

County of Rock
Public Works Department



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Highways
Parks
Airport

A G E N D A

Public Works Committee Meeting
Tuesday, August 11, 2015 – 8:00 a.m.
Public Works Department Committee Room

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes of July 14, 2015
4. Citizen Participation, Communications, and Announcements
5. **PARKS ITEMS**

 - a. Approve Resolution Acceptance of Rock County 2015-2016 Snowmobile DNR Grant S-4459
 - b. Approve Resolution Authorizing Application for 2016 DNR County Fish and Game Project Grant Funds
 - c. Approve Resolution Authorizing Acceptance of a License Agreement for Public Recreational Purposes for a Portion of Peace Trail
 - d. Approve Resolution Authorizing Purchase of Replacement Roof at the Turtle Creek Parkway Building
 - e. Approve Bills, Encumbrances/Pre-Approved Encumbrance Amendments and Transfers
6. Parks Director Report
7. Parks Advisory Committee Remarks
8. Next Meeting Date
9. Adjournment

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Public Works Committee
Initiated by _____

Public Works Committee
& Parks Advisory Committee
Submitted by _____



Lori Williams, Parks Director
Drafted by _____

July 20, 2015
Date Drafted _____

ACCEPTANCE OF ROCK COUNTY 2015-2016 SNOWMOBILE DNR GRANT S-4459

1 **WHEREAS**, the Rock County Board of Supervisors Resolution #81-6A-038, on the 11th day of
2 June, 1981, adopted the Rock County Snowmobile Plan; and,
3

4 **WHEREAS**, the Rock County Preliminary Application for 100% funding was approved by the
5 Wisconsin Department of Natural Resources in the total amount of \$56,600 to provide 226.4
6 miles of Rock County Trails; and,
7

8 **WHEREAS**, upon completion by signature of Recreation Aids Grant Agreements, Rock County
9 will qualify for 100% funding for acquisition of trail easements, bridge development, insurance
10 and maintenance of the trail, payable as follows: 50% in advance and 50% upon inspection and
11 approval for development; and,
12

13 **WHEREAS**, the Rock County Snowmobile trail provides a needed winter recreational facility
14 in Rock County.
15

16 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors on
17 this _____ day of _____, 2015, hereby accepts the 2015-2016 Rock
18 County Snowmobile Grant.
19

20 **BE IT FURTHER RESOLVED**, that the County Board Chair is hereby authorized and
21 directed to sign the grant agreement and that this document be submitted to the Wisconsin
22 Department of Natural Resources.
23

24 **BE IT FURTHER RESOLVED**, that the Parks Director be named the Snowmobile Trail
25 Coordinator and act as authorized official to file all necessary documents for administration
26 and reimbursement of this program, with the Rock County Alliance of Snowmobile Clubs
27 named as subcontractor to carry out the work of the program (signing, grooming, and general
28 trail maintenance). The Rock County Alliance of Snowmobile Clubs is a 501(c)(3) federal
29 charitable organization. They are in partnership with Rock County to carry out this
30 recreational program in Rock County.

Respectfully submitted,

PUBLIC WORKS COMMITTEE

Betty Jo Bussie, Chair

Brent Fox, Vice Chair

Eva M. Arnold

Brenton Driscoll

Rick Richard

PARKS ADVISORY COMMITTEE

Tom Presny

Floyd Finney

Dean Paynter

ADMINISTRATIVE NOTE:

Recommended.


Josh Smith
County Administrator


FISCAL NOTE:

\$56,600 is included in the Parks' 2015 budget, A/C 41-4592-4595, for the 2015-2016 Snowmobile Grant Program.


Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to accept grant funds pursuant to sec. 59.52(19), Wis. Stats.


Jeffrey S. Kuglitsch
Corporation Counsel

EXECUTIVE SUMMARY
FOR
ACCEPTANCE OF 2015-2016 ROCK COUNTY SNOWMOBILE FUNDING
DNR GRANT S-4459

This resolution provides final authorization to accept funding for the winter 2015-2016 Rock County Snowmobile Trail Program.

