

# **IOWA COUNTY TRANSPORTATION COMMITTEE**

## **October 26, 2009**

The Transportation Committee met in the Highway Department Conference Room in the City of Dodgeville on Monday, October 26, 2009 at 6:00 p.m. and was called to order by Sup. Larry Steffes.

Roll call was taken:

Committee members present: Sups. Larry Steffes, Bob Bunker, Ron Berg, Dave Bauer, Mark Masters, Gerald Dorscheid, and John Meyers.

Committee members excused/absent: Sups. Ron Benish and Brad Wells.

Also present: Highway Commissioner Craig E. Hardy and Highway Office Administrator Jeri Grabbert.

Sup. Dave Bauer moved that the meeting had been duly advertised. Seconded by Sup. Ron Berg. Motion passed unanimously.

Sup. Bob Bunker moved for approval of the October 26, 2009 agenda and the October 5, 2009 minutes. Motion was seconded by Sup. Mark Masters. Motion passed unanimously.

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

None

### **New Business**

- A. Scott Gaffney CTH HH Driveway Permit. Craig Hardy explained that last summer Mr. Gaffney's neighbor received an approved driveway permit to install their driveway in a location that at or near the property line. Mr. Gaffney has requested to put in a driveway as well in this vicinity; however, if installed according to the county Access Ordinance the driveways (existing and proposed) would be required to have 300 feet on center of separation between them. That would put the proposed driveway in his hay field. Mr. Gaffney has requested to put his driveway on the property line also, adjacent to the existing driveway. In discussing the issue with Otis Nelson, the commissioner stated the Town of Brigham did not have any objections to the request or its' proposed location. Craig Hardy stated that from an engineering and a safety standpoint the location meets those requirements. There would be an approximate 40 feet of separation between the two driveways. Craig Hardy noted that the action taken on this issue would not set a precedent, as this would be considered a variance and each application is treated on its own merits.

A motion was made by Sup. Mark Masters and seconded by Sup. Bob Bunker to approve the driveway application requested by Mr. Scott Gaffney. Sup. Ron Berg abstained. Motion carried unanimously by remainder of committee.

### **Executive Session**

Tabled to the next Transportation Committee meeting on November 30, 2009. AFSCME Union Representative Mike Goetz was unable to attend.

### **Old Business**

- A. EECBG Grant Status. Craig Hardy discussed the status of the grant application planning process. Meetings and conversations with the Sheriff's Office and Bloomfield Manor are incorporating projects on a county-wide basis. The projects being looked at include insulation, windows, HVAC, and lighting. Craig has received insulation samples and quotes for the upper truck shed at the Dodgeville shop. The grant funds go up to \$225,000 per community (in our case for the county governmental entity). This is a matching dollar grant. Also Alliant Energy or Focus on Energy may have some cost sharing available, which would be considered as a portion of the community match. The next meeting to continue discussion of the grant project planning is Tuesday November 3. The grant application deadline is November 12.
- B. Summer Construction Budget. Craig Hardy distributed a report showing the 2009 construction budget and a list of roads that were worked on during 2009 with their corresponding costs. The list included remaining costs of 2 STP projects from prior years. The balance remaining in the construction account is \$4,519.42.
- C. Rosenbaum-Quarry Agreement – Tree bids, award, and schedule. Craig Hardy reviewed the spreadsheet in the packet that showed the 3 bids that were received. Per the motion of the last meeting Craig was asked to get a total of 2 – 3 bids, accept the low bid, and proceed with ordering the trees. Craig awarded the bid to Shade Solutions for the low bid of \$11,000. The trees are being ordered and will be planted this fall.
- D. 18/151 Public Information Meetings Schedule. The Public Information Meetings are scheduled for Tuesday November 10 from 4:30 PM to 7:30 PM at the Ridgeway Elementary School, 208 Jarvis Street in Ridgeway, and Thursday November 12 from 4:30 PM to 7:30 PM at the Springdale Town Hall, 2379 Town Hall Road, Mount Horeb, Town of Springdale.
- E. Radio Report and DOJ Grant. Craig Hardy highlighted some areas of the report, which was distributed to the Transportation Committee members at a previous meeting. The report has been taken to the Justice Committee and will now go to the next Board of Supervisors meeting for a presentation by the consultant RCC.
- F. Machinery Storage – Fairgrounds. There will be room to store 4 tractors and the paint truck at the fairgrounds as in the past. There will be no storage fee.

### **Additional New Business:**

- A. September 2009 Monthly Revenue and Expenditure Report. Jeri Grabbert reviewed the 2009 Financial Report noting that revenues were at 82% as of September 30 and expenditures were at 68% as of September 30, both reflecting positively compared to an average of 75% at the end of 9 months. Jeri pointed out that the 2008 flood reimbursement of \$99,812.35 is reflected in this report as September revenue. She also noted that the State Discretionary Maintenance revenue was about \$278,000 over budget

due in large part to 2 LFA contracts with the state. The year-to-date total revenue over expenditures is \$103,595.82.

