

ROCK COUNTY, WISCONSIN

NOTE: This is also a Teleconference



**DEPARTMENT OF PUBLIC WORKS/PARKS COMMITTEE
TUESDAY – MARCH 9, 2021 – 8:00 A.M.
CALL: 1-312-626-6799
MEETING ID: 816 3796 1898**

Join Zoom Meeting

<https://us02web.zoom.us/j/81637961898>

Meeting ID: 816 3796 1898

One tap mobile

+13126266799,,81637961898# US (Chicago)

+13017158592,,81637961898# US (Washington D.C)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 301 715 8592 US (Washington D.C)

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Find your local number: <https://us02web.zoom.us/j/81637961898>

Join by Skype for Business: <https://us02web.zoom.us/j/81637961898>

If you are interested in providing public comments on items on this agenda, you must submit your comments by noon on Monday, March 8, 2021. To submit a public comment use the following email: amy.hartley@co.rock.wi.us

Join from a telephone:

- On your phone, dial the phone number provided above
- Enter the meeting ID number when prompted, using your dial-pad.
- Please note that long-distance charges may apply. This is not a toll-free number.
- Supervisors: Please identify yourself by name
- **Please mute your phone when you are not speaking to minimize background noises**
- We are new at holding meetings this way, so please be patient

Instructions for the hearing impaired –

<https://support.zoom.us/hc/en-us/articles/207279736-Getting-started-with-closed-captioning>



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
Tuesday, March 9, 2021 – 8:00 a.m.
Public Works Department – Committee Room
3715 Newville Road
Janesville, WI 53545

A G E N D A

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes Dated January 12 & 14, 2021
4. Citizen Participation, Communications and Announcements
5. Parks Advisory Board Communications
6. **PARKS BUSINESS**

 - a. Discussion – 2020-2021 Snowmobile Season Update
 - b. Discussion and Possible Action – Snowmobile Grant for 2021-2022 Season
 - c. Update – Rock County Park Grants
 - d. Parks Manager Report – See Attached
 - e. Community Coordinator Report – See Attached
7. Next Parks Meeting Date: Tuesday, April 13, 2021, at 8:00 a.m. at Department of Public Works
8. Adjournment

The County of Rock will provide reasonable accommodations to people with disabilities. Please contact us at 608-757-5510 or e-mail countyadmin@co.rock.wi.us at least 48 hours prior to a public meeting to discuss any accommodations that may be necessary.



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
Tuesday, January 12, 2021 – 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 8:00 a.m.

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

Committee Members Absent. None.

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
Terri Carlson	Risk Manager

Others Present:

Alan Sweeney	Rock County Board Member
Shirley Williams	Rock County Board Member
Tom Presny	Parks Advisory Board
Dean Paynter	Parks Advisory Board
Floyd Finney	Parks Advisory Board

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

Approval of Minutes for Parks and Highway from December 8, 2020. Supervisor Mawhinney moved approval of the minutes of December 8, 2020, as corrected, second by Supervisor Mulligan. Supervisor Mawhinney corrected the minutes for December 8, 2020, to reflect Chair Richard present. ADOPTED.

Citizen Participation, Communications and Announcements. Mr. Traynor announced the 2021 Rock County Tourism Guide is now available at the Department of Public Works' office or at rockcounty.org.

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE

Parks Advisory Board Communications. Mr. Paynter announced all activities sponsored by JSOL (Janesville Schools Outdoor Laboratory) and Friends of Rock County Parks have been cancelled, including the candlelight walk. Mr. Paynter announced that the Rock Trail Coalition has matched a \$10,000 donation to aid in paving of the Peace Trail.

Mr. Presny reviewed how winter activities in Rock County Parks is a success! Mr. Presny found an overflowing parking lot and several patrons utilizing Gibbs Lake Park on a recent visit to Gibbs Lake.

PARKS BUSINESS

Discussion and Possible Action – Issue Paper – Sweet-Allyn Park Playground Purchase. Supervisor Mawhinney moved approval of the issue paper, second by Supervisor Mulligan. Mr. Traynor explained funds are available for this project and the playground will be installed by Lee Recreation. ADOPTED.

