

**County of Rock
Public Works Department**

Highways
Parks
Airport



3715 Newville Road
Janesville Wisconsin 53545
Telephone: 608/757-5450
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www.co.rock.wi.us

- A G E N D A -

Public Works Committee Meeting
Tuesday, April 9, 2013 – 8:30 a.m.
Public Works Department Committee Room

**Note time
change!**

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes of March 12, 2013
4. Citizen Participation, Communications, and Announcements
5. Vouchers/Bills/Encumbrances/Pre-Approved Encumbrance Amendments & Transfers

PARKS BUSINESS

6. INFORMATION ITEMS

- A. Magnolia Bluff Trail Update – Matt Zine, DNR

7. ACTION ITEMS

- A. Approve Resolution Authorizing Acceptance of Long-Term Easement Agreement for Property along the Beloit to Janesville Trail from the Hendricks Holding Company
- B. Approve Resolution Authorizing Acceptance of Long-Term Easement Agreement for Property along the Beloit to Janesville Trail from the Town of Beloit
- C. Approve Resolution Authorizing Application with Wisconsin Department of Natural Resources for Snowmobile Grant Funds
- D. Approve Resolution Authorizing Lease and Partnership Agreement with the Friends of Beckman Mill, Incorporated
- E. Discussion and Possible Action on Rental Rates for Turtle Creek Parkway Facility

8. Parks Director Project Report
9. Parks Advisory Committee Remarks
10. Next Meeting Date

11. **EXECUTIVE SESSION:** Per Section 19.85(1)(g), Wis. Stats. Conferring with Legal Counsel Regarding Potential Litigation

12. 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 _____

April 1, 2013
Date Drafted _____

**AUTHORIZING ACCEPTANCE OF
LONG-TERM EASEMENT AGREEMENT FOR PROPERTY ALONG THE
BELOIT TO JANESVILLE TRAIL FROM THE HENDRICKS HOLDING CO.**

1 **WHEREAS**, the Rock County Department of Public Works Parks Division has been engaged in the
2 Beloit to Janesville Bicycle Route Corridor Master Plan and Feasibility Study, and has contributed
3 towards the selection of preferred routes from the City of Janesville to the City of Beloit, including
4 routes which pass through Rock County and Town of Beloit-owned lands and rights-of-way, and;
5

6 **WHEREAS**, volunteer groups are pledging partnerships and funding to help make this trail a reality
7 working with Rock County to obtain possible easements and state and federal grants for funding, and;
8

9 **WHEREAS**, the Rock County Board of Supervisors by recommendation of the Public Works Committee
10 and Parks Advisory Committee on January 26, 2012 resolved to endorse the Corridor Master Plan and
11 Feasibility Study by resolution 12-2B-600 on February 23, 2012, and;
12

13 **WHEREAS**, Rock County has been offered a long-term easement agreement of a parcel no more than 30
14 feet wide; from Bass Creek Road to Townline Road and from Third Street in Afton then west on the
15 abandoned Chicago & Northwestern Rail right of way, ending at the Mijen Trust Property, and;
16

17 **WHEREAS**, the Parks Division has found the easement to be an opportunity for the Department to
18 expand the Beloit to Janesville Trail;
19

20 **NOW THEREFORE BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
21 this _____ day of _____, 2013 does hereby authorize the acceptance of the long-term
22 easement agreement of a parcel no more than 30 feet wide; from Bass Creek Road to Townline Road and
23 from Third Street in Afton then west on the abandoned Chicago & Northwestern Rail right of way,
24 ending at the Mijen Trust Property from the Hendricks Holding Co., Beloit, WI, and;
25

26 **BE IT FURTHER RESOLVED** that the County Board Chair and the County Clerk be authorized to
27 execute legal documents related to the long-term easement agreement on behalf of the County.

Respectfully submitted,
PUBLIC WORKS COMMITTEE

PARKS ADVISORY COMMITTEE

Kurtis Yankee, Chair

Tom Presny

Betty Jo Bussie, Vice-Chair

Floyd Finney

Eva M. Arnold

Dean Paynter

Brent Fox

Vacant

**AUTHORIZING ACCEPTANCE OF LONG-TERM EASEMENT AGREEMENT FOR PROPERTY
ALONG THE BELOIT TO JANESVILLE TRAIL FROM THE HENDRICKS HOLDING CO.**

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FISCAL NOTE:

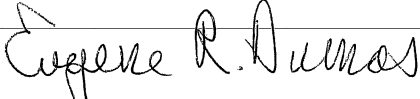
This resolution authorizes the acceptance of a long-term easement from the Hendricks Holding Co. for the Beloit to Janesville trail. No direct fiscal impact in and by itself.