Our pre-application has been reviewed and the grant we are accepting is:

S-4459	Trail Maintenance 226.4 miles @ \$250	\$56,600
	Lease Acquisition (now part of Maintenance @ \$250/mile)	\$0
	Insurance (none)	\$0
	Grant Total	\$56,600

The Rock County Public Works Committee and the Parks Advisory Committee will subcontract this work to the Rock County Alliance of Snowmobile Clubs and they will provide most of the actual labor and machinery to do this work. The Rock County Alliance of Snowmobile Clubs is a partner with Rock County to bring this recreational opportunity to the citizens of Rock County. This group is a federal 501(3)(c) tax exempt and State of Wisconsin Chapter 181 charitable not for profit organization. Any clerical, bookkeeping or field work (including labor, materials, and machinery) by DPW Parks Division or Highway Division is 100% billed. Any time spent by the Parks Director to administer and inspect the work of this program is billed to the grant.

These funds are 100% provided by the payments snowmobilers have made through license and prorated fuel tax payments. Rock County receives a 50% advance payment check after the completed contract is signed, the balance due upon final close out of the grant.

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Public Works Committee
Initiated by

Public Works Committee
& Parks Advisory Committee
Submitted by



Lori Williams, Parks Director
Drafted by

August 4, 2015
Date Drafted

AUTHORIZING APPLICATION WITH WISCONSIN DEPARTMENT OF NATURAL RESOURCES FOR COUNTY FISH AND GAME PROJECT GRANT FUNDS

1 **WHEREAS**, the legislature of the State of Wisconsin enacted legislation providing for allocation to
2 the respective counties in the state on an acreage basis for the county fish and game projects on the
3 condition that the counties match the state allocation; and
4

5 **WHEREAS**, Rock County desires to participate in county fish and game projects pursuant to
6 provisions of s.23.09(12) of the Wisconsin Statutes.
7

8 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors, this ___ day
9 of _____, 2015, that the Board is hereby authorized to expend the funds appropriated and the
10 funds to be received from the State of Wisconsin for the improvement of the fish and wildlife habitat,
11 and to operate and maintain or to cause to be operated and maintained the project for its intended
12 purpose.
13

14 **BE IT FURTHER RESOLVED** that the Rock County Board of Supervisors authorizes the Parks
15 Director to act on behalf of Rock County to submit a state grant application to the Wisconsin
16 Department of Natural Resources (DNR) for 2016 financial aid for county fish and game projects; sign
17 documents; and the necessary action to undertake, direct and complete the approved projects.

Respectfully submitted,

PUBLIC WORKS COMMITTEE

PARKS ADVISORY COMMITTEE

Betty Jo Bussie, Chair

Tom Presny

Brent Fox, Vice Chair

Floyd Finney

Eva M. Arnold

Dean Paynter

Rick Richard

Brenton Driscoll

**AUTHORIZING APPLICATION WITH WISCONSIN DEPARTMENT OF NATURAL
RESOURCES FOR COUNTY FISH AND GAME PROJECT GRANT FUNDS**

Page 2

FISCAL NOTE:

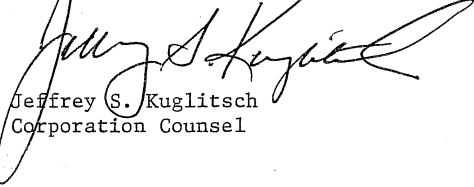
This resolution only authorizes an application for a grant and therefore has no fiscal impact at this time. If a grant is awarded, a subsequent resolution would be required to accept the grant and amend the budget.



Sherry Oja
Finance Director

LEGAL NOTE:

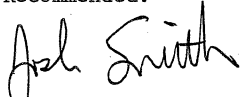
The authority to accept grant funds pursuant to sec. 59.52(19), Wis. Stats., necessarily implies the authority to make application for such funds.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

- EXECUTIVE SUMMARY -
**AUTHORIZING APPLICATION WITH
WISCONSIN DEPARTMENT OF NATURAL RESOURCES FOR
COUNTY FISH AND GAME PROJECT GRANT FUNDS**

Each Wisconsin County is allocated a certain amount of money annually to fund small projects on a 50/50 match basis. Rock County may apply for a maximum of \$3,000 in 2015. Parks plans to access this funding source to help pay for invasive species control at Magnolia Bluff Park and Carver-Roehl Park. Though this funding source requires a 50% match by the County, all time and materials supplied by the Parks and Highway Divisions, as well as other community resources may be used as in-kind match. The Multi-Use Trail group and other volunteers have assisted with various invasive species control projects in the past and have expressed a strong interest in continuing the effort.