Discussion and Possible Action – Granting a Temporary Limited Easement (TLE) for Construction Staging and Ingress Egress of Materials and Equipment for Rock County Lake District at Indianford Park. Supervisor Mawhinney moved approval of the TLE upon approval from Corporation Counsel, second by Supervisor Yeomans. Mr. Sweeney discussed the project and the urgency to meet DNR deadlines. The project is needed to install six new flood gates to prevent future flooding in this area. ADOPTED.

Discussion and Possible Action – Granting a Permanent Easement for a Gravel Pad Approximately 20 x 20, Located Adjacent to the Intake Side of the Power House for Rock County Lake District at Indianford Park. Supervisor Mawhinney moved approval of a permanent easement upon approval from Corporation Counsel, second by Supervisor Yeomans. ADOPTED.

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

Parks General

The following parks are closed for the winter: Lee, Gibbs Lake horse lot and Magnolia Bluff-Upper.

Reminder - plowing of the parks is done by Department of Public Works after roads are plowed.

Tree work was done at Miller Farm Park and Carver Roehl.

The Aldo-Leopold Benches have been placed at Glacier River Trail and will be installed at Magnolia Bluff in the spring 2021.

Conservation Grant Update

Tree clean-up at Lee Park has started.

Beckman Mill Park

The concrete border around the playground is done and looks really nice.
The memorial benches will be placed at opposite corners of the playground in the spring.

Sweet-Allyn Park

Playground replacement work will start as soon as trees and old playground items are removed.
One of the memorial bench's paint flaked and has been repainted; Parks staff will continue to monitor.

Gibbs Lake Park

Winter activities - ice fishing, snowshoeing, cross-country skiing, dog walking, etc., has kept the park busy and many citizens are utilizing the parks which is great!
The candle light hike scheduled for February 13, 2021, at 6 p.m. is cancelled due to the pandemic.

Turtle Creek Parkway

The memorial will be finalized in the spring by Parks staff.

Wisconsin Park and Recreation Association

Congratulations to Dean and Jane Paynter for receiving the WPRA Fellowship Award for their outstanding accomplishments!

Discussion took place regarding the status of snowmobile trails maintained by the Rock County Snowmobile Alliance. The Sundowners Club has revoked additional contracts with the county.

Community Coordinator Report – See Attached. Ms. Friend provided information for the items listed in her report and a presentation on the Rock County Parks' Facebook posts for December (elves park exploration/utilization). Ms. Friend continues to increase activity on social media with great response; increasing the parks' presence in the community! Ms. Friend extended gratitude to Mr. Traynor for his support allowing her to explore and accomplish new ways of promoting Rock County Parks.

HIGHWAY BUSINESS

Resolution – Authorizing Purchase of Motor Pool Vehicles for Rock County DPW for Use By the Human Services Department Diversion Program – 2021 Chrysler Voyager. Supervisor Mawhinney moved approval of the resolution, second by Supervisor Rashkin. ADOPTED.

Resolution – Authorizing Purchase of Motor Pool Vehicles for Rock County DPW for Use By the Facilities Management – 2021 Chevrolet Silverado 3500HD. Supervisor Yeomans moved approval of the resolution, second by Supervisor Rashkin. ADOPTED.

Resolution - Authorizing Purchase of Motor Pool Vehicles for Rock County DPW for Use By the Human Services Department CSP Program – 2021 Ford Transit 15 Passenger Van. Supervisor Mawhinney moved approval of the resolution, second by Supervisor Yeomans. ADOPTED.

Discussion and Possible Action – Issue Papers for Items 7d Through 7f. Supervisor Mulligan moved approval of the issue papers 7d through 7f, second by Supervisor Yeomans. ADOPTED.

Discussion and Possible Action – Issue Paper – Approval of Two Party Design Contract, CTH F North Leg. Supervisor Yeomans moved approval of the issue paper, second by Supervisor Rashkin. Mr. Jorgenson explained this project. ADOPTED.

Discussion and Possible Action – Issue Paper – Approval of Rankings for the Design of Highway Safety Improvement Program (HSIP) Project – CTH D (Creedy Road – Eau Claire Road). Supervisor Yeomans moved the issue paper, second by Supervisor Mawhinney. Mr. Jorgenson explained the need for this study in this area. ADOPTED.