Sherry Oja
Finance Director

LEGAL NOTE:

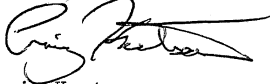
The County Board is authorized to take this action by sec. 59.52(19), Wis. Stats.



Eugene R. Dumas
Deputy Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

- EXECUTIVE SUMMARY -
**AUTHORIZING ACCEPTANCE OF
LONG-TERM EASEMENT AGREEMENT FOR PROPERTY ALONG THE
BELOIT TO JANESVILLE TRAIL FROM THE HENDRICKS HOLDING CO.**

Property Description

Parcels number 6-17-252.1, 6-17-313, 6-17-324, 6-17-317, 6-17-320

A 30 foot wide easement from Bass Creek Road to Townline Road. Easement is on the east side of the road crossing to west side of the road before the boundary with the Harvey Kopp property (6-17-325A).

Sec/Town/Range 27-2-12, 34-2-12, 35-2-12

Trail easement area in red



The Public Works Committee voted unanimously in favor of pursuing the acceptance of this land donation at their August 14, 2012 meeting.

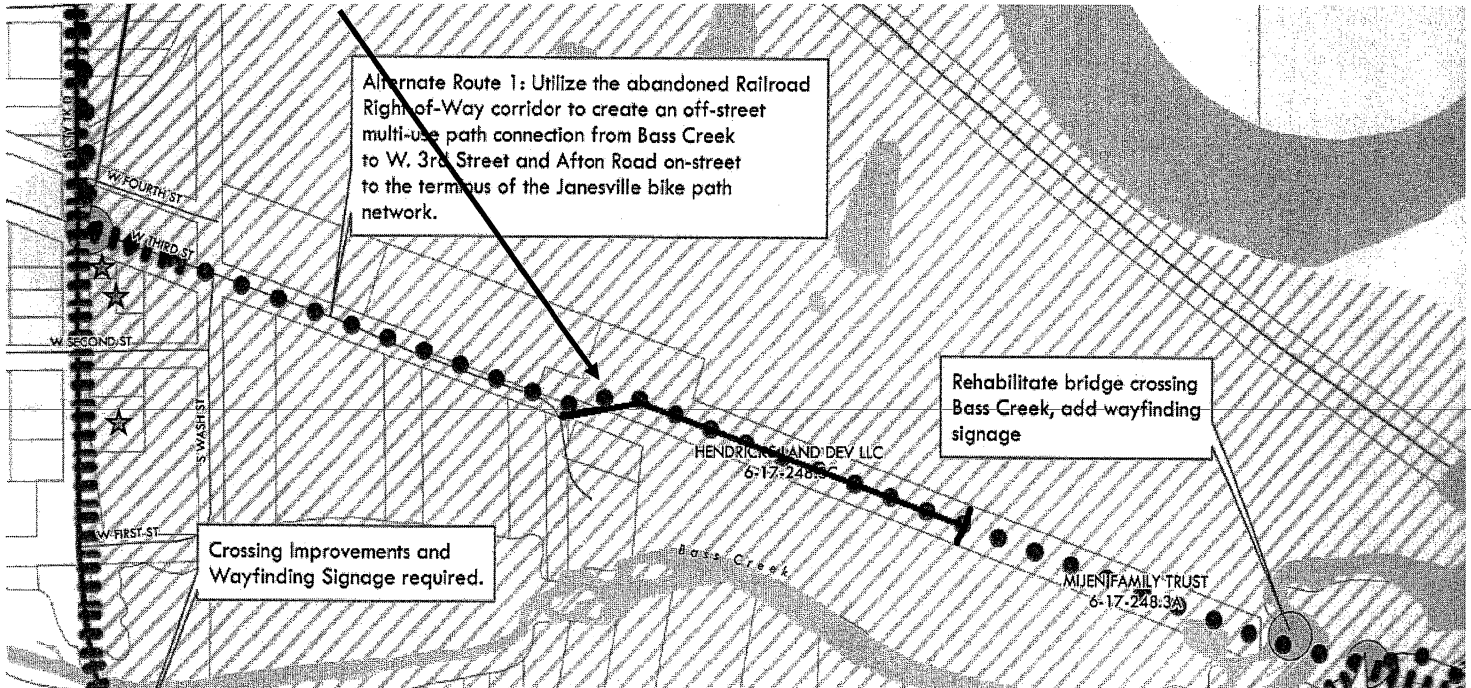
Property Description

Parcel 6-17-248.3C

In Village of Afton.

