

**Warren County  
Transportation Improvement District  
Board of Trustees Meeting Minutes  
Board Meeting  
Friday, October 28<sup>th</sup>, 2016**

**A. Call to Order**

A Regular Board Meeting of the Warren County Transportation Improvement District (WCTID) Board of Trustees was called to order by Eric Hansen, at 9:00 a.m., on Friday, October 28<sup>th</sup>, 2016 at the Warren County Engineer's Office, Conference Room, 210 W. Main Street, Lebanon, Ohio 45036.

Mr. Neil Tunison, Secretary/Treasurer, took roll call; upon roll call vote, carried with each member present each separately voting "Yes".

**Attendees:**

**Board Members:**

Eric Hansen, Chairperson  
Tiffany Zindel, Vice-Chairperson  
Neil F. Tunison, Secretary/Treasurer  
Bill Becker  
Christine Thompson

**Other Guests:**

Andrew Brossart, WCTID Financial Advisor  
Mark Hurst, WCTID Accountant  
Rusty Schuermann, WCTID Legal Counsel  
Stefan Spinosa, ODOT District 8  
Dan Corey, Warren County Engineer's Office  
Greg Rush, Warren County Engineer's Office  
Savannah Shafer, Warren County Engineer's Office

Steve Bergman, Mannik Smith Group  
John Brigham, Parsons Brinckerhoff  
Jon Brunot, Burgess & Niple  
Katie Dillenburger, Bayer Becker  
Anna Durastanti, O.R. Colan Associates  
Dan Furgason, Thelan Associates, Inc.  
Nathan Fischer, Woolpert  
Vanessa Glotfelter, BWSC  
Jerry Haddix, Village of South Lebanon  
Jay Hamilton, Mead Hunt  
Chris Hilbert, CESO  
Dan Hoying, LJB, Inc.  
Betty Hull, Razor Marketing  
Heather Lacey, Crawford, Murphy, Tilly

Steve Mary, Stantec  
Shawn Mason, Prime AE  
Amy Moore, BWSC  
Ralph Norman, CT Consultants  
Ram Nunna, CH2M Hill  
Darren Owens, City of Lebanon  
Jeff Pietch, Carpenter Marty  
Jane Roberts, Heritage Land Services  
Steve Shadix, Stantec  
Kenny Swanson, Redi-Rock Structures  
Abbot Thayer, Dinsmore  
Dane Vandewater, Cardno  
Joe Vogel, FTC&H  
Nick Voisard, American Structure Point  
Jeff Wallace, Tran Systems  
Joe Warino, Prime AE  
Ed Williams, TEC Engineering  
Nick Yeretian, The Kleingers Group  
Mark Zara, AECOM

**B. Approval of Minutes:**

Motion made by Mr. Neil Tunison seconded by Mr. Bill Becker to approve the minutes of the September 23<sup>rd</sup>, 2016 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:**

Mr. Dan Corey and Mr. Neil Tunison reported to the Board the following updates:

**I-71 and Western Row Road Interchange Area**

- Western Row Road Interchange Improvements – Phase 1 (PID 95120)
  - Construction ongoing
    - Underground/overhead utilities
    - Embankment
    - 150” multi-plate culvert
- Western Row Road Interchange Improvements – Phase 2 (PID 93964)
  - Right-of-Way acquisition has one remaining parcel to be obtained

**SR 48 and Mason-Morrow-Millgrove Road Intersection**

- Project will be advertised 10/30, 11/6, 11/13
- Bid will be opened 11/22 and be awarded by WCTID
- OPWC Grant has been awarded this project

#### **State Route 63 Expansion**

- Coordination with Department of Administrative Services is ongoing to secure the ROW necessary for the project before the State sells the property

#### **SR73/SR741 Intersection Improvements**

- Right-of-Way acquisition has four remaining parcels to be obtained

#### **Southwest Warren County Area Improvements**

- Socialville-Fosters Road Corridor (CR 32)
  - Socialville-Fosters Road Widening and Bridge Replacement Project
    - Bridge to be opened between the holidays
    - Ribbon cutting ceremony will be scheduled with details forthcoming
- Innovation Way Extension
  - Bid will be opened 11/17

