.

B. Parks Report

1. Parks Report - November 2024: Mr. Traynor and Miss Friend provided information on items listed in the report and answered questions from the Committee.

Parks General

- Maintenance Update – Leaf Mulching, Brush Work, Side-Mount Mowing- cleaning up woody vegetation
- Staffing Update – FTE and Seasonals- all the seasonals are gone, Parks Assistant Guadalupe Begovatz starts on 11/25, interviews were held last Wednesday for the Parks Maintenance position and Human Resources is reaching out to the top candidate to make an offer
- Budget Updates – Equipment- parks will receive three pieces of equipment
- Piers have been Removed for the Season- completed on November 1
- Equestrian Trails Status- still open, seasonal closure is weather dependent
- CPSI – Jim H.- became second Certified Playground Safety Inspector in department
- Craftsmen with Character Program- in fourth and final cycle for first trimester, the two current students are welding today
- Training Day – November 5- department-wide training day

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Beckman Mill

- FOBM Tours- Saturdays and Sundays (1-4pm) from May-October, estimated over 1,200 volunteer hours this season
- Boardwalk Addition Status- currently has stairs, donations were made by FORCP and FOBM, the parts are ordered to build an ADA accessible ramp

Carver-Roehl

- Fall Fest – October 6- hosted numerous activities and raised \$1,600 for park improvements

Gibbs Lake

- Lower Well Abandonment- permanently capped due to unsafe test results
- Horse Lot Well Shelter- sustained wind damage, will need to be repaired
- ADRC Wednesday Walk – October 9- led by Jim Hessenauer and attended by 34 people
- Interactive Trail Map- Scott Skelly developed a navigational map that park users can access on their phone to see their location on the trails

Lee Park

- Shelter Repair Update- completed by Peterson Steel Roofing
- Firewood Available- any unwanted trees removed for the STH 140/STH 67 project will be staged at Lee Park and made available to those on the Wood Permit list

Magnolia Bluff Park

- Bathroom Maintenance Status- temporary closures to repair peeling paint
- Shelter – Access Paving- DPW staff paved a path from the parking lot to the shelter for ADA accessibility

Murwin Park

- Bathroom Repairs Completed- company supplied free replacement hinges

Rock River Heritage Park

- RRHPF Fall into Fall Event – October 5- multiple activities, raised over \$400
- Oak Leaf StoryWalk® - October 4-17- last of the year due to seasonal conditions
- Eagle Scout Project- Jadon fixed up picnic shelter by cleaning up base and pouring concrete pad underneath
- Fire Inspection – JFD- completed in October, issues to address
- Chainsaw Certification Class – November 26 and December 9- Park will be closed to the public during chainsaw training for safety purposes
- Pumping Permit Status- awarded permit to pump water from the Rock River to the pond, but there are restrictions, such as how much water can be pumped per day

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- IOM and EAP Update- need an updated Inspection Operation and Maintenance Plan and Emergency Action Plan as part of the Pumping Permit, getting an estimate from Oakridge Engineering to update their original plans

Sportsman Park

- Bathrooms Closing Update- winterized and closed for the season

Events

- Rock County Parks Fall Fun Challenge – September 22 – October 31- participants submitted photos from the parks for the chance to win one of four prize baskets
- Rock River Heritage Park Friends Night Owl Hike – November 16- starts at 7pm
- Rock County Parks Unplug Challenge – November 16 – 30- get off electronics and enjoy the outdoors
- Volunteer Appreciation Event – December 4- at Rock River Heritage Park from 5-7pm, pizza and non-alcoholic beverages will be provided
- WPRA Annual Conference February 4-7- will be attended by John, Jim, and Amy
- FORCP Candlelight Hike – Magnolia Bluff – February 15- candles being made today
- RRHPF Candlelight Hike – February 22- candles being made today

HIGHWAY BUSINESS

A. Review and Approval of Resolutions

1. Recognizing Francis Beggs: Supervisor Woodman moved the Resolution, seconded by Supervisor Pennycook. ADOPTED.
2. Amending 3.103 of the Rock County Code of Ordinance (Public Peace and Order, Part 1 – Traffic Code): Supervisor Woodman moved the Ordinance, seconded by Supervisor Sutter. Mr. Jorgenson explained that there are two areas affected by this amendment. First, the Committee approved an access on CTH G for the City of Janesville. A Traffic Impact Analysis was completed and recommended extending the 45mph speed limit south of the signalized intersection. Second, a rail line installed on CTH M required a 35mph speed limit sign to be moved outside of the railroad right-of-way. ADOPTED.

