



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, September 10th, 2019 – 8:00 a.m.
Turtle Creek Parkway
6528 South Smith Road
Clinton, WI 53525

**NOTE
MEETING
LOCATION !!**

AGENDA

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes of August 13th, 2019
4. Citizen Participation, Communications and Announcements
5. Parks Advisory Board Communications
6. **PARKS BUSINESS**
 - a. Discussion and Presentation – Vandewalle and Associates, Inc. (POROS Plan Consultants)
 - b. Resolution – Acceptance of Wisconsin Department of Natural Resources Rock County 2019-2020 Snowmobile Trail Maintenance Grant S-5382
 - c. Discussion and Possible Action – Town of Rock Baseball Park
 - d. Parks Manager Report – See Attached
 - e. Community Coordinator Report – See Attached
7. **HIGHWAY BUSINESS**
 - a. Discussion and Possible Action – Offering Prices for Real Estate – CTH A (Milton Shopiere Road – CTH M)
8. Next Parks Meeting Date: Tuesday, October 8th, 2019 at 8:00 a.m. at Turtle Creek Parkway, Clinton, WI.
9. 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.



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Public Works Committee – Parks Minutes
Tuesday, August 13, 2019 – 8:00 a.m.

Turtle Creek Parkway
6528 South Smith Road
Clinton, WI 53525

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

Committee Members Present. Supervisors Bussie, Richard and Zajac.

Committee Members Absent. Supervisors Fox and Driscoll

<u>Staff Members:</u>	John Traynor	Parks Manager
	Amy Friend	Community Coordinator
	Amy Hartley	Secretary II
	Duane Jorgenson	Public Works Director

<u>Others Present:</u>	Floyd Finney	Parks Advisory Committee
	Dean Paynter	Parks Advisory Committee
	Terri Carlson	Risk Manager, Corporate Counsel

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

Approval of Minutes of July 9, 2019. Supervisors Zajac and Richard moved the minutes. MOTION CARRIED.

Citizen Participation, Communications, and Announcements. Chair Bussie mentioned hearing wonderful feedback from Beckman Mill volunteer, Delores Hahn. Delores commends Rock County Parks Department on their dedication, hard work and perseverance keeping the county parks clean, updated and well maintained.

Parks Advisory Committee Communications. No discussion.

PARKS BUSINESS

Resolution: Naming of Miller Property. Supervisors Richard and Zajac moved the resolution. Mr. Traynor acknowledged the donated property owner, Ms. Miller, approves of the name chosen by the Committee. MOTION CARRIED.

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE

Resolution: Naming of Turtle Creek Access at Hwy 140. Supervisors Zajac and Richard moved the resolution. Mr. Traynor reported the process was started by his predecessor and this Resolution, naming the park, will conclude the acquisition process. MOTION CARRIED.

Discussion and Possible Action - Beckman Mill Playground Equipment Purchase. Supervisors Zajac and Richard moved the equipment purchase. Mr. Traynor reported there is no current playground equipment at Beckman Mill and the Friends of Beckman Mill Group has donated \$15,000 towards the purchase of playground equipment. Mr. Traynor stated a quote was received from Lee Recreation (National IPA purchasing Cooperative using BCI Burke Company, LLC). The Parks Department and Friends of Beckman Mill Group chose the ideal playground equipment for the area costing \$28,803.13. Parks is requesting approximately \$20,000: \$13,803.13 for the equipment cost balance and approximately \$6,000 to prepare the site. Mr. Traynor and Mr. Jorgenson stated discussion has taken place and Administrator Smith is aware of the proposal. Due to savings in capital equipment for Parks, the budget allows for allocating the desired amount to the Beckman Mill playground equipment. MOTION CARRIED.

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

Mowing of the parks is up to date. The wet area on the further side of the pond at Ice Age Trail finally receded to allow for mowing.

POROS Plan Update: the contract is under review. A meeting between the Parks Department and Vandewalle & Associates is scheduled for August 22, 2019 to start the process. The kickoff meeting with the Board will be scheduled in September 2019.

Gibbs Lake: the pier extension has been installed. The extension allows canoe and kayak launchers more room to launch away from the shoreline.

Carver Roehl: Parks' employee, Mr. Hessenauer, will be installing the tree identification plaques (started as an Eagle Scout project). All plaques will be posted prior to Carver Roehl Fall Fest. Mr. Hessenauer will coordinate the tour during the event.

