



ROCK COUNTY DEPARTMENT OF PUBLIC WORKS

Highways & Parks

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Public Works Committee Meeting – Parks
Tuesday, January 14, 2025 – 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

<u>Staff Members:</u>	John Traynor	Park Services Supervisor
	Amanda McElroy	Administrative Professional III

<u>Others Present:</u>	Sheila Williams	Citizen (Zoom)
	Carl Lange	Friends of Rock County Parks
	Carolyn Brandeen	League of Women Voters
	Floyd Finney	Parks Advisory Board
	Tom Presny	Parks Advisory Board

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

Approval of Minutes Dated December 10, 2024: Supervisor Woodman moved approval of the minutes from December 10, 2024, as presented, seconded by Supervisor Pennycook. ADOPTED.

Citizen Participation, Communications and Announcements: None.

Parks Advisory Board Communications: None.

REVIEW, DISCUSSION, AND POSSIBLE ACTION

Discussion and Possible Action – Issue Paper – Authorizing Contract for Updating the Rock County Park, Outdoor Recreation and Open Space (POROS) Plan: Mr. Traynor explained that

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the Rock County POROS Plan must be updated every five years, and the current plan expires at the end of this year. Three companies responded to the RFQ (Request for Qualifications) to update the POROS Plan for 2026-2030. Five people reviewed and rated the proposals, and Vandewalle and Associates was the most qualified. Vandewalle and Associates also updated the most recent POROS Plan. There is \$50,000 budgeted to update the POROS Plan, and the selected proposal will be within budget. Supervisor Woodman moved the Issue Paper, seconded by Supervisor Pennycook. ADOPTED.

Discussion and Possible Action – Purchase of Tax Delinquent Parcel No. 6-19-51.1: Mr. Traynor shared that a tax delinquent parcel located next to Sweet-Allyn Park on E Creek Rd is going up for auction at 9 a.m. today, with an opening bid of \$5,000. Mr. Traynor noted that acquiring the one-acre wooded parcel would provide access to Sweet-Allyn Park on E Creek Rd and asked for the Committee's approval to bid on it. Discussion was had amongst the Committee about setting a dollar limit the Parks Department could spend to acquire the parcel. Supervisor Pennycook moved the Purchase (up to \$10,000), seconded by Supervisor Homan. ADOPTED by the following roll call vote. Supervisors Homan, Woodman, Pennycook, and Mawhinney voted in favor. Supervisor Sutter was absent. AYES - 4. NOES - 0. ABSENT - 1.

Parks Report – See Attached: Mr. Traynor discussed items in his report and answered questions from the Committee.

Parks General

- Maintenance Update – Brushing, Winter Prep.- currently working on the grant at Rock River Heritage Park
- Staffing Update – FTE and Seasonals- will be advertising for four seasonals shortly, one full time employee signed a highway position, and another recently resigned
- Budget Updates – Equipment- blower, zero-turn mower, swing arm mower (mounts to skid loader) for trail maintenance
- Wood list Availability- wood is currently available to permit holders at Beckman Mill (parking lot), Gibbs Lake (main parking lot), Lee Park (south end), and Rock River Heritage Park (four locations noted on a park map)
- POROS Plan Update- will be ongoing item for updates throughout the process

Beckman Mill

- Water Heater Installation- replacing water heater was cheaper than buying the part
- Boardwalk Addition Status- materials are here, will start project this spring

Carver-Roehl

- Homeless Incident- homeless man has been at several parks and leaves behind drug paraphernalia, do not confront or pick up drug paraphernalia, staff have completed Narcan training and carry Narcan in county trucks

Koshkonong Lake Access

- Forestry Mowing Update- completed a couple weeks ago, neighbors of KLA were grateful

Lee Park

- Open/Closing Status – Roadway- there is no snow fence due to lack of snow

Magnolia Bluff Park

- Trail Work Update- hoping to get highway staff to help with CCA grant project

Pelishek-Tiffany Nature Trail

- Invoice to Walworth County for 2025 Maintenance – payment received

Rock River Heritage Park

- Grant Work Status- CCA grant is almost complete for 2024
- Rock County Conservationists Winter Night Hike Searching for Owls – January 10- attended by over 40 people, successfully called out to an owl
- Eagle Scout Projects- 1-2 potential Eagle Scout projects at Rock River Heritage Park

Sportsman Park

- Shelter Design Update- shelter design is complete, can share after meeting
- Funding Options- Parkitecture helping look at other funding options and grants

Friend Groups & Volunteers

- Update Work Permits for 2025- volunteer waivers for liability
- January 7th Workday at RRHP- made hot chocolate and smores kits for upcoming candlelight hikes

Events

- Hearts in The Parks – February 1-14- Rock River Heritage Park
- WPRA Annual Conference February 4-7- John, Jim, and Amy attending
- FORCP Candlelight Hike – Magnolia Bluff – February 15- 6-8pm
- RRHPF Candlelight Hike – February 22- 6-8pm

Next Meeting Date and Time:

Highway Meeting: Tuesday, January 28, 2025, at 8:00 a.m. at the Department of Public Works.

Parks Meeting: Tuesday, February 11, 2025, at 8:00 a.m. at the Department of Public Works.

Adjournment: Supervisor Pennycook moved adjournment at 8:34 a.m., seconded by Supervisor Homan. ADOPTED.

Respectfully Submitted,
Amanda McElroy, Administrative Professional III