

**Warren County  
Transportation Improvement District  
Board of Trustees Meeting Minutes  
Board Meeting  
Friday, March 24<sup>th</sup>, 2017**

**A. Call to Order**

A Regular Board Meeting of the Warren County Transportation Improvement District (WCTID) Board of Trustees was called to order by Ms. Tiffany Zindel, at 9:00 a.m., on Friday, March 24<sup>th</sup>, 2017 at the Warren County Engineer's Office, Conference Room, 210 West Main Street, 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:**  
Tiffany Zindel, Vice-Chairperson  
Neil F. Tunison, Secretary-Treasurer  
Eric Reiners  
Christine Thompson

**Absent**                 Eric Hansen, Chairperson

**Other Guests:**  
Matt Nolan, Warren County Auditor  
Andrew Brossart, WCTID Financial Advisor  
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

Heather Arling, Fifth Third Securities, Inc.  
Jon Brunot, Burgess & Niple  
Kelly Everett, KZF Design  
Nathan Fischer, Woolpert  
Dan Furgason, Geotechnology  
Jay Hamilton, Mead Hunt  
Steve Hartke, City of Mason  
Betty Hull, Rasor Marketing  
Scott Knebel, Crawford, Murphy, Tilly  
Shawn Mason, Prime AE  
Ralph Norman, LJB, Inc.  
Jeff Pietch, Carpenter Marty

Jane Roberts, Heritage Land Services  
Steve Shadix, Stantec  
Andy Shahan, LJB, Inc.  
Dave Spisak, JMT  
Kathy Streng, DZL  
Joe Vogel, FTC&H  
Cindy Wallace, Tran Systems  
Jeff Wallace, Tran Systems  
Ed Williams, TEC Engineering  
Dave Wormald, AECOM

## **B. Approval of Minutes:**

Motion made by Ms. Christine Thompson seconded by Mr. Neil Tunison to approve the minutes of the February 24<sup>th</sup>, 2017 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:

### **I-71 and Fields-Ertel/Mason-Montgomery Road Interchange Area**

- SB Entrance Ramp – WAR IR 71 0.00 (PID 100198)
  - ODOT/WCTID Field Scoping Meeting occurred 2/15/17
  - AECOM will submit a cost proposal the week of 3/20/17
  - Consultant Agreement will be reviewed by WCTID staff with a courtesy review by ODOT prior to consideration by the WCTID Board in April 2017

### **I-71 and Western Row Road Interchange Area**

- Western Row Road Interchange Improvements – Phase 1 (PID 95120)
  - Utility work being completed
  - Construction scheduled to re-start from winter break 3/27/17
- Western Row Road Interchange Improvements – Phase 2 (PID 93964)
  - ODOT's Sale Date is 4/6/17
  - Tree Removal is underway

### **Greentree/Union Road Intersection Improvements**

- Intersection will be closed for 20 weeks starting on 3/27/17
- Construction will begin with the installation of two (2) box culverts
- Tree Removal is completed

### **Southwest Warren County Area Improvements**

- Innovation Way Widening

- R. B. Jergens Company is lowest and best bid
- Innovation Way Extension (Duke Blvd to Socialville-Fosters)
  - Project awarded by the WCTID Board in December is now 10% complete
- Duke Boulevard Widening (Irwin-Simpson to Innovation Way Extension)
  - Final plans submitted and under review
- Mason-Montgomery Road Widening
  - Tree Removal completed
  - Advertising to bid in April 2017. Board to consider the bid 5/19/17

#### **D. Financial Report**

Mr. Neil Tunison presented the February 2017 *Monthly Financial Report* to the Board. The *Monthly Financial Reports* detailed both monthly and year-to-date cash activities for all funds of the WCTID. More specifically, the *Monthly Financial Report* detailed that as of February 28<sup>th</sup>, 2017 the General Fund had an ending fund balance of \$773,591.03 and the WCTID as a whole had an ending fund balance of \$30,478,496.10. Mr. Eric Reiners made a motion to accept the WCTID financial report as submitted, Ms. Christine Thompson seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.

#### **E. New Business**

1. Resolution Number 2017-16, A Resolution Amendment of Fund Budgets for Calendar Year 2017. Mr. Neil Tunison 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 2017-17, A Resolution Authorizing Fund Level Transfers. Ms. Christine Thompson 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.
3. Resolution Number 2017-05, amended resolution approving and Authorizing Notice to Contractors and Acceptance of Bids for Construction Services for the Roadway Improvements WAR SR 73/SR 741 5.88/15.67 (ODOT PID 95318) Project. 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.
4. Resolution Number 2017-18, a Resolution Approving and Authorizing Retention of Contractor for Demolition Services for the WAR SR 73/SR 741 5.88/15.67 (ODOT PID 95318) Project. Ms. Christine Thompson 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.

5. Resolution No. 2017-19, A Resolution Approving and Authorizing Consultant Contract for the WAR-48-8.80 Mason-Morrow-Millgrove Project (PID 94494) Project. Ms. Christine Thompson 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.
6. Resolution Number 2017-20, A Resolution approving and authorizing notice to contractors and acceptance of bids for construction services for the Mason-Montgomery Road Widening Project. Ms. Christine Thompson 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.
7. Resolution Number 2017-21, A Resolution approving and authorizing notice to contractors and acceptance of bids for construction services for the Duke Boulevard Widening Project. Mr. Eric Reiners made a motion to approve the Resolution and Ms. Christine Thompson seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
8. Motion to authorize the Secretary-Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Change Order 01 to Consultant Agreement 2016-04 with Rasor Marketing, Inc. dated May 20<sup>th</sup>, 2016 for the “Southwest Warren County Projects”, with an increase in contract time through May 31<sup>st</sup>, 2018 with no increase in the contract price, made by Mr. Neil Tunison and Mr. Eric Reiners seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
9. Motion to authorize the Secretary-Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Change Order 01 to Consultant Agreement 2017-02 with The Kleingers Group dated January 27<sup>th</sup>, 2017 for the “Mason-Montgomery Road Widening Project”, increasing the contract price by \$3,500.00 for engineering services, making a new not-to-exceed amount under the Agreement of \$11,950.00, with no increase in contract time, made by Ms. Christine Thompson and Mr. Eric Reiners seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.

#### **F. Public Comments**

Ms. Tiffany Zindel asked that everyone introduce themselves.

#### **G. Upcoming Meeting Schedule**

Ms. Tiffany Zindel announced that the next Regular Board Meeting of the Warren County Transportation Improvement District Board of Trustees would be held on Friday, April 28<sup>th</sup>, 2017 at 9:00 a.m. at the Warren County Engineer's Office, Conference Room, 210 West Main Street, Lebanon, Ohio 45036.

#### H. Adjournment

Motion made by Ms. Christine Thompson 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.

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Approved at a regularly scheduled meeting of the Board of Trustees of the Warren County Transportation Improvement District, Warren County, Ohio, this 28<sup>th</sup> day of April 2017.



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Chairperson, Eric Hansen  
Warren County Transportation Improvement District

Attest:



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

Motion to approve: Neil Tunison

Seconded by: Tiffany Zindel