

**Warren County
Transportation Improvement District
Board of Trustees Meeting Minutes**

Regular Board Meeting
Friday, July 22, 2011

A. Call to Order

A Regular Board Meeting of the Warren County Transportation Improvement District (WCTID) Board of Trustees was called to order by the Vice-Chair, Mr. Eric Hansen, at 9:17 a.m., Friday, July 22, 2011 at the Warren County Administration Building, 406 Justice Drive, Room, 128B, Lebanon, Ohio 45036.

Mr. Neil Tunison took roll call, Chairperson David D. Duckworth was duly noted as being absent. Mr. Hansen requested attendees to introduce themselves and state what company they represented.

Attendees:

Board Members: Eric Hansen, Vice Chair
Neil F. Tunison, Secretary/Treasurer
David R. Gully
Christine Thompson

Other Guests: Rusty Schuermann, WCTID Council
Andy Brossart, Fifth Third Securities Inc.
Cindy Juliano, CH2M Hill
Ed Williams, TEC
Jeff Wallace, Parsons Brinckerhoff
Jon Cox, ENTRAN
Steve Shadix, ENTRAN
Lois McKnight, Deerfield Township
Jon Brunot, Burgess & Niple
Dan Corey, Warren County Engineer's Office
Sheliah Withrow, Warren County Engineer's Office

B. Approval of Minutes: June 24, 2011 Board Meeting

Mr. Tunison stated that the June minutes would be presented at the August Board meeting for approval.

C. Acknowledgement and Acceptance of Chairperson resignation

Mr. Tunison stated that subsequent to Mr. Duckworth's resignation as Deerfield Township Administrator that the Board acknowledges Mr. Duckworth's resignation as Chairperson for the Warren County Transportation Improvement District, and the Board duly acknowledged same. Discussion followed regarding the election of a new

Chairperson on the WCTID Board, following the County Commissioners appointment of Mr. Duckworth's replacement. Mr. Gully noted that the structure adopted by the County Commissioners for the appointments to the TID board are made based upon the office held, that is the person holding the office of administrator or manager of Deerfield Township, the Cities of Mason and Springboro, and the County were appointed as the representative of those entities to the WCTID, along with the County Engineer. Based upon that, the replacement appointment then would be the new Township administrator. Mr. Schuermann confirmed that unless the County Commissioners modified this approach, it's the administrator or manager of the respective entity, and further indicated that the statute doesn't provide for a proxy to act for the appointed representative at the WCTID meetings for the appointed board member.

D. WCTID Program of Projects

- 1. I-71 / Fields-Ertel Mason-Montgomery Road Interchange Project - Neil Tunison** requested that Cindy Juliano, CH2M Hill provide an update report on the project. Ms. Juliano stated the preliminary results for I-71 and Fields-Ertel are looking good. They have been analyzing two alternatives: (1) loop ramp and (2) split diamond. The loop ramp appears to function better in the horizon year compared to the split diamond. They will sum up their review within a week and submit to ODOT and hopeful to be finalized by August.

Mr. Tunison stated the construction of the additional northbound lane at Mason Montgomery Road should begin in early August. The project was awarded to Barrett Paving Materials.

Mr. Tunison stated the ODOT Traffic signal has been awarded and will be underway in about a month; it will take about 1 year to complete. Mr. Ed Williams was asked to comment on the project. Discussion followed

Mr. Tunison indicated the schedule for the Loop Ramp project should be expedited with the changes ODOT is looking into regarding the PDP process. However, the Loop Ramp would occupy land currently being utilized as a Park and Ride Lot. Therefore, certain potential environmental screening issues will be addressed during the upcoming Preliminary Engineering phase

Mr. Tunison stated that CH2M Hill is to provide a scope of services for the Gore extension. Mr. Tunison has sent his comments to Hamilton County and will forward comments to ODOT. Mr. Tunison indicated there should be a design contract within 2 months with anticipated sale date of construction in January 2014.

Mr. Tunison stated that the TRAC application for Fields-Ertel has been submitted and ODOT District 8 has acknowledged receipt of the application.

2. **I-71 / Western Row Road Interchange Project** – Mr. Tunison stated that the TRAC application for the I-71/Western Row Road Interchange Project was not submitted because of adjoining property owner concerns, but work will continue on the conceptual alternative study.

