

**Minutes of Warren County
Transportation Improvement District
Board of Trustees Regular Meeting
December 1st, 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, December 1st, 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: Martin Russel, Deputy County Administrator
Kurt Weber, Warren County Engineer's Office
Rusty Schuermann, WCTID Legal
Mark Hurst, WCTID Accountant
Dan Corey, WCTID
Andrea Henderson, ODOT D-8
Kurt Seiler, City of Mason
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
Jay Hamilton, Mead Hunt
Joe Bassil, HDR
Nick Yeretizian, Kleingers
Penny Rike, E.L. Robinson
Rob Hans, Michael Baker International
Scott Knebel, Crawford, Murphy, Tilly
Shawn Mason, Structurepoint
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 October 27th, 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 constructed the temporary pavement needed for Phase 1 widening to begin in the Spring. Over winter activities includes the completion of the remaining water main and storm sewer construction.**
- 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
- **Pre-construction meeting with Milcon Concrete, Inc. has been schedule for December 15, 2023.**
- 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 completed all work except for the signal poles and signals.**
- **Estimated Construction completion is end of January 2024, if not sooner.**

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

- **Sunesis Construction Company has completed all work except for overhead sign poles and signal work.**
- **Estimated Construction completion is May 2024.**

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

- **Final Plan submission will occur on 12/8/23.**
- Duke Energy has completed relocating the poles and their lines.
 - Telecommunication companies have begun relocating.
 - Overhead utility work should be completed in 2023.
- **Other utility relocation work including the Water Pit for Northern Hills Synagogue remains ongoing.**
- Estimated Begin of Construction is March 2024 with completion November 2025.
- **Wilkens/Bardes Roundabout – Part 2 of PID 114606**
 - **Final Plan Submission will occur on 12/8/23.**
 - R/W anticipated to be cleared by the end of 2023.
 - Utilities will be moved between January and May of 2024.

Irwin-Simpson Multiuse Path Improvements (PID 114603)

- **Bidding process ongoing with bids to be opened on December 14th.**
- **The WCTID Board will be asked to approve the contract at the January 26th 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 February 2024.**
- **Public Involvement meeting/Open House is to be determined and will be held in early 2024, shortly after the Stakeholder Meeting.**

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 – unsuccessful.
 - 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 45% complete with construction working on the south side of Kings Mills Road and Columbia Road.**
- **Activities over the winter will include new traffic signals pending delivery of the signal poles and next phase of storm sewer construction pending relocation of the remaining aerial communication lines still in conflict.**
- Estimated Construction completion is 2024.

SR 63 and Gateway Blvd Extension

- **Kickoff meeting with WCTID, WCEO, and City of Monroe occurred on November 14th.**
- **Strand is under contract to begin the Study.**

D. Financial Report

Mr. Mark Hurst presented the October 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 October 30th, 2023 the General Fund had an ending fund balance of \$547,352.84 and the WCTID as a whole had an ending fund balance of \$26,108,061.58. Mr. Chris Pozzuto 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 2023-46, a Resolution Establishment of New Fund. 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 2023-47, a Resolution Adoption and Amendment of Fund Budgets for Calendar Year 2023. 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 2023-48, a Resolution Authorizing Fund Level Transfers. 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.

4. Resolution 2023-49, a Resolution Adoption of General Fund Budget for Calendar Year 2024. 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 2023-50, a Resolution Approving and Authorizing Acceptance of Proposals for Construction Services for the Columbia Road and Mason-Morrow-Millgrove Temporary 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. Resolution 2023-51, a Resolution Approving Amendment of Intergovernmental Agreement Designating New Projects and Change in Funding Amounts. 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.
7. Resolution 2023-52, a Resolution Authorizing Request for Ohio Department of Transportation TID Supplemental Funding for Advancement of Transportation Improvement Project, to wit: SR 63 Widening between SR 741 and Parkside Development and Related Actions. 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.
8. Motion to authorize the Secretary-Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Change Order 05 to Consultant Contract 2021-05 with Jacobs dated March 12th, 2021 for the “SR 741 and Greentree Roundabout”, increasing the contract time till December 31, 2024 with no increase in contract amount. 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.
9. Motion to approve amendment of consultant services agreement with Dan J. Corey, LLC for project management and administration services and authorize the Secretary-Treasurer to execute same in the form on file with the WCTID. 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.

F. Public Comments

No public comment.

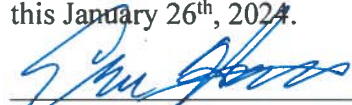
G. Upcoming Meeting Schedule

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 January 26th 2024 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 9:28 a.m.

Approved at a regularly scheduled meeting of the Board of Trustees of the Warren County Transportation Improvement District, Warren County, Ohio, this January 26th, 2024.



Presiding Trustee
Warren County Transportation Improvement District

Attest:



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

Motion to approve: Mr. Neil Tunison

Seconded by: Mr. Chris Pozzuto