

We Are The Z-Team!

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In This Issue

Handling Toll Roads	1
Safety Blitzkrieg	2
Picnic Details	3
CSA Scores	3
Payroll Deadlines	4
Birthdays - Anniversaries	4
News Briefs/Odds & Ends	4

SAFETY MEETING QUESTIONS ANSWERED

There were a lot of great questions at the spring safety meetings, two of which we'd like to talk about. The first is, "What turnpike and toll roads are drivers allowed and not allowed to use?" **Dave Wetzler**, Operations Manager, explained, "We have had a long-standing policy against using toll roads. Customers simply won't reimburse this expense on a normal basis. However, sometimes there's no choice, usually because there is no other possible practical route. One other exception exists and that is when dispatch gives permission to ensure the load is picked-up or delivered on schedule."



If drivers use prohibited toll roads without permission, they will be charged for the toll. ZTL is invoiced on a monthly basis, so it will usually be several weeks after the fact when this deduction will occur. For example, you drive on a prohibited toll road on June 5th. ZTL then gets the invoice for June tolls on July 10th. The Billing Department finishes auditing the toll charges by the 17th and then, if there is no exception granted, inserts a payroll deduction which comes out of your check on July 25th. For this example, that's 50 days from the time the toll charge was actually incurred.

How do you avoid a toll deduction? The only legitimate reason for a toll charge on a prohibited toll road is to have prior permission from Dispatch. On your daily paperwork indicate the name of the dispatcher who approved the use of the toll road as well as the date of travel and the name of the roadway(s).

So which toll roads am I allowed to use on a regular basis? Drivers are allowed to run the New Jersey Turnpike, Route 66 in Pennsylvania, the Massachusetts Turnpike (I-90), and I-87 in New York. There are certain sections of I-90 in New York state (Buffalo area and Rome/Marcy area) which are permitted. **Mark Zimmerman** had this to say regarding I-90 in New York, "We don't want drivers running the whole way across New York from Ohio to New England, but there are parts like Buffalo and Rome-Marcy where they have to run. I want to emphasize that the best thing is to call ahead of time if a driver isn't sure." All other tolls roads you will need permission from Dispatch to drive.

Another topic raised at the safety meeting was about per diem. Veteran flatbed driver/trainer **Terry Wagner** asked, "At what time does a driver have to leave for his first night of per diem to take effect?"

...Continued inside on Page 3

Do you need to Watch the Video?
We had a good in-person turnout (73%) for the Spring 2018 Safety Meetings. However, those drivers who were excused must still watch the meeting on DVD. You have until June 15th or your safety bonus could be affected. See Geoff to get a copy — and pay attention there will be a quiz, too!

North American Standard Inspection Procedures

CVSA ANNUAL ROADCHECK JUNE 5TH THROUGH 7TH

INSPECTION LEVEL
I II III

The Commercial Vehicle Safety Alliance’s annual International RoadCheck inspection marathon will be held June 5th through 7th across North America. CVSA performs this exercise each summer to “conduct compliance, enforcement, and educational initiatives.”

Throughout the three-day rush, inspectors will primarily be conducting CVSA Level I inspections, the most thorough type of inspection. While driver logs are typically part of a Level I inspection, enforcement officials will be taking a closer look during RoadCheck. According to their website, “This year’s focus is on **hours-of-service compliance.**”

Because of the emphasis on HOS, every driver should be sure s/he has the required paperwork including instructions on how to extract log information, emergency procedures to follow if the ELD is not functioning, and a backup paper log book.



1. Choose the Inspection Site	X	X	X
2. Approach the Vehicle	X	X	X
3. Greet and Prepare Driver	X	X	X
4. Interview Driver	X	X	X
5. Collect the Driver's Documents	X	X	X
6. Check for the Presence of Hazardous Materials/ Dangerous Goods	X	X	X
7. Identify the Carrier	X	X	X
8. Examine Driver's License	X	X	X
9. Check Medical Examiner's Certificate and Skill Performance Evaluation (SPE) Certificate (If Applicable)	X	X	X
10. Check Record of Duty Status	X	X	X
11. Review Driver's Daily Inspection Report (If Applicable)	X	X	X
12. Review Periodic Inspection Report(s)	X	X	X
13. Prepare Driver for Vehicle Inspection	X	X	
14. Inspect Front of Tractor	X	X	
15. Inspect Left Front Side of Tractor	X	X	
16. Inspect Left Saddle Tank Area	X	X	
17. Inspect Trailer Front	X	X	
18. Inspect Left Rear Tractor Area	X	X	
19. Inspect Left Side of Trailer	X	X	
20. Inspect Left Rear Trailer Wheels	X	X	
21. Inspect Rear of Trailer	X	X	
22. Inspect Double, Triple and Full Trailers	X	X	
23. Inspect Right Rear Trailer Wheels	X	X	
24. Inspect Right Side of Trailer	X	X	
25. Inspect Right Rear Tractor Area	X	X	
26. Inspect Right Saddle Tank Area	X	X	
27. Inspect Right Front Side of Tractor	X	X	
28. Inspect Steering Axle(s)	X		
29. Inspect Axle(s) 2 and/or 3 (Under Carriage of CMV)	X		
30. Inspect Axle(s) 4 and/or 5	X		
31. Check Brake Adjustment	X		
32. Inspect Tractor Protection System (This procedure tests both the tractor protection system and the emergency brakes.)	X		
33. Inspect Required Brake System Warning Devices	X	X	
34. Test Air Loss Rate	X	X	
35. Check Steering Wheel Lash	X	X	
36. Check Fifth Wheel Movement	X		
37. Complete the Inspection	X	X	X

