



ROCK COUNTY DEPARTMENT OF PUBLIC WORKS

Airport - Highways - Parks

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Public Works Committee – Parks Minutes
Tuesday, May 8, 2018 – 8:00 a.m.
Public Works Department - Committee Room
3715 Newville Road
Janesville, WI 53545

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

Committee Members Present. Supervisors Bussie, Driscoll, Richard and Zajac

Committee Members Absent. Supervisor Fox

Staff Members:

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| Greg Cullen | Interim Airport Manager |
| Nick Elmer | Assistant Director of Public Works |
| Amy Friend | Secretary II |
| James Hessenauer | Parks Crew Leader |
| Duane Jorgenson | Director of Public Works |

Others Present:

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| Floyd Finney | Parks Advisory Committee |
| Dean Paynter | Parks Advisory Committee |
| Tom Presny | Parks Advisory Committee |

Approval of Agenda. Supervisors Richard and Driscoll moved today's agenda. MOTION CARRIED.

Approval of Minutes of April 10, 2018. Supervisors Driscoll and Richard moved the minutes. MOTION CARRIED.

Set Committee Meetings Days and Times. Discussion took place on changing the current schedule of the Parks and Highway Committee meetings. Discussion took place on combining the Parks and Airport meetings. Supervisor Driscoll motioned to move item (4) Set Committee Meetings Day and Times to the Highway Public Works Meeting Agenda on Thursday, May 10, 2018. Supervisor Richard seconded the motion. MOTION CARRIED.

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE

Citizen Participation, Communications and Announcements. Chair Bussie introduced the members of the Parks Advisory Committee to Supervisor Zajac.

Mr. Presny announced the Friends of Rock County Parks had a meeting on May 3, 2018. At the meeting the group drafted bylaws and plan to apply for a 501c3 non-profit organization.

PARKS BUSINESS

Discussion – Current Operational Procedures. Mr. Jorgenson stated the Rock County Parks Manager and Community Coordinator positions are currently vacant. He reported all projects and maintenance will continue with no changes to the current operational procedures. Mr. Elmer will be serving as the interim until the Manager's position is filled.

Discussion – Project List. Mr. Elmer provided the Committee with a project list for the Parks. He stated the list includes projects and maintenance activities planned in the Rock County Parks. Discussion took place on projects on the list. Discussion took place on gravel work at Gibbs Lake and Magnolia Bluff horse lots. Mr. Finney stated equestrians do better on a grass lot than gravel. Mr. Jorgenson stated the parking lot at Lee Park will be paved this Thursday. The project list for Parks is the same concept as the Highway project list. The project list will help organize projects and keep everybody on task.

Discussion – Position Plan (Park Manager & Community Coordinator). Mr. Jorgenson announced the Parks department currently has two vacant positions. The Parks Manager position will be posted and filled first. The Parks Manager will then determine the needs and responsibilities of the Community Coordinator. Discussion took place on the savings to the budget of the wages and where the funds go.

Discussion – Happy Hollow Park Bathroom. Mr. Elmer confirmed the asbestos inspection has been completed. Discussion took place on the asbestos testing. Mr. Elmer stated the bids are due for the new bathroom on May 10. The demolition of the existing bathrooms are scheduled for the end of June.

Next Meeting Date. The next Parks meeting is tentatively scheduled for Tuesday, June 12, 2018 at 8:00 a.m. at the Department of Public Works.

Adjournment. Supervisors Richard and Driscoll moved to adjourn at 8:43 a.m. MOTION CARRIED

Respectfully Submitted,

Amy J. Friend
Secretary II