The species to be controlled using this grant is primarily buckthorn. For the past few years, we have used these funds for buckthorn and garlic mustard control in Carver-Roehl Park and most recently we used these in Magnolia Bluff Park. We feel the time is now appropriate to share these efforts with both parks that have State Natural Areas and utilize them where we get the maximum benefit from the grant funds available.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

PUBLIC WORKS
COMMITTEE
INITIATED BY



JODI TIMMERMAN/LORI WILLIAMS
DRAFTED BY

PUBLIC WORKS
COMMITTEE & PARKS
ADVISORY COMMITTEE
SUBMITTED BY

JULY 17, 2015
DATE DRAFTED

**AUTHORIZING ACCEPTANCE OF A LICENSE AGREEMENT FOR PUBLIC
RECREATIONAL PURPOSES FOR A PORTION OF PEACE TRAIL**

- 1 **WHEREAS**, the Rock County Department of Public Works, Park Division, along with the Public
2 Works Committee, the Parks Advisory Committee, countless volunteers and the Rock Trail Coalition,
3 have been working together for several years to expand Peace Trail in order to connect the cities of
4 Janesville and Beloit with a trail for public recreational use;
5
6 **WHEREAS**, the Rock County Board of Supervisors authorized the acceptance of long-term easements
7 on March 28, 2013 in order to create this trail for public recreational use;
8
9 **WHEREAS**, the Town of Beloit approved a Recreational Easement on July 27, 2015 for that portion
10 of the desired trail owned by the Town of Beloit,
11
12 **WHEREAS**, the remaining portion of the desired trail is owned by Hendricks Land Development,
13 LLC;
14
15 **WHEREAS**, Hendricks Land Development, LLC has offered a ten (10) year Real Estate License
16 Agreement with a renewal period of up to five (5) additional years, to Rock County for the use of a
17 portion of its property to create the trail for public recreational purposes;
18
19 **NOW, THEREFORE, BE IT RESOLVED** that the County Board of Supervisors, duly assembled
20 this _____ day of _____, 2015, does hereby authorize the acceptance of a License Agreement
21 with Hendricks Land Development, LLC, for public recreational purposes along a portion of Peace
22 Trail, as set forth in said Agreement.
23
24 **BE IT FURTHER RESOLVED**, that the County Board Chair and the County Clerk be authorized to
25 execute legal documents related to the License Agreement on behalf of the County.

Respectfully submitted:
PUBLIC WORKS COMMITTEE

PARKS ADVISORY COMMITTEE

Betty Jo Bussie, Chair

Dean Paynter

Brent Fox, Vice Chair

Floyd Finney

Eva Arnold

Tom Presny

Rick Richard

Brenton Driscoll

AUTHORIZING ACCEPTANCE OF A LICENSE AGREEMENT FOR PUBLIC RECREATIONAL PURPOSES FOR A PORTION OF PEACE TRAIL

Page 2

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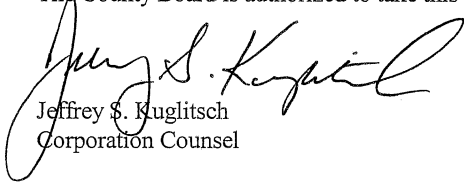
This resolution accepts a license agreement with Hendricks Land Development, LLC to use a portion of land as part of the Peace Trail for up to 15 years. The agreement comes with a minimal licensing cost of \$10 per year.



Sherry Oja
Finance Director

LEGAL NOTE:

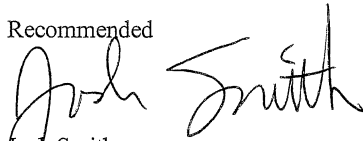
The County Board is authorized to take this action pursuant to Secs. 59.01 and 59.51, Wis. Stats.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended



Josh Smith
County Administrator

Executive Summary

The County has been working with the Hendricks Company in obtaining an easement for public recreational purposes for the Beloit to Janesville Trail. During those discussions the Hendricks group requested that we use a Real Estate license agreement in place of an easement.