If no critical inspection item violations are found during a Level I Inspection, a CVSA decal will be applied to the vehicle.

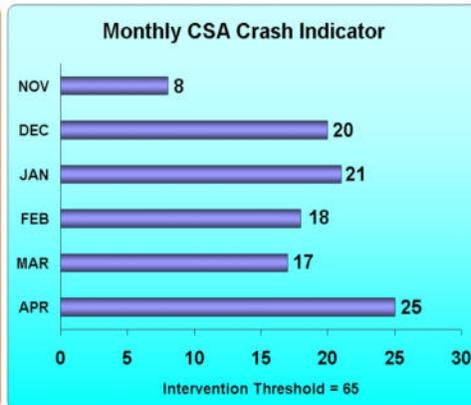
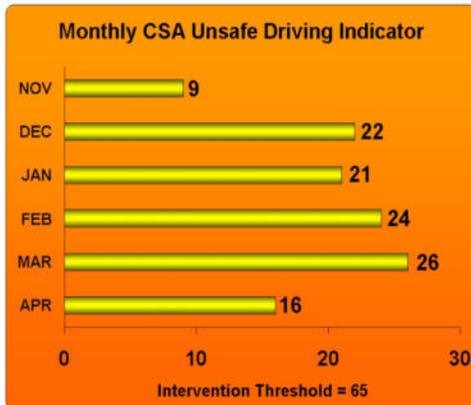
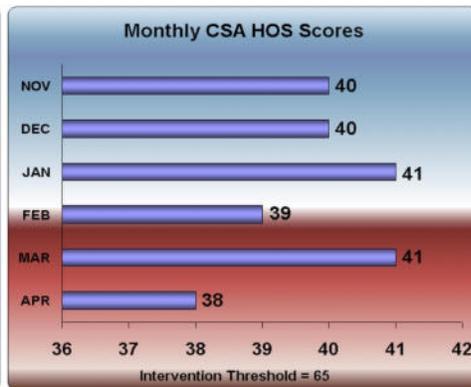
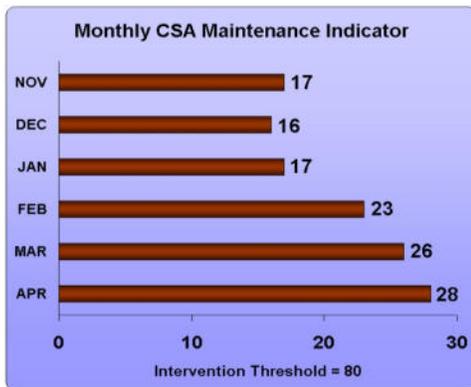
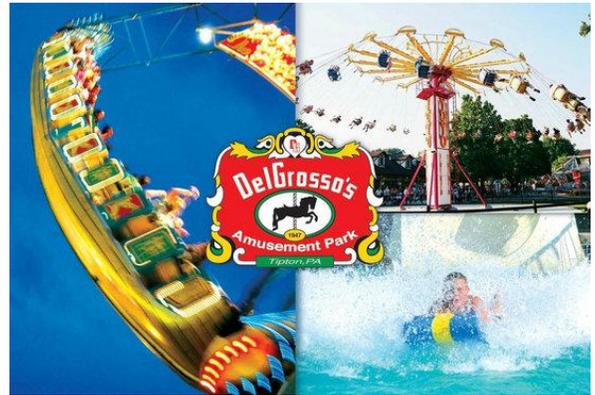
Brake system and brake adjustment violations are typically the highest out-of-service violations found during RoadCheck each year, CVSA says. According to the group, an average of 17 trucks and buses are inspected every minute across North America during the 72-hour event.