Murwin Park: gravel has been installed and the dirt work completed for emergency access to the Yahara River. Further installation of the swing gate will be pursued and keys given to the proper authorities. Caution tape is being used along the river to alert boaters to use caution in certain areas.

Rock County 4-H Fair: The Rock County Parks booth at the fair was a success. Ms. Friend, Mr. Hessenauer, Mr. Kleeberger and the Friends Group operated the booth throughout the fair. Mr. Traynor thanked all those involved and reported raffle giveaway notifications are being done for three prizes: one park rental certificate, one yearly boat launch sticker and a donated certificate for Pirate's Cove Mini Golf. Mr. Finney stated the booth was fantastic! Chair Bussie has received many compliments on the booth and the Parks involvement with the fair.

Rock Baseball Park Update: water testing confirms water is safe. Mr. Traynor intends to meet with drone company, Aerial Inspection Team (AIT), to contract for an aerial video of the park. AIT uses thermal, ultrasonic imaging. Supervisor Zajac mentioned Rock County Land Conservation Department may have drone equipment for use. Mr. Jorgenson or Mr. Traynor will pursue further information through Rock County to compare best possible route to obtain what is needed for drone services.

Supervisor Richard asked if parking is available at the Miller Farms Wetlands Conservancy? Mr. Traynor responded no parking at this area as of yet. Mr. Traynor intends to review permit compliance with the Town of Fulton to move forward.

Community Coordinator Report. Committee members reviewed the attached report. Members complimented Ms. Friend for pursuing and receiving prior initiated grants. Supervisor Zajac complimented Ms. Friend on a well organized and thorough July 2019 report.

HIGHWAY BUSINESS

Discussion – Wisconsin County Highway Association (WCHA) – Leadership Development Group (LDG) Annual Road School. Mr. Jorgenson recommended the most advantageous portion for employees to attend is Tuesday, September 19, 2019 from 12 p.m. to 1:00 p.m. for ‘The Future of Chemicals on State Highways’ and from 2:30 p.m. to 4:30 p.m. for ‘Work Zone Flagging Certification’. Legislation may soon require this certification. Employees with this certification have the ability to contact and report road violations to local police. Citations could then be issued based on the employees witnessing the violation. Employees will be notified of this training.

Discussion and Possible Action – Consider Purchase of (1) Single Axle Truck Chassis. Richard and Zajac moved the purchase of (1) single axle truck chassis. MOTION CARRIED.

Discussion and Possible Action – Consider Purchase of (1) Tandem Axle Truck Chassis. Zajac and Richard moved the purchase of (1) tandem axle truck chassis. MOTION CARRIED.

Discussion and Possible Action – County A (Milton Shopiere Road to County M) Offering Price Report. Mr. Jorgenson reported policy is being followed to negotiate obtaining needed land from homeowners for the CTH A (USH 14 to CTH M) project. Negotiations have not yet begun but Mr. Jorgenson requests the Committee make the decision to move forward. The Committee chooses to move forward with Mr. Jorgenson updating the Committee in the future as needed.

Next Meeting Date. The next Parks meeting date will be Tuesday, September 10, 2019 at 8:00 a.m. at Turtle Creek Parkway, 6528 South Smith Rd., Clinton, WI.

Adjournment. Supervisors Zajac and Richard moved to adjourn at 8:34 a.m. MOTION CARRIED.

Respectfully Submitted,

Amy J. Hartley
Secretary II

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Public Works Committee
Initiated by



John Traynor, Parks Manager
Drafted by

Public Works Committee
& Parks Advisory Committee
Submitted by

September 3, 2019
Date Drafted

ACCEPTANCE OF WISCONSIN DEPARTMENT OF NATURAL RESOURCES ROCK COUNTY 2019-2020 SNOWMOBILE TRAIL MAINTENANCE GRANT S-5382

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 \$64,380 to provide 214.6
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 _____, 2019, hereby accepts the 2019-2020 Rock County
18 Snowmobile Trail Maintenance Grant.
19
20 **BE IT FURTHER RESOLVED**, that the Parks Manager is hereby authorized and directed to
21 sign the grant agreement and that this document be submitted to the Wisconsin Department of
22 Natural Resources.
23
24 **BE IT FURTHER RESOLVED**, that the Parks Manager 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.

