

# **IOWA COUNTY TRANSPORTATION COMMITTEE**

## **December 5, 2011**

The Transportation Committee met in the Iowa County Highway Department Conference Room in the City of Dodgeville on Monday, December 5, 2011 and was called to order by Committee Chair John Meyers at 6:00 P.M.

Roll call was taken:

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

Committee members excused/absent: Sup. Dave Bauer.

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

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

Approval of the 12/05/11 agenda and minutes of 10/31/11 meeting. Sup. Robert Pilling moved for approval of the December 5, 2011 agenda and the minutes of October 31, 2011. Motion was seconded by Sup. Robert Zinck. Motion passed unanimously.

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

Sup. Ryan Walmer asked if the bridge across Otter Creek on CTH II was scheduled for replacement in the STP-Bridge program. The commissioner explained the bridge does not meet the criteria for the program. This bridge has a sufficiency rating of 52. The rating would need to be 50 or below to be eligible.

Sup. Dan Curran asked if the union contract would expire on 12/31/11 and if the Highway Department could utilize labor from the county jail inmates. The commissioner indicated the contract will expire on 12/31/11. The commissioner indicated he has not looked into use of labor from the jail but will discuss the issue with Sheriff Steve Michek, as requested by Sup. Curran.

Sup. Bob Bunker stated he has had constituents ask what County highway employees do this time of year, between seasons, and more specifically those assigned to outlying shops. Commissioner listed several work duties being done, including, but not limited to, hauling sanding materials, pickup of rocks and trees along the roads, picking up tires from roadsides, changing plow blades, maintaining and preparing summer equipment for winter storage, changing gears for brush cutting and clearing, and preparation of winter equipment. The outlying shop employees will be assigned elsewhere if needed, but in the winter season they are assigned to the outlying shops – Mifflin-Highland-Hollandale-Barneveld-Dodgeville areas.

Sup. Ryan Walmer asked what is done with the tires that are picked up. The Commissioner indicated the department typically hauls them to Capital Salvage in Belmont for disposal and paying a disposal fee. Last year 3 to 4 dump truck loads were taken in. Recently, the department picked up more along CTH T, Birch Lake area.

## New Business

- A. Ben Langcove Discussion of CTH Y/YZ Interchange Study Impacts. Ben Langcove appeared to discuss his concerns with the location of the proposed frontage road and relocation of Military Ridge Trail near his home. The current proposal would move the existing trail south and add the new frontage road between his property and the relocated trail. Mr. Langcove feels this will create a safety issue and have an adverse effect on his property value due to the change in aesthetics and the noise level from the expressway. He contacted Mr. Larry Barta of the DOT to discuss and offer another option. Mr. Langcove suggested that the trail remain in its existing location and the new frontage road be placed between the trail and US 18/151. Mr. Barta indicated this would be possible from a physical standpoint; however the DNR would have to agree with it also. Mr. Langcove contacted the DNR Trails Manager, Dana White Quam as suggested. Mr. Langcove noted if the road was placed south of the current trail the vegetation on both sides of his property would remain as a natural barrier. Sup. Curt Peterson stated the Town of Dodgeville felt the existing vegetation could remain on one side, but may have to be removed on the highway side to allow for fire access to the parcel furthest back. The commissioner suggested another alternative in which the DOT would be required to replace screening buffers per the County's comprehensive plan. The commissioner stated under Option 1 the bike trail had only one (1) crossing, with Evans Quarry Road; under Option 2 the bike trail had three (3) crossings, two with the frontage road and one with Evans Quarry Road; and with not knowing how the Evans Quarry and future frontage road intersection would be Mr. Langcove's alternative may be problematic for trail safety.

A motion was made by Sup. Ron Benish and seconded by Sup. Curt Peterson to request the DOT replace existing vegetative buffers/sound barriers in front of occupied properties as part of the project in the locations where they are being removed. Sup. Ron Benish asked what the construction window was on this project. Commissioner stated construction is 8 – 10 years out; however, it is pertinent and timely for these discussions. Motion passed unanimously.