From 3rd Street onto the abandoned C&NW RR right of way ending at parcel 6-17-248.3A.

Easement indicated in red.



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 _____

March 28, 2013
Date Drafted _____

AUTHORIZING ACCEPTANCE OF LONG-TERM EASEMENT AGREEMENT FOR PROPERTY ALONG THE BELOIT TO JANESVILLE TRAIL FROM THE TOWN OF BELOIT

- 1 **WHEREAS**, the Rock County Department of Public Works Parks Division has been engaged in the
- 2 Beloit to Janesville Bicycle Route Corridor Master Plan and Feasibility Study, and has contributed
- 3 towards the selection of preferred routes from the City of Janesville to the City of Beloit, including
- 4 routes which pass through Rock County and Town of Beloit-owned lands and rights-of-way; and,
- 5
- 6 **WHEREAS**, volunteer groups are pledging partnerships and funding to help make this trail a reality
- 7 working with Rock County to obtain possible easements and state and federal grants for funding; and,
- 8
- 9 **WHEREAS**, the Rock County Board of Supervisors by recommendation of Public Works Committee and
- 10 Parks Advisory Committee on January 26, 2012 resolved to endorse the Corridor Master Plan and
- 11 Feasibility Study by resolution 12-2B-600 on February 23, 2012; and,
- 12
- 13 **WHEREAS**, Rock County has been offered a long-term easement agreement of a parcel no more than 50
- 14 feet wide; from where the C&NW rail right of way crossed Duggan Road through Beloit Township
- 15 property to Big Hill Park; and,
- 16
- 17 **WHEREAS**, the Parks Division has found the easement to be an opportunity for the Department to
- 18 expand the Beloit – Janesville Trail.
- 19
- 20 **NOW THEREFORE BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 21 this _____ day of _____, 2013 does hereby authorize the acceptance of the long-term
- 22 easement agreement of a parcel no more than 50 feet wide; from where the C&NW rail right of way
- 23 crossed Duggan Road through Beloit Township property to Big Hill Park, from the Beloit Township, WI;
- 24 and,
- 25
- 26 **BE IT FURTHER RESOLVED** that the County Board Chair and the County Clerk be authorized to
- 27 execute legal documents related to the long-term easement agreement on behalf of the County.

Respectfully submitted,

PUBLIC WORKS COMMITTEE

PARKS ADVISORY COMMITTEE

Kurtis Yankee, Chair

Tom Presny

Betty Jo Bussie, Vice-Chair

Floyd Finney

Eva M. Arnold

Dean Paynter

Brent Fox

Vacant

**AUTHORIZING ACCEPTANCE OF LONG-TERM EASEMENT AGREEMENT FOR PROPERTY
ALONG THE BELOIT TO JANESVILLE TRAIL FROM THE TOWN OF BELOIT**

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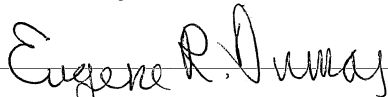
This resolution authorizes the acceptance of a long-term easement from the Town of Beloit for the Beloit to Janesville trail. No direct fiscal impact in and by itself.



Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action by sec. 59.52(19), Wis. Stats.



Eugene R. Dumas
Deputy Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

- EXECUTIVE SUMMARY -
**AUTHORIZING ACCEPTANCE OF
LONG-TERM EASEMENT AGREEMENT FOR PROPERTY ALONG THE
BELOIT TO JANESVILLE TRAIL FROM THE TOWN OF BELOIT**

Rock County Parks was contacted by Beloit Township in regards to a long-term easement agreement along the Beloit to Janesville Trail. **Property Description Parcels number 6-2-15A, 6-2-112**

A 50 foot wide easement from Duggan Road to Walters Rd. Proceed along the west side of Walters Road south to the Beloit Township Wastewater Treatment Plant property (just south of the DNR property). Then along the river to the abandoned C&NW rail right of way at Big Hill Park. **Sec/Town/Ranges 2-1-12, 11-1-12**

Trail easement area in yellow



The Public Works Committee voted unanimously in favor of pursuing the acceptance of this land donation at their August 14, 2012 meeting.

