

**Warren County
Transportation Improvement District
Board of Trustees Meeting Minutes**

Regular Board Meeting
Friday, January 20, 2012

A. Call to Order

A Regular Board Meeting of the Warren County Transportation Improvement District (WCTID) Board of Trustees was called to order by the Chairperson, Mr. David Gully, at 9:00 a.m., Friday, January 20, 2012 at the Warren County Engineers Office, 105 Markey Road, Conference Room, Lebanon, Ohio 45036.

Mr. Neil Tunison, Secretary-Treasure, took roll call. Mr. Gully requested attendees to introduce themselves and whom they represent.

Attendees:

Board Members: David R. Gully, Chairman
Eric Hansen, Vice-Chairman
Neil F. Tunison, Secretary/Treasurer
Bill Becker
Christine Thompson

Other Guests: Ted Hubbard, Hamilton County Engineer
Joe Vogel, ODOT 8
Melissa Taylor, ODOT 8
Rusty Schuermann, WCTID Counsel
Mark Hurst, WCTID Accountant
Kurt Weber, WCEO
Savannah Shafer, WCEO
Dan Corey, WCEO
Heather Arling, Fifth Third Securities, Inc
Craig Ketron, CH2M Hill
Scott Knebel, LJB
Andy Shahan, LJB
Steve Shadix, ENTRAN
Andrea Harth, TEC
Jamal Adhami, SHA Engineering, LLC
Steve Wallace, Parsons Brinkerhoff
Matt Hoying, Choice One Engineering
Cindy Wallace, Tran Systems
Jon Brunot, Burgess & Nipple
Stephen Schultz, BWSC, Inc

B. Approval of Minutes: December 16, 2011 Board Meeting

Motion made by Mr. Hansen, seconded by Ms. Thompson, to approve the minutes of the December 16, 2011 Regular Meeting of the Warren County Transportation Improvement District as submitted, upon roll call vote, carried with each member present separately voting “yea” thereon.

C. WCTID Program of Projects

1. I-71 / Fields-Ertel Mason-Montgomery Road Interchange Project

Mr. Dan Corey reported that the scope of services and proposed fee for the detail design relating to the Gore Extension has been reviewed by ODOT and the WCEO, and approval of the related agreement is a matter for consideration by the WCTID Board, under New Business, later in the agenda.

Mr. Corey stated ODOT has provided comments for the Loop Ramp Alternative Feasibility Analysis (AFA), and two out of three comments have been addressed and resubmitted to ODOT. The third comment is going to be addressed as part of the scope of services to the related consulting services agreement under New Business.

Mr. Corey further stated that a meeting had been held with Hamilton County Engineer’s Office and Symmes Township to introduce and discuss the I-71 Safety Study (ODOT PID 91060) and how public information on the project will be handled within the interchange area.

2. I-71 / Western Row Road Interchange Project

Mr. Corey asked Mr. Steve Shadix from Stantec (formerly ENTRAN) to report on the I-71/Western Row Road Project. Mr. Shadix stated that since the last WCTID meeting, Stantec has completed the capacity analysis and continues working on a revised purpose and need statement, modifications to the alternatives and addressing comments from ODOT, and the aesthetic treatments and wayfinding concepts.

3. I-75 / at SR73 Interchange Project

Mr. Corey asked Mr. Scott Knebel of LJB to report on the I-75 at SR 73 Interchange Project (aka Ramp C). Mr. Knebel introduced the Project Manager Andy Shahan of LJB. Mr. Shahan stated he would be reporting each month to the WCTID Board the previous months work and progress. He anticipates this project to have a sale date between May and July of 2014. The schedule is an accelerated schedule to meet MVRPC’s STP funding schedule needs.

D. Committee Reports

Mr. Tunison stated there are no reports.

E. Financial Report - Secretary - Treasurer

Mr. Tunison stated that WCTID financial report is included in today's packet. Mr. Tunison discussed the report. Being no questions or further discussion Mr. Gully requested a motion be made to accept and approve the WCTID financial report as submitted, Ms. Thompson made a motion, seconded by Mr. Becker, upon roll call vote, carried with each member present separately voting "yea" thereon.

F. New Business

1. Project Funding Updates

Ms. Thompson stated that the MVRPC Staff was recommending to the MVRPC Executive Board that the I-71 at SR 73 – Ramp C project receive its STP funding request. If the MVRPC Executive Board accepts the Staff's recommendation this project's funding needs should be secured with funds coming from WCTID, City of Springboro, and MVRPC.

