



ROCK COUNTY DEPARTMENT OF PUBLIC WORKS

Highways & Parks

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Public Works Committee Meeting – Highway Minutes

Thursday, May 28, 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 Public Works Committee to order at 8:24 a.m.

Committee Members Present. Supervisors Richard, Mawhinney, Yeomans and Mulligan.

Committee Members Absent. Supervisor Rashkin.

Staff Members:

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

Others Present:

None

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

Approval of Minutes from January 28, 2020 – Parks and Highway. Supervisor Mawhinney moved approval of the minutes of January 28, 2020 as presented, second by Supervisor Yeomans. ADOPTED.

Election of Public Works Committee Vice Chair. Supervisor Yeomans nominated Supervisor Mawhinney as Highway Committee Chair, second by Supervisor Mulligan. No other nominations were made. ADOPTED.

Set Committee Meeting Times and Locations. Mr. Jorgenson discussed possible meeting time options. Supervisor Mawhinney made a motion to hold Parks Committee Meetings on the second Tuesday of each month at 8:00 a.m. and Highway Committee Meetings on the fourth Tuesday of each month at 8:00 a.m. Location of the meetings continues to be held at the Public Works Department. Second by Supervisor Yeomans. ADOPTED.

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE

Citizen Participation, Communications, and Announcements. Mr. Traynor distributed the 2020 POROS Plan which will be presented at the June 11, 2020 County Board Meeting.

Mr. Traynor reported all parks are open; restrooms remain closed due to COVID-19 health risks. Research indicates different policies are in place throughout the state. Committee members agreed protocol should stay in place, as is, until further notice.

Mr. Jorgenson explained road school trainings available to staff and Committee members. Mr. Jorgenson will email the information to committee members this week. Committee members are directed to contact Ms. Hartley to register and/or to obtain further information.

Supervisor Yeomans requested an explanation of playground certification liability from prior Parks meeting. Mr. Traynor reported Ms. Carlson's confirmed positivity of this certification, not a liability but a benefit to the county. Mr. Traynor also intends to create an inspection log to record and review Rock County's playgrounds.

HIGHWAY BUSINESS

Update and Discussion – County Project Updates. Mr. Elmer reviewed the attachment. Even with the COVID-19 restrictions, the Highway Department has been able to progress with the work schedule. Advancement continues for shouldering and ditching projects. Paving, grading and sealcoating progresses in the towns.

Update and Discussion – Federal Aid Project Status Update. Mr. Elmer reviewed the attachment and the project stages. Five bridge projects are scheduled for construction this summer with one already being completed. Mr. Jorgenson explained the county and/or town pays 20% of the cost and the state 80% for these projects.

Update and Discussion – CTH A (USH 14 – CTH M), MLS Grant Funding. Mr. Jorgenson announced the award of a \$1 million grant from the state. Rock County expressed gratitude as 1 of 34 recipients. The grant will help offset initial costs of construction.

Discussion and Possible Action – Order for Removal of Encroachments Located in (City Limits – Read Road) Right-of-Way CTH O. Supervisor Yeomans approved the order of removal of encroachments located in right-of-way CTH O, second by Supervisor Mawhinney. Mr. Jorgenson explained the sewer/water on CTH O will be extended. Due to this project, encroachments in the right of way will need to be removed. ADOPTED.

Discussion and Possible Action – Issue Paper – Professional Services Contract for Real Estate Acquisition - CTH A (USH 14 – Milton-Shopiere Road). Supervisor Mawhinney moved the Issue Paper, second by Supervisor Yeomans. Mr. Elmer explained the real estate acquisition on CTH A will be completed by the same firm that completed Phase 1. The cost per parcel on this phase was similar to the previous two phases. ADOPTED.

Discussion and Possible Action – Issue Paper – Professional Services Contract for Design Services – CTH K (State Line to Laird Road). Supervisor Yeomans moved the Issue Paper, second by Supervisor Mawhinney. Mr. Jorgenson reviewed the handout and briefly explained PASER ratings. ADOPTED.

Discussion and Possible Action – Issue Paper – Professional Services Contract for 2020-2021 Bridge Inspections. Supervisor Mawhinney moved the Issue Paper, second by Supervisor Yeomans. Mr. Jorgenson reviewed attachment and explained town reimbursement process/policy. ADOPTED.

Discussion and Possible Action – Issue Paper – 3-Party Design Contract – Elm Drive Bridge. Supervisor Yeomans moved the Issue Paper, second by Supervisor Mawhinney. Mr. Jorgenson reviewed the attachment and the process. The state covers 80% and the remaining 20% is split 50/50 with the town. ADOPTED.

Discussion and Possible Action – Issue Paper – Authorize purchase of (1) Single-Axle Truck Body, Plow, Wing and Spreader. Supervisor Mawhinney moved the Issue Paper, second by Supervisor Yeomans. Mr. Jorgenson reviewed the attachment and explained that overall, the Department is under budget. Supervisor Yeomans questioned vendor alternatives and Mr. Jorgenson replied how resources are limited. ADOPTED.

Review of Payments. Mr. Jorgenson reviewed and briefly explained purchases and the process.

Next Meeting Date: The next Highway Committee meeting is scheduled for June 23, 2020, at 8:00 a.m. at the Department of Public Works.

Adjournment. Supervisor Yeomans moves adjournment at 9:24 a.m., second by Supervisor Mawhinney. ADOPTED.

Respectfully Submitted,
Amy J. Hartley, Secretary II