Discussion and Possible Action – Approval of Discretionary Traffic Maintenance Agreement (TMA). Supervisor Mulligan moved approval of the TMA, second by Supervisor Mawhinney. ADOPTED.

Discussion and Possible Action – Offering Price Report for Real Estate – CTH A (Milton Shopiere Road to USH 14). Supervisor Yeomans moved approval of the Offering Price Report, second by Supervisor Mawhinney. ADOPTED.

Discussion – Semi-Annual Report on Attendance at Conferences/Conventions. Mr. Jorgenson reported no conferences/conventions attendance for the Department of Public Works.

Review of Payments. No discussion needed.

Next Parks Meeting Date: Tuesday, February 9, 2021, at 8:00 a.m. at Department of Public Works.

Adjournment. Supervisor Rashkin moved adjournment at 9:09 a.m., second by Supervisor Yeomans. ADOPTED.

Respectfully Submitted,
Amy J. Hartley, Secretary II



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 Special Committee Meeting – Parks
Thursday, January 14, 2021 – 5:45 p.m.

Call to Order. Chair Richard called the meeting of the Public Works Committee to order at 5:45 p.m.

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

Committee Members Absent. Supervisor Rashkin.

Staff Members:

Duane Jorgenson	Director of Public Works
Nick Elmer	Assistant Director of Public Works
John Traynor	Parks Manager

Others Present:

Alan Sweeney	Rock County Board Member
Rich Greenlee	Rock County Corporation Counsel

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

Resolution – Approving Rock Koshkonong Lake District Easements. Supervisor Mawhinney moved approval of the resolution, second by Supervisor Yeomans. ADOPTED.

Adjournment. Supervisor Yeomans moved adjournment at 5:50 p.m., second by Supervisor Mawhinney. ADOPTED.

Respectfully Submitted,
Amy J. Hartley, Secretary II

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE

State of Wisconsin
DEPARTMENT OF NATURAL RESOURCES
107 Sutliff Avenue
Rhineland WI 54501-3349

Tony Evers, Governor
Preston D. Cole, Secretary
Telephone 608-266-2621
Toll Free 1-888-936-7463
TTY Access via relay - 711



March 1, 2021

► **REQUIRES IMMEDIATE ACTION** ◀

Snowmobile Trail Aids

Grant# S-5522 . 1

Increase in Funds: -\$14,340.00

Amy Friend, Community Coordinator
Rock County
3715 Newville Rd
Janesville, WI 53545

SUBJECT: Grant Agreement Cost Amendment

Dear Ms. Friend:

Enclosed is an amendment agreement for the following project: ***Rock County Snowmobile Trail Maintenance, 2020-21, Amendment No. 1***

Please review the agreement and return a copy signed by the authorized official **within 30 days of this letter's date** to Kurt Byfield at the Community Financial Assistance, 3911 Fish Hatchery Rd, Fitchburg, WI 53711.

If you have any questions, feel free to contact Kurt at 608-501-4274.

Sincerely,

Jim Ritchie, Director
Bureau of Community Financial Assistance

Enclosure(s)

C: Kurt Byfield – SCR
John Traynor – Rock County

NOTE: Use of this form is required by the Department for any amendment filed pursuant to NR 7, 47, 50, 64, 65, 187, 193 and 335, Wis. Adm. Code. The Department will not process your amendment unless you complete and sign this form.

Sponsor Rock County
Project Amendment No. S-5522.1
Program Snowmobile Trail Aids

This amendment to project agreement number S-5522 is hereby made and agreed upon by the State of Wisconsin, acting through the Secretary, Department of Natural Resources, and by Rock County, pursuant to the Rock County Snowmobile Trail Maintenance, 2020-21.

The Sponsor and the State of Wisconsin in mutual consideration of the promises made herein and in the agreement of which this is an amendment, do promise as follows:

That the above-mentioned agreement is amended by adding the following:

The total project cost is reduced from \$66,540.00 by \$14,340.00 to \$52,200.00.

The total project cost share is reduced from \$66,540.00 by \$14,340.00 to \$52,200.00.

