

**Warren County
Transportation Improvement District
Board of Trustees Meeting Minutes
Board Meeting
Friday, March 23rd, 2018**

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, March 23rd, 2018 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
Chris Pozzuto
Eric Reiners

Absent: Neil F. Tunison, Secretary-Treasurer, was not in attendance having an excused absence and Mr. Eric Reiners acted as the designated Secretary-Treasurer in his stead for this meeting.

Other Guests:
Andrew Brossart, WCTID Financial Advisor
Scott Brown, ODOT District 8
Dan Corey, Warren County Engineer's Office
Greg Rush, Warren County Engineer's Office
Savannah Shafer, Warren County Engineer's Office
Rusty Schuermann, WCTID Legal Counsel
Kurt Weber, Warren County Engineer's Office

Dana Bicknell, City of Lebanon
Jon Brunot, Burgess & Niple
Anna Durastanti, O.R. Colan Associates
Kelly Everett, Structurepoint
Nathan Fischer, Woolpert
Jay Hamilton, Mead Hunt
Rob Hans, CT Consultants
Andrea Harth, TEC Engineering
Steve Hartke, City of Mason
Chris Howard, Heritage Land Services
Shawn Mason, Prime AE
Amy Moore, BWSC

Amy O'Connell, KZF Design
Nathan Pera, AECOM
Jeff Pietch, Carpenter Marty
Brian Rhodes, JMT
Steve Shadix, Stantec
Andy Shahan, LJB, Inc.
Kenny Swanson, Redi-Rock Structures
Dane Vandewater, Metro Consulting
Joe Vogel, WSP
Jon Wiley, Woolpert

B. Approval of Minutes:

Motion made by Ms. Tiffany Zindel and seconded by Mr. Chris Pozzuto to approve the minutes of the February 23rd, 2018 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)

- Consultant continues designing the project through construction document phase.

Duke Boulevard Widening (Irwin-Simpson to Innovation Way Extension)

- Right-of-Way is being finalized.
- Project award anticipated at the June meeting.

Mason-Montgomery Road Widening

- Installation of the new traffic signal poles and mast arms completed.
- Construction ~ 40% complete – completion date by contract – September 10th, 2018.

Western Row Road Interchange Improvements – Phase 2 (PID 93964)

- Construction ~ 32% complete – completion date by contract – June 1st, 2019.

SR73/SR741 Intersection Improvements

- Remaining work items to be complete – SR73 Medians, Intermediate and Surface Asphalt, Pavement Markings.
- Construction ~ 85% complete – completion date by contract – July 1st, 2018.

SR48 and Mason-Morrow-Millgrove Road

- Spring kick-off meeting was held on March 14th, 2018.
 - Anticipated to re-start construction on April 9th, 2018.
- Construction ~ 60% complete – completion date by contract – July 31st, 2018.

D. Financial Report

Mr. Dan Corey presented the February 2018 Monthly Financial Report to the Board. The Monthly Financial Report detailed both monthly and year-to-date cash activities for all funds of the WCTID; and that as of February 28th, 2018 the General Fund had an ending fund balance of \$685,313.17 and the WCTID as a whole had an ending fund balance of \$19,703,549.45. Mr. Chris Pozzuto 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 2018-05, A Resolution for Adoption and Amendment of Fund Budgets for Calendar Year 2018. 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.
2. Resolution Number 2018-06, A Resolution Establishing and Designating the SR 741 Springboro Junior High School Intersection Improvement Project as a WCTID Transportation Improvement Project. Ms. Tiffany Zindel made a motion to approve the Resolution and Mr. Eric Reiners seconded the motion. Mr. Chris Pozzuto abstained from voting. Upon roll call vote, motion carried with each remaining member present separately voting “yes” thereon.
3. Motion to authorize the Secretary-Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Change Order 01 to Contract No. 2017-15 with MAK Solve, LLC dated October 27th, 2017 for the “WAR SR 73/SR 741 5.88/15.67 (ODOT PID 95318) Road Improvement”, increasing the contract price by \$9,419.65, making the new not-to-exceed amount under the Agreement of \$15,354.65, with no attendant increase in contract time, made by Ms. Tiffany Zindel 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.

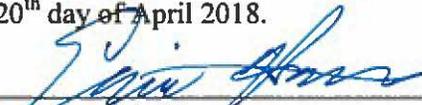
G. Upcoming Meeting Schedule

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, April 20th, 2018 at 9:00 a.m. at the Warren County Engineer's Office, Conference Room, 210 West Main Street, Lebanon, Ohio 45036.. It was also noted that the Board Meeting in May would be held on May 20, 2018 at 9:00 a.m. at the Warren County Engineer's Office, Conference Room, 210 West Main Street, Lebanon, Ohio 45036.

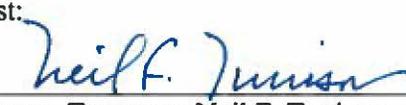
H. Adjournment

Motion made by Mr. Chris Pozzuto and seconded by Ms. Tiffany Zindel 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 9:09 a.m.

Approved at a regularly scheduled meeting of the Board of Trustees of the Warren County Transportation Improvement District, Warren County, Ohio, this 20th day of April 2018.



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: Chris Pozzuto