



ROCK COUNTY DEPARTMENT OF PUBLIC WORKS

Highways & Parks

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Public Works Committee – Parks Minutes
Wednesday, November 13, 2019 – 8:00 a.m.
Conference Room N-2 – Fifth Floor
Rock County Courthouse-East

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

Committee Members Present. Supervisors Fox, Richard, and Zajac.

Committee Members Absent. Chair Bussie.

<u>Staff Members:</u>	John Traynor	Parks Manager
	Amy Friend	Community Coordinator
	Duane Jorgenson	Public Works Director
	Amy Hartley	Secretary II
	Francene St. Michael	Stock Clerk
	Neil Pierce	Shop Superintendent
	Terri Carlson	Risk Manager, Corporate Counsel

<u>Others Present:</u>	Floyd Finney	Parks Advisory Committee
	Dean Paynter	Parks Advisory Committee
	Tom Presny	Parks Advisory Committee

Approval of Agenda. Supervisors Richard and Zajac moved today's agenda. Mr. Jorgenson reported an amendment to the agenda: 9e. Should state: Discussion and Possible Action – Issue Paper – Controlled Access Change of Use, CTH G. Rock County Humane society is the incorrect name and should be Humane Society of Southern Wisconsin. MOTION CARRIED.

Approval of Minutes of October 8, 2019. Supervisors Richard and Zajac moved the minutes. MOTION CARRIED.

Citizen Participation, Communications, and Announcements. None.

Parks Advisory Board Communications. Mr. Paynter reported upcoming events in January, February and May 2020 at Five Arch Bridge, Ice Age Trail and Beckman Mill.

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE

PARKS BUSINESS

Discussion and Possible Action – Issue Paper – Gibbs Lake House Lease. Supervisors Zajac and Richard moved the Issue Paper. Mr. Traynor reviewed suggested lease amounts. The Committee agreed to a monthly rate amount of \$824 (\$9,888/year). The Committee agreed to review the potential of the Gibbs Lake rental if/when the current tenant chooses to depart.
MOTION CARRIED.

Discussion and Possible Action – 2020 Parks Fee Schedule. Supervisors Richard and Zajac moved the 2020 Parks Fee Schedule. Mr. Traynor reported much research had been done to create comparable fees with surrounding, similar cities and counties. Mr. Traynor also reviewed the new \$50 holding fee required for one-to-three year advance reservations for parks. Mr. Zajac requested a review be done on how the price change effects reservations year to year.
MOTION CARRIED.

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

Maintenance Update – inclement weather has caused delays; tree work is ongoing and all piers are removed except Gibbs Lake's pier will remain.

POROS Plan Update - status is ongoing and a review is expected by Friday, November 15, 2019. Great feedback has been received from the Focus Group Meeting held October 30, 2019.

Safety Training – Training Day (i.e., Flagger, CPR, Safety) was held November 5, 2019 for all DPW employees. Chainsaw Training will be held December 3, 2019 with possible park use on this date. Mr. Traynor intends to notify the Friends Groups. The employee group is full capacity but Mr. Traynor will investigate if private, paying individuals can be accommodated as requested by Mr. Paynter.

Beckman Mill – The Friends Group installed a new paddle gate allowing ADA (Americans with Disabilities Act) accessibility.

Carver Roehl – Mr. Traynor stated the swing set in the park is in disrepair. Mr. Traynor has received a quote from Lee Recreation for the purchase of a new swing set to be installed by the Parks crew.

Turtle Creek Parkway – Mr. Traynor reported weather has caused delays in installation of the kayak launch. The Parks Department has the permits but will have to reapply for them in Spring 2020.

WPRA Conference – Mr. Traynor reported himself, Ms. Friend and Mr. Hessenauer attended the Conference November 5-8, 2019. Mr. Traynor expressed gratitude for having the opportunity to attend the conference. Conferences and classes such as these are very educational and appreciated.

Community Coordinator Position – Mr. Traynor expressed gratitude for the fully funded Community Coordinator position. Ms. Friend has accomplished receiving over \$103,000 for the Department by completing grant reimbursements in under nine months in her new position.

Community Coordinator Report. Committee members reviewed the report with no additional questions/concerns.

HIGHWAY BUSINESS

Discussion and Possible Action – Issue Paper – DPW 2019 Extended Warranties. Supervisors Richard and Zajac moved the Issue Paper. Mr. Jorgenson reported the warranties are well worth the cost as replacement (transmission, engine, clutch, emissions, EGR, cooler, etc.), without warranty, is exorbitant. The warranties are under budget. MOTION CARRIED.

Discussion and Possible Action – Issue Paper – DPW 2019-2B County Quad Axle Body. Supervisors Zajac and Richard moved the Issue Paper. MOTION CARRIED.

Discussion and Possible Action – Issue Paper – DPW 2019-7 Single Axle Body. Supervisors Richard and Zajac moved the Issue Paper. MOTION CARRIED.

Discussion and Possible Action – Issue Paper – DPW 2019-13 Three (3) One Ton Gas Pickups. Supervisors Richard and Zajac moved the Issue Paper. MOTION CARRIED. Mr. Jorgenson reported the chosen brand of pickups is sturdier, lasts longer, is under budget and obtained at state contract prices.

Discussion and Possible Action – Issue Paper – Controlled Access Change of Use, CTH G. Supervisors Richard and Zajac moved the Issue Paper. Mr. Jorgenson reported the Humane Society of Southern Wisconsin has requested entrance access permission for their commercial building located on CTH G. Mr. Jorgenson has inspected the area and reported traffic is not significant in this area, wide shoulders exist and vision is good. Future review and/or study of the area will be done if necessary or if changes occur. MOTION CARRIED.

Next Meeting Date. The next Parks meeting will be Tuesday, December 10, 2019 at 8:00 a.m. at Rock County Public Works Department.

Adjournment. Supervisors Zajac and Richard moved to adjourn at 8:25 a.m. MOTION CARRIED.

Respectfully Submitted,
Amy J. Hartley
Secretary II