RESOLUTION NO. _____

AGENDA NO. _____

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

March 18, 2013
Date Drafted

AUTHORIZING APPLICATION WITH WISCONSIN DEPARTMENT OF NATURAL RESOURCES FOR SNOWMOBILE GRANT FUNDS

- 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**, Rock County desires to participate in snowmobile grant funded projects pursuant to
 5 provisions of s.23.09(11) of the Wisconsin Statutes; and,
 6
 7 **WHEREAS**, grant funds are available from the State of Wisconsin Department of Natural
 8 Resources (DNR) and a resolution of application for Snowmobile Grant Funds is required; and,
 9
 10 **WHEREAS**, Rock County is interested in operating the snowmobile trail for public outdoor
 11 recreation purposes as described in the application; and,
 12
 13 **WHEREAS**, financial aid is required to carry out the project.
 14
 15 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors on this
 16 _____ day of _____, 2013, hereby authorizes Lori Williams, Parks Director, Parks
 17 Division-Public Works Department, to act on behalf of Rock County to submit an application to
 18 the State of Wisconsin Department of Natural Resources for financial aid for Snowmobile Grant
 19 Funds that may be available.

Respectfully submitted,

PUBLIC WORKS COMMITTEE

PARKS ADVISORY COMMITTEE

Kurtis Yankee, Chair

Tom Presny

Betty Jo Bussie, Vice-Chair

Floyd Finney

Eva M. Arnold

Dean Paynter

Brent Fox

AUTHORIZING APPLICATION WITH WISCONSIN DEPARTMENT OF NATURAL RESOURCES
FOR SNOWMOBILE GRANT FUNDS

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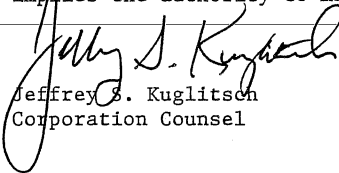
This resolution only authorizes an application for a grant and, therefore, has no fiscal impact at this time. If a grant is awarded, a subsequent resolution would be required to accept the grant and amend the budget.



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.



Craig Knutson
County Administrator

- EXECUTIVE SUMMARY -
**AUTHORIZING APPLICATION WITH
WISCONSIN DEPARTMENT OF NATURAL RESOURCES
FOR SNOWMOBILE GRANT FUNDS**

This resolution provides authorization to apply for funding for the 2013-2014 Rock County Snowmobile Trail Program.

The DNR Snowmobile Grant of \$56,600 would cover 226.4 miles of trail. The snowmobile trail project is 100% grant funded. Any field work (includes labor, materials, and machinery) by DPW Parks Division or Highway Division is 100% billed back to the grant. The area Snowmobile Alliance provides trail signage and grooming and is reimbursed for those services after the county costs are covered.

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 NO. _____

AGENDA NO. _____

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Public Works Committee
INITIATED BY _____



Lori A. Williams, Parks Director
DRAFTED BY _____

Public Works &
Parks Advisory Committee
SUBMITTED BY _____

March 19, 2013
DATE DRAFTED _____

Authorizing Lease and Partnership Agreement with the Friends of the Beckman Mill, Incorporated

1 **WHEREAS**, starting in 1967, continuing in 1978 and 1982, Rock County acquired lands for
2 county park purposes now known as Beckman Mill County Park; and,
3

4 **WHEREAS**, various grants from the Wisconsin DNR provided some of the funding for these
5 purchases; and,
6

7 **WHEREAS**, Rock County has been developing and using these lands for public recreational
8 activities; and,
9

10 **WHEREAS**, the second 10-year lease with the Friends of Beckman Mill, Incorporated (FBM), was
11 entered into on June 1, 2003; and,
12

13 **WHEREAS**, the FBM suggested changes including updating the exhibits of the agreement as well
14 as modifying elements of the agreement to reflect actual operations; and,
15

16 **WHEREAS**, the new lease has been approved by the DNR.
17

18 **NOW, THEREFORE, BE IT RESOLVED**, by the Rock County Board of Supervisors duly
19 assembled this _____ day of _____, 2013, does hereby authorize the County
20 Board Chair and County Clerk sign a 10-year lease and partnership agreement with FBM,
21 Incorporated, that replaces the previous lease and partnership agreement.

