

**Warren County
Transportation Improvement District
Board of Trustees Meeting Minutes
Board Meeting
Friday, September 23rd, 2016**

A. Call to Order

A Regular Board Meeting of the Warren County Transportation Improvement District (WCTID) Board of Trustees was called to order by Eric Hansen, at 9:03 a.m., on Friday, September 23rd, 2016 at the Warren County Engineers Office, 210 W. Main Street Conference Room, Lebanon, Ohio 45036.

Mr. Neil Tunison, Secretary/Treasurer, took roll call; upon roll call vote, carried with each member present each separately voting "Yes".

Attendees:

Board Members:

Eric Hansen, Chairperson
Tiffany Zindel, Vice-Chairperson
Neil F. Tunison, Secretary/Treasurer
Bill Becker
Christine Thompson

Other Guests:

Andrew Brossart, WCTID Financial Advisor
Mark Hurst, WCTID Accountant
Rusty Schuermann, WCTID Legal Counsel
Stefan Spinosa, ODOT District 8
Dan Corey, Warren County Engineer's Office
Dave Mick, Warren County Engineer's Office
Greg Rush, Warren County Engineer's Office
Kurt Weber, Warren County Engineer's Office

Katie Dillenburger, Bayer Becker
Kelly Everett, KZF Design
Nathan Fischer, Woolpert
Jerry Haddix, Village of South Lebanon
Jay Hamilton, Mead Hunt
Andrea Harth, TEC Engineering
Dan Hoying, LJB, Inc.
Betty Hull, Razor Marketing
Steve Mary, Stantec
Ralph Norman, CT Consultants
Darren Owens, City of Lebanon
Jeff Pietch, Carpenter Marty
Steve Proffitt, Thelan-Geotechnology

Penny Rike, LJB, Inc.
Jane Roberts, Heritage Land Services
Steve Shadix, Stantec
Kenny Swanson, Redi-Rock Structures
Joe Vogel, FTC&H
Nick Voisard, American Structure Point
Cindy Wallace, Tran Systems
Brad White, Hull, Inc.

B. Approval of Minutes:

1. Motion made by Mr. Neil Tunison seconded by Mr. Bill Becker to approve the minutes of the August 26th, 2016 Regular Board Meeting of the Warren County Transportation Improvement District as submitted. Upon roll call vote, all members present each separately voting "Yes" thereon.
2. Motion made by Ms. Tiffany Zindel seconded by Ms. Christine Thompson to approve the minutes of the September 16th, 2016 Finance Committee Meeting of the Warren County Transportation Improvement District as submitted. Upon roll call vote, all members present each separately voting "Yes" thereon.

C. WCTID Program of Projects:

Mr. Dan Corey and Mr. Neil Tunison reported to the Board the following updates:

I-71 and Western Row Road Interchange Area

- Western Row Road Interchange Improvements – Phase 1 (PID 95120)
 - Construction ongoing
 - Underground utilities
 - Embankment
- Western Row Road Interchange Improvements – Phase 2 (PID 93964)
 - Right-of-Way acquisition is nearing completion

SR 48 and Mason-Morrow-Millgrove Road Intersection

- Plans, Specifications, and Estimate went to ODOT
- Bid will be opened 11/15/16 and be awarded by Village of South Lebanon

State Route 63 Expansion

- Coordination with Department of Administrative Services is ongoing concerning ROW necessary for the project before the State sells the property

Southwest Warren County Area Improvements

- Socialville-Fosters Road Corridor (CR 32)

- Socialville-Fosters Road Widening and Bridge Replacement Project
 - Construction ongoing
 - Bridge deck to be poured week of 9/26/16
- Innovation Way Extension
 - Project to be advertised for construction bids during the month of October

