

**Minutes of Warren County
Transportation Improvement District
Board of Trustees Regular Meeting
September 29th, 2023 at 9:00 A.M.**

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, presiding officer, at 9:00 a.m., on Friday, September 29th, 2023, 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
Chris Pozzuto

Absent Board Member: Eric Reiners

Other Guests: Rusty Schuermann, WCTID Legal
Dan Corey, WCTID
Tom Mazza, ODOT D-8
Ben Stollar, O.R. Colan
Dan Hoying, LJB Inc.
Dave Rotella, DZL
Deron Wolfe, Miami Valley Gaming
Ed Williams, TEC Engineering
Greg Wollenhaupt, DZL
Jay Hamilton, Mead & Hunt
Jeff Heimann, Strand Associates
Jeff Wallace, CT Consultants
Kelcey Black, WSP USA
Nick Yeretian, Kleingers
Rob Hans, Michael Baker International
Shawn Mason, Structurepoint
Steve Mary, Terracon
Steve Shadix, Stantec
Troy Miller, Metro

B. Approval of Minutes:

Motion made by Ms. Tiffany Zindel and seconded by Mr. Chris Pozzuto to approve the minutes of the August 25th, 2023 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:

SR 48 and US22/SR3 Intersection Improvements – WAR SR 48 7.01 (PID 112909)

- Sunesis Construction Company started watermain installation week of August 14, storm sewer installation following behind the water main starting in October. Underground substantially complete by March 2024.
- Estimated Construction substantial completion is November 2024

SR 63 – Union Road to SR741 – WAR SR 63 0.83 (PID 112121)

- Continue working on moving utilities prior to construction
- R/W Acquisition completed
- Sale of construction project is currently occurring with Bid Opening on October 19th and Award at the October 27th, 2023 Board Meeting
- Estimated Begin of Construction is December 2023 with substantial completion October 2025 and Final Completion in June 2026

Mason-Morrow-Millgrove Road Realignment – WAR CR38 (PID 113722)

- Sale of construction project is to be determined due to multiple projects which have conflicts with their maintenance of traffic closures
- Estimated Begin of Construction is to be determined

SR 741 and Remick Boulevard Intersection – WAR SR741 17.21 (PID 113721)

- John R. Jurgensen has begun construction
- Estimated Construction completion is November 2023
 - Anticipate completing paving in October 2023
 - Signal Poles are the last item to be delivered to the site

I-75 & SR 73 Interchange Improvements – WAR SR 73 3.66 (PID 113717)

- Sunesis Construction Company is anticipating substantial completion in 2023
- Estimated Construction completion is November 2024

Fields-Ertel Road Widening – Snider to Wilkens Boulevard (PID 114606)

- Duke Energy has completed relocating the poles and their lines
 - Telecommunication companies have begun relocating – First Communication is the first of several telecommunication lines
 - Utility work should be completed in 2023
- Estimated Begin of Construction is March 2024 with completion November 2025
- **Wilkens/Bardes Roundabout – Part 2 of PID 114606**
 - Stage 3 Plans and R/W plans has been submitted
 - R/W anticipated to be cleared by the end of 2023

Irwin-Simpson Multiuse Path Improvements (PID 114603)

- R/W Acquisition Complete is nearly complete
- Bidding process to begin soon with the WCTID Board approving the contract at the December 1 Board Meeting
- Estimated Begin of Construction is April 2024 with completion November 2025

I-71 & SR 48 Interchange Phase 1 - WAR-48-9.94 (PID 116865) Phase 2

- Feasibility Study was approved by ODOT on 11/9/21. The study identified three phases of improvement to the interchange. Phase 1 and Phase 2 are currently being designed now by B&N. Phase 1 has received ODOT TSMO

funding for design and construction. Phase 2 currently has funding for design; construction funding is still being secured.

- **Field survey has been collected and design has begun; Stage 2 submittal expected end of October 2023.**
- **Certified Traffic is being developed and Interchange Modification Study (IMS) is expected to be completed in the Fall 2023.**

SR 48 - Ridgeview/Saddle Creek to Mason-Morrow-Millgrove Road including LMR bridge

- A Field Site Visit with ODOT/WCEO/Michael Baker occurred on 6/27/23
- First Stakeholder Meeting was held on 7/18/23
- Feasible Alternatives for roadway and bridge alignments currently being prepared.
- **Project Purpose and Need statement has reviewed by ODOT with no comments.**
- Second Stakeholder Meeting to be held in January 2024
- Public Involvement meeting/Open House is to be determined and will be held in early 2024.

US 22/SR 3 Corridor - Old 3C/Creekwood roundabout and Hoptown Planning Study

- **Hoptown Planning Study**
 - 3/30/23 - Meeting was held with ODOT to clarify study parameters.
- **Old 3C/Creekwood roundabout**
 - 5/10/23 - Mead Hunt, WCTID, and ODOT held a preliminary geometric roundabout meeting
 - 6/2/23 - Submitted fund application to OKI
 - 6/19/23 - Pre-stage 1 design was submitted to ODOT and the TID/County.
 - 8/18/23 - comments received from ODOT on pre-stage 1.
 - Next step – review ODOT comments, resubmit truck turning templates.
 - Once truck turning templates are approved by ODOT then begin work on stage.
 - **DRAFT scores for the OKI application shows the project to be unsuccessful**

King Avenue at King Court Intersection Improvements

- **Construction is ongoing with substantial completion being December 2023**

SR 741/Greentree Road Intersection Improvements

- Stage 3 Construction Plans had been reviewed with comments and are being revised by the consultant. Final submittal is anticipated in a few weeks.
- Final R/W Plans had been reviewed with minor comments and one additional easement. The R/W Plan revisions are anticipated to be completed within the next couple of weeks.
- Environmental Clearance work continues.

