



ROCK COUNTY DEPARTMENT OF PUBLIC WORKS

Highways & Parks

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

Public Works Committee Meeting – Parks Minutes

Tuesday, June 9, 2020 – 8:00 a.m.

Public Works Department- Committee Room

3715 Newville Road

Janesville, WI 53545

Call to Order. Chair Richard called the meeting of the Parks Committee to order at 8:04 a.m.

Committee Members Present. Supervisors Richard, Mulligan and Yeomans.

Committee Members Absent. Supervisors Rashkin and Mawhinney.

Staff Members:

Duane Jorgenson	Director of Public Works
John Traynor	Parks Manager
Nick Elmer	Assistant Public Works Director
Amy Friend	Community Coordinator
Amy Hartley	Secretary II
Brent Sutherland	Facilities Management Director

Others Present:

Tom Presny	Parks Advisory Board
Dean Paynter	Parks Advisory Board
Floyd Finney	Parks Advisory Board
Richard Bostwick	County Board Member

Approval of Agenda. Supervisor Yeomans moved approval of the agenda as presented, second by Supervisor Mulligan. ADOPTED.

Approval of Minutes from March 10, 2020. Supervisor Yeomans moved approval of the minutes, second by Supervisor Mulligan. ADOPTED.

Citizen Participation, Communications and Announcements. Mr. Jorgenson reviewed receipt of the Wisconsin County Highway Association (WCHA) packet and will distribute to members once the conference agenda is finalized and registration forms are available.

Parks Advisory Board Communications. Mr. Presny and Mr. Paynter welcomed new committee members. Mr. Paynter reported park traffic continues to be high due to COVID-19 isolation

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protocol. Many families are utilizing the parks and report it to be a good way to spend and enjoy time together and support Rock County Parks.

(8:08 a.m., Mr. Finney arrives.)

Mr. Finney reported the horse and hiking trails are being utilized by many and are in great shape.

PARKS BUSINESS

Discussion – Parks Reopen Date. Mr. Traynor reported having researched other Wisconsin Parks Departments' current protocol during the COVID-19 crisis. No one Department's process has been the same. Mr. Traynor has displayed posters in Rock County Parks regarding playground and bathroom use/availability and may change pending further instruction from the Board. Mr. Yeomans questioned Rock County Parks' liability if re-opening and suggested incorporating cleaning costs to the renter's fee. Mr. Traynor will review the same with Rock County Corporation Counsel and will open the bathrooms dependent upon their approval. Cleaning costs have already been incorporated into the renter's fee prior to the current health crisis. No formal directive has been given thus far for sanitizing instructions.

Parks Manager Report – See Attached. Mr. Traynor provided information on the items listed in his report.

Parks General

Increased Park Use - traffic in the parks has increased resulting in trail overuse and erosion. The parking lot is experiencing the same overuse with more potholes than normal. However, park traffic encourages publication and use of Rock County Parks, thus resulting in great family experiences!

Vandalism Issues - Magnolia Bluff, Royce Dallman – the plexi-glass at Magnolia Bluff Park was damaged. An individual broke into the Royce Dallman bathroom. Happy Hollow Park has experienced some graffiti. With more patrons visiting the parks, littering has increased. However, many volunteers are picking up trash and helping keep the parks clean.

Tree Work – Lee Park Pictures - the new forestry head works well for tree clearing work; see before/after pictures attached. Trails were blocked prior to purchasing and using the forestry head machine.

Update on Boat Launch Permits – the boat launches have been flooded with boats. The revenue is great for this time of year! Royce Dallman's boat launch often has vehicle overflow. Supervisor Yeomans questioned collection schedule and donation contributions. Donation canisters have been considered at Sweet Allyn and Turtle Creek access. Mr. Finney reported the donation canister along the horse trail at Gibbs Lake is emptied approximately three times a year. More signage could be added when economical. Mr. Traynor reported the boat launch was

vandalized/robbed last year but was the first time in many years. The container is very strong and is not destroyed often due to its substantial strength.

Septic Service – Stateline Septic has bid the lowest and was chosen to service the parks for the 2020 season. Rock County Parks services sixteen toilets; fourteen of which are pit toilets.

POROS Plan Update

Status-Final Approval – the POROS Plan is in the final stages of approval as the prior Parks Committee approved the plan.

Presentation to the Rock County Planning and Zoning Committee and County Board will be June 11, 2020. Mr. Presny reported the process collected over 400 valued public comments and is in the best interest to park patrons. Others commented on Vandewalle & Associates', Inc. creativity, innovation and use of resourceful mapping tools.

Playground Safety Inspector Training

Review of Training - Mr. Traynor presented his certification which is valid for three years. Mr. Traynor expressed how extensive the class was.

County Conservation Grant

Magnolia Bluff – Good Oak Ecological Services from Madison was hired to treat areas of Magnolia Bluff in need of control and management. The WI DNR grants helped fund this project with a 50/50 match. Rock County Parks applies for this grant every year.

