

County of Rock
Public Works Department
Highways
Parks
Airport



3715 Newville Road
Janesville, WI 53545
Telephone: 608-757-5450
Fax: 608-757-5470
www.co.rock.wi.us

Public Works Committee Minutes
January 24, 2017 – 8:00 a.m.
Southern Wisconsin Regional Airport
Voyager Room
1716 W. Airport Rd.
Janesville, WI 53546

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

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

Committee Members Absent. None

<u>Staff Members:</u>	Duane Jorgenson	Interim Public Works Director
	Ron Burdick	Airport Director
	Lori Williams	Parks Director
	Randy Terronez	Assistant to the County Administrator
	Cynthia Hevel	Airport Specialist

Others Present: Jon Jennings Vietnam Veterans of America

Approval of Agenda. Chair Bussie requested to move item 6a. Discussion of Veterans Walk up to before Airport business. Supervisors Arnold and Fox moved today's Agenda as amended. MOTION CARRIED.

Approval of Minutes of December 13, 2016. Supervisors Fox and Richard moved the minutes. There were no changes. MOTION CARRIED.

Citizen Participation, Communications and Announcements. None

PARKS BUSINESS

Discussion of Veterans Walk. Mr. Jon Jennings explained that he is organizing a veteran's walk on April 9, 2017, commemorating the 75th anniversary of the Bataan Death March. The walk starts in Palmer Park in Janesville and goes for 20 miles ending in Fort Atkinson. They do have to pay the City of Janesville for the use of Palmer Park, but Jefferson County and Fort Atkinson are not charging them any fees. They are a non-profit group with limited funds and would like Rock County to waive the fee for using the trail.

Supervisor Fox asked if the walk was a fundraising event and Mr. Jennings responded that it is and the proceeds are going to the American Ex-Prisoners of War group. Supervisor Richard asked what the charge is and what it covers.

Ms. Williams stated that the fee is \$100 and services provided by the county are litter pick-up and trail maintenance.

Supervisor Driscoll asked if we charge other charities and Ms. Williams said that we do and whether or not to waive the fee is a matter of policy and up to the Committee to decide. Supervisor Richard said that if we waive the fee, how do we make that consistent with future charitable events and Supervisor Driscoll asked if we have waived the fee in the past. Ms. Williams responded that we have not waived the fee in the past. More discussion on waiving the fee took place and the consensus of the Committee was that even though this is a worthy cause, waiving the fee would not be good for setting precedent for future charitable events. At this point anonymous donors stepped forward and offered to pay the \$100 fee. NO ACTION

AIRPORT BUSINESS

Approve Resolution Amending the 2017 Airport Budget for Purchase of Snow Removal Equipment. Supervisors Fox and Driscoll moved the Resolution. Mr. Burdick showed a picture of the new equipment and showed a video of it working. He explained that County Administrator Josh Smith had approved money in the 2017 budget to purchase a used piece of equipment and that a nationwide search resulted in finding this particular blower that had only 111 hours on it. It had been purchased new by a private company for testing purposes and then purchased back by MB Company who then made it available for sale. A price of \$538,200 was negotiated with MB Company which included 2 days of training and some additional parts. This amount was over budget by \$113,200. Because the airport had enough money in the capital improvement account to purchase the blower, Mr. Smith approved the purchase and this Resolution is to replace the \$113,200 in the airport's capital improvement budget for the remaining 2017 projects.

Supervisor Bussie asked if this equipment could be used for the Highway Department and Mr. Burdick said that since it was purchased with 100% local dollars, that it could be taken off airport if needed. Discussion regarding approving a purchase prior to a budget amendment took place and Mr. Terronez stated that the County Administrator does have the authority to authorize a purchase on an emergency basis and in this case, timeliness was a factor. MOTION CARRIED.

Information/Discussion on Possible Changes to the City of Janesville Storm-water Charges. Mr. Burdick explained that he and Mr. Jorgenson had met with the City of Janesville regarding the City's Storm-water policy. Mr. Jorgenson stated that currently the airport gets charged a Storm-water runoff fee along with everyone else in the city of Janesville. The airport receives a credit, but at this time we are not allowed to use the full acreage in our credit calculation. The new policy that the City is proposing increases the storm water fee rates and decreases the credit value but allows the airport to use the full acreage in the credit calculation and with the increase in green space this will change the credit amount. He has reached out to two private companies to do an analysis to see how these changes will affect the airport. The City is having a meeting next

Monday at the City of Janesville Municipal Building to roll out this new policy and is inviting the airport tenants.

Supervisor Fox asked if this policy change could have a net neutral effect on the airport, but increase the tenants' rates. Mr. Jorgenson said yes. Chair Bussie asked how big the increase is going to be and Mr. Jorgenson responded that the information we have is showing that one tenant will go up 184% and the County could go up \$20,000.

Supervisor Fox asked if retention ponds would help and Mr. Burdick responded that they could potentially help and discussion on them being an attractant to wildlife took place. Mr. Burdick said this item was on today's Agenda to let the Committee know that this was coming. This will probably be on the airport Agenda in February to hire a consultant.

Discuss Changes to Southern Wisconsin Regional Airport Conference Room Rental Agreement and Rates. Mr. Burdick stated that now that the conference room has been in use for over a year we have determined some areas of the room rental agreement that need to be tweaked. If the Committee is okay with the updates, the changes will be made to the document, sent through contract review and put on the Agenda in February for approval. Mr. Burdick went through the changes on each page. The change adding a paragraph that charges fees to other county departments was discussed at length. Supervisor Richard asked if the County always gets other county space at no charge. Mr. Terronez stated that the fair-grounds, the court house, and Rock Haven do not charge other county users for their meeting spaces. Supervisors Richard, Bussie and Fox all spoke against charging the \$35.00 set up fee to other county users. That paragraph will be removed in the updated policy.

Supervisor Driscoll requested that the word agree be included in the Liability & General Requirements section of the agreement on Page 4. A mistake was found on the last page that will be removed. The agreement and rental application will be cleaned up and brought back to the Committee for approval.

Airport Accounts Receivables. A brief discussion on the report took place, Mr. Burdick stated that Glen Erin would be bringing a check over today.

Semi-Annual Report on Attendance at Conferences/Conventions. The Committee discussed the report and the some questions were asked about how the staff travel to Kentucky. Chair Bussie stated that she feels the training is very necessary.

Next Meeting Date. The next airport meeting will be on February 28, 2017 at 8:00 a.m.

Adjournment. Supervisors Richard and Arnold moved to adjourn at 8:52 a.m. MOTION CARRIED.

Respectfully Submitted,

Cynthia J. Hevel
Airport Specialist