The license agreement is not perpetual and has the potential for a 15-year life span. In addition, there is a license fee of \$10.00 annually for the duration of the agreement.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**



Public Works Committee
INITIATED BY _____

Lori Williams, Parks Director
DRAFTED BY _____

Public Works Committee
SUBMITTED BY _____

July 21, 2015
DATE DRAFTED _____

AUTHORIZING PURCHASE OF REPLACEMENT ROOF AT THE
TURTLE CREEK PARKWAY BUILDING

- 1 **WHEREAS**, the Department of Public Works Parks Division budgeted for replacing the roof on
- 2 its Turtle Creek Parkway Building; and,
- 3
- 4 **WHEREAS**, Parks staff prepared specifications and the county Purchasing Division solicited
- 5 bids for replacing the roof.
- 6
- 7 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
- 8 assembled this _____ day of _____ 2015, does authorize the award of a contract of
- 9 \$12,200, for replacing the roof to the lowest responsible bidder, DBR Builders of Beloit, WI.
- 10
- 11 **BE IT FURTHER RESOLVED** that payment be made to the vendor upon approval of the Public
- 12 Works Committee.

Respectfully submitted:

PUBLIC WORKS COMMITTEE

PARKS ADVISORY COMMITTEE

Betty Jo Bussie, Chair

Dean Paynter

Brent Fox, Vice Chair

Floyd Finney

Eva Arnold

Tom Presny

Brenton Driscoll

ADMINISTRATIVE NOTE:

Rick Richard

Recommended.

Josh Smith
Josh Smith
County Administrator

FISCAL NOTE:

Sufficient funds are available in the Parks Capital Projects account, A/C 41-4592-4800-67200 for the cost of this project. This account is funded by a combination of Sales Tax and ATC revenues.

Sherry Oja
Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats.

Jeffrey S. Kuglitsch
Jeffrey S. Kuglitsch
Corporation Counsel

- Executive Summary -

The Department of Public Works Parks Division was approved for replacing the roof on the Turtle Creek Parkway Building at 6528 South Smith Road. The roof is over 25 years old and is in need of replacement.

The Division, in conjunction with the county Purchasing Division, solicited bids to remove and replace the roof.

Staff is recommending the award of a contract to DBR Builders of Beloit WI in the amount of \$12,200. They were the lowest responsible bidder on the project. They also have successfully completed a recent project for the Department on the Gibbs Lake Shelter in 2014.



BID SUMMARY

PROJECT NUMBER 2015-42
 PROJECT NAME TURTLE CREEK PARKWAY ROOF REPLACEMENT
 BID DUE DATE JULY 16, 2015 - 1:30 P.M.
 DEPARTMENT DPW - PARKS

	DBR BUILDERS BELOIT, WI	CENTER CONSTRUCTION EVANSVILLE, WI	JAMES R TAYLOR & SONS McFARLAND, WI	NEWCORP CONSTRUCTION LODI, WI
BASE BID	\$ 12,200.00	\$ 12,300.00	\$ 14,100.00	\$ 16,900.00
START DATE	SEPTEMBER 15, 2015	AUGUST 24, 2015	WEEK OF AUGUST 17, 2015	AUGUST 10, 2015
COMPLETION DATE	SEPTEMBER 25, 2015	AUGUST, 2015	THE SAME DAY	AUGUST 18, 2015
SHINGLE BRAND	OWENS CORNING	CERTAINTED LANDMARK	ATLAS PINNACLE	CERTAINTED
WARRANTY	1 YR LABOR - 30 YEAR SHINGLES	LIFETIME	LIMITED LIFETIME	25 YEARS TO LIFETIME

Invitation to Bid was advertised in the Beloit Daily News and on the Internet. Thirteen additional vendors were solicited that did not respond. One bid received was non-compliant.

PREPARED BY: Alan Dransfield
SENIOR BUYER

DEPARTMENT HEAD RECOMMENDATION: MBR Builders, \$13,200.

Bernard J. Croftman, Jr.
SIGNATURE

7-21-15
DATE

GOVERNING COMMITTEE APPROVAL:

CHAIR

VOTE DATE