THURSDAY – August 30th, 2012		
State of Wisconsin County of Iowa	**APPROVED MINUTES OF THE TRANSPORTATION COMMITTEE MEETING HELD THURSDAY, AUGUST 30, 2012 UPPER LEVEL COURTHOUSE CONFERENCE ROOM DODGEVILLE, WISCONSIN**	2012-03

Item		
#1	Meeting called to order by Committee Chair John Meyers at 6:00 PM in the upper level courthouse conference room.	Call to Order
#1a	Roll Call – Supervisors Demby, Bauer, Peterson, DeLain, Meyers, Benish, Parman, Bunker were present. Also present were Highway Commissioner Hardy, Administrator Kephart, Hwy. Dept. Business Finance Manager Rachelle Schutt, and Finance Director Roxanne Hamilton. Supervisor Walmer was excused.	Members Present, Also Present, Excused
#1b & 1c	The Certification Notice of Meeting was confirmed by Commissioner Hardy. Motion by Benish seconded by Bunker to approve the consent agenda and minutes of the August 6, 2012 meeting. Motion was adopted unanimously.	Certification of Meeting & Approval of Agenda & Minutes
#2	No comments from the public were made.	Public Comments
#3Aa	Commissioner Hardy reported he met with Highway Department employees to discuss the PTO draft policy. Hardy read a lengthy list of concerns such as the need for absentee and tardiness policies so that all employees are treated equally and fairly. Under the Plan Provisions section entitled "Annual Conversion Option" there were concerns over calendar deadlines. Motion made by Bauer, seconded by Benish, to have Commissioner Hardy meet with Administrator Kephart and Personnel Director Trader to condense the concerns and make suggestions for consideration by the Administrative Services Committee. Parman stated he believed the condensed document should be returned to the Transportation Committee and not the A.S.C.. Motion carried with Demby, Bauer, Peterson, DeLain, and Benish voting in favor. Voting no were Parman, Bunker, and Meyers.	Paid Time Off (PTO) discussion.
#3Ab	Chair Meyers commented that the Administrative Services Committee has put Bereavement Leave back into the PTO draft document. No action taken on the holiday schedule as the draft executive summary will be changing.	Draft Holiday Schedule
3B	The second draft of the overtime policy dated 8-21-12 provides county workers with less potential overtime pay than what had previously been negotiated by Contracts. The current draft eliminates overtime pay for working beyond 8 hours per day, and unscheduled weekend work. Bauer suggested that the issue of county workers not losing previously negotiated overtime pay for unscheduled weekend work could be addressed in a pending "on call"/Call Back policy. There were discussions whether it would be appropriate to incorporate the highway department addendum on page #2 into the countywide policy; as Bloomfield or Social Services employees may be required to work on holidays as well. Request to review the on call/call back policy for compensation on weekends at a future meeting. Motion by Peterson and seconded by Demby to forward the existing draft Overtime	Draft Overtime Policy

	Policy to the Administrative Services Committee. Motion passed 6-2 with Parman and Bunker voting "No".	
	Supervisor Bauer was excused at 7:10 PM	
3C	Commissioner Hardy summed up the budget by stating Iowa County economic growth depends on our roadways, but our backlog on road maintenance is getting longer every year, and aging equipment is not being replaced. Hardy states 2013 annual payroll should go down by $12,000 compared to 2012; as a result of unfilled vacant positions. The proposed positions outlined in Forms 3 and 4 summer intern, winter/summer seasonal hires, term assignment clerical position, and the mechanic's reclassification are covered by not filling two vacancies created via retirements during 2012. Motion by Benish seconded by Parman to leave all fees itemized in Budget form 8 the same for 2013. Vote passed unanimously. Motion by Benish seconded by Peterson to approve and send Commissioner Hardy's 0% increase 2013 budget to the Administrative Services Committee. Vote passed unanimously.	Prelim 2013 Highway Dept. Budget
3D	WI Dept. of Transportation is proposing restructuring of the various federal and state funding levels and mechanisms to include revised R.M.A.s with the counties. Commissioner Hardy will need direction from this committee as to how to vote at a future statewide Highway Commissioners meeting. Hardy states that eight S.E. WI counties like the proposed changes, but in general the changes may hurt rural counties. Especially affected are the 14 counties which operate asphalt plants. Further R.M.A. discussion to continue at the Oct. 1, 2012 Transportation meeting.	Summit discussions / Routine Maintenance Agreements
4A	Commissioner Hardy presented the Commissioner's Report. The report started with a discussion of the ACS/Xerox software transition. The transition has proven frustrating and he believes the software was not appropriately BETA tested within Wisconsin user groups. As a result of software upgrades and programming fixes, the Highway Department has been forced to run a dual data system for all 2012.	ACS computer software transition.
4B	Hardy reported that running the dual accounting systems assists in identification of reporting errors and inconsistencies and poses challenges with regards to compiling monthly R&E summaries. Total revenue and expenditure figures are as expected for this time of year.	July 2012 Budget Summary
4C	Review of contracts and Capital Purchases for 2012 by Commissioner Hardy produced no questions from Supervisors.	2012 Capital Outlay Update
4D	Commissioner Hardy passed out the Trial Balance Worksheet for 2011, which showed the audit did not produce significant changes in the bottom line. Audit entries changes were made primarily to Shop operations account. Those changes will affect all other sheets within the Financial Report. Staff will update the 2011 FR for the changes and return to committee next month for review and approval. Discussion of accounting challenges with relation to inventory tracking of materials, primarily sanding materials and salt. All inbound deliveries are scaled, but not every outbound truck load from the five county shop facilities gets weighed. The 2011 Financial Report will be amended per the auditor's comments/changes and presented to the Transportation Committee on the Oct. 1'st meeting	2011 Financial Audit
#4E	Presentation of Wi County Highways Association summary of the proposed Wi Dept. Natural Resources Wetland and Waterway General permit changes. No action taken.	WI DNR Permits
#4F	Commissioner Hardy updated the committee on construction of Cty Hwy T, Wi Dept. of Transportation construction of Rumble strip additions on STH 80 and USH 14, Wi Dept. of Transportation beamguard upgrade project on USH 151/18, concrete	Construction Updates

	pavement joint repairs along USH 18/151, and a scheduled road closure on STH 80 for culvert replacements.	
#4G	Review of the 2012-2015 scheduled State Transportation Improvement project listing for Iowa County. No action taken.	2012-2015 STIP Projects
#4H	Commissioner Hardy provided some background information on the needs of CTH C from STH 23 to USH 14. He stated meetings have been held with the Wi Dept. of Transportation Local Roads Director Ian Winger, in an attempt to have CTH C placed back into the Statewide Transportation Program for Rural Road Improvements. Further meetings will be held during the month of September to discuss funding for the improvements.	Cty Hwy C update
#5	Supervisors discussed the need to have an additional Transportation Committee meeting in September to reconsider the pending condensed Paid Time Off and On Call document discussed in 3Aa above. Motion by Parman seconded by Peterson to set additional meeting for 6:00 PM September 27'th. Motion passed unanimously.	Next Meeting Schedule
# 6	Motion by Bunker second by Benish to adjourn at 9:00 PM. Motion passed unanimously	Adjourn

Respectfully Submitted by County Board Supervisor Tom DeLain