

County of Rock
Public Works Department
Highways
Parks
Airport



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Public Works Committee Minutes
March 9, 2017 – 8:00 a.m.

Public Works Department- Committee Room
3715 Newville Road
Janesville WI 53545

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 and Richard

Committee Members Absent. Supervisor Fox

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| <u>Staff Members:</u> | Duane Jorgenson | Interim Public Works Director |
| | Josh Smith | County Administrator |
| | Cynthia Hevel | Airport Specialist |
| | Mike Turk | Shop Superintendent |
| | John Traynor | Public Works Superintendent |

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| <u>Others Present:</u> | David Viney | Town of Porter |
| | Phil Hamilton | Town of Porter |
| | Jerry Fox | Town of Porter |

Approval of Agenda. Supervisors Arnold and Richard moved today's amended Agenda. Mr. Jorgenson requested item 5b be removed from today's agenda at the property owner's request. MOTION CARRIED deleting item 5b.

Approval of Minutes of February 9, 2017. Supervisors Arnold and Driscoll moved the minutes. There were no changes. MOTION CARRIED.

Citizen Participation, Communications and Announcements. Mr. Jorgenson informed the Committee that he had been contacted by Mr. Craig Hardy Highway Commissioner for Iowa County, from the regarding a statement and press release for National Work Zone Safety Awareness week. Mr. Jorgenson felt that this would be a good way to make the public aware of the dangers in work zones. The Committee agreed.

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HIGHWAY BUSINESS

Discussion on LRIP-TRIP Use of Chip Seals for Town Projects. Mr. Jorgenson provided a handout with the general guidelines for double chip seals for roads. The reason for this discussion is that Mr. Jorgenson had correspondence from Chair Viney from the Town of Porter regarding some funds that were available for road maintenance. Mr. Jorgenson did some research and has talked to other highway commissioners in Wisconsin and found that they have had some success with the double chip seal process. The decision to apply for funds for this process rests solely with the Highway Commissioner but the DOT has certain criteria that must be met including, that the process must extend the life expectancy of the road at least 10 years. Mr. Jorgenson is comfortable with this under certain scenarios one of which is that the road must be structurally sound. Supervisor Bussie stated that she does not have a problem with this process. John Traynor explained the double chip seal process briefly and Mr. Jorgenson stated that the cost benefit of this process is that it increases the longevity of the road if it is done at the right time. He wanted to discuss it with the committee before he discusses it at the next Towns meeting on Thursday. Supervisor Richard asked if this was based simply on cost. Chair Viney stated that it is, they want to stretch their funds as much as possible. Supervisors Richard and Driscoll both stated that the process made sense to them.

Mr. Viney left the meeting.

Consider Approval of Resolution Designating the Week of April 3 through April 7, 2017 "Work Zone Safety Awareness Week in Rock County". Supervisors Richard and Arnold moved the Resolution. MOTION CARRIED.

Consider Approval of Resolution Authorizing Purchase of Two-Way Radios for the Department of Public Works. Supervisors Arnold and Richard moved the Resolution. Chair Bussie asked if there were any questions. There were none. MOTION CARRIED.

Consider Approval of Resolution Authorizing Overlap of Positions for Department of Public Works, Highway Division. Supervisors Arnold and Driscoll moved the Resolution. Mr. Jorgenson stated that he had received official notice of the Highway Department's shop foreman's intention to retire effective July 14, 2017. His last day of work in the shop will be June 2nd, but because he has unused vacation time his last day on the books will not be until July 14th. Because of the complexity of the job it is important to overlap the position for at least two weeks. However because the retiring employee's last six weeks of employment will be vacation time this will necessitate at least 8 weeks of overlap if the new hire is internal and up to 10 weeks if they are hired from outside the county. Mr. Jorgenson has spoken with Human Resources, the County Administrator and the Finance department and received approvals. A discussion on the process of using leave at the end of employment and the associated expense took place. MOTION CARRIED.

Consider Approval of Purchase of Equipment. Supervisors Arnold and Bussie moved the item. Discussion on whether approving all ten pieces of equipment in one motion was acceptable took place. County Administrator Josh Smith said that it was acceptable. Supervisor Driscoll asked why they were presenting ten pieces of equipment for purchase all at one time and Mr. Jorgenson replied that they are trying to be more efficient and get the equipment earlier. There can be as

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much as an 18 month lag time on some equipment that is ordered. Supervisor Arnold stated that she has no problems approving all ten items as long as they were in the budget. Mr. Turk stated that they were all in the budget. Supervisor Richard stated that he would like to see more bids in the future in order to fuel competition. Supervisor Bussie would like to have a tour of the Highway Shop scheduled. MOTION CARRIED.

Review of Payments. Review was completed.

Next Meeting Date. Mr. Jorgenson will be on vacation during the next regular meeting date, so the next Highway meeting will be on Thursday, April 6, 2017 at 8:00 a.m.

Mr. Turk, Mr. Traynor, Mr. Hamilton and Mr. Fox left the meeting.

Executive Session. Supervisors Richard and Arnold moved to go into Executive Session at 8:40 a.m. per Section 19.85(1)(e), Wis. Stats. – for the purpose of discussion on the possible purchase of public property. ADOPTED on a roll call vote with the following: Ayes – Supervisors Arnold, Bussie, Driscoll and Richard. Supervisor Fox – Absent.

Supervisor Arnold moved to go out of Executive Session at 9:03 a.m., Supervisor Bussie seconded. Adopted on a roll call vote with the following: Ayes – Supervisors Arnold, Bussie, Driscoll and Richard. Supervisor Fox – Absent.

Adjournment. Supervisors Arnold and Richard moved to adjourn at 9:04 a.m. MOTION CARRIED.

Respectfully Submitted,

Cynthia J. Hevel
Airport Specialist