## Old Business

- A. 18/151 Interchange Study. The preferred alternative at the west interchange at the Town of Ridgeway is for a diamond interchange at CTH BB with access to the village via an extension of CTH HHH through a roundabout south of the interchange. WDOT has requested the County to review proposed alternatives for the roundabout construction consisting of: three options/alternatives for Prairie and Moon town road intersections to proposed CTH HHH. The three (3) options are: 1) Allow access to Prairie and Moon Road properties by connecting Prairie Road to future CTH ID via an intersection (do not construct Moon Road between Prairie Road and CTH ID); 2) Allow access to Prairie and Moon Road properties by connecting Moon Road to the future CTH ID via the roundabout (do not construct Prairie Road between Moon Road and CTH ID); or 3) WDOT would not propose to construct both connections to CTH ID via Prairie and Moon Roads without some level of justification by the township, county, and landowners. Under Option 1 and 2, Moon or Prairie Road would be eliminated and some land would

be vacated to the adjoining landowners. The commissioner noted a meeting with the Town of Ridgeway is scheduled for Wednesday, December 7.

A motion was made by Sup. Robert Pilling and seconded by Sup. Bob Bunker to wait and see what opinions or preferences the Town of Ridgeway might have. Motion passed unanimously.

- B. CTH K – Williams Creek Bridge Project Update. The commissioner stated a copy of the proposed plan is available for review in his office. The construction schedule for this project has been postponed until the 2013 season, which commences on July 1, 2012.
- C. Traffic Safety Committee Minutes & Special Events Sub-Committee Appointments. The commissioner noted the Traffic Safety Committee (TSC) meets quarterly and the minutes will be included in the Transportation Committee (TC) packets to be updated on issues discussed. Item #6 of the November 8 meeting addressed bicycle/special events. Sup. Robert Zinck hosted two public listening sessions regarding these events. Because the issues include law enforcement, signage, traffic control and safety; the Justice Committee has recommended a sub-committee be formed to address these events. The sub-committee would consist of TSC members and representatives from the Justice and Transportation committees. The sub-committee is to report back to the TC with recommendations. After review by the TC a recommendation will be sent to the County Board. Sup. Ed Weaver will be the representative member of the Justice committee.

A motion was made by Sup. Robert Zinck and seconded by Sup. Ryan Walmer to: form a sub-committee as described, for the sub-committee to make recommendations to the TC. A friendly amendment was made to appoint Sup. John Meyers as the TC representative on the sub-committee. Motion passed unanimously.

- D. ACS/CHEMS Transition Update. The business manager informed the committee data entry into master maintenance files was done for the most part. Parallel entries were started on Nov. 21 for the office work. The parts room has not yet started any data entry of live information. Richland County uses ACS – New Roads and has been a good source of information and help, specifically on fuel handling and inventory management. Some issues have been identified; however, they are being resolved on a case by case instance. Support response time from ACS has been great at less than 1 hour. The commissioner added statutes do not allow changing accounting systems mid-year; therefore, the department will be live on January 1. However, the department will still run parallel with CHEMS after January 1 to confirm accuracy.

### **New Business**

- A. October 2011 Revenue and Expenditure Report. The business manager reviewed the October report. She noted the target rate for October is 83.33%. For County Related Operations total revenues to date are at 84% and expenditures are at 87%. The final payment for the EECBG grant projects were received on November 30 in the amount of \$66,897.47. Highway share is \$33,948.82 and Bloomfield share is \$32,948.65. The negative entry in October is due to an audit entry to book that revenue in 2010. County Maintenance is at 93% and County Construction is at 39%. Fringe Benefit recovery is

on track at 84%. Another audit entry affected the Town of Clyde 50/50 bridge reimbursement. The payment of \$20,280 to the town was booked by the auditors as a 2010 expenditure. The town bridge project was estimated and submitted to ICHD in 2009. Because the project ended up costing more than estimated, the town had to be reimbursed the remaining amount in the next year. To alleviate this problem estimated bridge costs in the 50/50 bridge program are no longer accepted. The project must be completed and all actual costs submitted for reimbursement in the next tax year. Total revenues are at 85% and total expenditures are at 93%. Total Wages & Fringes are at 84%. The commissioner added County Construction is down because the CTH W substitution project was not performed in order to have funds to cover winter maintenance. Questions were raised regarding the percentages of overtime and administrative fringes in the Wages & Fringes section. The commissioner and business manager explained the relationship to budgeting is based on the fringe benefit rate established by the DOT accounting process compared to charging for the actual costs.