#### **Union/Greentree Intersection**

- Bids will be opened in month of December and be awarded in January/February

### **D. Financial Report**

Mr. Hurst presented the September 2016 *Monthly Financial Report* to the Board. The *Monthly Financial Reports* detailed both monthly and year-to-date cash activities for all funds of the WCTID. More specifically, the *Monthly Financial Report* detailed that as of September 30<sup>th</sup>, 2016 the General Fund had an ending fund balance of \$734,312.16 and the WCTID as a whole had an ending fund balance of \$16,142,271.05. Mr. Neil Tunison made a motion to accept the WCTID financial report as submitted, seconded by Ms. Christine Thompson. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.

### **E. New Business**

1. Resolution No. 2016-32, a Resolution approving and authorizing notice to contractors and acceptance of bids for construction services for the WAR-48-8.80 Mason-Morrow-Millgrove (PID 94494) Project. Ms. Christine Thompson made a motion and Mr. Bill Becker seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
2. Resolution No. 2016-33, a Resolution to provide for the issuance and sale of not to exceed \$15,500,000 of Warren County Transportation Improvement District Roadway Improvement Revenue Bonds, for the purpose of financing

a portion of the cost of various road and highway projects and paying costs of issuance; to authorize the execution of a trust agreement in order to secure such bonds to be so issued; to authorize a term sheet and a bond placement agreement with respect to such bonds; to authorize the execution and delivery of all other necessary and appropriate agreement and instruments; and to authorize other actions necessary in connections with the forgoing. Mr. Neil Tunison made a motion and Ms. Christine Thompson seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.

3. Resolution No. 2016-34, a Resolution for amending certain fund budgets for calendar year 2016. Mr. Neil Tunison made a motion and Mr. Bill Becker seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
4. Resolution 2016-35, a Resolution approving amendment of Intergovernmental Agreement designating new projects with the Warren County Board of Commissioners. Ms. Tiffany Zindel noted that Exhibit B, under the County Fund 484 (P&G TIF Funds) the Yearly Revenue Available for TID Projects does not represent the most recent numbers provided by Mr. Matt Nolan, Warren County Auditor. Therefore, Ms. Tiffany Zindel made a motion to amend and replace the Exhibit B to the Intergovernmental Agreement with the version of Exhibit B containing the revised numbers provided by Mr. Matt Nolan, Warren County Auditor, Ms. Christine Thompson seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon. Mr. Neil Tunison made a motion to approve the Resolution 2016-35 as amended and Ms. Christine Thompson 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 Agreement 2014-02 with CH2M HILL, Inc. dated February 28<sup>th</sup>, 2014 for the “Mason-Montgomery Road Widening Project”, increasing the contract price by \$15,087.50, making a new not-to-exceed amount under the Agreement of \$493,605.44 with an increase in contract time through December 31, 2016 . Mr. Bill Becker made a motion and Mr. Neil Tunison seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.

#### **F. Public Comments**

Mr. Eric Hansen asked that everyone introduce themselves.

#### **G. Upcoming Meeting Schedule**

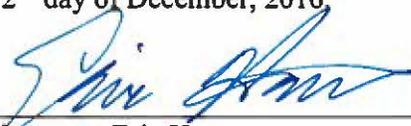
The Chairperson announced that the next Regular Board Meeting would be held on Friday, December 2<sup>nd</sup>, 2016 at 9:00 a.m. at the Warren County Engineer's Office, Conference Room, 210 W. Main Street, Lebanon, Ohio 45036.

#### H. Adjournment

Motion made by Mr. Neil Tunison and seconded by Ms. Christine Thompson to adjourn the meeting of the Warren County Transportation Improvement District, upon the call of the vote, carried with all members present voting aye thereon. Meeting adjourned at 9:26 a.m.

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Approved at a regularly scheduled meeting of the Board of Trustees of the Warren County Transportation Improvement District, Warren County, Ohio, this 2<sup>nd</sup> day of December, 2016



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Chairperson, Eric Hansen  
Warren County Transportation Improvement District

Attest:



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

Motion to approve: *Bill Becker*

Seconded by: *Christine Thompson*