Rock County will no longer be responsible for maintaining 47.8 miles of previously funded trail, resulting in a revised total of 174 miles of funded snowmobile trail miles.

In all other respects the agreement of which this is an amendment, and the plans and specifications relevant thereto, shall remain in full force and effect. In witness whereof the parties hereto have executed this amendment as of the date entered below.

<p>Sponsor</p> <p>By _____ (Signature)</p> <p>_____ (Title)</p> <p>_____ (Date)</p>	<p>State of Wisconsin Department of Natural Resources For the Secretary</p> <p>By <i>Jim Ritchie</i> for _____ Jim Ritchie, Director Bureau of Community Financial Assistance</p> <p>March 1, 2021 _____ (Date)</p>
--	---

Rock County Parks Grants Update - February 28, 2021

Awarded Grants	Time Period	Grant Award	County Share of Costs	Total Project Costs	Total Spent as of 2/28/2021	Balance Remaining
Outdoor Recreation Aids Grant - S-ADLP3-13-1179.6 (50/50 Match) Turtle Creek Parkway/Sweet Allyn Received Advance Payment of \$35,000 on 6/19/2013 Submitted Final Payment Request 2/01/2021	3/12/2013-6/30/2015 Extended 6/30/2021	\$70,000.00	\$70,000.00	\$140,000.00	\$140,000.00	\$0.00
2018 County Conservation Aids Grant - CC18-54WM (50/50 Match) Invasive species control at Magnolia Bluff Park	10/1/18-6/30/2020 Extended 6/30/2021	\$3,131.00	\$3,131.00	\$6,262.00	\$4,654.04	\$1,607.96
2019 County Conservation Aids Grant - CC19-54FM (50/50 Match) Murwin Park Boat Launch Received Final Payment \$3228 on 1/22/2021	10/1/19-6/30/2021	\$3,228.00	\$3,228.00	\$6,456.00	\$6,456.00	\$0.00
2020 County Conservation Aids Grant - CC20-54FM (50/50 Match) Lee Park Cleanup of Trails and Arboretum	10/1/2020-6/30/2020	\$5,000.00	\$5,000.00	\$10,000.00	\$4,732.64	\$5,267.36
2019-2020 Snowmobile Grant -S5382 Fully Funded - 221.8 Miles of Trail Received Advance Payment \$32,190 on 1/17/2020 Received Final Payment \$16,212.04 on 2/9/2021	7/1/19-6/30/2020	\$66,540.00	\$0.00	\$66,540.00	\$48,402.04	\$18,137.96 CLOSED
2020-2021 Snowmobile Grant -S5522 Fully Funded - Orginal Application 221.8 Miles of Trail (\$66,540) Grant Agreement Amended to 174 miles (\$52,170) Received Advance Payment \$33,270 on 8/28/2020	7/1/20-6/30/2021	\$52,200.00	\$0.00	\$52,200.00	\$40,054.31	\$12,145.69
Outdoor Recreation Aids Grant - RTP-1019-20ND (50/50 Match) Paving Peace Trail (S. Walters Road - S. Duggan Road) (1.3 miles)	9/8/2020-6/30/2023	\$45,000.00	\$45,000.00	\$90,000.00	\$0.00	\$90,000.00

From: [Byfield, Kurt A - DNR](#)
To: [JOHN TRAYNOR](#)
Subject: 21-22 Snowmobile contract
Date: Thursday, February 25, 2021 12:51:16 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)

CAUTION: This email originated from outside the Rock County (Rock-IT) network. Do not click links or attachments unless you recognize the sender and know the content is safe. If you feel this email is a potential phishing attempt, please forward to PhishingAlerts@co.rock.wi.us for review.

Hi John,

Thanks for asking about how the Dept wanted you to apply for the upcoming snowmobile grant given the current situation with the Sundowners club.

Rock Co can submit their application 1 of 2 ways:

1. For the amount of your currently funded miles. This would be 174 which represents the 20-21 grant miles of 221.8 less the 47.8 miles attributed to the Sundowners.
2. For 221.8 miles with the grant description clearly listing the 174 as funded miles and the 47.8 as Sundowner miles.