Murwin Park Launch – COVID-19 delayed the progress of projects. The new kayak launch at Murwin Park will continue soon. Mr. Bostwick expressed the need to review extending the parking lot on the east side of CTH H so patrons with trailers are able to turn around safely. Mr. Traynor explained the WI DNR considers any surrounding area of the present parking lot as wetland area and would require further research with the Planning and Development Department. Extending the parking lot may also not be fiscally feasible at this time.

Parks Budget

CIP Items for Next Year – Mr. Traynor will submit items needed by the May 2020 deadline. Gibbs Lake and Magnolia Bluff parking lot potholes will be filled now but rehabbing the entire parking lots will be submitted for 2021.

Sweet-Allyn Park

Playground Final Design – On Hold – COVID-19 has suspended the installation of the playground but the final design is complete and ready to go once approved to move forward.

Memorial Bench Request – the request for a memorial bench has been presented to Mr. Traynor, is in review and expected to be placed in Sweet Allyn Park when approved.

Turtle Creek Parkway

Smith Road Bridge Removal - picture attached of removal. The bridge is now located at the Leuty Farm on CTH J. The bridge will be utilized by snowmobiles once in place.

Kayak Launch and Monument Update – a memorial, picturing the Smith Road Bridge, will be placed along the kayak launch path as part of the requirements to commemorate the historic structure.

Indianford Park

Pit Toilet Installed – project is complete and will open when approved to do so.

Parking Lot Issue – divots were created by the crane installing the restroom. Repairs will take place as needed.

Beckman Mill Park

Weddings – Court Commissioner – the Rock County Court Commissioner was in need of a location to perform marriages on May 20 and June 2, 2020. Beckman Mill was available and served as a great location. Events such as these are a great way to promote our parks!

Shooting Incident – the cameras in the park recorded the vehicle type and license plate of the individual shooting a gun at Beckman Mill Park. The individual was apprehended and no injury or damage occurred.

Royce Dallman Park

Launch Update – Overflow Parking – the area created for overflow parking is working great.

Gravel Shoulder Upgrades – the private drive adjacent to the lane of traffic waiting to launch a boat is being blocked. Mr. Traynor proposed shouldering to keep road to the home open (blocking may pose a danger in an emergency). Striping will also be updated at Gibbs Lake and Beckman Mill parking lots.

Volunteers

Eagle Scout Tree Planting – the scouts planted approximately 130 oak trees at parks: Gibbs, Murwin and Miller Farm.

Peace Trail – Lilac Planting – Mr. Paynter planted lilacs along the Peace Trail.

Magnolia Bluff, Beckman Mill – Clean up – volunteers are picking up litter and trash.

Thank You – We Appreciate it All – Mr. Traynor, on behalf of Rock County Parks, extenuated much gratitude to all for their hard work and cooperation!

Community Coordinator Report – See Attached. Ms. Friend provided information on the items listed in her report. Ms. Friend explained she has reviewed and processed or will process many available grants; and the Parks Instagram and Facebook accounts are growing and enabling positive promotion of Rock County Parks.

HIGHWAY BUSINESS

Update and Discussion – Shopiere Facility. Mr. Jorgenson explained approval from the County Board will be sought at the meeting June 11, 2020. This project has been ongoing for a number of years and has reached the final stages. Mr. Sutherland reported the cost of the project is approximately \$3.45 million and under budget. The state will pay for the salt shed. Discussions are continuing regarding a billboard within project limits.

(9:09 a.m. – Parks Advisory Committee Members depart.)

Discussion and Possible Action – Issue Paper – Award of Contract(s) for Hot Mix Asphalt (HMA). Supervisor Yeomans moved the Issue Paper, second by Supervisor Richard. Mr. Jorgenson reported this to be a yearly contract after bids are received and evaluated, however, the health crisis (COVID-19) delayed town meetings and with WisDOT being more restrictive with advertisement language, a second contract was needed for LRIP projects. ADOPTED.

Discussion and Possible Action – Issue Paper – Emerald Grove Road Bridge Federal Aid Project - Contract Amendment for Engineering Design Services. Supervisor Yeomans moved the Issue Paper, second by Supervisor Mulligan. Mr. Jorgenson explained the need to modify the contract due to restructuring of the footing as bedrock was hit at an unexpected shallow depth. The County is still under budget with these changes and construction is planned in 2021. Mr. Jorgenson explained the structural changes for typical bridge projects versus how the bridge needs to be designed and constructed. On occasion, contracts deviate based on the unpredictability of the project. ADOPTED.

Next Parks Meeting Date: Tuesday, July 14, 2020, at 8:00 a.m. at Department of Public Works.

Adjournment. Supervisor Yeomans moved to adjourn at 9:22 a.m., second by Supervisor Mulligan. ADOPTED.

Respectfully Submitted,
Amy J. Hartley, Secretary II