

## **Transportation Minutes**

June 8, 2015

The Transportation Committee of the Piatt County Board met on Monday, June 8, 2015, at 10:00 a.m. in Room 104 of the Courthouse. The meeting was called to order by Al Manint at 9:55 a.m. Attending were committee members Al Manint, Tom Dobson, Randy Shumard and Mike Wileaver. Also attending were: Randy Keith, Lisa Olsen, Melanie England, Eileen Sierra-Brown, Eric Seibring, and Keri Nusbaum.

### **Motion**

Dobson made motion, seconded by Shumard to accept the minutes of the June 2, 2015 meeting. All in favor, motion carried.

### **Approval of Transportation Claims**

There were no capital claims presented.

Operating expenses for April of \$57,126.05 were submitted for payment. They are still working to close third quarter.

### **Motion**

Dobson made motion, seconded by Shumard, to approve the April claims.

Roll call vote, all in favor, motion carried.

Lisa requested the committees approval for a one time vacation buyout for staff so that the accumulated vacation expense would be paid in the current fiscal year. She provided a list of those who had requested vacation buyout, and said that in the past it had been requested that the Transportation department pay the FICA portion. The personnel policy provides that one week can be rolled over to the following year. Randy Keith suggested that the buyout practice should be addressed at a future meeting, and suggested the county should never buy out more than 5 days. Mike Wileaver would like for the personnel policy to be adhered to in the department. Keri will research the current personnel policy regarding vacation roll over and buyout and report back to the committee.

### **Motion**

Shumard motioned, seconded by Dobson that the onetime vacation buyout of \$7,472.05 be approved. Roll call vote, all in favor, motion carried.

### **Project Update.**

Ceiling tiles are going up, and paint is almost complete except for touchups at the new building.

Flooring will be going in soon. Eric thinks the project is going well.

Lisa presented the application for Payment No. 4 to Tarter Construction LLC in the amount of \$206,172.10. Lisa will submit the requisition for the funding today to reimburse the county. She will prepare the paperwork and get it to Randy Keith today for his signature. According to Eric, It needs to be submitted before close of business tomorrow to be considered before the possible state budget freeze. Keith would like for the entire amount to be submitted as soon as possible.

### **Motion**

Shumard made motion, seconded by Manint to approve the application for payment of \$206,172.10.

Roll call vote, all in favor, motion carried.

### **IDOT**

Lisa and Melissa are now identified as PCOM, but Lisa feels a full time staff member should be appointed to that position, since Melissa is now part time. Lisa feels it is appropriate to name either Eileen or Melanie.

### **Motion**

Dobson made motion, and Shumard seconded to identify Lisa and Eileen as PCOM.  
All in favor, motion carried.

### **Contracts**

Mr. Edmundson identified deficiencies in the current service contracts. Lisa asked if discounts should be removed when the contracts were prepared. The committee feels it would be best to reduce the discount in steps over time. Right now the contracts receive a 25% discount. Randy Keith remarked that if fares need to be raised, now is the time to do so. Randy Shumard said that would be some cushion against rising gas expenses. . Lisa will prepare some numbers for the meeting next month, showing some different scenarios reflecting different discount rates

### **There was no public comment**

### **Next Meeting:**

The next meeting will be Monday, July 6, 2015 at 10:00 a.m.

MOTION: Dobson moved, seconded by Shumard to adjourn. All in favor, motion carried. Meeting was adjourned at 10:32 am.

Respectfully submitted,

Keri Nusbaum  
Piatt County Zoning Officer