

IOWA COUNTY TRANSPORTATION COMMITTEE

December 6, 2010

The Transportation Committee met in the Iowa County Highway Department Conference Room in the City of Dodgeville on Monday, December 6, 2010 at 6:00 p.m. and was called to order by Committee Chair John Meyers.

Roll call was taken:

Committee members present: Sups. Dave Bauer, Bob Bunker, Dan Curran, John Meyers, Curt Peterson, Robert Pilling, Ryan Walmer, and Robert Zinck

Committee members excused/absent: Sup. Ron Benish

Also present: Highway Commissioner Craig E. Hardy, Business Manager Jeri Grabbert, and County Administrator Curt Kephart.

Sup. John Meyers noted that the meeting had been duly advertised.

Sup. Ryan Walmer moved for approval of the December 6, 2010 agenda and the minutes of October 25, 2010 and November 30, 2010. Motion was seconded by Sup. Bob Bunker. Motion passed unanimously.

Reports from committee members and an opportunity for members of the audience to address the committee.

Sup. Bob Bunker noted that there is a horizontal stretch of salt/sand about 60 yards from the stop sign on CTH E. It is a pile similar to a speed bump. Craig Hardy will look into that for cleanup.

Sup. Robert Zinck indicated that there appeared to be spreader problems near him on CTH H north also. Craig said that there had been some problems with a couple of the spreaders and he will look into these issues.

Sup. Ryan Walmer said that there is a pickup truck on the side of the road on STH 18 near Swigham's Quarry that needs to be removed. Craig will follow up and contact the Sheriff's Office.

Old Business

- A. 18/151 Design Study Discussion. There were no updates to present, however Craig opened the floor for questions and discussion. Sup. Dan Curran asked if the project could be posted on the website or if it wasn't far enough along yet. Craig said it is not far enough along yet as there are other alternatives being considered yet. However it is on the DOT website and he will contact our IS Department to put a link on our website that can go to the DOT website. Sup. Curt Peterson commented that the DOT is doing a good job with communication with the landowners and there should not be any surprises. He

also said that a close eye should be kept on the long private driveways on the frontage roads to make sure they don't get turned into town roads.

- B. MDSS AVL-GPS Discussion. There is no new information to present at this time. Shari Bremser from DOT will be talking with the Committee in the future.
- C. EECBG Update – Highway Insulation and Windows Projects. For the insulation project, the upper truck shed spray-foaming is complete. Craig will do a walkthrough after the meeting for anyone interested. The main shop ceilings are being worked on now. The office ceiling was insulated with blown insulation at a depth equivalent to an R50. The windows project was advertised for bids however the Highway Department in conjunction with the County Administrator's Office concluded to reject all bids as received. Some concern was expressed by plan holders prior to the letting that suppliers indicated that they did not have enough time to prepare bids for the contractors. The lowest bid was about \$30,000 over budget. The Department will re-evaluate the specifications and re-advertised for letting in January 2011 with an anticipated June 2011 completion date.
- D. Departmental Equipment Classes & Depreciation, Service, and Usage Life. At the last meeting a summary of the revenue-cost relationship for all highway equipment was distributed, showing classification, model, year, total cost, and total revenue analysis for the life of the equipment. Craig continued the analysis with further detail by equipment classification. A summary report was distributed showing the Rate of Return Cost Analysis for Class 101 Trucks. Craig explained how he determined the reported costs and revenues on his analysis and showed at what age of the equipment it was a revenue producer, the break even point, and the point when it became an expense. With this analysis decisions can be made about fleet size within classifications and determine the most economical point for major repairs verses replacement. During December office staff will be doing data entry in these formatted spreadsheets to calculate all other classes in the same manner to have the truck and vehicle fleet analyzed.

New Business:

- A. October & November 2010 Revenue and Expenditure Reports. Jeri Grabbert reviewed the October Revenue and Expenditure Report. Line 30, Column G shows revenues are at 90% as of October 31 compared to an average of 73%. Line 90, Column G shows total expenditures at 95% compared to an average of 83%. Revenue is under expenditures by \$491,813 for the month and by \$604,215 for year-to-date. Because the more current November statement was also in the packet Jeri moved to that report for more in depth discussion. Line 30, Column G shows revenues are at 93% as of November 30 compared to an average of 92%. Line 90, Column G shows total expenditures at 104% compared to an average of 92%. Revenue is under expenditures by \$166,908 for the month and by \$771,123 for year-to-date. Jeri pointed out that there are 2 areas in the indirect costing section that are only booked with year-end journal entries that need to be considered. On line 73 there is a budgeted amount of \$464,128 for shop operations allocations and on

line 78 there is a budgeted amount of \$260,286 for buildings and grounds allocations. There are also some unbudgeted revenues that will be coming in for 2010 expenditures incurred. This would include CHIP-D reimbursements for the CTH B project and EECBG grant reimbursements for the insulation project, partially from the EECBG federal grant and partially from the Iowa County Capital Fund. Craig further elaborated on the state funds received for the RMA, DMA, and LFA's. He also discussed the machinery revenue/indirect costing amount shown on line 75. The budgeted amount is a credit of \$2,274,152 and November year-to-date is a credit of \$1,674,640, which is about \$600,000 below budget. Craig will be looking into this further.