19-9A-318

ACCEPTANCE OF WISCONSIN DEPARTMENT OF NATURAL RESOURCES ROCK COUNTY 2019-2020 SNOWMOBILE TRAIL MAINTENANCE GRANT S-5382

Page 2

Respectfully submitted,

PUBLIC WORKS COMMITTEE

Betty Jo Bussie, Chair

Brent Fox, Vice Chair

Brenton Driscoll

Rick Richard

Jeremy Zajac

PARKS ADVISORY COMMITTEE

Floyd Finney

Dean Paynter

Tom Presny

FISCAL NOTE:

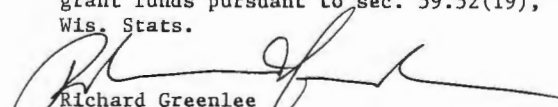
This resolution accepts \$64,380 in DNR snowmobile trail maintenance funding. This grant was included in the FY 2019 budget.



Sherry Oja
Finance Director

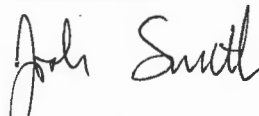
LEGAL NOTE:

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


Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

EXECUTIVE SUMMARY

ACCEPTANCE OF WISCONSIN DEPARTMENT OF NATURAL RESOURCES
ROCK COUNTY 2019-2020 SNOWMOBILE TRAIL MAINTENANCE GRANT S-5382

This resolution provides final authorization to accept funding for the winter 2019-2020 Rock County Snowmobile Trail Program.

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

S-5382	Trail Maintenance 214.6 miles @ \$300	\$64,380
	Lease Acquisition (now part of Maintenance @ \$300/mile)	\$0
	Insurance (none)	\$0 _____
	Grant Total	\$64,380

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.

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 Manager to administer and inspect the work of this program is billed to the grant.

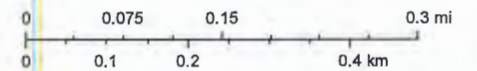
Town of Rock



May 7, 2019

Parcels

1:6,029



Rock County Real Property Lister



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Parks Manager Report

September 2019

Parks General

- Maintenance Update
- Tree and Trail Work
- Task Tuesdays

POROS Plan Update

- Status - Ongoing

Beckman Mill

- Heritage Days – September 8th
- Playground Update
- Proposed Install Date Sept. 27th

Carver Roehl

- Tree ID Program Progress

Murwin Park

- Emergency Signs - Progress Update

Royce Dallman Incident

- August 26th – Celebration of Life

Peace Trail

- Work Day August 27th – Thank You Rock Trail Coalition

Park 2020 Budget

- Information on Park Hours



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Community Coordinator Report

August 2019

-
- Vacation (7/28/19-8/9/19)
 - Rock County Parks Website & Facebook Page Updates
 - Compile data for Grant Reimbursement for Grant RTA-579-13.3 for Magnolia Bluff Trail Improvements/Renovation
 - Compile data to apply for County Conservation Aids Grant (October 1, 2019 deadline)
 - Meet with potential renters for Turtle Creek Parkway and show facility
 - Maintain log and follow up with Boat Launch Violations
 - Progress Check on Magnolia Bluff Fence Project (8/12/19)
 - Final Check on Gibbs Lake Pier Extension (8/12/19)
 - Make Reservations for 2019 WPRA Conference for Parks Staff (8/12/19)
 - Parks Committee Meeting (8/13/19)
 - Meeting with Sheriff Department about using Recap labor in Parks (8/13/19)
 - Notify prize winners from 4-H Fair and mail out prizes (8/13/19)
 - Meeting with Finance and Mr. Traynor to discuss 2020 Budget Questions (8/14/19)
 - Wellness Committee Meeting and Tour of Recap Garden (8/14/19)
 - Assist Sheriff Department with information about Rock County Parks Ordinances on dogs (8/15/19)
 - Friends of Beckman Mill Meeting (8/15/19)
 - Park Reservations while Secretary out of office (8/15-8/19)
 - Update Park Reservation Form adding Legal Responsibility Wording after consulting with Corporation Counsel (8/20/19)
 - Register for ARC GIS training on September 13th (8/20/19)
 - Meeting with Town of Rock, Nolan & Mouat, and Mr. Traynor about Rock Baseball Park (8/20/19)
 - Work with Jim Hessenauer on Tree Identification at Carver Roehl (8/21/19)
 - Attended Webinar on Bike Parking Standards and Installation (8/21/19)
 - Initial Meeting with Vanderwalle & Associates to discuss POROS plan (8/22/19)
 - Rock Trail Coalition Work Day (8/27/19)
 - Rock County Ice Age Trail Chapter Meeting (8/27/19)
 - Collect Email Addresses for Email Survey for POROS plan (8/28/19)
 - Submitted Final Payment Request for Grant S-5262 for 2018-2019 Snowmobile Trail Maintenance (8/29/19)

