

# **IOWA COUNTY TRANSPORTATION COMMITTEE**

## **April 4, 2011**

The Transportation Committee met in the Iowa County Highway Department Conference Room in the City of Dodgeville on Monday, April 4, 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, Dan Curran, John Meyers, Curt Peterson, Robert Pilling, Ryan Walmer, and Robert Zinck

Committee members excused/absent: Sups. Dave Bauer and Bob Bunker

Other County Board members present: Sups. Ed Weaver and Steve Deal

Also present: Highway Commissioner Craig E. Hardy, Business Manager Jeri Grabbert, County Administrator Curt Kephart, Personnel Director Bud Trader, and State Roads Patrol Superintendent Randy Sudmeier.

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

Sup. Ryan Walmer moved for approval of the April 4, 2011 agenda and the minutes of February 28, 2011. Motion was seconded by Sup. Dan Curran. Motion passed unanimously.

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

Sup. Ed Weaver addressed the committee on his thoughts regarding the resolution that was passed at the Board Meeting for \$300,000 of funds from the General Fund being used for bridge repairs. He questioned whether this was the best use of these funds and named other areas also in need of additional funds and may have been applied.

Sup. Ryan Walmer commented that CTH B seems to be worse than it was before construction. Craig Hardy indicated the problem is related to frost-heave action and is indicative of the manner of pavement replacement performed on the CTH B project. The movement of the road was short lived (2 to 3 week timeframe) and as time goes on annually should decrease in severity.

Sup. Dan Curran asked if the FEMA funds we applied for had been approved and/or received for the winter storm in early February. Craig Hardy noted that the Department has not been notified of a determination having been made by FEMA. The process takes time and would anticipate hearing something prior to the next Transportation Committee meeting.

Union Stewards Scott Reddell and Keith Buckingham joined the meeting.

A motion was made by Sup. Robert Zinck and seconded by Sup. Ron Benish to go into Executive Session pursuant to Sec. 19.85(1) (c) WI Statutes for considering employment, promotion, compensation and performance evaluation data of any public employment over

which the governmental body has jurisdiction or exercises responsibility. (Grievance #11-01, Seasonal Position Duties). Motion passed unanimously. The committee went into closed session at 6:10 PM.

Return to Open Session.

A motion was made by Sup. Bob Pilling and seconded by Sup. Dan Curran to return to open session. Motion passed unanimously. The committee returned to open session at 6:50 PM.

A motion was made by Sup. Robert Zinck and seconded by Sup. Dan Curran to deny the grievance. Motion passed unanimously.

### **Old Business**

- A. 18/151 Design Study Discussion. No report this month.
- B. MDSS AVL-GPS Discussion and Machinery Management Updates. Shari Bremser wanted a response by April 1 regarding the proposed contract and getting the funds encumbered.

A motion was made by Sup. Robert Pilling and seconded by Sup. Curt Peterson to have Craig Hardy make the decision after attending the Commissioner's Meeting on April 5 and 6. Motion passed 6 – 1. Yes: Sups. Ron Benish, John Meyers, Curt Peterson, Robert Pilling, Ryan Walmer, and Robert Zinck. No: Sup. Dan Curran.

- C. EECBG Update – Highway Insulation & Windows Projects(s). The insulation punch list will be completed in the spring when the some of the window contractors are done with their portions. On the windows project, the block work is done. The exterior brick work is underway and installation of the new windows should start within the next week.
- D. Departmental Equipment Classes, Depreciation, Service, and Usage Life. An analysis was done to present information related to sizing of trucks for the varying plow routes the equipment is utilized on related to winter storm applications of de-icing materials. Based upon the length of routes and the maximum application rate, the current configuration recommends the fleet truck sizes for winter weight increases (15% over manufacturer's GVW) would be 12 single axle trucks and 16 tandem axle trucks. Based on the Manufacturer's GVW, the recommendation would be 2 singles, 25 tandems, and 1 tri-axle. Our current fleet consists of 9 singles, 13 tandems, and 13 tri-axes. Sup. Ron Benish asked what this information would be used for. Craig Hardy explained this is provided as supplementary information to be utilized in determining a Departmental Capital Purchase and Replacement Plan and Schedule, so as to understand the usage of the equipment for making that recommendation.
- E. Quarry Agricultural Land Use Lease Proposals & Agreement. Six sealed bids were received no later than March 28, 2011 at 10:00 AM, at which time the bids were opened and read aloud. High bidder was Sam and Paul Kaiser, 1558 Louisburg Rd., Cuba City, WI 53807, with a bid of \$232 per acre.

A motion was made by Sup. Ryan Walmer and seconded by Sup. Ron Benish to recommend the Quarry Agricultural Land Lease to Samuel and Paul Kaiser.