Columbia Road and Davis Road Intersection Improvement

- Stage 2/3 has been submitted for review
- Right-of-Way Acquisition Services has begun their work

Columbia Road and Mason-Morrow-Millgrove Road Roundabout

- WCEO is considering a temporary mini roundabout due to the number of issues at the intersection and the delay of this project due to the number of projects that are occurring in the area
- Final Design and R/W review is complete
- R/W acquisition team is under contract

Kings Mill Road (CR31)/Kings Island Drive (CR110) Improvements 2023

- John R. Jurgensen is 25% complete with construction working on the south side of Kings Mills Road and Columbia Road. **Improvements now under construction on Kings Center Ct and the east side of Kings Island Drive south of Kings Mills Road.**
- Estimated Construction completion is 2024

D. Financial Report

Mr. Neil Tunison presented the August 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 August 31st, 2023 the General Fund had an ending fund balance of \$467,314.34 and the WCTID as a whole had an ending fund balance of \$28,645,096.57. Mr. Eric Reiners 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 2023-38, a Resolution for Adoption and Amendment of Fund Budgets for Calendar Year 2023. 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.
2. Resolution 2023-39, 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 2023-40, a Resolution Authorizing and Approving Intergovernmental Agreement with the City of Monroe to Advance the SR 63 and Gateway Intersection Improvement Project and Related Actions. 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 2023-41, a Resolution Adopting LPA Final Resolution (PID 114606). 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.
5. Resolution 2023-42, a Resolution Authorizing Contract for Demolition Services for Columbia Road/Davis Road/Myrtle Drive Roundabout Project. 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.
6. Motion by Mr. Chris Pozzuto to authorize the Secretary-Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Change Order 01 to Construction Contract 2023-03 with Sunesis Construction Company dated May 26th, 2023 for the “State Route 48 and US 22/State Route 3 [WAR SR 48 7.01] (PID No. 112909)”, increasing the contract price by \$700,000.00 making the new not-to-exceed amount under the Agreement of \$ 14,077,517.32 with no increase in time. Ms. Tiffany Zindel seconded the Motion and upon roll call vote, said Motion passed with each member present voting “yes” thereon.
7. Motion by Mr. Chris Pozzuto to authorize the Secretary-Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Change Order 01 to Construction Contract 2023-02 with Sunesis Construction Company dated April 28th, 2023 for the “I-75 and SR 73 Interchange Project (aka WAR-SR73-3.66, PID 113717)”, increasing the contract price by \$170,000.00 making the new not-to-exceed amount under the Agreement of \$3,414,647.00 with no increase in time. Ms. Tiffany Zindel seconded the Motion and upon roll call vote, said Motion passed with each member present voting “yes” thereon.
8. Motion by Mr. Chris Pozzuto to authorize the Secretary-Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Change Order 01 to Construction Contract 2023-01 with John R Jurgensen Company dated April 28th, 2023 for the “SR 741 and Remick Boulevard Intersection Improvement Project (aka WAR-SR741-17.21, PID 113721)”, increasing the contract price by \$40,000.00 making the new not-to-exceed amount under the Agreement of \$875,633.51 with no increase in time. Ms. Tiffany Zindel seconded the Motion and upon roll call vote, said Motion passed with each member present voting “yes” thereon.
9. Motion by Ms. Tiffany Zindel to authorize the Secretary-Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Change Order 01 to Consultant Agreement 2022-01 with Terracon Consultants, Inc. dated January 6th, 2022 for the ““HAM/WAR-CR4-2.93-Phase 1-Fields Ertel Road Widening –Snider Road to Wilkens Blvd., PID No. 114606”, increasing the contract price by \$20,000.00 making the new not-to-exceed amount under the Agreement of \$40,000.00 and increasing the contract time from December 30th,

2023 to December 31st, 2024. Mr. Chris Pozzuto seconded the Motion and upon roll call vote, said Motion passed with each member present voting “yes” thereon.

10. Motion by Ms. Tiffany Zindel to authorize the Secretary-Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Change Order 02 to Consultant Agreement 2021-04 with Carpenter Marty Transportation dated March 30, 2021 for the Columbia Road/Davis Road/Myrtle Drive Roundabout Project”, increasing the contract price by \$25,906.00 making the new not-to-exceed amount under the Agreement of \$327,136.00 with no increase in time. Mr. Chris Pozzuto seconded the Motion and upon roll call vote, said Motion passed with each member present voting “yes” thereon.

F. Public Comments

No public comment.

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 October 27th, 2023 at 9:00 a.m., unless announced otherwise.

H. Adjournment

Motion made by Mr. Chris Pozzuto and seconded 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 9:36 a.m.

Approved at a regularly scheduled meeting of the Board of Trustees of the Warren County Transportation Improvement District, Warren County, Ohio, this October 27th, 2023.



Presiding Trustee

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. Chris Pozzuto*