

**Minutes of Warren County
Transportation Improvement District
Board of Trustees Regular Meeting
April 26th, 2024 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, April 26th, 2024, at the Warren County Engineer's Office, Conference Room, 210 West Main Street, Lebanon, Ohio 45036 and roll call was taken.

Attendees Board Members: Martin Russell, Vice-Chairperson
Neil F. Tunison, Secretary-Treasurer
Chris Pozzuto

Absent Board Members: Eric Hansen, Chairperson
Eric Reiners

Other Guests: Kurt Weber, Warren County Engineer's Office
Tom Pannett, WCTID Legal
Mark Hurst, WCTID Accountant
Dan Corey, WCTID
Steve Hartke, City of Mason

Ben Stollar, O.R. Colan
Brad Warnock, Choice One Engineering
Craig Litmer, American Structurepoint
Dan Hoying, LJB, Inc.
Dan Lindsay, Shrewsbury
Dave Rotella, DZL
Duane Phelps, Burgess & Niple
Ed Williams, TEC Engineering
Greg Wollenhaupt, DLZ
Jeff Heimann, Strand Associates
Rob Hans, Michael Baker International
Steve Mary, Terracon
Steve Shadix, Stantec
Troy Miller, Metro
William Brock, CT Consultants

B. Approval of Minutes:

Motion made by Mr. Chris Pozzuto and seconded by Mr. Neil Tunison to approve the minutes of the February 23rd, 2024 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 – see attached Memo:

E. Financial Report

Mr. Mark Hurst presented the February/March 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 March 30, 2024, the General Fund had an ending fund balance of \$808,019.12 and the WCTID as a whole had an ending fund balance of \$21,720,348.33. Mr. Neil Tunison made a motion to accept the WCTID financial report as submitted; Mr. Chris Pozzuto seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.

F. New Business

1. Resolution 2024-13, a Resolution Establishment of New Fund. 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 2024-14, a Resolution for Adoption and Amendment of Fund Budgets for Calendar Year 2024. Mr. Chris Pozzuto made a motion to approve the Resolution and Mr. Neil Tunison seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
3. Resolution 2024-15, a Resolution Authorizing Fund Level Transfers. Mr. Chris Pozzuto made a motion to approve the Resolution and Mr. Neil Tunison seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
4. Resolution 2024-16, A Resolution Adopting LPA Final Resolution (PID 116865). Mr. Chris Pozzuto made a motion to approve the Resolution and Mr. Neil Tunison seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
5. Resolution 2024-17, a Resolution Authorizing and Approving Intergovernmental Agreement with the City of Lebanon. Mr. Chris Pozzuto made a motion to approve the Resolution and Mr. Neil Tunison seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
6. Resolution 2024-18, a Resolution Approving and Authorizing Construction Services for Columbia Road & Mason-Morrow-Millgrove Road Temporary Roundabout Project. Mr. Chris Pozzuto made a motion to approve the Resolution and Mr. Neil Tunison seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
7. Resolution 2024-19, a Resolution Authorizing Amendment to Intergovernmental Agreement with Deerfield Township. Mr. Chris Pozzuto made a motion to approve

the Resolution and Mr. Neil Tunison seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.

8. Resolution 2024-20, a Resolution Approving and Authorizing Construction Services for Kingswood Park Connection Path Project. Mr. Chris Pozzuto made a motion to approve the Resolution and Mr. Neil Tunison seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
9. Resolution 2024-21, a Resolution Authorizing and Approving Consultant Agreement for Construction Inspection/Construction Administration Services with Terracon for Irwin-Simpson Multiuse Path. Mr. Chris Pozzuto made a motion to approve the Resolution and Mr. Neil Tunison seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
10. Motion to authorize the Secretary-Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Change Order 01 to Contract No. 2023-09 with Jones-Warner Consultant, Inc., dated March 30, 2023 for the Fields-Ertel Road Widening Improvements (aka HAM/WAR CR4/CR1 2.93 (PID 114606)), increasing the contract price by \$2,233.00 making the new not-to-exceed amount under the Agreement of \$191,433.00 and increasing the contract time from December 31st, 2023 to June 30, 2024. Mr. Chris Pozzuto made a motion to approve the Resolution and Mr. Neil Tunison seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
11. Motion to authorize the Secretary-Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Change Order 01 to Contract No. 2023-23 with O.R. Colan Associates, LLC, dated May 26th, 2023 for the SR 741 and Greentree Road Roundabout (WAR-741-8.84), increasing the contract price by \$1,850.00 making the new not-to-exceed amount under the Agreement of \$80,210.00 and no increase the contract time from June 30, 2024 to December 31, 2024. Mr. Chris Pozzuto made a motion to approve the Resolution and Mr. Neil Tunison seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.

G. Public Comments

No public comment.

H. Upcoming Meeting Schedule

Mr. Martin Russell announced that the next Regular Board Meeting of the Warren County Transportation Improvement District Board of Trustees would be held on Friday May 24th, 2024, at 9:00 a.m., unless announced otherwise.

I. Adjournment

Motion made by Mr. Chris Pozzuto and seconded Mr. Neil Tunison to adjourn the Regular Board Meeting of the Warren County Transportation Improvement District Board of