- F. CHEMS/CHEMSPRO versus ACS Accounting Software. A summary of comments was compiled with input from Craig Hardy, Jeri Grabbert, Lisa Borne and Wendy Lueck. Craig noted that one objective from the Court House was to have a fully integrated software system with the existing ACS software. The proposal under consideration is for a "Highway" module from the existing county software vendor for \$26,000 to include 3-day on-site training and a one-year support agreement. Craig reviewed the comments on the summary sheet and asked for any questions. Sup. Bob Pilling asked where the money would come from for this expense. Curt Kephart commented that the committee may want to recommend this proposal to the ASC committee with a recommendation that the county use contingency funds for this Highway software package. Curt indicated that this integration is a very valuable financial tool for countywide accounting. Craig discussed other components to be incorporated in the future, which would complement this program for cost accounting within the Department.

A motion was made by Sup. Ron Benish and seconded by Sup. Dan Curran to send this to the Administrative Services Committee for consideration with a recommendation that it be purchased with the use of contingency funds. Motion passed unanimously.

#### **New Business:**

- A. February 2011 Revenue and Expenditure Report. Jeri Grabbert reviewed the February report reminding that it is now presented showing each form of operation on its own and then as a total at the end. For the month of February the revenue under expenditures is (\$91,822). However the year-to-date revenues are over expenditures by \$152,615.
- B. Write Off Uncollectible Receivable. Jeri Grabbert presented account receivable damages to county property that occurred in January 2010. Attempts for collection started with the normal billing process, then was after a time period of delinquency was followed with 3 letters. The second letter went certified mail and was returned after 3 attempts by the Post Office to get a signature. The third letter was served by the Sheriff's Department and found that the debtor no longer lives at this address and it is unknown where he lives now. Discussion followed on using a collection agency for recuperation of past due and other uncollectible accounts countywide. Curt Kephart will look into this and bring the information to the next Transportation Committee meeting.
- C. Aggregate Bid Results. 2011 season aggregate bids were received. Jeri presented summaries of the various prices for differing aggregates to be purchased from the vendors. The location of projects, proximity of the pit sources, and availability of those materials at the time of the implementation of a project typically determines the vendor to be utilized so as to control trucking costs on the project. Therefore, the pit that is closest to the job with the materials required available, determines which vendor source is used. Curt Peterson questioned if the County always pay by the ton or by the cubic yard. Craig and Randy responded the conditions depend on the quarry site utilized, location of the project, and availability of a scale. In some instances the vendors have a scale in the

quarry, but not always. So it depends on availability at the time, occasionally the County does haul and pay the materials based on load counts or the cubic yard.

A motion was made by Sup. Robert Zinck and seconded by Sup. Ron Benish to acknowledge the prices submitted by the various suppliers. Motion passed 6 Yeas. Sup. Curt Peterson abstained.

- D. Culvert Pipe Bid Results. Bid results were presented and discussed. Craig recommended to accept the bids as presented.

A motion was made by Sup. Robert Zinck and seconded by Sup. Dan Curran to recommend the culvert purchases to Metal Culverts, Inc. with the conditions all materials received meet the specifications distributed by the Department. Motion passed unanimously.

- E. Right of Way Purchases and Negotiations. This item was tabled to the next meeting.

- F. Waste Oil Furnace Purchase. Three quotations were received, presented, and discussed for a Waste Oil Furnace to be used to heat an area in the Main Shop. The 2011 budgeted amount for the purchase is \$11,000. Craig recommended the purchase of a CleanBurn 300,000 BTU furnace complete with installation. Three quotations were received from LannAir, CleanBurn, and Innov8e.

A motion was made by Sup. Ron Benish and seconded by Sup. Ryan Walmer to recommend the purchase of a Clean Burn Waste Oil Furnace. Motion passed unanimously.

- G. CTH YZ Driveway Access – Part of Lots 2, 3, & 4 – Brown’s Addition. Craig Hardy explained an issue discovered by a title search during the process of a sale of property along CTH YZ. The WDOT had placed a deed restriction on the parcel during the 1950’s due to the block of parcels having an alley way access between the parcel and the state trunk highway 18 at the time. During the 1980’s with the relocation of STH 18 onto the four lane highway, the state performed a jurisdictional transfer to the county thereby creating CTH YZ. Craig requested a legal opinion from Corporation Counsel to determine the responsibility of the county in the matter due to requests from the owner’s legal representative and the title company involved. Based on legal opinion (copy provided in the agenda packets), the county took jurisdiction of the road adjacent to the plat and not enforcement of any rights or obligations reflected on the plat. After discussion with the parties, it was determined the state would have to vacate their rights and interest in the title of the plat and to work with the property owner to resolve the issue. Also of note, the Town of Dodgeville had vacated the alleyway during the jurisdictional transfer process during the 1980’s; therefore, only the state maintained a restriction on the plat. The Real estate section of WDOT was working on correcting the problem.

