



ROCK COUNTY DEPARTMENT OF PUBLIC WORKS

Highways & Parks

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Public Works Committee Meeting – Parks Minutes

Tuesday, February 11, 2020 – 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 Fox, Richard, Zajac and Mawhinney.

Committee Members Absent. None.

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
Francene St. Michael	Stockroom Clerk
Terri Carlson	Risk Manager

Others Present:

Russ Podzilni	Rock County Board Chair
Dean Paynter	Parks Advisory Board
Floyd Finney	Parks Advisory Board
Den Adler	Citizen

Approval of Agenda. Supervisors Zajac and Mawhinney moved today's agenda. MOTION CARRIED.

Approval of Minutes from January 28, 2020. None at this time; will be provided at the February 25, 2020 Highway meeting.

Citizen Participation, Communications, and Announcements. Mr. Paynter introduced Mr. Adler, writer, historian and photographer. Mr. Paynter and Mr. Adler donated three canvas pictures of the five arch bridge next to Turtle Creek Parkway to the Parks Department. All members of the Committee thanked Mr. Adler for the outstanding and thoughtful gifts.

Parks Advisory Board Communications. Mr. Paynter reminded members of the candlelight event February 22, 2020, on the Ice Age Trail in Milton (Vincent Street & Manogue Road) from

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE

6:00 p.m. to 8:00 p.m. The weather was superb for the owl walk on February 8, 2020, at Storrs Lake, Milton. Although no owls were sighted, over 100 people attended the candlelight hike.

Mr. Finney stated the Friends of Rock County Parks group received a \$500 donation. The intended use of the donation is for the well at the Gibbs Lake horse lot.

PARKS BUSINESS

Discussion & Update – Parks Manager Training Request. Mr. Traynor updated the committee on the county's liability concerns as it relates to the Certified Playground Safety Inspector Training. According to Rock County's Risk Manager, Ms. Carlson, the training would not cause the county further unexpected liability. Ms. Carlson stated the training will benefit DPW and Rock County and the ability to respond to hazards specific to this area of training. Renewal of certification is every three years.

Discussion – Letter of Recommendation for Multi-Use Trail Group. Mr. Traynor drafted the attached letter of support for the Multi-Use Trail Group grant request. The grant will aid in the purchase of a well at Gibbs Lake horse lot.

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

Parks General – Equipment and Amenities Maintenance: picnic tables, event boards and a park bench need repairing. Tree work has been done at Magnolia Bluff, Miller Farm and Lee Park using the new diamond forestry mower.

POROS Plan Update – Status – Ongoing: an open house is scheduled for Tuesday, February 18, 2020, from 4:00 p.m. to 7:00 p.m. in the conference room at Rock County DPW.

Permit Acquisition – Turtle Creek Parkway: the kayak launch has been renewed. Murwin Park: the kayak launch permit has been received. Indianford Park – Vault Toilet: working on getting permits and specifically, the building permit from Fulton Township.

Park Damage Assessment – Vandalism was found at: Happy Hollow: the boat launch kiosk was egged and the plexi-glass was smashed; Sweet-Allyn: the park bench seats were broken; Gibbs Lake: the boat launch kiosk plexi-glass was broken.

Turtle Creek Parkway – FORCP Workday February 7, 2020, at Five Arch Bridge: a meeting took place between Parks, the Friends group and the landowner to address any concerns. The 5th arch is now visible from the bridge as approximately 150 feet of brush was cleared by the Friends of Rock County Parks group and the Parks Department. The use of the parus toolcat helped expedite the process.

Snowmobile Grant and Alliance Meetings – Received second payment of 2018-2019 grant \$26,644.33: this covers expenses from 2019. Received first half of 2019-2020 grant \$32,190: another payment will be received if the amount is exhausted as the grant matches dollar for dollar. Update correspondence and communication and streamline opening and closing procedures: the Parks Department met with the DNR, the Snowmobile Alliance Club and the Sheriff's Department. Communication lines have been opened and streamlined and all snow updates will be shared. The online application, *WhatsApp*, is being utilized to communicate with each group simultaneously.

