



ROCK COUNTY DEPARTMENT OF PUBLIC WORKS

Highways & Parks

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Public Works Committee Meeting – Highway

October 28, 2025 – 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

Staff Members:

Duane Jorgenson	Public Works Director
Amanda McElroy	Administrative Professional III

Others Present:

Chuck Flynn	Citizen (attended in person and on Zoom)
John Light	County Administrator
Rick Ellis	Department of Public Works
Karl Fenrick	Department of Public Works
Kristin Vander Kooi	Financial Services

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

Approval of Minutes Dated September 23, 2025: Supervisor Homan moved approval of the minutes from September 23, 2025, as presented, seconded by Supervisor Sutter. ADOPTED.

Citizen Participation, Communications and Announcements: None.

REVIEW, DISCUSSION AND POSSIBLE ACTION

Discussion and Possible Action – ATV Route Application(s) – Town of Porter: Mr. Jorgenson shared that the Town of Porter applied for CTH M to be designated as an ATV Route within town jurisdiction. After considering the recreational value, terrain involved, traffic density, and accident history, it was recommended to approve CTH M as an ATV Route. Supervisor Sutter moved the ATV Route Application, seconded by Supervisor Pennycook. ADOPTED.

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Discussion and Possible Action – Future Review Schedule of ATV/UTV Routes: Mr. Jorgenson explained that per the designated 2023-2025 schedule, towns can submit a request for a county road to be designated as an ATV Route, and the Committee reviews them quarterly. With that timeframe almost complete, the Committee needs to set a future review schedule. Mr. Jorgenson recommended having an annual review of all existing and requested ATV Routes on the January Highway Meeting agenda. New application requests would be due by December 1 of the previous year. This schedule will allow signs and maps to be updated before summer for ATV Route users. Supervisor Homan moved the Future Review Schedule, seconded by Supervisor Pennycook. ADOPTED.

Discussion and Possible Action – CTH H Design Amendment: Mr. Jorgenson explained that the contract amendment is for the design of CTH H (STH 11 – USH 14). There have been several changes to the project design to minimize right-of-way impacts on affected property owners. As a result, the design work will cost an additional \$44,500, which is \$44,475.92 over budget. There is an estimated cost savings of approximately \$100,000 on real estate, bringing the overall estimated cost savings to approximately \$52,000. Supervisor Pennycook moved the CTH H Design Amendment, seconded by Supervisor Sutter. ADOPTED.

Discussion and Possible Action – Intergovernmental Agreement with City of Beloit and Town of Beloit: Mr. Jorgenson noted that the original agreement with the City of Beloit and Town of Beloit was for the design and construction of a multi-use path along CTH D. Due to challenges with delays in approval from the Wisconsin Department of Transportation, failed negotiations with the design firm, and denied requests for grant deadline extensions, the project design will need to be locally funded and split three ways, instead of grant funded. The county budgeted \$60,000 for the design and construction of this project, but the maximum design cost to the county would be \$46,000, leaving roughly \$14,000 towards construction. Once the design phase is complete, additional funding towards construction costs can be applied for through the TAP Grant. Supervisor Pennycook moved the Intergovernmental Agreement, seconded by Supervisor Sutter. ADOPTED.

Discussion and Possible Action – Coalition Against Bigger Trucks: Mr. Jorgenson asked for the Committee's support to add his signature to a letter opposing legislation that increases the weight and length of trucks on the interstate system. Trucks would still need to use local systems to access the interstate system, straining local roads and structures that are not designed to sustain these longer and heavier loads. Larger trucks may lead to more severe crashes. The Committee supported Mr. Jorgenson adding his signature to the letter.

Discussion and Possible Action – Adopt-A-Highway Program: Mr. Jorgenson asked for the Committee's input on developing an Adopt-A-Highway program for county roads. The Committee feels the benefits of the program, including potential reduced damages to equipment and improved right-of-way appearance outweigh the minimal investment in safety vests, garbage bags, and signs.

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Discussion and Possible Action – Review of 2026 Recommended Budget: Mr. Light, County Administrator, shared highlights from the 2026 highway budget, including increased routine and winter maintenance costs and borrowing for construction projects on CTH J, CTH O, and CTH M. Ms. Vander Kooi, Finance Director, discussed her proposed recommendation to enact a \$20 Municipal Vehicle Registration Fee in 2027 as a revenue source to fund public works operations and reduce property tax levy needs.

Discussion – WCHA Conference Summary: Mr. Jorgenson gave a summary of the sessions Mr. Elmer and himself attended at the 2025 WCHA Fall Commissioner’s Training conference that was held in Platteville on October 6-7, 2025.

Discussion – Staff Update: Mr. Jorgenson shared that the Crew Leader position was filled internally, resulting in four vacant highway worker positions. Interviews were held last week, three offers were made, and two candidates accepted. Both candidates possess a Commercial Drivers License. Currently, there are two vacant highway worker positions.

Mr. Jorgenson added the department’s focus has been providing additional training opportunities for our relatively new and inexperienced staff. He warned that there could be challenges this winter.

REVIEW OF PAYMENTS

September 2025 Payments: The Committee had no questions.

Next Meeting Date and Time:

Combined Parks/Highway Meeting: Tuesday, November 11, 2025, at 8:00 a.m. at the Department of Public Works.

Combined Parks/Highway Meeting: Tuesday, December 9, 2025, at 8:00 a.m. at the Department of Public Works.

Adjournment: Supervisor Pennycook moved adjournment at 9:07 a.m., seconded by Supervisor Homan. ADOPTED.

Respectfully Submitted,
Amanda McElroy, Administrative Professional III