- B. Highway Department Operations & Funding Report Part V – Equipment & Fleet Operation, Maintenance, and Replacement Schedule. The commissioner presented a schedule of the equipment service life and replacement frequency for all classifications. There are 3 categories of equipment – small field tools, which are less than \$5,000; standard; and non-standard. Based on methodologies defined in the Highway Maintenance Manual (HMM) equipment rates are calculated to provide for all costs to be recuperated. The commissioner distributed a summary report, which defined the levels of replacement priority. The Highway Department should be reinvesting in capital purchases at the same rate of depreciation in order to maintain the fund balance. The schedule shows that at the low end, capital spending should be around \$610,500 and on the high end it should be around \$709,000. Currently the annual depreciation costs are around \$485,000 and equipment use revenue is around \$250,000, for a total amount of around \$735,000 the Highway Department should be able to spend each year on equipment. Historically, the money has been used for other costs causing a net effect of a decrease in the fund. Sup. Dan Curran asked if 2012 is budgeted for these needs. The commissioner noted there is \$286,000 in the 2012 capital spending plan and \$419,000 in estimated depreciation. He indicated there are still 2 parts to be presented for discussion – building and grounds; and staffing levels. Sup. Ron Benish asked if a final proposal would be presented when this was completed. The commissioner stated he would be providing a summarized report and recommendations.
- C. Identification of Policies Discussions. Commissioner Hardy noted the Highway Union contract language would no longer be valid effective January 1, 2012. He read the existing contract language regarding overtime, which allowed for overtime pay after 8 hours (10 during 4-10's schedule) per day and 40 hours per week, with all time paid considered time worked. However, based on federal regulations and state DWD regulations, overtime is not payable until after 40 hours actually worked within a week. Sup. Curt Peterson felt this was a subject that should be discussed on a different date when they would have more time to discuss the issues at hand. Sup. Robert Zinck agreed with Peterson and felt a special meeting should be called to allow for more time for discussion. Sup. Ron Benish also agreed, noting these new policies had to be in place on January 1, 2012 and the special meeting would have to be held yet this month. Sup. Robert Pilling asked the commissioner for his viewpoint. The Commissioner noted there are pros and cons to both sides. On one hand, there is an opportunity to control

costs and overtime and have the ability to make budget cuts. On the other hand, there is the issue of employee morale. Sup. Ron Benish suggested the commissioner prepare a list of policies to address and what his recommendations are; and then to also indicate the effects on morale, sick time, vacation time, personal holidays, and any other issues.

A motion was made by Sup. Robert Zinck and seconded by Sup. Ron Benish to: have a Transportation Committee meeting on Dec. 14 or Dec. 15 at 6:00 PM to further discuss the policies that need to be put in place. Sup. Curt Peterson wondered if this meeting should be closed or open. The commissioner will confer with Corporate Counsel. Motion passed unanimously.

- D. Partsroom Manager for Mechanic Vacancy – Shop Staffing Chart. The commissioner proposed to create a new 2<sup>nd</sup> mechanic position than replace the Partsroom Manager. His proposal would divide partsroom tasks between the Office Clerks and the Shop Leadperson. Work related to invoicing, work orders, and purchasing would be brought to the office; and maintaining parts inventory, construction inventory and radio dispatching would be taken over by the Shop Leadperson. The Shop Leadperson would have a more hands-on role in the parts room office as well as doing more troubleshooting and scheduling of work. Currently, there is a backlog of work orders in the shop of about 260 hours, or 3.5 weeks for two full time mechanics. With an additional mechanic on the floor, the commissioner feels the backlog of work could be reduced to 2 weeks. In addition, the implementation of a barcode scanner system is planned for next year which will make inventory maintenance easier, more efficient, and more accurate. Sup. Robert Pilling expressed concern over the additional work to be brought to the office due to the current backlog. The commissioner and business manager stated the current backlog is due to the software transition workloads, which is temporary, and that the office staff will be able to add these duties. The new software package will also eliminate several duplicate entry tasks which will give some additional time for the new duties.

A motion was made by Sup. Robert Zinck and seconded by Sup. Ryan Walmer to accept the proposal to create an additional 2<sup>nd</sup> mechanic position and forward the recommendation to the Administrative Services Committee. Motion passed unanimously.

- E. CTH YZ Winter Maintenance Agreement. This agreement is signed annually between the City of Dodgeville and Iowa County to exchange winter maintenance responsibilities on the specified locations. This year's agreement has been changed to make it a recurring agreement which automatically renews each year. Either entity the County or City may opt out of the agreement with 7 days written notice.

A motion was made by Sup. Ron Benish and seconded by Sup. Bob Bunker to acknowledge the agreement and the change to make it a recurring agreement. Motion passed unanimously.

