

County of Rock
Public Works Department
Highways
Parks
Airport



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Public Works Committee Minutes
Thursday, October 13, 2016 – 8:00 a.m.
Public Works Department Committee Room

Call to Order. Chair Bussie called the meeting of the Public Works Committee to order at 8:00 a.m.

Committee Members Present. Supervisors Arnold, Bussie, Driscoll, Fox and Richard

Staff Members:

Ben Coopman	Director of Public Works
Mickey Crittenden	Director of Information Technology
Amy Friend	Secretary II
Duane Jorgenson	Assistant to the Director of Public Works
Lori Williams	Parks Director

Approval of Agenda. Supervisors Arnold and Richard moved today's agenda. Ben requested Item 4e be removed from today's agenda at the petitioner's request. The item will be added to the next meeting. MOTION CARRIED deleting item 4e.

Citizen Participation, Communications, and Announcements. Ben invited the Committee to the Department of Public Works all department training day on Tuesday, October 18. He stated that several training sessions have been scheduled during the day and lunch would be served at 11:30.

HIGHWAY BUSINESS

Approve Resolution Authorizing Purchase of Motor Pool Vehicle for the Department of Public Works (Health Department). Supervisors Arnold and Richard moved the resolution awarding the purchase of one Ford Escape Automobile off the state bid to Ewald Automotive Group of Oconomowoc, WI for \$21,820.00. MOTION CARRIED.

Approve Resolution Authorizing the Sale of The Milton Salt Shed (Chicago St.). Supervisors Fox and Driscoll moved the resolution authorizing the sale of the Milton Salt Shed to the City of Milton for \$2,000.00. Ben stated the acreage was listed incorrectly as 0.16 acres on the Resolution and Executive Summary. It should be listed as 1.02 acres. Supervisors Bussie and Fox moved the resolution with the correction to 1.02 acres. MOTION CARRIED.

Approve Contract For Intersection Evaluation – CTH J & Avalon Road. Supervisors Arnold and Fox moved the approval of the contract for the intersection evaluation to MSA Professional Services of Madison, Wisconsin for \$5,735.00. Ben recommended

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the evaluation to determine if further action is necessary to the intersection.
MOTION CARRIED.

Approve Policy on Payments of County Culvert/Bridge Aid. Supervisors Arnold and Fox moved the approval of the policy on payments of County Culvert/Bridge Aid. Ben stated Rock County towns submit culvert aid petitions based on estimates. After the approved project is constructed, the town seeks reimbursement of their costs. If the amount of the billing is less than the approved project amount, the town shall be reimbursed up to 50% of the actual amount they paid. If the amount of the billing is up to \$1,000 more than the approved project amount, the town shall be reimbursed up to 50 % of the actual amount they paid. If the town wants to seek additional funding for any amount above \$1,000 over estimate, they must petition the Committee for that additional amount. MOTION CARRIED.

Approve Purchase of Automated Employee Time Reporting Software- RT Vision. Supervisors Fox and Richard moved the approval of the purchase of RT Vision Timecard-Plus for \$9,350.00. Ben stated the new software will automate the time keeping and billing process. The time keeping may be supported by mobile devices in the future. The annual maintenance fee of \$8,700.00 will be budgeted each year. Mickey Crittenden stated that RT Vision products are designed for Public Works applications. RT Vision is geared towards job shop time keeping instead of general time keeping systems. RT Vision will integrate with the Rock County financial and payroll system. MOTION CARRIED.

Discussion on Meeting with WisDOT Regarding Interchange (Exit 163), near Edgerton and Newville. Ben informed the Committee that WISDOT sent DPW a letter and we could schedule a meeting for a presentation on the construction activities taking place with I-39/90 and WIS 59 interchange (Exit 163), near Edgerton and Newville. Discussion took place on setting up a presentation for a later date. NO ACTION.

Discussion on Meeting with WisDOT Regarding Interchange (Exit 177), South of Janesville. Ben informed the Committee that WISDOT sent DPW a letter and we could schedule a meeting for a presentation on the construction activities taking place with I-39/90 and WIS 11 (Avalon Road) interchange (Exit 177), south of Janesville, which features the state's first Diverging Diamond Interchange (DDI). Discussion took place on setting up a presentation for a later date. NO ACTION.

Review of Payments. Discussion took place on the two different formats of the report. Supervisor Richard asked if a report with a year to year comparison could be produced. Ben will check into that. Discussion took place on the billings being six months out. The Committee would like an update on the Town Billings on the next Agenda. Further they directed that the Director communicate our situation and plans for improving the billing lag time. NO ACTION.

Minutes of the Rock County Public Works Committee
October 13, 2016

Set Next Meeting Date. The next Highway meeting will be Thursday, November 10, 2016 at 8:00 a.m. at the Department of Public Works. It will include further discussion of the Matrix Report.

Adjournment. Supervisor Arnold and Richard moved to adjourn at 9:08 a.m. MOTION CARRIED

Respectfully Submitted,

Amy J. Friend
Secretary II