Mr. Tunison requested a project update and report from Mr. Steve Shadix, ENTRAN, who indicated they are completing the traffic counts. Mr. Shadix went on to state that the No Build certified traffic plates should be assembled with in the next week and they'll be working further with ODOT on plates for the three proposed alternatives. Mr. Shadix gave a brief update on the following issues:

- ESA screening report review
- Vertical alignment and alternatives to develop the impact footprint
- Ecological service report is being developed
- Meet with Joe Vogel at District 8 to discuss if a new alternative could be developed. It was determined that there was no new alternative.

3. **I-75 / at SR73 Interchange Project** - Mr. Dan Corey reported on behalf of the Warren County Engineer's Office that he worked with the City of Springboro to look at funding through the Miami Valley Regional Planning Commission (MVRPC) for STP funds administered through ODOT for the Ramp C project. Ms. Christine Thompson indicated the ownership of the former BP Gas station site needed for right-of-way for Ramp C has changed hands, at a reduced amount than what was being discussed previously with the City of Springboro. Ms. Thompson intends to approach the new owner about the City of Springboro purchasing the property. Mr. Tunison made a suggestion about further coordination in this process with the consultant, LJB.

E. Committee Reports

Mr. Tunison stated that the Finance Committee and the Operations Committee did not meet this month.

F. Financial Report - Secretary - Treasurer

1. Mr. Tunison stated the public officials' insurance policies have been issued and a payment for the insurance coverage will be made. A checking account will be set-up once the Policy is in effect.
2. Mr. Tunison stated that a draft Warren County Transportation Improvement District and Warren County Board of Commissioners Intergovernmental Agreement has been created. Mr. Schuermann asked Mr. Gully if he knew the timing of this with the Warren County Board of County Commissioners taking action on this Agreement. Mr. Gully stated it should occur before the next Warren County Transportation Improvement District's monthly meeting.

3. Mr. Tunison indicated funds should be transferred into the Warren County Transportation Improvement District account by September 1, 2011.

G. New Business

Mr. Tunison stated the Warren County Transportation Improvement District registered with ODOT to obtain eligibility status, which was granted, and may now apply for funding from the HB 114 TID funds that are administered by ODOT. A total of \$3.5M is available in FY2012 and \$3.5M in FY 2013. Each TID can apply for project funding in the amount of \$250,000 or 10% of total project costs, per project.

1. **Authorize the WCTID Secretary-Treasurer to take appropriate steps, in consultation and coordination with ODOT District 8, Warren County, Deerfield Township, the Cities of Springboro and Mason and the Hamilton County TID and Engineer's Office, to prepare HB 114 TID project funding requests that are due to ODOT, on or before, September 1, 2011, and further directing the Secretary-Treasurer, in consultation with legal counsel, to prepare related intergovernmental cooperative agreements, documents and instruments as determined to be necessary or appropriate in relation to the preparation of the HB 114 TID funding submittal, with any such agreements to be brought back before the Board for approval.**

Discussion followed.

Motion by Mr. Gully, seconded by Ms. Thompson to Authorize the WCTID Secretary-Treasurer to take appropriate steps, in consultation and coordination with ODOT District 8, Warren County, Deerfield Township, the Cities of Springboro and Mason and the Hamilton County TID and Engineer's Office, to prepare HB 114 TID project funding requests that are due to ODOT, on or before, September 1, 2011, and further directing the Secretary-Treasurer, in consultation with legal counsel, to prepare related documents and instruments and intergovernmental cooperative agreements as determined to be necessary or appropriate in relation to the preparation of the HB 114 TID funding submittal, with any such agreements to be brought back before the board for approval, and upon roll call vote, carried with members present voting aye.

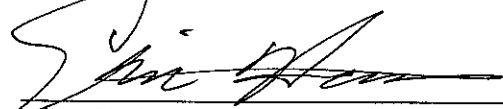
H. Upcoming meeting schedule

Next Regular Board Meeting	August 26, 2011 at 9:00 a.m. Warren County Administration Building 406 Justice Drive, Room 128B, Lebanon, Ohio 45036
Next Work Session/Finance Committee	August 10, 2011 at 10:00 a.m. Warren County Administration Building 406 Justice Drive, Room 128B, Lebanon, Ohio 45036


I. Adjournment

Motion by Ms. Christine Thompson, seconded by Mr. Neil Tunison, 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.

Approved at a regularly scheduled meeting of the Board of Trustees of the Warren County Transportation Improvement District, Warren County, Ohio, this 26th day of August 2011.



Vice-Chairperson, Eric Hansen
Warren County Transportation Improvement District

Attest: 

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

Motion to approve: DAVID GULLY

Seconded by: ERIC HANSEN