

# IOWA COUNTY TRANSPORTATION COMMITTEE

## October 3, 2011

The Transportation Committee met at the Iowa County Airport Conference Room on STH 39 in Mineral Point, WI on Monday, October 3, 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 E. Hardy, Business Manager Jeri Grabbert, County Administrator Curt Kephart, Airport Manager Kevin King, and Sups. Jim Griffith and Daniel Nankee.

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

Approval of the 10/3/11 agenda and the minutes of the 9/1/11 meeting. Sup. Ryan Walmer moved for approval of the October 3, 2011 agenda and the minutes of September 1, 2011. Motion was seconded by Sup. Robert Pilling. Motion passed unanimously.

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

Sup. Curt Peterson noted the Fall Art Tour is coming up and they are looking for the signs they used last year, wondering if they are at the Highway Department. Craig Hardy indicated they could have been removed by the Hwy. Dept. and brought to the yard if they were on the state roads without the proper permits. If they were on county roads they probably would not have been brought to the yard. After they are held for 30 days and not claimed they are discarded.

Sup. Ron Benish asked for additional clarification regarding the new International truck that was approved. He asked about the different horsepower and torque options which were bid and asked if all bidders had the same opportunities for all the options. Craig explained three bids were received within compliance of the specifications. In addition, vendors were notified alternative value engineering proposals were allowed. Vendors were advised to note value engineering proposals as a cost benefit or reduction to the base bid which should meet the specifications. He noted three bids were received which met the original specifications. In addition, one vendor provided two value engineering alternatives for consideration. Craig stated the low bidder was the same bidder providing the value engineering proposals; therefore, the county could review and consider the proposals. In addition, the specifications state the county may accept or reject any bid deemed to be most advantageous to the county. Craig stated he had discussed the Iowa County truck specification and horsepower requirements with surrounding counties Crawford, Sauk, and Jefferson and noted by selecting the 310/1150 option there was a savings of \$3,500. Sup. Robert Pilling made note there were also discussions on these options prior to approval at a previous meeting.

## **New Business**

- A. Tour of Airport Facilities – Kevin King. Sup. John Meyers thanked Kevin King for the opportunity to hold the meeting at the Airport and for the tour they would be taking. Airport Manager Kevin King started his presentation by welcoming everyone. Kevin explained the current runway project and the funding mechanisms for airport projects. Some airport funding comes from a pool of money from aviation users and not very much from the taxpayers. Entitlements of \$150,000 per airport per year are available for eligible projects such as approaches, taxiways, and hangars. The funding for some projects is 95% federal, 2.5% state, and 2.5% county. A couple years ago mowers were added as an eligible cost project with an 80/20 cost share. In addition, 4 years ago snow removal equipment was added under the 95/2.5/2.5 cost share. Once an airport participates in a project, the project must have a life of 10 years or more. Availability for other projects is dependent on entitlements and funding. Entitlements can be banked for up to 3 years. The current year entitlement plus the 3 banked years would provide \$600,000 towards the current project. The 2009 and 2010 entitlements were banked, 2011 will be banked, and in 2012 the hangars would be built if funding is available. Sup. Ron Benish asked Kevin if there is a 10-year plan. Kevin indicated he meets with the state people once a year. Kevin noted the Fuel Farm must be up to date by the fall of 2013. In the fall of 2014 it will be out of compliance as is now. This project could put the hanger on hold unless the funds were borrowed and paid back with the next year's entitlement. Sup. Jim Griffith noted that discussions in congress are going on about excluding small airports from the funding and use for only commercial airports. Kevin King indicated these are not new discussions and they have actually been going on for years.

At this time Kevin provided a tour of the facilities; existing and under construction – the new construction nested tee, access roadway, and hangar building sites. The group returned to the Airport Conference Room at 7:05 PM to resume the meeting.