Friends of Rock County Parks – Candlelight hike on Ice Age Trail is scheduled for February 22, 2020, at 6 p.m.

Community Coordinator Report – See Attached. Ms. Friend provided information on the items listed in her report.

The Snow Report is updated via press release, hotline, Travel Wisconsin, Facebook and the Parks website.

Ms. Friend met with the Mobility Manager for Rock County Council on Aging. Wednesday Walks are being planned and two of them will be held in Rock County Parks. Mr. Hessenauer will lead the walks:

8:21 a.m. Departed: Mr. Traynor, Ms. Friend, Mr. Paynter, Mr. Finney and Mr. Adler.

HIGHWAY BUSINESS

Resolution – Purchase of One (1) 2020 Dodge Charger. Supervisors Zajac and Richard moved the purchase for (1) 2020 Dodge Charger. This vehicle is for motor pool for the District Attorney's office and within the budget. MOTION CARRIED.

Resolution – Purchase of One (1) 2020 Ford Escape. Supervisors Mawhinney and Fox moved the purchase for (1) 2020 Ford Escape. This vehicle is for motor pool for the Public Health Department and within the budget. MOTION CARRIED.

Resolution – Purchase of One (1) 2020 Silverado. Supervisors Richard and Fox moved the purchase for (1) 2020 Silverado. This vehicle is for motor pool for Land Conservation's new personnel and within the budget. Members of the committee questioned if the grant pays a portion of the vehicle or its mileage? Ms. St. Michael responded that the mileage was approved within the Land Conservation's grant request. Mr. Fox questioned the mileage rate amount. Mr. Jorgenson stated each Department's mileage varies based on use. MOTION CARRIED.

Resolution – Purchase of Three (3) 2020 Dodge Caravans. Supervisors Richard and Fox moved the purchase of (3) 2020 Dodge Caravans. One vehicle is a replacement and the remaining two are for ADRC & AODA. All vehicles are within the budget. MOTION CARRIED.

Discussion & Possible Action – Issue Paper – Purchase of One (1) Tandem Axle Truck Body, Plow, Wing and Spreader. Supervisors Mawhinney and Fox moved the issue paper. The truck body is for the prior obtained chassis and within the budget. MOTION CARRIED.

Discussion & Possible Action – Approval of Bid Award for Hot Mix Asphalt. Supervisors Fox and Mawhinney moved the Approval of Bid Award for Hot Mix Asphalt. Mr. Jorgenson explained that two companies responded. Recommended selection was determined based on the terms of the bid documents. MOTION CARRIED.

Discussion & Possible Action – Approval of Bid Award for Asphaltic Seal Coat Materials. Supervisors Zajac and Mawhinney moved the Approval of Bid Award for Asphaltic Seal Coat Materials. MOTION CARRIED.

Discussion & Possible Action – Approval of Bid Award for Aggregate Materials. Supervisors Richard and Mawhinney moved the Approval of Bid Award for Aggregate Materials. Recommended selection was determined based on the terms of the bid documents. MOTION CARRIED.

Discussion & Possible Action – Approval of Bid Award for Asphalt Milling/Pulverizing. Supervisors Mawhinney and Fox moved the Approval of Bid Award for Asphalt Milling/Pulverizing. MOTION CARRIED.

Mr. Jorgenson thanked Mr. Elmer for doing a great job of reviewing, analyzing and compiling the bids and results.

8:37 a.m. - Mr. Traynor returned to the meeting.

Next Meeting Date. The Parks meeting is scheduled for Tuesday, March 10, 2020 at 8:00 a.m. at Department of Public Works.

Chair Bussie questioned date of Town Meeting. Mr. Jorgenson replied the meeting date will most likely be after elections and when weather improves so that the towns have a list of expected plans to request/disburse.

Adjournment. Supervisors Fox and Richard moved to adjourn at 8:50 a.m. MOTION CARRIED.

Respectfully Submitted,
Amy J. Hartley, Secretary II