

**Warren County
Transportation Improvement District
Board of Trustees Meeting Minutes
Board Meeting
Friday, August 23rd, 2019**

A. Call to Order

A Regular Board Meeting of the Warren County Transportation Improvement District (WCTID) Board of Trustees was called to order by Mr. Eric Hansen, at 9:00 a.m., on Friday, August 23rd, 2019 at the Warren County Engineer's Office, Conference Room, 210 West Main Street, Lebanon, Ohio 45036 and roll call was taken.

Attendees:

Board Members:

Eric Hansen, Chairperson
Tiffany Zindel, Vice-chairperson
Neil F. Tunison, Secretary-Treasurer
Chris Pozzuto
Eric Reiners

Other Guests:

Andrew Brossart, WCTID Financial Advisor
Mark Hurst, WCTID Accountant
Rusty Schuermann, WCTID Legal
Ben Miller, ODOT District 8
Dan Corey, Warren County Engineer's Office
David Mick, Warren County Engineer's Office
Kurt Weber, Warren County Engineer's Office
Dana Bicknell, City of Lebanon
Steve Hartke, City of Mason

Brad Ackel, Carpenter Marty
Joe Bassil, HDR
Greg Brown, DLZ
Jon Brunot, Burgess & Niple
Paul Butt, O.R. Colan
Katie Dillenberger, Bayer Becker
Jay Hamilton, Mead Hunt
Robert Hans, WSP
Jeff Heimann, Strand Associates
Steve Mary, Terracon
Shawn Mason, Prime AE
Ashley Patrick, DLZ
Steve Shadix, Stantec
Andy Shahan, LJB, Inc.

Beth Sutherland, Dunrobin Associates, LLC
Ed Williams, TEC Engineering
David Wormald, AECOM
Nick Yeretian, Woolpert

B. Approval of Minutes:

Motion made by Ms. Tiffany Zindel and seconded by Mr. Chris Pozzuto to approve the minutes of the June 28th, 2019 Regular Board Meeting of the Warren County Transportation Improvement District as submitted. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.

C. WCTID Program of Projects:

Mr. Dan Corey reported to the Board the following updates:

SB Entrance Ramp – WAR IR 71 0.00 (PID 100198)

- Stage 2 and Preliminary Right-of-Way Plans submitted
- Current Construction planned to start in 2021 and be completed in 2022

Mason-Montgomery Road – Concrete Median - WAR-CR21-0.23-0.41 (PID 109613)

- Consultant continues designing the project through construction document phase
- Current Construction planned for Spring 2020

Wilkens Boulevard Signals

- Construction completed – completion date by contract – August 30, 2019

SR 63 – Union Road to SR741

- BUILD Application was submitted on July 15th 2019
- TRAC Application was submitted on May 31, 2019 and presentation to TRAC was made 8/21
- Local Funding Plan is being discussed with local stakeholders

Columbia Road Widening (Fitzgerald to Socialville-Fosters)

- Design work has begun
- Utility coordination is occurring
- Anticipated construction in 2019 and being completed in 2020

Contract Time Extension(s):

None

D. Financial Report

Mr. Mark Hurst presented the April and May 2019 Monthly Financial Reports to the Board. The Monthly Financial Reports detailed both monthly and year-to-date cash activities for all funds of the WCTID, and that as of May 31, 2019 the General Fund had an ending fund balance of \$900,872.99 and the WCTID as a whole had an ending fund balance of \$11,404,598.95. Mr. Chris Pozzuto made a motion to accept the WCTID financial report as submitted;

Mr. Neil Tunison seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.

E. New Business

1. Resolution Number 2019-14, A Resolution for Adoption and Amendment of Fund Budgets for Calendar Year 2019. Mr. Chris Pozzuto made a motion to approve the Resolution and Mr. Neil Tunison seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
2. Resolution Number 2019-15, A Resolution Authorizing Fund Level Transfers. Mr. Eric Reiners made a motion to approve the Resolution and Mr. Neil Tunison seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
3. Resolution Number 2019-16, A Resolution approving and authorizing notice to contractors and acceptance of bids for construction services for the Columbia Road Widening Project. Mr. Neil Tunison made a motion to approve the Resolution and Mr. Chris Pozzuto seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
4. Resolution 2019-17, A Resolution approving amendment of Intergovernmental Agreement designing new projects with the Warren County Board of Commissioners. Mr. Neil Tunison made a motion to approve the Resolution and Mr. Chris Pozzuto 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 03 to Consultant Agreement 2017-10 with AECOM Technical Services, Inc. dated May 19th, 2017 for the “I-71 Southbound Entrance Ramp from Mason-Montgomery Road (aka HAM/WAR-IR 71-19.40/0.00 (PID 104844))”, increasing the contract price by \$74,102.29, making the new not-to-exceed amount under the Agreement of \$782,530.02 with no attendant increase in contract time. Mr. Eric Reiners made a motion to approve the Resolution and Ms. Tiffany Zindel 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 03 to Consultant Agreement 2015-12 with TransSystems Real Estate Consulting, Inc. dated September 25th, 2015 for the “Southwest Warren County Projects”, increasing the contract price by \$115,000.00, making the new not-to-exceed amount under the Agreement of \$315,000.00, with an attendant increase in

contract time through July 31st, 2021. Ms. Tiffany Zindel made a motion to approve the Resolution and Mr. Eric Reiners seconded the motion. Upon roll call vote, motion carried with each member present separately voting "yes" thereon.

F. Public Comments

Mr. Eric Hansen asked that everyone introduce themselves.

G. Upcoming Meeting Schedule

Mr. Eric Hansen announced that the next Regular Board Meeting of the Warren County Transportation Improvement District Board of Trustees would be held on Friday, September 27th at 9:00 a.m. at the Warren County Engineer's Office, Conference Room, 210 West Main Street, Lebanon, Ohio 45036, unless announced otherwise.

H. Adjournment


Motion made by Ms. Tiffany Zindel and seconded by Mr. Neil Tunison to adjourn the Regular Board Meeting of the Warren County Transportation Improvement District Board of Trustees, upon the call of the vote, carried with all members present voting aye thereon. Meeting adjourned at 9:17 a.m.

Approved at a regularly scheduled meeting of the Board of Trustees of the Warren County Transportation Improvement District, Warren County, Ohio, this 27th day of September, 2019.



Chairperson, Eric Hansen
Warren County Transportation Improvement District

Attest:



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

Motion to approve: Mr. Chris Pozzuto

Seconded by: Ms. Tiffany Zindel