1.0 General Communication Equipment Policy

The department shall compensate the county for a portion of the county's costs for two way radios or mobile/cellular telephones used in county highway department vehicles. The 2020 reimbursement will be paid in January based on 2018 costs.

2.0 Two Way Radios

A statewide average cost per unit shall be computed using costs including depreciation, insurance, maintenance and repairs, but excluding operator's salaries. The average shall be determined using total costs for these units divided by the number of units installed in highway department vehicles at the end of the year. The payment shall equal the sum of parts (a) and (b) below:

(a) The average cost multiplied by the number of units installed in trucks assigned to summer state patrol sections.

(b) A percentage of the average cost per unit multiplied by the number of additional units in service. The percentage is equal to the ratio of winter and special maintenance machinery revenue charged to the department to the total machinery revenue generated by the county from all sources, as shown on the Equipment Cost Analysis Summary.

3.0 Cellular Phones

A portion of the costs for the specific units listed here shall be shared by the department:

1. a unit assigned to the highway commissioner,
2. units assigned to patrol superintendents, and
3. one cellular phone or pager to be used by an "on-call" person.

The costs for equipment (when the unit costs less than $5000), depreciation (when the unit costs equals or is greater than $5000), and maintenance of the units shall be charged to the radio account. All cellular phones shall be counted as a radio unit to determine averages.

Operating costs for air time (to be interpreted as the monthly cell phone bill) of only the units detailed above shall be charged to the supervision account for reimbursement by the state. The air time charges shall be reimbursed at the appropriate supervision percentage from the Routine Maintenance Agreement (RMA).

All other operating costs for air time of all other cell phones shall be charged to the appropriate account (county maintenance, gravel pit, shop operations, administration) based on the employee (or their position) using the phone. Operating costs for airtime shall not be charged to the radio account.

Wisconsin Department of Transportation

Tommy G. Thompson
Governor

Charles H. Thompson
Secretary

Bureau of Financial Services
4802 Sheboygan Avenue
P.O. Box 7366
Madison, WI 53707-7366

FAX: 608-267-4455

February 11, 1998

TO COUNTY HIGHWAY COMMISSIONERS

Subject: County Radio Reimbursement for 1999

The 1998 State Highway Maintenance Manual, Policy 5.11, provides for reimbursement to each county of radio operating costs. It uses the number of two-way radios or mobile/cellular telephones used in each County as of December 31, 1997 as a basis for reimbursement.

Please complete the attached form. Since statewide average costs per unit are determined, no county can be reimbursed unless we receive this information from all counties. When the required data has been entered on the form, please FORWARD THE ATTACHED FORM TO YOUR DISTRICT CHIEF MAINTENANCE ENGINEER by March 27, 1998. He will verify the number of units indicated and forward the form to me.

When filling in the form, remember the following:

1. Only list units installed as of December 31, 1997.
2. Detail cellular phones in your inventory and identify the assigned user of the phone.
3. Show the type of equipment and unit number that the radio is installed in (not the type of radio).
4. Return to your District Chief Maintenance Engineer.

Sincerely,

Douglas Meek
Bureau of Financial Services

Attachment

DT71 997

BAA100 1187

Wisconsin Department of Transportation

INVENTORY OF TWO-WAY RADIO UNITS INSTALLED IN HIGHWAY DEPARTMENT VEHICLES AS OF DECEMBER 31, 19__

List the type of equipment and the unit number in which each radio was mounted.

_____ County

Type of Equipment	Unit No.	Type of Equipment	Unit No.
1.		31.	
2.		32.	
3.		33.	
4.		34.	
5.		35.	
6.		36.	
7.		37.	
8.		38.	
9.		39.	
10.		40.	
11.		41.	
12.		42.	
13.		43.	
14.		44.	
15.		45.	
16.		46.	
17.		47.	
18.		48.	
19.		49.	
20.		50.	
21.		51.	
22.		52.	
23.		53.	
24.		54.	
25.		55.	
26.		56.	
27.		57.	
28.		58.	
29.		59.	
30.		60.	

TOTAL INSTALLATIONS _____

X _____
(County Highway Commissioner)

X _____
(District Maintenance Engineer)

SAMPLE