- B. Departmental CHEMS verses ACS. Craig explained the current CHEMS system that is used for highway cost accounting. CHEMS is a program through the DOT that has been used since 1992. It is still a DOS based program but the Windows version, called CHEMSPro is being implemented. Both versions are currently being used for comparison purposes. There have also been discussions with Curt Kephart and Roxie Hamilton regarding changing to the ACS Highway Cost Accounting program, which is a module within the full accounting package used for the financial system. Craig stated he and Jeri visited Lafayette County Highway Department because they use the ACS program. Curt Kephart noted using this program would integrate the highway costing into the financial system. Craig said there would also be advantages to inventory tracking functions with ACS. Sup. Robert Zinck asked what costs were involved with the change. Curt Kephart said he thought it would be around \$20,000 as a one time cost with the maintenance fees being rolled into the full ACS costs. Craig noted we are using CHEMS as well as many spreadsheets which we should be able to reduce or eliminate. Sup. Robert Zinck asked if the changes would then reduce labor needs. Craig indicated he is also looking into other changes such as a scale upgrade, a fuel system, and a fleet management program. Curt Kephart felt that the ACS system would take care of the separate spreadsheets, the extra keying, and duplicate entries. Sup. Robert Zinck felt it would also reduce mistakes.
- C. CTH G Bridge Modifications. At the October meeting Craig had explained the issues that had developed with the CTH G Bridge. Modifications to correct those issues were made and Craig discussed the plan and profile drawings for the corrections. He noted that it didn't turn out as well as planned, but that it was better than the prior condition. Sup. Robert Pilling asked who made the mistake. Craig said that the original plans included an error with the benchmarks as prepared by Clark Dietz/Jewell & Associates. The bridge contractor's surveyor (Jenkins Survey and Design) discovered the error and notified the designer (Jewell). After review of the information, Jewell agreed there was an error on the plans and provided a remedy to the situation. The bridge contractor and state project manager (Fish & Associates) stated neither Jenkins Survey & Design nor Jewell & Associates notified them of the problem or error. The bridge contractor and WDOT project manager built the bridge according to the benchmarks on the original plan, which resulted in an elevation discrepancy of +/- 16-20 inches. The WDOT local roads program manager from OTIE (T.N. & Associates) has informed the designer they would cover the full cost of the approach modifications estimated at \$12,500. The modifications included regrading the approaches to a steeper slope to meet the new lower

bridge deck. From a maintenance standpoint, the county will deal with shoving of the approaches south of the deck due to the >6% approach slope. Over the life of the bridge, it would be difficult to illustrate how much additional cost there may or may not be associated with it. The roadway has been corrected to fir the bridge, and the project is now open to traffic.

- D. CTH K Bridge Design, OPM & PIM Meetings. A Public Information Meeting (PIM) was held last week. There are .6 miles of county highway being redesigned on new alignment as well as replacement of the Williams Creek Bridge south of Barneveld. The reverse S curves will be removed and the vertical sight restrictions will be corrected. The design will allow construction of the new bridge while the old bridge remains in place. This should eliminate the need for a detour route for the duration of the project. The contractors will construct the approach tie-ins on the south and north ends of the project under traffic. The new bridge will be longer and wider than the existing. The design will be a two span concrete flat slab bridge deck similar in size, shape, and appearance as the structure further south on CTH K by CTH H and T intersections. The project will involve right-of-way purchases for both of the bridge and approaches. The primary affected landowners are Tony & Rhonda Kirch. The new bridge is designed to withstand a 100-year rain storm event. According to the preliminary hydrology, the waters from a 100-year event should not go over the bridge or roadway. This should be a good plan to fit with emergency management evacuation planning being put together in conjunction with Keith Hurlbert, Emergency Management Director.
- E. WCHA 2011 Winter Roads School – Kalahari Jan. 10-12, 2011. Registration deadline is Friday December 10, 2010. Sups. John Meyers and Ron Benish have both attended in the past and feel the conference is very beneficial and encouraged other committee members to attend. Since no other members are able to attend, John and Ron will attend again.
- F. LFA – USH 18/151. A Local Force Account contract was prepared for emergency work done by Highway Department employees near the end of October on the DOT USH 18/151 project. During high winds some traffic control signs belonging to Barricade Flasher Company had blown into the roadway and were obstructing traffic. Highway Department men were called out to remove the signs from the traffic lanes. The approximate cost was \$300.00.
- G. Pulaski Church Driveway/ROW Issue – Attorney Correspondence. Craig Hardy indicated that this is an ongoing issue between Pulaski Church and the neighboring landowner regarding a driveway access and the ownership of that access. Document review of the Highway Department archives does not indicate the record property boundaries or ownership of the access. A set of County Highway construction plans from the 1980's illustrates a horseshoe shaped driveway was removed and the current access installed during the project; but does not indicate the ownership of the land the access serves or crosses, as there is not a Right-of-Way plat with the plans. Based on Attorney Morgan's correspondence, "the county does not have jurisdiction or basis for intervening or becoming involved." This is a civil matter, a civil dispute. Sup. Dan Curran asked why this issue was handled by Attorney Morgan when we have corporate

