



ROCK COUNTY DEPARTMENT OF PUBLIC WORKS

Highways & Parks

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Public Works Committee Meeting – Highway

May 27, 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, and Woodman

Committee Members Absent: Supervisors Pennycook and Sutter

Staff Members:

Duane Jorgenson	Public Works Director
Nick Elmer	Assistant Director Public Works
Amanda McElroy	Administrative Professional III

Others Present:

Michelle DeRubeis	Department of Public Works (Zoom)
Bruce Holcomb	Department of Public Works

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

Approval of Minutes Dated April 22, 2025: Supervisor Homan moved approval of the minutes from April 22, 2025, as presented, seconded by Supervisor Woodman. ADOPTED.

Citizen Participation, Communications and Announcements: Mr. Jorgenson shared that Mr. Elmer and himself will be attending the WCHA (Wisconsin County Highway Association) Summer Road School on June 2-4, 2025, at the Chula Vista Resort in Wisconsin Dells.

Mr. Jorgenson and Mr. Elmer spoke about the Town Training Sessions. The first session was held last Wednesday, and covered WISLR (Wisconsin Information System for Local Roads), road ratings, and the upcoming LRIP (Local Road Improvement Program) cycle that provides state aid for town projects. Upcoming sessions will cover accounting/billing and bridge maintenance. Sessions will be recorded and posted on the website.

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Mr. Jorgenson explained that two additional stop signs will be added to the intersection at CTH A and CTH H on May 28, 2025, making the intersection a four-way stop to increase safety at that location.

Mr. Jorgenson shared a photograph of the rehabilitated amphitheater at Rock River Heritage Park, which was completed as an Eagle Scout project. There has been recent interest to host weddings at this location.

REVIEW AND APPROVAL OF RESOLUTIONS

Recognizing Bruce Holcomb: Supervisor Woodman moved the Resolution, seconded by Supervisor Homan. The Committee expressed their gratitude to Mr. Holcomb and congratulated him on his upcoming retirement after over 30 years of service. Mr. Jorgenson added that Mr. Holcomb has successfully covered a challenging section on I-43 for over two decades. ADOPTED.

REVIEW, DISCUSSION AND POSSIBLE ACTION

Discussion and Possible Action – Issue Paper – Access Control Driveway Permit – CTH D: Mr. Jorgenson explained that the property owner is requesting to add a private entrance to an existing parcel on CTH D, which is access controlled. Despite not meeting all the spacing requirements, the parcel does not have an access point and there is no option to obtain access to the parcel from a side road. The parcel is in an urban setting with a lower speed limit of 45 miles per hour. Supervisor Woodman moved the Issue Paper, seconded by Supervisor Homan. ADOPTED.

Discussion – Budget to Actual Report: Mr. Jorgenson noted that there are two sections, the end of the year for 2024, and the first couple months of 2025. Mr. Jorgenson explained that roughly \$4.3 million in revenue has not been added to the report for 2024, which will result in an additional \$1.5 million in revenue than what was initially budgeted for. Mr. Jorgenson stated that the 2025 budget to actual figures are preliminary and added that the \$8,000 revenue listed under “Cost Pools – Shop Operations” is an estimated line item to account for the sale and salvage of equipment, but Cost Pools are expense accounts.

Discussion – Staff Update: Mr. Elmer shared that since the last update, there has been one retirement, one resignation, and one new hire. There are currently five vacancies. Two candidates with CDL licenses were interviewed last week, and four additional interviews are scheduled for tomorrow. Of those four interviews, one candidate has a CDL license. There are currently three employees working on obtaining their Class A CDL license from Blackhawk Technical College. Some employees have needed additional driving hours, but every employee that has completed CDL training through Blackhawk Technical College has passed their driving test.

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REVIEW OF PAYMENTS

April 2025 Payments: Mr. Jorgenson answered questions from the Committee.

Next Meeting Date and Time:

Parks Meeting: Tuesday, June 10, 2025, at 8:00 a.m. at the Department of Public Works.

Highway Meeting: Tuesday, June 24, 2025, at 8:00 a.m. at the Department of Public Works.

Adjournment: Supervisor Homan moved adjournment at 8:50 a.m., seconded by Supervisor Woodman. ADOPTED.

Respectfully Submitted,
Amanda McElroy, Administrative Professional III