

**Minutes of Warren County
Transportation Improvement District
Board of Trustees Regular Meeting
October 27th, 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, October 27th, 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
Chris Pozzuto
Eric Reiners

Absent Board Member: Neil F. Tunison, Secretary-Treasurer

Other Guests: Martin Russel, Dupty County Administrator
Kurt Weber, Warren County Engineer's Office
Tom Pannett, WCTID Legal
Dan Corey, WCTID
Scott Brown, ODOT D-8
Ben Stollar, O.R. Colan
Dan Hoying, LJB Inc.
Dave Rotella, DZL
Deron Wolfe, Miami Valley Gaming
Duane Phelps, Burgess & Niple
Ed Williams, TEC Engineering
Greg Wollenhaupt, DZL
Jeff Heimann, Strand Associates
Joe Bassil, HDR
Jon Wiley, Woolpert
Nick Yeretizian, Kleingers
Penny Rike, E.L. Robinson
Rob Hans, Michael Baker International
Shawn Mason, Structurepoint
Steve Hartke, City of Mason
Steve Mary, Terracon
Steve Shadix, Stantec
Troy Miller, Metro
William Brock, CT Consultants

B. Approval of Minutes:

Motion made by Ms. Tiffany Zindel and seconded by Mr. Chris Pozzuto to approve the minutes of the September 29th, 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
- **Bid Opening on October 19th showed Milcon Concrete Inc. as the Apparent Low Bidder and the Project Team is recommending to Award to them during New Business**
- 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
 - 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 - WAR SR48 9.94 (PID 116865)

- 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 to Mason-Morrow-Millgrove – WAR SR48 7.50 (PID 117567)

- 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.

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 final submission to occur soon.
- **Final R/W Plans are complete.**
 - 10/25/23 - R/W Acquisition Team is beginning with an On-Site Scoping meeting.
- 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
- **Demolition of houses have begun**

Columbia Road and Mason-Morrow-Millgrove Road Roundabout

- **Temporary Mini Roundabout – Stage 3 plans were submitted and being reviewed.**

- Final Design and R/W review is complete for Full Roundabout (ultimate).
- R/W acquisition team is under contract.

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

- **John R. Jurgensen is 40% 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. Dan Corey presented the September 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 September 30th, 2023 the General Fund had an ending fund balance of \$536,331.96 and the WCTID as a whole had an ending fund balance of \$27,949,340.06. 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 2023-43, 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 2023-44, a Resolution Authorizing Fund Level Transfers. 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.
3. Resolution 2023-45, a Resolution Approving and Authorizing Construction Services for the SR 63 Widening Project (aka WAR-SR63-0.83, PID 112121). Mr. Chris Pozzuto 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.
4. Motion to authorize the Secretary-Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Change Order 01 to Consultant Contract 2023-02 with Dunrobin Associates, LLC dated June 30th, 2023 for the “Columbia Road/Davis Road/Myrtle Drive Roundabout”, increasing the contract price by \$5,425.00 making the new not-to-exceed amount under the Agreement of \$76,865 with no increase in time. Ms. Tiffany Zindel made a motion to approve the Motion and Mr. Eric Reiners seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.

5. Motion to authorize the Secretary-Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Change Order 01 to Consultant Contract 2021-05 with American StructurePoint Inc. dated March 31st, 2021 for the “Columbia Road and Mason-Morrow-Millgrove Road Intersection Improvements”, increasing the contract price by \$18,153.00 making the new not-to-exceed amount under the Agreement of \$243,780.00 with no increase in time. Mr. Chris Pozzuto 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. Motion to authorize the Secretary-Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Change Order 04 to Consultant Contract 2021-05 with Jacobs dated March 12th, 2021 for the “SR 741 and Greentree Roundabout”, increasing the contract price by \$59,622.00 making the new not-to-exceed amount under the Agreement of \$749,631.00 with no increase in time. 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.

Mr. Chris Pozzuto made a motion to add Agenda Item 7, ODOT Announces SFY 24 TID Project Funding Application Round 2 with Pre-Applications due October 30 and Mr. Eric Reiners seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.

7. Motion by Mr. Chris Pozzuto to authorize the Secretary-Treasurer, in consultation with WCTID Legal Counsel, to prepare and submit a Pre-Application for the ODOT SFY 24 TID Project Funding for SR 63 Widening between SR 741 and McClure Road Ms. Tiffany Zindel seconded the Motion and upon roll call vote, said Motion passed with each member present voting “yes” thereon.

F. Public Comments

No public comment.

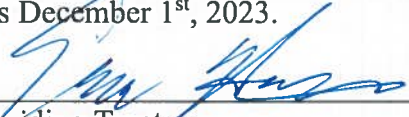
G. Upcoming Meeting Schedule

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 December 1st, 2023 at 9:00 a.m., unless announced otherwise.

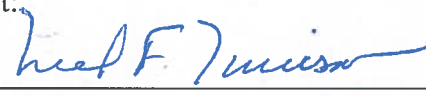
H. Adjournment

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 9:15 a.m.

Approved at a regularly scheduled meeting of the Board of Trustees of the Warren County Transportation Improvement District, Warren County, Ohio, this December 1st, 2023.



Presiding Trustee
Warren County Transportation Improvement District

Attest:


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

Motion to approve: *Ms. Tildana Zindel*

Seconded by: *Mr. Chris Pozzuto*