- F. Draft STIP Listing for Iowa County 2012 – 2015. An updated list of construction projects for Iowa County was presented. The projects included for 2012 consist of design and reconstruction on CTH K Williams Creek Bridge; design and construction on CTH E at the Pecatonica River Bridge B-25-0362 in Mifflin; design and construction on CTH

HK at the East Branch Pecatonica River Bridge P-25-0131; and design engineering for CTH F from STH 39 to STH 78 in Blanchardville. The county has provided the department \$350,000 of the \$707,000 needed for these phases of the projects. The commissioner also received notice from the DOT that the overhead truss bridge on STH 130 over the north channel of the Wisconsin River (south of Lone Rock) in Richland County was found to have weakened structural members in the steel truss caused by corrosion. As a result, the DOT has reduced the legal load limit on the bridge to 30 tons. Repair work will be scheduled in the near future so the bridge can be opened again to 40 ton loads.

- G. ROW Negotiations for STP Projects. The upcoming projects on CTH K and CTH E will require Permanent Limited Easements (PLE's) from the adjacent property owners. The commissioner asked for direction on how the committee would like the PLE's negotiated for the cost per acre.

A motion was made by Sup. Robert Pilling and seconded by Sup. Dan Curran to have the Commissioner prepare a standard format for ROW purchases and bring it back to the next meeting for review. Motion passed unanimously.

- H. Sale of Excess or Salvage Construction Materials and Equipment. Old, used guardrails, culverts, and other items are available for sale. The commissioner recommends they be placed on the County Auction Website. In addition, an ad will be placed in the local paper notifying the public of the items available through the county website auction.
- I. Highway Department Budget Allocation of \$90,000 per County Board Action. The final 2012 Highway Budget was in the packet and includes the additional \$90,000 allocation per the County Board action to go towards County Maintenance. The commissioner noted the amount would cover about 6 miles of sealcoating. He will be working on a maintenance plan to bring to a future meeting.

**Highway Commissioner Report:** The commissioner reviewed the following items with the Committee:

- A. Correspondence to Legislators with Regards to LRB-2326. The commissioner submitted a response to the Office of Senator Schultz regarding the proposed bill on performance of highway improvement projects by a county and the limitations on shared services. Included for review.
- B. Correspondence to Legislators Reference Weight Limits. The commissioner submitted a response to State Representative Howard Marklein regarding proposed assembly bill 306 on weight limits for semi-trucks transporting agricultural products, and the impact on county roads. Included for review.
- C. November 11, 2011 SW Commissioner's Regional Meeting. There are 16 counties in the SW Region; most with representation at the meeting. Also in attendance were DOT representatives, State Representative Howard Marklein, and Secretary of WisDOT Mark Gottlieb. The commissioner and Sups. Zinck, Bunker, and Meyers gave the committee a brief overview of subjects discussed at the meeting.

- D. 2012 Winter Road School January 16 – 18 Chula Vista. The business manager noted the registrations have been sent in. Hotel reservations will be made this week.
- E. Truck #119 Box Corner Repairs. The commissioner passed around pictures showing how the truck box is rusting out and needs replacing. The box for the new truck will have stainless steel corners. The commissioner passed around pictures of box culvert damages, rutting on CTH N, and damages to CTH C where the bank was washing away.
- F. Carbide verses Shielded Plow Blades Study. The commissioner presented the results of a study on the use of carbide verses shielded blades for plows. Carbide blades cost about \$560/plow and the shielded blades would cost about \$780/plow; however, shielded blades absorb the vibration and last 3 times longer than the carbide blades. So in the long run, the shielded blades are determined to be more cost effective when incorporated with the plow saver valve. Last year, the plow saver valve was tested and instituted as a result of the findings. The plow saver valve takes the downward plow pressure off of the plow during storm operations to reduce carbide life.

The next Transportation Committee meeting will be held as a special meeting on Wednesday December 14, 2011 (or Thursday December 15 as an alternate after calendars are confirmed) at 6:00 P.M. at the HHS Building Community Room or the Court House Upper Level Conference Room.

The next regular Transportation Committee meeting will be determined at the special meeting.

Motion to adjourn the meeting was made by Sup. Dan Curran and seconded by Sup. Ron Benish. The motion passed unanimously.

The meeting adjourned at 8:35 p.m.

Minutes Respectfully Submitted by the Business Manager.