- B. Review of the Highway Department tentative 2010 Budget and supporting documents. Craig Hardy reviewed the changes that were made since the last meeting, with this being the final Highway budget request for presentation to the County Board, providing for a tax levy amount of \$2,061,301.

A motion was made by Sup. Gerald Dorscheid and seconded by Sup. John Meyers to approve the Highway budget. Motion carried unanimously.

- C. Goods and Services Resolution – Lime Sales – Tabled from 10/5/09 meeting. Craig Hardy distributed the resolution and explained the statutory requirement for it in relation to the sale of lime from the quarry.

A motion was made by Sup. Ron Berg and seconded by Sup. Dave Bauer to present the resolution to the Board of Supervisors for approval. Motion carried unanimously.

- D. 2010 WDOT RMA. Craig Hardy referenced the table in the packet showing the RMA agreement amounts by project back to 2004. The 2010 agreement has a budget amount of \$1,303,900, which is an overall decrease of 10% from the 2009 agreement amount. Craig then reviewed some highlights in the letter from the WDOT describing the changes in the funding levels. Craig specifically pointed out that the WDOT will be revisiting the non-winter service expectations in the Spring of 2010 “and adjust as needed depending on the status of the overall highway operations budget.” There was discussion of potentially letting the contract go unsigned, as are the same discussions among other counties. The Transportation Committee asked Craig to attend the December County Board meeting for further discussion of this with them.
- E. Staff Employee FMLA – extended leave. Craig Hardy explained that an employee is currently out on FMLA leave and may not be recovered enough to return to work at the end of the FMLA leave on December 4. Several options were discussed and will be further reviewed.
- F. WCHA Board of Directors Meeting. Craig Hardy reviewed the discussions at the WCHA Board of Directors Meeting about prevailing wages laws, rates, and affected parties.

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

- A. Asphalt Zipper Demo and Information. Craig Hardy requested that this item be tabled to the next Transportation Committee meeting.
- B. CHEMS/CHEMSPRO Update. Jeri Grabbert explained that the CHEMS software is used to track costing of labor, equipment, materials, inventory, shop operations, fleet costing, and project costs. This is a DOS based program, however the CHEMSPRO software is the windows version that has been in development for several years.

CHEMS/CHEMSPRO is provided free of cost through the State and about 30 counties in Wisconsin use it. The State also reimburses the counties for the cost of sending 3 people to the annual CEMS conference, which Jeri and the two office clerks attended on October 15 and 16, 2009. Craig and Jeri have been looking into the data collection and reporting functions and their ability to meet our needs. Also reports have been requested from the office clerks to obtain their perspectives on this software. Although not available in time for reporting to the Transportation Committee, these reports will be reviewed and considered in future decisions. Jeri described the four training sessions that were presented and also a Round Table discussion with DOT Auditor Doug Meek, where questions and issues on highway cost accounting were raised rather than on the CEMS/CHEMSPRO software. Jeri noted that she asked about valuations of aggregates inventories because of the many questions being raised by the county auditors, Johnson & Block. Based on the round table discussions, suggestions were made for improving our valuation procedures. Based on the comments made by Craig and Jeri, the Committee is comfortable with the review process that is underway.

- C. Town of Moscow Plan Commission Correspondence – Driveway Issue. Craig Hardy indicated that he would be attending the next meeting in the Town of Moscow to address their concerns listed in the letters. Committee members stated to discuss potential issues and changes with Scott Godfrey in the Planning and Zoning Department for consistency of operations.

#### **Additional Items for Discussion**

- A. Craig Hardy distributed a 2009 Quick Survey of Wisconsin Highway Departments for informational purposes. The survey asked about using debt to fund highways and a wheel tax as a revenue source. Thirty-six counties responded.
- B. Craig Hardy informed the committee of a conveyor owned by a private party that has been at the quarry for quite a length of time. The owner had been contacted several times to remove it but has never done so. Craig read a letter that was sent by Corporate Counsel to the owner stating that the conveyor must be removed from the quarry within a designated time frame or it will be considered abandoned property and disposed of accordingly by the Highway Department.
- C. Craig Hardy distributed a study that was prepared by Polk County Highway Department regarding the use of salt brine in winter road maintenance. Craig will further research the process.

The next regular Transportation Committee meeting is set for Monday, November 30, 2009 at 6:00 p.m.

Motion to adjourn the meeting was made by Sup. John Meyers, seconded by Sup. Mark Masters. The motion carried unanimously.

The meeting adjourned at 8:06 p.m.

Minutes by Jeri Grabbert