B. Review, Discussion and Possible Action

1. ~~Discussion and Possible Action – Herbicide Project:~~
2. Discussion and Possible Action – Shop Fan Proposal: Supervisor Woodman moved the Shop Fan Proposal, seconded by Supervisor Pennycook. Mr. Jorgenson explained that

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the shop is having issues with sweaty floors and air movement, and that the residential fans installed years ago aren't working as intended. He added that the two commercial ceiling fans installed at the Shopiere facility have been effective. Facilities Management obtained a quote of \$27,613 from Delta T, LLC (Big Ass Fans) to purchase two commercial ceiling fans for the shop. ADOPTED.

3. Discussion – Quarterly Equipment Purchases Review: Mr. Elmer reviewed the 2024 3rd quarter equipment purchases and explained the implications to the 2022, 2023, and 2024 budget cycles. The 2022 budget was over \$90.91, which will be held back on the 2024 budget. Three purchases were made from the 2023 budget. Six ordered truck chassis were cancelled by the dealer, but local vendors were able to fill the order. There is \$187,305 remaining to purchase two items, with the focus being on an industrial woodchipper. All seven purchases for the 2024 budget came in under budget, including five big truck purchases.
4. Discussion – Project Update: Mr. Elmer gave an update on 2024 projects for the state, county, and towns, highlighting recently completed and upcoming projects. Completed state projects include crackfilling on I-43, wedging on STH 67, culverts on STH 59, urban mowing on the interstate interchanges, and 750 signs on STH 59. State projects scheduled for 2025 include USH 14 mill and overlay (Evansville - Dane County), STH 140 reconstruct (Stateline – Clinton), STH 140 mill and overlay (Clinton – USH 14), and I-43 mill and overlay (Hart Rd – STH 140).

Supervisor Sutter left the meeting at 8:59 a.m.

Recently completed county projects include crackfilling on CTH H, fall mowing, construction on CTH B, and ATV sign installation on CTH A, CTH M, CTH MM, and CTH KK. CTH X (Hart Rd – Clinton) is scheduled for construction in 2025.

All scheduled town work has been completed, including second pass mowing and ATV sign installation in Lima and Johnstown. Finally, paving projects were completed at the courthouse, several parks, and the Orfordville Salt Shed.

5. Discussion – Staffing Update: Mr. Jorgenson shared that 15 applications were received for the Highway Tech I position and are currently being reviewed for possible interviews. In addition, there were 18 applicants and nine interviews for the Town Superintendent position, but no decision has been made. Retiring Superintendent Pete Koch is willing to help train his replacement. Mr. Traynor will also be a resource as he has experience in the Town Superintendent role.

Mr. Elmer added that there are four vacant highway positions and the CDL training at Blackhawk Technical College is going well. Recently, four employees were hired

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without a CDL. One has already passed the CDL test, and another one takes the exam tomorrow. To date, no employee has failed the CDL test.

C. Review of Payments

1. October 2024 Payments: Mr. Jorgenson answered questions from the Committee.

Next Meeting Date and Time

- A. Combined Parks/Highway Meeting: Tuesday, December 10, 2024, at 8:00 a.m. at the Department of Public Works. Discussion was had about hosting a meeting or touring the facilities at Orfordville and Shopiere in the future.

Adjournment: Supervisor Pennycook moved adjournment at 9:16 a.m., seconded by Supervisor Woodman. ADOPTED.

Respectfully Submitted,
Amanda McElroy, Administrative Professional II