Respectfully submitted,

Endorsed by

PUBLIC WORKS COMMITTEE

PARKS ADVISORY COMMITTEE

Kurtis Yankee, Chair

Thomas Presny

Betty Jo Bussie, Vice-Chair

Floyd Finney

Eva Arnold

Dean Paynter

Brent Fox

Vacant

FISCAL NOTE:

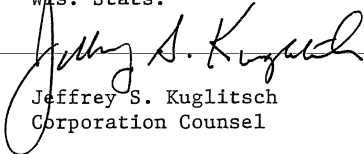
This resolution approves a 10 year lease and agreement between Rock County and Friends of Beckman Mill, Inc. (FBM). FBM will provide services to maintain, operate and preserve the property in lieu of monetary rent.



Sherry Oja
Finance Director

LEGAL NOTE:

County Board is authorized to take this action pursuant to § 59.01 & 59.51,
Wis. Stats.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

Executive Summary
Authorizing Lease and Partnership Agreement,
with the Friends of Beckman Mill, Incorporated

Rock County has acquired several parcels over the years now known as Beckman Mill County Park. Via the grant process, funding for these acquisitions was obtained: 50% from the LAWCON program, various wildlife programs with local matching funding from the County Board.

The park is open, developed and maintained for the public via operational funding by Rock County.

This contract is our next 10-year partnership agreement with FBM, Inc. In 1991, the first agreement was entered into between Rock County and FBM. The second 10-year partnership agreement provides for a continued partnership for the next 10 years. FBM will continue to operate and maintain the historic Beckman Mill, dam and fish passage on the west fork of Raccoon Creek and the creamery/visitor center, and blacksmith shop (except for the public toilets maintained by Rock County).

At the present time, the current lease is due for renewal. This lease updates the exhibits and modifies some of the agreement elements to reflect actual operations.

This resolution is to provide a long-term agreement with the Friends of Beckman Mill, Incorporated (FBM), to fund, operate, maintain and program the Beckman Mill Museum Complex on approximately two acres of park land.

The agreement has also received approval from the DNR.

FBM is incorporated in the State of Wisconsin and has federal 501(3)(c) tax exempt status.

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

ISSUE: Discussion and Possible Action on Rental Rates for Turtle Creek Parkway Facility

DISCUSSION: The Turtle Creek Parkway Building improvements are nearing completion. In anticipation of the upcoming rental season, rental rates for the facility need to be established. With the established park shelter rental and other permit processes the thought is that the general department permit form can be used for the rental of the Turtle Creek Parkway Building. The process would parallel the shelter rental process. It is recommended that as with Shelter Rentals we only have one renter per day. Recommended hours of rental would be 8 am – 9pm. with Director approval and permit for rental hours beyond the established hour. Specific building policies and brochures are being finalized.

RECOMMENDATION:

\$125.00 for Resident Rentals and \$150.00 for Non-Resident Rentals - Weekday 8am – 5pm
\$250.00 for Resident Rental and \$300.00 Non-Resident Rental for Weekend Rentals 8am – 9pm .

Respectfully submitted by,



Lori Williams
Parks Director

**Current Rock County Park Projects
March 4 – April 1, 2013**

- **Beckman Mill**-----1) Currently working on finalizing FBM renewal agreement.
3) Met with FBM on 3/15/13.
4) Currently finalizing Dam maintenance manual.

- **Beloit-Janesville Trail**-----1) Long-term lease agreements and property descriptions being finalized.

- **Carver-Roehl**-----1) Invasive Species Control Project
Awarded to Good Oak Ecological Services.

- **Community Coordinator**-----1) Interviews held with 5 applicants on 3/28/2013 applicants.
2) Second interviews on 4/8/2013 for two candidates.

- **DeLong**-----1) No further development.

- **Ice Age Trail**-----1) Committee moving forward with corridor planning. Participated in conference call on 2/26/13.

- **Indianford**-----1) Property acquisition continues in process with staff and planning committees.

- **Magnolia Bluff** -----1) Purchase order and encumbrance processed for Ultimate Excavating from Fort Atkinson on 4/1/13 from purchasing.

 - **Turtle Creek** -----1) Work continuing on policies and brochure for building.

 - **Other Information** -----1) Offer for summer employment to seasonal accepted.
-