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

- A. 2010 Departmental Activities by Labor Hours. Craig Hardy provided a cost analysis of all costs according to activity code for work performed by the Department ranked from the highest cost to lowest. The table included the 25 highest cost activities out of 89 activities which costs were coded to for fiscal year 2010. The analysis included labor costs, equipment costs, materials costs, and other costs associated to activities. Next month an analysis based on jobs or GL account will be presented for review and discussion.
- B. WCHA Machinery Management Committee Update. Jeri Grabbert reviewed some topics of discussion from the March 18 MMC meeting. Shari Bremser and Todd Matheson from the DOT were present for continued discussion on the AVL/GPS system. The plan is to establish a reimbursement process by July 1. Waushara Co. Commissioner Tom Dahlke will discuss this further at the Commissioners Meeting on April 5 & 6 and bring back more information to MMC in April. The MMC should use April and May to determine the reimbursement process to be used and then it should be presented at the WCHA Summer Conference in June. Another topic of discussion was the ongoing request for dual truck rates for snow plowing and hauling. Some counties feel that the equipment rate used for hauling in the non-winter season is too high for the service. In conjunction with the MMC meetings Jeri Grabbert is part of a group of 3 Office Managers and Doug Meek, DOT Auditor to create an Office Manager's Guide Book. Currently the Highway Cost Manual is being put in electronic editable format and then we will be creating an index for the manual. The goal is to have the guide book completed in time for the CHEMS conference in October.
- C. WCHA 2011 Capital Days Summary. Craig Hardy presented a summary of issues discussed at Capital Days. Specifically, he mentioned the affects on the 6-year federal inability to re-create a Transportation re-authorization bill. The current proposals under consideration include at least a 10% cut in federal spending to align expenditures with revenue in the program. This would result a reduction of 70 to 80M of the previously funded \$700M to \$800M per year to the state of Wisconsin. In addition, the authorization appears to eliminate the line item expenditure of \$XM to local bridges for improvement. The fear within the WCHA is related to the elimination of the line item for STP local projects, the decision of where to spend the funds becomes the state DOT decision and may lead to the possible elimination of the 80/20 Local Bridge Program.
- D. Potential Affects of the State of Wisconsin 2012 – 2013 Budget Discussion. Craig Hardy prepared a summary of bullet points illustrating how the Governor's budget could affect the ICHD. Included is a reduction of GTA funds in 2012 of around \$105,000. This summary is informational only and for review by the committee.
- E. 2011 County Rankings of GTA and Mileage. Craig Hardy presented a spreadsheet that shows the number of county road miles, the cost per mile on a 3-year average, and the cost per mile on a 6-year average for all 72 counties. The table shows the costs spent per mile of GTA eligible repairs on the respective county's roadways by \$ per mile. The

item is for review and discussion related to how Iowa County compares with its' neighbors.

- F. WCHA "Summer Road School" Conference. The conference is on June 6, 7, and 8 at the Kalahari Resort in Wisconsin Dells. This year will include the WCHA 100<sup>th</sup> anniversary celebration. Registration and hotel room reservation deadlines are May 13. If any committee members are interested in attending they should contact Craig or Jeri no later than at the May 2<sup>nd</sup> Transportation Committee meeting. The summer conference includes the Highway Safety Roadeo sponsored by Wisconsin County Mutual Insurance. Two employees will be selected to participate and represent Iowa County Highway Department.
- G. "Highway-Rail Grade Crossing Safety Act" Code 49 CFR 1.49(m). Craig informed the committee of the potential for an unfunded mandate being created at the Federal level related to Railroad and Highway at-grade crossings. The affect on Iowa County will be limited to the remaining rail corridor in the northern tip of the county. At the present time the draft legislation to be adopted by other governmental entities sets fees and fines for motor vehicle violations in the vicinity of the crossings.
- H. 2011 Department Budget Modifications – Winter. The budget needs to be modified after winter costs for storms in January through March are compared to budget. Craig estimates the preliminary information indicates the Department is over budget by \$175,000 when compared to the 3-year historical information related to November and December costs. Craig will complete the analysis, and then evaluate projects to be undertaken this summer per the budget, and return with a recommendation for modifications to the 2011 budget. This will be discussed further at the next meeting after the 2011 construction schedule is prepared.
- I. NPAAW Road Damage Study Findings. Craig advised the committee, chair John Meyers had presented to him a preliminary summary of a study being performed by the NPAAW related to road damage, agricultural equipment, and recommendations of how to alleviate the issues. The article appeared in the Agri-view magazine, and the report findings were due out in mid summer.

The next regular Transportation Committee meeting will be held on Monday, May 2, 2011 at 6:00 P.M.

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

The meeting adjourned at 8:20 p.m.

Minutes Respectfully Submitted by Jeri Grabbert, Business Manager.