**Rock County Department of Public Works
Division of Highways – Issue Paper**

ISSUE - Offering Prices for Real Estate – CTH A (Milton Shopiere Road – CTH M)

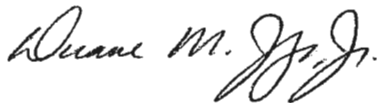
DISCUSSION - CTH A is scheduled for a full reconstruction project from USH 14 to the East County Line. As part of the project, the County must acquire certain interests in land to reconstruct the road, install culvert pipes, grade ditches and otherwise complete the project.

MSA Professional Services was awarded the contract for real estate acquisition services for the Milton Shopiere – CTH M portion of the CTH A project. MSA has submitted offering price reports for approval prior to entering negotiations with property owners.

The Relocation Order resolution approved on September 13, 2018 for CTH A (USH 14 – CTH M), delegated responsibility to implement these acquisitions to the Public Works Committee and Director of Public Works.

Attached is an updated list of the offering prices approved to begin negotiations. Per State standard practice and consistent with the first segment of the CTH A Project, \$250 has been a minimum amount offered to a property owner for acquisitions.

Respectfully submitted by,



Duane M. Jorgenson, Jr., P.E.
Director of Public Works

CTH A (M.S. - CTH M) Real Estate Offering Price Report Summary

8/30/2019

Plat Parcel Number	Date Approved by Rock County	Description	Total
242	8/13/2019	FEE & TLE	\$ 11,150.00
246		FEE & TLE	\$ -
247	8/13/2019	FEE & TLE	\$ 850.00
248	8/13/2019	FEE & TLE	\$ 2,175.00
249		FEE & TLE	\$ -
251	8/27/2019	FEE & TLE	\$ 3,950.00
252	8/27/2019	FEE & TLE	\$ 600.00
253	8/13/2019	FEE & TLE	\$ 2,350.00
254	8/13/2019	FEE & TLE	\$ 4,775.00
256		FEE & TLE	\$ 5,825.00
257		FEE & TLE	\$ 10,525.00
258	8/13/2019	FEE & TLE	\$ 2,525.00
259	8/13/2019	FEE & TLE	\$ 900.00
261		FEE & TLE	\$ 2,400.00
262	8/13/2019	FEE & TLE	\$ 6,025.00
263	8/13/2019	FEE & TLE	\$ 1,150.00
264		TLE	\$ -
266		FEE & TLE	\$ 3,625.00
267		FEE & TLE	\$ -
268	8/13/2019	FEE & TLE	\$ 675.00
269		TLE	\$ -
270	8/13/2019	FEE	\$ 250.00
271	8/13/2019	FEE & TLE	\$ 275.00
272		FEE & TLE	\$ -
273		FEE & TLE	\$ -
276		FEE & TLE	\$ -
277	8/13/2019	FEE & TLE	\$ 8,200.00
278	8/27/2019	FEE & TLE	\$ 2,825.00
279		FEE & TLE	\$ -
281		TLE	\$ 1,500.00
282	8/13/2019	FEE & TLE	\$ 250.00
283		TLE	\$ -
284		FEE & TLE	\$ 3,675.00
286		TLE	\$ -
287		FEE & TLE	\$ -
288		FEE & TLE	\$ -
289	8/13/2019	FEE & TLE	\$ 3,075.00
291		TLE	\$ 7,750.00
292		TLE	\$ -
293		FEE & TLE	\$ 1,775.00
294		TLE	\$ -
296		TLE	\$ -
297		FEE & TLE	\$ -
298		FEE & TLE	\$ -
299		FEE & TLE	\$ -
301		FEE & TLE	\$ -
302		FEE & TLE	\$ -
303		TLE	\$ -
304		TLE	\$ -
306		FEE & TLE	\$ -
307		FEE & TLE	\$ -
100		Release of Rights	\$ -
101		Release of Rights	\$ -
104		Release of Rights	\$ -
105		Release of Rights	\$ -

Total= \$ 89,075.00