## **Old Business**

- A. 18/151 Interchange Study – CTH BB/HHH Proposed Intersection. Alternatives for this intersection are a T-intersection or a round-about. DOT is looking for guidance on which type is preferred. Sup. Ryan Walmer asked if a round-about could accommodate farm equipment. Craig said it would, similar to how the Bennett Road roundabout currently accommodates semis. Craig noted the numbers shown on the maps are traffic counts. He stated he preferred a round-about at this location, due to the alignment and configuration of the T-intersection option related to the interchange. Sup. Bob Bunker asked if a round-about would require use of more land and Craig said that is not necessarily the case. Sup. Dan Curran asked how the plowing is affected by a round-about. Craig said that it is not much different from doing an intersection with regard to the time to do it, although a truck is required to make more passes through the roundabout. The project is scheduled for 2016/2017 in the state 6-year program.

A motion was made by Sup. Robert Pilling and seconded by Sup. Bob Bunker to recommend a round-about for this intersection. Motion carried 7 – 1. Nay: Sup. Dan Curran.

- B. 2012 Highway Budget – Any Questions by Committee Members? Craig informed the committee an updated notice was received on General Transportation Aids (GTA) and this estimate is \$5,322 more than the previous estimate which was currently in the budget. To maintain the tax levy, \$5,322 will be added to County Maintenance. Sup. Curt Peterson asked if the proposed budget was a 0% budget. He expressed his concern about the needed bridge replacement projects. He also noted that the tax levy can increase by 1% and it should be considered for the Highway Dept., stating the projects need to be funded from somewhere and he did not feel they should be funded from Fund Balance. He noted that a 1% increase would be approximately \$96,000. Sup. John Meyers stated he feels the Transportation Committee and Commissioner Hardy should be aggressive to get the 1% increase towards projects. Sup. Curt Peterson noted they also need to keep up with sealcoating maintenance on the better roads. Craig Hardy reminded the committee that there are 2 LRIP projects on back log – CTH T South, which has to be completed by 2017; and CTH DD, which has to be completed by 6/30/2013. There is also a 3<sup>rd</sup> LRIP project to be completed in 2019, which will be received in early 2012. Sup. Ryan Walmer thought that the 3% decrease in budget was supposed to be put in a separate fund and a 2/3 vote would be needed to get the funds. Sup. John Meyers stated \$546,000 per year is needed just for preventative maintenance. Sup. Robert Zinck commented all departments were to submit a 0% increase and wondered if the other County Depts. would be okay with differences pertaining to the Highway Dept. Sup. John Meyers said it would as some departments would have been okay with the 3% or more decrease. Sup. Ron Benish commented on the 1% increase suggested by Sup. Curt Peterson and questioned the comments by Sup. Ryan Walmer regarding the fund for the 3% decrease. Sup. Ryan Walmer explained the discussions included putting the proposed 3% decrease in a contingency fund for the department, but if it was not used it would go to the general fund. He reiterated this was not anything official but rather just part of the discussions. Sup. Robert Zinck noted the Highway Department received \$300,000 from the General Fund, but in reality needed \$725,000 for the bridges under discussion. Sup. Dan Curran noted three bridges required completion in 2014 to be funded. The CTH F roadway project would cost about \$4.3 million and that the county's 20% cost share would be about \$1,000,000. Craig stated it is possible to split the project into two or three separate projects due to funding issues. Sup. Dan Curran felt the Transportation Committee should submit a proposal to the Board to explain the needs. Sup. Curt Peterson stated 5 years ago the County took \$500,000 from Highways and now it is time to put money in. He noted that County Administration had put \$100,000 back in last year. He also noted a .6% increase was realized within the County for new construction.

A motion was made by Sup. Robert Zinck and seconded by Sup. Curt Peterson to recommend to ASC the highway budget be increased by 1% of the County levy (about \$96,000) to use for needed Hwy projects. Motion carried 7 – 1. Nay: Sup. Ryan Walmer.

### New Business

- B. August 2011 Revenue and Expenditure Report. Jeri Grabbert reviewed the August report. She noted the target rate for August is 66.67%. On the last page, the total of all divisions show revenue at 65.60% and expenditures at 68.30%, compared to 66.67% for target rate. Sup. Ryan Walmer asked about the State Discretionary Paint program with expenditures at 117% of budget. Craig explained that Iowa County picks up paint jobs

for Vernon and Dane Counties for work they are not able to complete. With the extra expenditures is also the State reimbursement. Sup. Dan Curran asked about status of the AVL-GPS program. Craig indicated that equipment has been installed in a portion of the fleet with some 3 to 4 trucks almost complete, 2 to 3 in process, and three to start on and complete. Sup. Curran also asked for the delivery date of the new truck and Jeri noted that it is 12/15/2011.

