

**Warren County
Transportation Improvement District
Board of Trustees Meeting Minutes
Board Meeting
Friday, January 24th, 2020**

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, January 24th, 2020 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
Eric Reiners

Absent:

Chris Pozzuto

Other Guests:

Mark Hurst, WCTID Accountant
Rusty Schuermann, WCTID Legal
Scott Brown, ODOT District 8
Kurt Weber, Warren County Engineer's Office
Kurt Seiler, City of Mason
Dan Corey

Kendell Bales, JMT
Joe Bassil, HDR
Greg Brown, DLZ
Alex Ham, ATC Group Services
Paul Butt, O.R. Colan
Jay Hamilton, Mead Hunt
Robert Hans, WSP
Betty Hull, Rasor Marketing
Joe Kaufman, Fishbeck
Shawn Mason, Prime AE
Nick Selhorst, Choice One Engineering
Steve Shadix, Stantec
Jeff Wallace, Barge Design
Jon Wiley, Woolpert
Ed Williams, TEC Engineering
Dave Wormald, AECOM
Nick Yeretian, The Kleingers Group

B. Nomination and Election of Officers:

Mr. Eric Hansen stated that nominations and elections of officers needed to be addressed and inquired if anyone on the board would like to make any nominations. After some discussion and consensus to elect the same slate of Officers for 2020, with Mr. Eric Hansen as Chairperson; Ms. Tiffany Zindel as Vice-Chairperson; and Mr. Neil Tunison as Secretary-Treasurer, Mr. Eric Hansen requested a motion be made to elect from the WCTID Board of Trustees as the Officers for 2020: Mr. Eric Hansen as Chairperson; Ms. Tiffany Zindel as Vice-Chairperson; and Mr. Neil Tunison as Secretary-Treasurer; Mr. Neil Tunison made the motion and seconded by Mr. Eric Reiners, upon roll call vote, motion carried with each member present separately voting "yes" thereon.

C. Approval of Minutes:

Motion made by Ms. Tiffany Zindel and seconded by Mr. Eric Reiners to approve the minutes of the December 7th, 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.

D. WCTID Program of Projects:

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

SB Entrance Ramp – WAR IR 71 0.00 (PID 104844)

- Final R/W Plans have been approved
- ROW Acquisition has begun with appraisals being completed
- Sale of construction project is May 2021
- Estimated Begin of Construction is August 2021 with completion being June 2023

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

- Stage 3 Plans completed submitted
- Anticipate award of construction contract at February 28, 2020 Board meeting

SR 63 – Union Road to SR741

- Coordinating with Duke Energy regarding relocation of pole lines
- Duke Energy to submit a preliminary alignment for a utility corridor located on the State's prison property

Columbia Road Widening (Socialville-Fosters to Fitzgerald)

- Construction Phase ongoing
- Completion date based on construction contract is May 31, 2020

Contract Time Extension(s):

Change Order 02 for Contract No. 2016-04 with Razor Marketing Communications, LLC will be issued increasing the contract from December 31, 2019 to December 31, 2021, with no increase to the contract price.

D. Financial Report

Mr. Mark Hurst presented the December 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 December 31st, 2019 the General Fund had an ending fund balance of \$1,096,695.57 and the WCTID as a whole had an ending fund balance of \$9,529,573.40. Mr. Neil Tunison made a motion to accept the WCTID financial report as submitted; Mr. Eric Reiners seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.

E. New Business

1. Resolution Number 2020-01, a Resolution for Adoption and Amendment of Fund Budgets for Calendar Year 2020. 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.
2. Resolution Number 2020-02 - A Resolution approving and authorizing close-out work for the Greentree/Union Road Intersection Improvement Project. 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.
3. Resolution 2020-03, A Resolution approving and authorizing close-out work for the Wilkens Boulevard Traffic Signals Project. Mr. Neil Tunison 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.
4. Motion to authorize the Secretary-Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Change Order 01 to Consultant Agreement 2019-03 with WSP USA, Inc. dated February 22nd, 2019 for the “Wilkens Boulevard Corridor Improvements”, increasing the contract price by \$298,161, making the new not-to-exceed amount under the Agreement of \$427,439.96, with an attendant increase in contract time through July 31st, 2021. 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.
5. Motion to authorize the Secretary-Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Change Order 01 and Change Order 2 to Contract No. 2018-04 with Elex, Inc. dated October 26th, 2018 for the “Wilkens Boulevard Corridor Improvements”, increasing the contract price by

\$6,602.14 and \$2,347.42 respectfully, making the new not-to-exceed amount under the Agreement of \$571,254.21, with an attendant increase in contract time through February 29th, 2020. 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.

G. Public Comments

Mr. Eric Hansen asked that everyone introduce themselves.

H. 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, February 28th at 9:00 a.m. at the Warren County Engineer's Office, Conference Room, 210 West Main Street, Lebanon, Ohio 45036, unless announced otherwise.

I. Adjournment

Motion made by Ms. Tiffany Zindel and seconded by Mr. Eric Reiners 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 9:25 a.m.

Approved at a regularly scheduled meeting of the Board of Trustees of the Warren County Transportation Improvement District, Warren County, Ohio, this 24th day of January, 2020.



Chairperson, Eric Hansen
Warren County Transportation Improvement District

Attest:


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

Motion to approve: *Ms. Tiffany Zindel*

Seconded by: *Mr. Eric Reiners*