Union/Greentree Intersection

- Project to be advertised for construction bids during the month of October

D. Financial Report

1. Mr. Hurst presented the August 2016 *Monthly Financial Report* to the Board. The *Monthly Financial Reports* detailed both monthly and year-to-date cash activities for all funds of the TID. More specifically, the *Monthly Financial Report* detailed that as of August 31st, 2016 the General Fund had an ending fund balance of \$739,386.83 and the TID as a whole had an ending fund balance of \$18,592,936.31. Mr. Neil Tunison made a motion to accept the WCTID financial report as submitted, seconded by Ms. Christine Thompson. Upon roll call vote the motion carried with each member present separately voting “Yes” thereon.
2. Follow-up to September 16th Finance Committee Meeting discussing future project funding needs and potential road improvements bond issue by WCTID, with possible further action in October.

E. New Business

1. Resolution 2016-29, a Resolution by the Warren County Transportation Improvement District authorizing agreement for consultant services. Ms. Christine Thompson made a motion and Ms. Tiffany Zindel seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
3. Resolution No. 2016-30, a Resolution approving and authorizing notice to contractors and acceptance of bids for construction services for the Union/Greentree Road Intersection Improvement Project. Ms. Christine Thompson made a motion and Mr. Neil Tunison seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
4. Resolution No. 2016-31, a Declaration of official intent with respect to reimbursement of temporary advances made for capital expenditures to be made from subsequent borrowings with respect to public transportation projects serving the area around the Proctor & Gamble Company facilities on

Mason-Montgomery Road. Mr. Bill Becker made a motion and Ms. Christine Thompson seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.

5. Motion to authorize the Secretary/Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Change Order 01 to Consultant Agreement 2015-04 with Heritage Land Services Inc. dated February 27th, 2015 for the “WAR IR 71 3.62 Western Row Road – ODOT PID 93964 (aka Phase 2)”, increasing the contract price by \$2,950.00, making a new not-to-exceed amount under the Agreement of \$48,350.00 with no increase in time. Mr. Neil Tunison made a motion and Ms. Christine Thompson seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
6. Motion to authorize the Secretary/Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Change Order 02 to Consultant Agreement 2016-01 with MAK Solve, LLC, dated February 11th, 2016 for the “SR 73 and SR 741 Intersection Improvements (aka WAR-SR 73/SR 741-5.88/15.67 (PID 95318)”, increasing the contract price by \$10,000.00, making a new not-to-exceed amount under the Agreement of \$31,500.00 with an increase in contract time to December 31st, 2017. Ms. Christine Thompson made a motion and Mr. Bill Becker seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
7. Motion to approve and authorize the Secretary/Treasurer on behalf of the WCTID Board, to retain Dinsmore & Shohl through its Peck, Shaffer & Williams division in accordance with the Engagement Letter dated September 15th, 2016, to perform services as Bond Counsel for the WCTID. Mr. Neil Tunison made a motion and Ms. Tiffany Zindel seconded the motion. Mr. Bill Becker abstained from voting due to the fact that he a relative that is employed by Dinsmore & Shohl. Upon roll call vote, motion carried with each remaining member present separately voting “yes” thereon.

F. Public Comments

Mr. Eric Hansen asked that everyone introduce themselves.

G. Upcoming Meeting Schedule

The Chairperson announced that the Regular Board Meeting would be held on Friday, October 28th, 2016 at 9:00 a.m. at the Warren County Engineer’s Office, 210 W. Main Street, Lebanon, Ohio 45036.

H. Adjournment

Motion made by Mr. Neil Tunison and seconded by Ms. Tiffany Zindel to adjourn the meeting of the Warren County TID, upon the call of the vote, carried with all members present voting aye thereon, meeting adjourned at 9:26 a.m.

Approved at a regularly scheduled meeting of the Board of Trustees of the Warren County Transportation Improvement District, Warren County, Ohio, this 28th day of October, 2016.



Chairperson, Eric Hansen
Warren County Transportation Improvement District

Attest:



Secretary/Treasurer, Neil F. Tunison
Warren County Transportation Improvement District

Motion to approve: **Neil Tunison**

Seconded by: **Bill Becker**