counsel. Craig noted that all issues are sent to Corporate Counsel Tim Helmberger for review and comment. He in turn determines if, when, and which issues are passed on to Attorney Morgan. Sup. Curran commented that passing issues on to Attorney Morgan by Corporate Counsel should be looked into. Curt Kephart indicated that it not necessarily a matter of availability of time but rather the level of expertise needed. This is generally the case in issues relating to Highway Department and Planning and Development.

- H. Pre-wetting Equipment for State Bridges. Chris Ohm, DOT Maintenance Engineer and Todd Matheson, DOT district maintenance supervisor stated WDOT Central Office has a policy that all state bridges are to be pre-wetted with anti-icing liquid prior to a winter storm event. They suggested perhaps Grant, Dane, and/or Lafayette counties could do the pre-wetting work on Iowa County bridges and charge the work to the Iowa County RMA, as the County does not currently own such equipment. Lafayette County commented they did not have an interest in spraying Iowa County bridges, as their equipment was outdated. WDOT was contacting Dane and Grant counties, but there has not been discussion yet. Due to the mandate from Central Office, Craig received quotes for a liquid anti-icing sprayer and related equipment. Monroe Truck equipment submitted quotes for 2 different suppliers and systems. One quote was \$5,380 and the second was \$2,889. In addition, Craig had received other quotes similar to the second (Meyers) system from Monroe Truck; however, the costs were \$4,200 and \$4,900. Monroe Truck had made a mistake on their quote of the Meyers system to 5 purchasers (one being Iowa County) but will honor their quote of \$2,889 for 30 days. We would get the pre-mixed wetting solution from Green or Dane Counties as needed. Sup. Robert Zinck asked how much we would make by doing this. Craig calculated on the basis of spraying all 27 bridges in the county in 3 to 4 hours for 32 storm events per season, revenues would be about \$1,400 per year for the sprayer unit. The costs to operate the unit based on the Maintenance Manual 10-year depreciation schedule would be around \$700 per year. The resultant payback for the equipment would be in the range of 3 to 5 years. Craig noted Sauk County would continue to do the bridges on Highways 14 and 23 at the county line, Iowa County would coat the +/- 27 bridges on USH 18/151 and STH 39 from Mineral Point to Linden. Sup. Dan Curran asked if we had a pickup truck for the tank and equipment to be put on. Craig said we do have a truck and also it would create a safer operation for spraying behind beam guards. Sup. Robert Zinck asked if this material was better than salt. Craig explained this is applied prior to the snow event to keep the bridge from freezing. It does not replace salting and sanding. Sup. John Meyers asked what happened with the process of using cheese brine as had been brought up last winter. Craig said that Polk County has been successful with that process, however when he contacted the local cheese factories they were not interested in participating in that process. Sup. Dan Curran asked what the lead time was if this unit was ordered. Craig said 2 weeks. Sup. Dave Bauer asked if this would change our RMA. Craig indicated that it would not change our dollar amount but it would modify the priorities. This would be charged to winter maintenance. Curt Kephart said the advantage to this is safety. Craig Hardy said the funds could be taken from the sign program to purchase this equipment.

A motion was made by Sup. Robert Zinck and seconded by Sup. Ryan Walmer to purchase the pre-wetting equipment from Monroe Truck for \$2,889.00. Motion passed 7 – 1. Yes: Sups. Dave Bauer, Bob Bunker, Dan Curran, John Meyers, Robert Pilling, Ryan Walmer, and Robert Zinck. No: Sup. Curt Peterson.

- I. WDOT 2011 RMA Contract. The RMA for 2011 is similar to 2010 in that it contains the 2 addendums regarding liability. The first is regarding the mowing directive from DOT and the Maintenance/Repair Authorization Form to be submitted by the County to DOT in the event the county feels there is a situation in which the county requests deviation from the directive. The WDOT regional maintenance staff can also give verbal approval during a site visit. The second addendum allows for termination of the contract between Iowa County and the DOT with a 90-day written notice. Sup. Curt Peterson commented that the lack of roadside maintenance per the DOT directive is creating “trees” to grow, which will eventually need to be sawed down rather than mowed.