Whichever way you decide to submit, the DNR will only be funding the # of open & county managed miles. The 47.8 miles attributed to the Sundowners would not be funded unless those miles are opened as per the grant agreement.

Let me know if you have any questions
Kurt

We are committed to service excellence.

Visit our survey at <http://dnr.wi.gov/customersurvey> to evaluate how I did.

Kurt Byfield

Grant Project Manager – Bureau of Community Financial Assistance

Wisconsin Department of Natural Resources

3911 Fish Hatchery Road

Fitchburg, WI 53711

Cell: (608) 501-4274 – **NEW CELL NUMBER**

Kurt.Byfield@Wisconsin.Gov



dnr.wi.gov





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

Parks Manager Report

March 2021

Parks General

- Parks Crew - Work Duties
- Seasonal Hires Update
- Tree Work – Royce Dallman, Gibbs Lake, Beckman Mill
- Snowshoe Rental Update

Conservation Grant Update

- Lee Park Update – Forestry Mower

Royce Dallman Park

- Boomfest Event – February 20th, 2021

Sweet-Allyn Park

- Playground Replacement Work Update
- Rip Rap Project

Gibbs Lake Park

- Fish Cribs – Tree Work
- Fishing Tournament

Turtle Creek Parkway

- Memorial Update

Happy Hollow

- Incident Recap

Parks Staff Status

- Increase in Park Duties
- Staffing for 2022



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

Community Coordinator Report

February 2021

- Update Rock County Parks Website.
- Post Daily on Rock County Parks Facebook Page – 787 Followers & 728 Likes.
- Post Daily on Rock County Parks Instagram – 680 Followers.
- Contact with Friends groups about any issues with parks.
- Daily visits to various Rock County Parks to check conditions, traffic, and litter. Take pictures of activity in parks and staff working.
- Prepare Purchase Orders for Parks expenses.
- Submit final reimbursement request in the amount of \$70,000 for Grant S-ADLP3-13-1179.6. Turtle Creek Parkway & Sweet-Allyn Park.
- Submit final reimbursement request in the amount of \$3,228 for Grant CC-19-54FM. Installation of kayak launch at Murwin Park.
- Promoted I Love Rock County Parks Photo Contest 2/1 – 2/14 by posting in Rock County Parks and on Facebook. A total of 52 photos were submitted. Three random winners were chosen.
- Post flyers in Rock County Parks promoting snowshoe rentals.
- Provide information to promote snowshoe rental in Rock County employee newsletter
- Coordinate Wednesday Walks with Jennifer (Mobility Manager – Rock County Counsel on Aging) (3 dates scheduled) May 26 - Beckman Mill Wetlands, July 14 - Beckman Mill Oak Savana, September 29- Magnolia Bluff.
- Coordinate Wednesday Snowshoe Walk with Jennifer (Mobility Manager – Rock County Counsel on Aging) scheduled March 10 at Beckman Mill.
- Correspondence with DNR for 2nd and final payment of 19-20 Snowmobile Trail Grant. Payment of \$16,212.04 received on 2/9/2021.
- Correspondence with Lori about work on Mothers' Garden at Beckman Mill.
- Correspondence with Friends of Carver-Roehl about events.
- Correspondence with Friends of Beckman Mill Park about possible donations/memorials.
- Correspondence with Jennifer (Planning), Kurt (WDNR), and RCSA confirming Snowmobile Trail mileage to amend 2020-2021 Snowmobile Grant S-5522 mileage and award.
- Prepare Leprechauns on the Loose in Rock County Parks Hunt to run March 3 – 17.
- Rock County Snowmobile Alliance Meeting (2/3)
- Wisconsin Parks & Recreation Association (WPRA) Lobbying 101 Webinar (2/3)
- Women in Parks & Recreation Association (WIPAR) Parking Lot Programs Webinar (2/9)
- Wisconsin Park and Recreation Association (WPRA) Annual Business Meeting (2/11)
- Wisconsin Park and Recreation Association (WPRA) Virtual Award Ceremony (2/11)
- Wisconsin Parks & Recreation Association (WPRA) Monthly Membership Meeting (2/17)
- Prepare CC Report for March Meeting (2/26)
- Prepare Rock County Grants Update (2/26)