How does ZTL fare during this annual safety blitz? Apparently pretty well when compared to many others. In 2017 we had no vehicles put out of service and no citations issued. *Let's go for a repeat in 2018!*



BRING YOUR FAMILY TO THE COMPANY PICNIC JULY 14TH!

Samantha Syjud and **Gina Himes** are once more organizing the company picnic. It will be held again this year at Del Grosso's Amusement Park in Tipton, PA. This event is FREE for all ZTL employees, their spouse or significant other, and their kids OR grandkids 18 and under. Tickets for anyone not included in this list can be purchased for \$30 each. Reservation forms are going to be distributed in mailboxes by June 14th and must be completed and returned no later than Friday June 29th. The park opens at 11 AM and a catered meal will be served at noon. See you there!



VAN DRIVERS GET INCREASE MAY 1ST

Flatbed drivers are making more than ever this year too! But this is *not* about your pay raise. It's about taking some (or all of) that extra pay and *paying yourself in the future*. One of the best investments you can make now is to take that increase and add it to your 401(k).

In most cases, the company will apply the standard match. The match adds that much more to your raise. After years of compounding that little amount could result in something really big! At some point in the future you'll be congratulating yourself (and bragging to others) about your incredible foresight. Call **Cinda Lauver**, Benefits Manager, and tell her you want to increase your 401(k) contribution today. Cinda is at extension 250.

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ANSWERS TO SAFETY MEETING QUESTIONS

At the time, the answer was, "You just have to spend the night in your truck." But what is the latest time you need to leave to qualify? Can a driver leave at 3 AM and that counts as being "overnight?"

To find the answer, CFO and fiscal expert **Derek Ritzman** did some research. "We all know the purpose of per diem is to reimburse meal expenses when the driver is away from home." Per the IRS, "*You're traveling away from home if your duties require you to be away from the general area of your tax home for a period substantially longer than an ordinary day's work, and you need to get sleep or rest to meet the demands of your work while away.*" Our drivers can deduct the per diem amount, currently \$63 per day. Per Diem is self-reporting and if your workday fits the IRS definition above, then that workday should qualify for per diem. However, determining the legitimacy of any deduction is at each IRS auditor's discretion.

[Editor's note: remember starting in 2018 per diem cannot be deducted from your tax return at the end of the year. See last month's WATZT cover story on changes to the per diem rules and how they may affect you, or consult your tax advisor.]

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WRITE IT DOWN! AFTER-HOURS
EMERGENCY NUMBER FOR THE SHOP

717-436-0333

Holiday shop hours for Memorial Day weekend

Saturday: normal hours, 7 AM to 3:30 PM

Sunday May 27: Closed

Monday, May 28: 3PM to 11PM

payroll financial systems
processes **taxes** deductions compliance
solutions **tax** companies
paychecks filings employees state processing
rules accurate

Payroll Deadline Reminders

Payroll processing starts Monday morning. We need original paperwork (not faxes) to do billing. We have to have everything done by 11 AM on Tuesday to submit to the payroll processing company. If you can't get your paperwork to us by Monday morning, call. We'll try to work with you as best we can. These deadlines are even more important on weeks where there is a Monday holiday! There is a real crunch for us to get everything in and completed by the late Tuesday morning deadline.

DATES TO REMEMBER

Memorial Day Holiday—Monday May 28th
 CVSA International RoadCheck—June 5th to 7th
 Independence Day Holiday—Wednesday July 4th
 Summer Picnic & Splash—Saturday July 14th
 Employee Appreciation Week—Aug 20th to 24th

Together we are making it better!

JUNE BIRTHDAYS ...

Wes Williamson — June 9
 Christine Benfer — June 14
 Sonny Dobson — June 16
 Jon Kindervator — June 17
 Tim Barner — June 18
 Daryl Feltman — June 20
 Carolyn Fordham — June 22
 Garry Brown — June 27
 Tommy Diemert — June 28

... AND ANNIVERSARIES

Jerry Tussey — 20 years
 Dave Muretta — 18 years
 Tim Barner — 15 years
 Dennis Weaver — 15 years
 Shane Kremer — 14 years
 Ricky Snyder — 11 years
 Tommy Diemert — 4 years
 Jim London — 1 year
 David Burkey — 1 year

REFERRALS MEAN \$\$\$

Just another reminder that our driver referral program is open to all employees! If you refer a driver and he or she stays for six months, you can collect \$2,000. For a second referral it's \$3,000, and \$4,000 for the third or fourth *in any rolling twelve month period*. To help, you'll find some referral post cards enclosed with this edition of WATZT! See Geoff or Gina for all the details!



QUOTE FOR THE MONTH

"Everybody is a disciplined, long-term investor... until the market goes down."
 —Steve Forbes, Publisher, Forbes Magazine

ZIMMERMAN TRUCK LINES, INC.