C. Highway Department Operations & Funding Report Part IV – Reactive Maintenance.

Reactive Maintenance is the cost involved when required to react to uncontrollable conditions which have occurred. It can be broken into 3 parts – Winter Maintenance, Flood Repairs, and Emergency Response. Craig described the levels of and sources of reimbursement available to assist with the costs of Reactive Maintenance, generally Federal and State agencies. For Emergency Response costs reimbursement would typically come from the responsible party involved in causing the expense. Craig noted Winter Maintenance is the largest of the Reactive Maintenance costs. The County's average annual expenses for Winter Maintenance related activities for the years 2006 – 2010 totals \$1,207,339. The three year history for 2007 – 2010 is substantially higher at \$1,413,939. Craig noted budgeting for Winter Maintenance should be on a 3 – 5 year rolling average to maintain current levels of service and not over expend. If Winter Maintenance funds remained at the end of the year they could be carried forward for highway capital expenditures, for maintenance or construction activities, or apply towards the next year levy. Craig recommended discussions take place on the potential for cross-jurisdictional plow route establishment and maintenance. Craig also noted by the state statutes the County has a timeframe of 72 hours (3 days) to open all routes; and for up to 3 weeks the county can not be held liable for injuries sustained by reason of winter weather conditions. Craig added although these statutes provide for these timeframes, they are not acceptable by the general public. The level of service is only restricted by the amount of interruption to service the public is willing to bear and these statutes.

D. 2012 WDOT RMA – Routine Maintenance Agreement. Craig noted that the 2011 RMA was for \$1,333,700 and that it was decrease by \$18,700 (1.4%) for 2012. In 2010, two addendums were added to the RMA: (1) Liabilities for damages. The state will back the work. When the County submits a Maintenance/Repair Authorization Request to the DOT, the DOT will determine if the maintenance or repair should occur. If they choose not to repair, they assume any liability. (2) Agreement for Term of Contract. Craig noted that he crossed out the stipulation regarding terminating the contract with a 90-day written notice and changed it to say that “neither party may terminate this agreement prior to January 1, 2013.” Craig stated although the budgeted amount is the guideline, the expenses always exceeds the RMA. These costs will always be paid by the state because the state engineers determine the work that needs to be done.

E. Policy Discussions – CDL and OT. Craig told the committee that as a result of Act 10 and the bargaining agreement expiring on December 31, 2011 the department will have to evaluate employee policies to be put in place. The goal for a Policy is to establish expectations and guidelines for staff and management to follow and enforce. Craig stated it makes sense to have an employee be held accountable for their driver's license as a requirement of work, as the foundation for the department centers partially around the winter snow storm response and activities. The policy should be fairly simple to

interpret, but flexible to manage and equitable to employees. Discussion included various scenarios for how a revoked or suspended license may affect the employee, management, and operations. Curt Kephart noted he has received feedback from employees with regards to identifying which policies may be implemented and a timeline to be put in place. Curt noted the Administration team is reviewing the various agreements and contracts to identify a list of the comprehensive issues. Curt agreed a CDL Policy is clearly critical, but the employees are asking what else will be put into place. The questions to be answered include what levels of consistency around the county should be attained, will there be general countywide policies verses specific departmental policies or both? The goal of administration is for the policies to be equitable and justifiable as to purpose or mission. In addition, discussion occurred with regards to the potential for an Overtime (OT) Policy. State and federal law only requires all hours worked in excess of 40 hours in a week is to be paid at the overtime rate. Sup. Robert Zinck asked questions of how the policy might look related to the opportunity for compensatory time, reducing overtime costs, and other issues. Craig stated this should all be a part of the future discussions, but some sort of set hours should be established, so as to provide employees of an understanding of when they should be reporting to work. The committee discussed other topics surrounding the OT and CDL topics. Craig stated he could review the department employee handbook and bargaining agreement to summarize a list of topics which might be open for discussion to creating a county or departmental policy for implementation for the next meeting.