2. Resolution No. 2012-01

Mr. Tunison introduced, and discussion took place regarding, Resolution No. 2012-01: a resolution authorizing WCTID I-71/Fields-Ertel/Mason-Montgomery Road Interchange Budget for Calendar Year – 2012. Mr. Gully requested a motion be made to accept and approve Resolution No. 2012-01, Mr. Hansen made a motion, seconded by Ms. Thompson, upon roll call vote, carried with each member present separately voting "yea" thereon.

3. Resolution No. 2012-02,

Mr. Tunison introduced, and discussion took place regarding, Resolution No. 2012-02: a resolution authorizing a Consultant Contract for HAM/WAR-IR-71 NB Exit Ramp - Gore Extension (ODOT PID 87399) with CH2MHILL Inc. Mr. Gully requested a motion be made to accept and approve Resolution No. 2012-02, Mr. Becker made a motion, seconded by Mr. Hansen, upon roll call vote, carried with each member present separately voting "yea" thereon.

- 4. Mr. Tunison discussed the necessity for surveying services for the HAM/WAR-71 & FE/MM Interchange Project (PID 81502) and requested authority to execute a consultant agreement with Kleingers and Associates, in an amount not to exceed \$15,000.00, for such surveying services. Mr. Corey added additional background to the need of these consultant services. Mr. Gully requested a motion be made to authorize Secretary-Treasurer on behalf of the WCTID board, in consultation with WCTID Legal Counsel, to prepare and execute a consultant agreement with Kleingers and Associates, in an amount not to exceed \$15,000.00, for surveying services, as necessary for the HAM/WAR-71 & FE/MM Interchange Study (PID 81502). Mr. Becker made a motion, seconded by Mr. Hansen, upon roll call vote, carried with each member present separately voting "yea" thereon.**

5. Mr. Tunison discussed the necessity for ramp geometric studies for the HAM/WAR-71 & FE/MM Interchange Project (PID 81502) and requested authority to execute a consultant agreement with CH2MHill, in an amount not to exceed \$25,000.00, for engineering services relating to ramp geometric studies. Mr. Gully requested a motion be made to authorize Secretary-Treasurer on behalf of the WCTID board, in consultation with WCTID Legal Counsel, to prepare and execute a consultant agreement with CH2MHill, in an amount not to exceed \$25,000.00 for engineering services relating to ramp geometric studies, as necessary for the HAM/WAR-71 & FE/MM Interchange Study, Improvement Project (PID 81052). Ms. Thompson made a motion, seconded by Mr. Hansen, upon roll call vote, carried with each member present separately voting “yea” thereon.

G. Public Comments

Mr. Gully inquired if there were any public comments. There were no public comments.

Mr. Gully read a letter prepared on behalf of WCTID Board to be sent to Mr. Jerry Wray, ODOT Director that recognizes Mr. Steve Mary, ODOT Deputy Director, District Eight and District Eight personnel for the efficiency and collaborative efforts they have put forth toward the WCTID projects.

Mr. Tunison requested that the next Board meeting serve and be designated as the annual meeting for 2012, in which the Officers for 2012 would be elected. Each Board member indicated that would be acceptable and their agreement. Mr. Tunison also recommended a Finance Committee Meeting was in order, to be held prior to the next meeting. The Board collectively agreed to hold the Finance Committee Meeting one hour prior to the February Meeting.

H. Upcoming Meeting Schedule

Next Board Meeting	Annual Board Meeting February 24, 2012 at 9:00 a.m. Warren County Engineer’s Office 105 Markey, Conference Room, Lebanon, Ohio 45036
	Finance Committee Meeting February 24, 2012 at 8:00 a.m. Warren County Engineer’s Office 105 Markey, Conference Room, Lebanon, Ohio 45036

I. Adjournment

Motion by Mr. Becker, seconded by Ms. Thompson, to adjourn the meeting of the Warren County TID, upon the call of the vote, carried with all members present voting aye thereon, meeting adjourned at 9:40am.

Approved at a regularly scheduled meeting of the Board of Trustees of the Warren County Transportation Improvement District, Warren County, Ohio, this 24th day of February 2012.



Chairperson, David R. Gully
Warren County Transportation Improvement District

Attest: 

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

Motion to approve: Bill Becker

Seconded by: Neil Tunison