



ROCK COUNTY DEPARTMENT OF PUBLIC WORKS

Highways & Parks

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Public Works Committee Meeting – Parks & Highway
Tuesday, November 11, 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>	Duane Jorgenson	Public Works Director
	Nick Elmer	Assistant Director Public Works
	John Traynor	Park Services Supervisor
	Amanda McElroy	Administrative Professional III

<u>Others Present:</u>	Carl Lange	Friends of Rock County Parks
	Kris Ellis	Parks Advisory Board
	Cathy Schneider	Parks Advisory Board/RRHPF

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

Approval of Minutes Dated October 14, 2025 PARKS: Supervisor Woodman moved approval of the minutes from October 14, 2025, as presented, seconded by Supervisor Pennycook. ADOPTED.

Citizen Participation, Communications and Announcements: Mr. Elmer shared that the department's bi-annual safety training day was held last Wednesday at the main shop.

Parks Advisory Board Communications: None.

PARKS BUSINESS

A. Review and Approval of Resolutions

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November 11, 2025

1. Adoption of the Rock County 2026 Parks, Outdoor Recreation, and Open Space Plan:
Supervisor Homan moved the Resolution, seconded by Supervisor Pennycook.
ADOPTED.

B. Parks Report

1. Parks Report - November 2025: Mr. Traynor discussed items in the Parks Report and answered questions from the Committee.

Parks General

- Maintenance Update – Mulching Leaves, Building Maintenance Projects- servicing furnaces and water heaters to get ready for winter
- Trail Work – Mowing, Brushing – PTNT, IAT- widened overgrown trails
- Crack Filling – Highway Crews – Turtle Creek Parkway, Sweet Allyn, Carver Roehl, Glacier River
- Winter Prep- winterized Sportsman’s Park and Beckman Mill

Beckman Mill Park

- Nature Center Possibility- Friends of Beckman Mill want to sponsor an indoor classroom
- Executive Director Update- role has been filed
- 2025 Tour Season Ended October 26th

Carver-Roehl Park

- Playground Update – Base Work- crews are marking location for the addition
- CCA Grant Update- application has been submitted, have not heard back yet

Happy Hollow Park

- Dumping Issues – Update- problems continue, Sheriff’s Office has issued 10 citations

Magnolia Bluff Park

- Pit Toilet Work- repainting and hanging solar lights
- CCA Grant Reimbursement Submitted- have not heard back yet

Rock River Heritage Park

- Master Plan Update- have contract, trying to set up schedule with Vandewalle
- Maintenance Building Clean Up- spent a week cleaning up the area

Sportsman Park

- Shelter Update- the shelter is showing deterioration that will likely need to be addressed soon if the project is delayed

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- Bathrooms Are Closed for The Winter- notifications have been made
- Grant Application – Admin- applied for a grant that if awarded, would cover half of the cost to replace the shelter
- Goodbye Summer, Hello Autumn” Storywalk® - October 21st – November 4th- last one of the season

POROS Plan Update

- County Board Approval – November 13th- Mr. Jorgenson will be at the meeting to answer any questions

Events and Other

- Updated Parks Map on Website- maps and pictures have been updated
- Candle Workday for Candlelight Hikes – October 16th– made 925 candles for upcoming candlelight hikes
- Fall Fun Challenge – September 22nd – October 31st- three random winners were selected from all the entries received
- The Solar System Trail – Pelishek Tiffany Nature Trail – Oct 14th-31st- designed and installed by Dean and Jane Paynter
- Unplug in the Parks Challenge – November 16th – 30- encourages park users to get off technology and get outside
- 2026 Candlelight Hike Dates- starting in January 2026

HIGHWAY BUSINESS

A. Review, Discussion and Possible Action

1. Discussion – Budget to Actual Report: Mr. Jorgenson noted that the report was pulled as of August 2, 2025. There are numerous revenues and expenses that need to be added in before the end of the year. Mr. Jorgenson pointed out that equipment expenses appear higher than what was budgeted for due to the carryover funds from previous years not being shown in the report.
2. Discussion – Quarterly Equipment Purchases Review: Mr. Elmer reviewed the 2025 3rd quarter equipment purchases and explained the implications to the 2021, 2022, 2023, 2024, and 2025 budget cycles. The 2021 and 2022 equipment budget cycles are complete. There are not enough remaining funds in the 2023 equipment budget cycle to purchase an industrial woodchipper without a budget amendment or using leftover funds from another year. Due to market volatility, adjustments were made to the 2024 and 2025 equipment budget cycles, resulting in 2024 being \$622,000 under budget and 2025 being \$493,000 under budget.

3. Discussion – Project Update: Mr. Elmer gave an update on 2025 projects for the state, county, and towns, highlighting projects that have been completed since the last update in September. Recently completed state projects include shouldering on STH 213, wedging on STH 11 and STH 59, cleaning of bridge decks and expansion joints, mowing, and the third round of interstate median sweeping. Current state projects include brushing on STH 213, crackfilling on USH 51, and shouldering on I-90.

Recently completed county projects include crackfilling on CTH F, shouldering on CTH M, mowing, and the CTH T construction project. There are crackfilling projects yet to be completed on CTH H and CTH M. ATV signs need to be installed on CTH M.

Completed town work includes shouldering in Janesville, paving in Bradford and Janesville, short-span culvert replacements in six towns, a culvert replacement in Plymouth, wedging on the S River Rd bridge, mowing, ditching in Magnolia and Rock, ATV sign installation in Milton, and beam guard in Harmony.

Additional completed projects include crackfilling at several county parks and wedging at the Evansville salt shed.

4. Discussion – WCHA Update: Mr. Jorgenson shared that after the recent retirement of the Dodge County Highway Commissioner, he is now on the WCHA Board of Directors. The WCHA Board of Directors meets monthly, both in person and online.

B. Review of Payments

1. October 2025 Payments: The Committee had no questions.

Next Meeting Date and Time

- A. 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 8:36 a.m., seconded by Supervisor Homan. ADOPTED.

Respectfully Submitted,
Amanda McElroy, Administrative Professional III

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