A motion was made by Sup. Bob Bunker and seconded by Sup. Robert Pilling to accept the 2011 RMA as presented. Motion passed unanimously.

- J. County Supervisor’s Truck Specifications. Craig distributed the specs used in purchasing the two current Patrol Superintendent trucks and the Commissioner’s truck as a starting point for preparing specs for the truck to be purchased in the 2011 capital expenditures and asked for discussion on any needed changes or modifications. Curt Kephart felt the specs were too specific and need to state minimum requirements so as to not be brand specific. Sup. Ryan Walmer asked about the need for extended cab versus crew cab and longer box. Also he asked about the need for a trailer towing package. In the case of the State Patrol Superintendent’s truck, he sometimes has to pull the message board to a job site, but for the County Patrol Superintendent it would be less likely. Sup. Robert Pilling felt that the truck should be spec’d out so it could be a work truck. Craig provided some of his thoughts on which items he felt could be changed. He suggested, for instance, that the V-8 engine type remain but do not specify it be a 5.4 liter as it is brand specific. He felt the tire specs were oversized and that should be left out, having the truck spec’d with the standard size tires. The front seat could be a 40/20 or buckets. Dave Bauer stated a CD player did not need to be part of the specs, just an AM/FM radio. Craig stated the truck should be similar to other fleet vehicles with a work truck type of interior.

A motion was made by Sup. Dave Bauer to forward with the specs as indicated by Craig, put it out for bids, and bring the bids back to the Transportation Committee. Seconded by Sup. Robert Zinck. Motion passed unanimously.

- K. Winter Agreement – City of Dodgeville. Sup. Dave Bauer noted this is the same agreement between Iowa County Highway Department and the City of Dodgeville that is signed each year. Craig stated Greg lee has suggested creating a long term agreement to the same affect. He and Greg will work on one for consideration next year.

A motion was made by Sup. Dave Bauer and seconded by Sup. Robert Pilling to accept the winter agreement with the City of Dodgeville. Motion passed unanimously.

Highway Commissioner Report: Craig Hardy reviewed the following items with the Committee:

- A. WCHA Training & Safety Committee Update. Nothing to update this month.
- B. WCHA Machinery Management Committee Update. Nothing to update this month.
- C. County Construction Update (CTH B, U, Hollandale Shop & STH 39, USH 18/151). CTH B is complete and open. The gravel shouldering is done on CTH U. The Hollandale Shop is also completed. The STH 39 is open to traffic, but the surface layer of asphalt will be done in the spring. In addition, there may be undercutting of poor subgrade to undertake as well. USH 18/151 is done and the turn lanes are now painted.
- D. NACE/NACO Report – FYI. The WCHA Informer Newsletter was distributed. Craig briefly went over some high points. (1) Rep. James Oberstar (D-MN) was defeated in the recent election after 18 years of service. He was the Chair of the Transportation committee. The anticipated successor is Rep. John Mica (R-FL). (2) It appears that the USDOT Appropriations will again get another temporary extension rather than a reauthorization. (3) Upcoming events include the WCHA Winter Road School in January and Capital Days in March.
- E. WCA Correspondence – County Ambassador Program. This correspondence from the WCA President Allen Buechel is to inform the Transportation Committee Members of the County Ambassador Program (CAP). The letter states, “The intent of this program is to get county officials more involved in the Association’s efforts to educate members of the Legislature on the important functions served by county government, as well as to supplement the work of WCA’s Legislative Team.” The packet includes additional details and an Application/Intent to Serve form for anyone interested in getting involved.
- F. Pump Building Salt Shed. A structural failure occurred on one of the salt sheds on November 29. While salt was being piled into the shed, two metal clamps failed due to rust and the weight of the salt material. The metal clamps held the upper roof extension support posts to the original building structure. The metal clamps had begun to corrode, rust, eventually broke and failed to hold the weight. In addition, the design was improper to begin with as the support posts should have been full height of the sidewall from the ground to soffit. When the salt in the shed is used and the shed is empty, the building can be repaired. Curt Kephart noted that an insurance claim should be filed for this.

Additional Commissioner Items:

Employee Updates:

- One seasonal employee started today and a second one should be starting soon pending a response from a prior Departmental employee and a final review of applicants.
- External recruitment has begun for the 2nd mechanic position as of today.
- We will look at filling the Plant Operator and Screed Operator positions next spring.

The next regular Transportation Committee meeting will be on Monday, January 3, 2011 at 6:00 P.M.

Motion to adjourn the meeting was made by Sup. Ryan Walmer and seconded by Sup. Dave Bauer. The motion carried unanimously.

The meeting adjourned at 8:20 p.m.

Minutes Respectfully Submitted by Jeri Grabbert.