- F. Request for CTH Junction Signs at Town Road Intersections. Craig received a letter from a David Davis requesting that a CTH junction sign be placed at the tee intersection of Evans Quarry Road and CTH Y. Craig advised the committee the department does not typically maintain junction signs at all town-county road intersections. However, at this location due to being a tee intersection with a hillside, a junction sign is mounted on the night arrow board. Craig does not feel it is necessary to sign all locations such as this one for typically the people driving the town to county routes are familiar with the area (IE have a purpose for being on the routes to begin with). Sup. Jim Griffiths indicated this is a neighborhood with a lot of people invited into the area from outside of Iowa County. He knows Mr. Davis and will discuss the matter with him. Craig advised the committee the department had discussed the issue and resolved it with Mr. Davis.
- G. Fall WDOT/WCHA SW Region Conference – Darlington (Iowa/Lafayette) Nov. 11, 2011. The conference is Nov. 11 from 8:00AM to 1:00 PM in Darlington at the Bridges Restaurant. It is being co-hosted by Iowa and Lafayette Counties. Speakers will include Mark Gottlieb, Secretary of DOT, and Tom Lorfeld, Regional Operations Manager. Anyone interested in attending should contact Craig or Jeri to notify them of registration.
- H. LRIP Program 2012 -2013 Cycle. A list of the entitlement awards due for Counties, Townships, and Municipalities illustrates in Iowa County the County's entitlement is \$135,972.27; the Townships' entitlement is \$94,739.65; and the Municipalities' entitlement is \$37,975.79. Craig provided the numbers for information to the committee, as these are a form of the gas tax funds which are returned to the county.
- I. DOT Permits – Wheeler Report. Craig informed the committee, new weight limit proposals and lengths are in discussion within the state legislature. The proposed bills

are within the packet for review. In essence, the proposals allow longer, heavier loads on the county roads and bridges up to a maximum of 92,000# on 6 axles. This legislation was discussed some 2 to 3 years ago, at which time all statewide bridges were reviewed for carrying capacity. The end result was Iowa County ended up posting some 4 to 6 bridges at 40 ton capacity.

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

- A. WCHA Machinery Management Committee Update. Rate setting guidelines for non-standard equipment is being extensively reviewed and discussed.
- B. WCHA Training & Safety Committee Update – Operator’s Training. The training guideline is complete and available to counties.
- C. WCHA President’s Task Force Objective. No changes have taken place since the last report.
- D. 6-Month Federal Transportation Authorization Extension. Another extension was issued for the Federal Transportation program. Each time the extension continues spending at the prior bill’s level. The growing concern is related to the fact the Federal Transportation program takes in 40% less than what is spent. At some point in time a proposal to cut the program will come forward. The committee needs to be aware of the issue, in case a call for call-ins come to combat at the legislation.
- E. MUTCD Sign Reflectivity Changes. The change in regulations is good for the County. The compliance dates have been eliminated therefore the timelines no longer exist for full sign compliance to reflectivity. Instead, the maintaining authority has to identify a program for replacements; then properly replace the old signs when they are worn out with a sign which complies with the legislation. A list of signs on the county system not meeting the reflectivity compliance deadline and the costs for those signs is in the packet.
- F. CTH G Construction Update. The project on CTH G from Cobb to Roaster Road is a CHIP project therefore we can not use materials from our own hot mix plant. The materials are being purchased from Iverson Construction’s Fennimore plant. The project is approximately 2.7 miles long and should be substantially complete by the end of October.
- G. Asphalt Plant Repairs – Dryer Drum. The US Motors electric motor and switchgear for the dryer drum faulted during production of materials. The existing motor and switchgear were rebuilt by WW Electric in Fond du Lac for \$4,700. Preliminary estimates for a new unit were in the range of \$12,000 to \$18,000.
- H. 2012 Winter Road School January 16 – 18 Chula Vista. Committee members should start thinking about if they may want to attend the Winter Road School in January 2012. Registration deadline will be December 15, 2011.

The next regular Transportation Committee meeting will be held on Monday, October 31, 2011 at 6:00 P.M.

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

The meeting adjourned at 8:35 p.m.

Minutes Respectfully Submitted by Jeri Grabbert, Business Manager.