



ROCK COUNTY DEPARTMENT OF PUBLIC WORKS

Highways & Parks

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Public Works Committee Meeting – Highway Minutes
Tuesday, October 22, 2019 – 8:00 a.m.
Southern Wisconsin Regional Airport
1716 West Airport Road – Voyager Room
Janesville, WI 53546

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, Driscoll and Zajac.

Committee Members Absent. Supervisor Fox.

<u>Staff Members:</u>	Duane Jorgenson	Director of Public Works
	Nick Elmer	Assistant Public Works Director
	Amy Hartley	Secretary II
	Joshua Smith	County Administrator
	John Traynor	Parks Manager

<u>Others Present:</u>	Scott Johnson	Concerned Citizen
	Alex McQuillan	Concerned Citizen
	John Hillmann	Concerned Citizen

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

Approval of Minutes from September 24, 2019. Supervisors Zajac and Richard moved the minutes. MOTION CARRIED.

Citizen Participation, Communications, and Announcements. Mr. Jorgenson requested and received approval to move item 5b. on the Agenda to the end of Highway Business to allow for Mr. Johnson's arrival.

Mr. Jorgenson announced Fall Training Day November 5, 2019 for DPW. The subject of the training is Flagger Training which is a requirement of the State as of January 1, 2020. Risk Manager, Ms. Carlson, is certified in CPR and conducting the same at this training.

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE

Mr. Jorgenson reported motor pool vehicle round-up took place and services were done as needed. The Recap Group, through the Rock County Sheriff's Office program, has been helping with vehicle detailing and doing a good job.

Mr. Jorgenson also reported on the Rolling Hills drainage issues. A thorough investigation will be done to try and determine the source of the issues and the next course of action.

HIGHWAY BUSINESS

Resolution: Approving Quit Claim Deed from Wisconsin Department of Transportation and Authorizing Other Actions Regarding Shopiere Lane Public Works Garage in Town of Turtle. Supervisors Richard and Zajac moved the Resolution. MOTION CARRIED.

Discussion & Possible Action – Issue Paper – Purchase of (1) Pull Behind Mower. Supervisors Zajac and Driscoll moved the Issue Paper. MOTION CARRIED.

Discussion & Possible Action – 2020 Recommended Public Works Budget. Mr. Jorgenson discussed the 2020 budget. Mr. Traynor reported the Community Coordinator position has been fully funded for 2020.

Discussion & Possible Action – Offering Prices for Real Estate – CTH A (Milton Shopiere Road – CTH M). Chair Bussie and Supervisor Richard moved the Offering Prices. MOTION CARRIED.

Discussion – Issue Paper – Real Estate Acquisition Process. Mr. Jorgenson discussed the Acquisition Process. Mr. Hillman reviewed processes of the same nature he had researched. Supervisor Richard requested Mr. Hillman support his research with examples to discuss at a future DPW Committee Meeting. It was also discussed and requested that Mr. Jorgenson and Mr. Hillman set up a meeting to discuss processes and procedures related to the real estate acquisition.

Update & Discussion – CTH A Construction Progress. Mr. Jorgenson reported the project continues. Inclement weather has caused some delays.

Review of Payments. Supervisor Richard requested quarterly or annual reports of the monthly report in the future in order to make comparisons.

Discussion & Possible Action – Issue Paper – Eldonon Farms, Inc. Driveway Access Permit. Mr. Johnson requests a driveway permit for his crop field. Mr. Jorgenson discussed Rock County Driveway Permit Policy regarding number of driveways allowed per parcel, page 5, #14. The Committee discussed the topic. Supervisors Richard and Zajac moved to approve the permit request and grant the access. MOTION CARRIED.

Next Meeting Date. The next Highway meeting will be Tuesday, November 26, 2019 at 8:00 a.m. at the Department of Public Works.

Adjournment. Supervisor Richard and Driscoll moved to adjourn at 9:01 a.m. MOTION CARRIED.

Respectfully Submitted,
Amy J. Hartley, Secretary II