

**Warren County  
Transportation Improvement District  
Board of Trustees Meeting Minutes  
Board Meeting  
Friday, December 1<sup>st</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 Mr. Eric Hansen, at 9:03 a.m., on Friday, December 1<sup>st</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".

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| <b>Attendees:</b> | <b>Board Members:</b><br>Eric Hansen, Chairperson<br>Tiffany Zindel, Vice-Chairperson<br>Neil F. Tunison, Secretary-Treasurer<br>Chris Pozzuto |
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| <b>Absent</b> | Eric Reiners |
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**Other Guests:**  
Andrew Brossart, WCTID Financial Advisor  
Dan Corey, Warren County Engineer's Office  
Andy Fluegemann, ODOT District 8  
Mark Hurst, WCTID Accountant  
Dave Mick, 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

Brad Ackel, Carpenter Marty  
Dana Bicknell, City of Lebanon  
Jon Brunot, Burgess & Niple  
Marge Cunningham, Warren County Resident  
Anna Durastanti, O.R. Colan Associates  
Betty Hull, Rasor Marketing  
Dennis Jennings, HDR  
Steve Mary, Stantec  
Shawn Mason, Prime AE  
Amy Moore, BWSC  
Ralph, Norman, LJB, Inc.

Jeff Pietch, Carpenter Marty  
Steve Shadix, Stantec  
Andy Shahan, LJB, Inc.  
Joe Vogel, WSP  
Ed Williams, TEC Engineering  
Dave Wormald, AECOM

**B. Approval of Minutes:**

Motion made by Ms. Tiffany Zindel and seconded by Mr. Neil Tunison to approve the minutes of the October 27<sup>th</sup>, 2017 Regular Board Meeting of the Warren County Transportation Improvement District as submitted. Mr. Chris Pozzuto abstained from voting. Upon roll call vote, motion carried with each remaining member present separately voting “yes” thereon.

**C. WCTID Program of Projects:**

Mr. Dave Mick, Mr. Dan Corey and Mr. Neil Tunison 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)**

- Project prepared to go to bid for construction.

**Mason-Montgomery Road Widening**

- Construction ~ 35% complete – completion date by contract – September 10<sup>th</sup>, 2018.

**Western Row Road Interchange Improvements – Phase 1 (PID 95120)**

- Construction ~ 95% complete – completion date by contract – December 29<sup>th</sup>, 2017.

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

- Construction ~ 15% complete – estimated completion date – June 1<sup>st</sup>, 2019.

**Innovation Way Widening**

- Construction ~ 75% complete - completion date by contract – October 31<sup>st</sup>, 2017, due to utility issues will be completed before December 31<sup>st</sup>, 2017.

**SR73/SR741 Intersection Improvements**

- Construction ~ 80% complete – completion date by contract – July 1<sup>st</sup>, 2018.

**SR48 and Mason-Morrow-Millgrove Road**

- Construction ~ 60% complete – construction suspended for winter, completion date is July 31<sup>st</sup>, 2018.

**Mason-Morrow-Millgrove Relocation**

- Construction ~ 90% complete – completion date by contract – December 31<sup>st</sup>, 2017.

**D. Financial Report**

Mr. Mark Hurst presented the October 2017 *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. More specifically, the *Monthly Financial Reports* detailed that as of October 31<sup>st</sup>, 2017 the General Fund had an ending fund balance of \$656,745.96 and the WCTID as a whole had an ending fund balance of \$28,458,255.46. Mr. Neil Tunison made a motion to accept the WCTID financial report as submitted, Ms. Tiffany Zindel seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.

**E. New Business**

1. Resolution Number 2017-52, A Resolution for Adoption and Amendment of Fund Budgets for Calendar Year 2017. 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.
2. Resolution Number 2017-53, A Resolution Authorizing Fund Level Transfers. Mr. Chris Pozzuto 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 Number 2017-54, A Resolution for Adoption of Fund Budgets for Calendar Year 2018. 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 Number 2017-55, A Resolution Approving and Authorizing Designation of the Warren County Records Commission as Records Commission for the Warren County Transportation Improvement District. Mr. Neil Tunison made a motion to approve the Resolution and Mr. Chris Pozzuto seconded the motion. Ms. Tiffany Zindel abstained from voting. Upon roll call

vote, motion carried with each remaining member present separately voting “yes” thereon.

5. Resolution Number 2017-56, A Resolution Authorizing Termination of Depository Services with Fifth Third Bank. Ms. Tiffany Zindel 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.
6. Motion to authorize the Secretary-Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Change Order 02 to Consultant Agreement 2013-04 with HDR Engineering, Inc. dated August 23<sup>rd</sup>, 2013 for the “SR 73 and SR 741 Intersection Improvements WAR-SR 73/SR741 – 5.88/15.67 (PID 95318)”, increasing the contract price by \$31,509.00, making the new not-to-exceed amount under the Agreement of \$940,362.00, with an attendant increase in contract time through June 30<sup>th</sup>, 2018, made by Mr. Chris Pozzuto and Ms. Tiffany Zindel seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
7. Motion to authorize the Secretary-Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Change Order 01 to Consultant Agreement 2017-10 with AECOM Technical Services, Inc. dated May 19<sup>th</sup>, 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 \$18,740.02, making the new not-to-exceed amount under the Agreement of \$641,755.41, with no attendant increase in contract time, made by Ms. Tiffany Zindel and Mr. Chris Pozzuto 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, January 26<sup>th</sup>, 2018 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. Chris Pozzuto 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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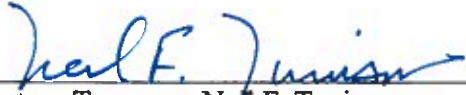
Approved at a regularly scheduled meeting of the Board of Trustees of the Warren County Transportation Improvement District, Warren County, Ohio, this 26<sup>th</sup> day of January 2018.



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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: Chris Pozzuto