

**Warren County  
Transportation Improvement District  
Board of Trustees Meeting Minutes  
Board Meeting  
Friday, December 2<sup>nd</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 9:02 a.m., on Friday, December 2<sup>nd</sup>, 2016 at the Warren County Engineer's Office, Conference Room, 210 W. Main Street, Lebanon, Ohio 45036.

Mr. Kurt Weber, Warren County Engineer's Office, took roll call; upon roll call vote, carried with each member present each separately voting "Yes".

<b>Attendees:</b>	<b>Board Members:</b>
	Eric Hansen, Chairperson
	Tiffany Zindel, Vice-Chairperson
	Neil F. Tunison, Secretary/Treasurer *
	Bill Becker
	Christine Thompson

\* Neil Tunison was not present at the beginning of the meeting. He entered the meeting during the New Business – Resolution No. 2016-40 discussion.

**Other Guests:**  
Andrew Brossart, WCTID Financial Advisor  
Mark Hurst, WCTID Accountant  
Rusty Schuermann, WCTID Legal Counsel  
Stefan Spinosa, ODOT District 8  
Matt Nolan, Warren County Auditor  
Dan Corey, Warren County Engineer's Office  
Greg Rush, Warren County Engineer's Office  
Savannah Shafer, Warren County Engineer's Office  
Kurt Weber, Warren County Engineer's Office

Steve Bergman, Mannik Smith Group  
Jon Brunot, Burgess & Niple  
Katie Dillenburger, Bayer Becker  
Anna Durastanti, O.R. Colan Associates  
Nathan Fischer, Woolpert  
Brad Garrison, BWSC  
Jerry Haddix, Village of South Lebanon  
Jay Hamilton, Mead Hunt

Betty Hull, Razor Marketing  
Sam Khorshidi, Resource International  
Steve Mary, Stantec  
Shawn Mason, Prime AE  
Joe Mellman, Resource International  
Amy Moore, BWSC  
Darren Owens, City of Lebanon  
Steve Shadix, Stantec  
Andy Shahan, LJB, Inc.  
Dave Spisak, JMT  
Jake Stremmel, HDR  
Joe Vogel, FTC&H  
Jeff Wallace, Tran Systems  
Ed Williams, TEC Engineering  
Nick Yeretian, The Kleingers Group

**B. Approval of Minutes:**

Motion made by Mr. Bill Becker seconded by Ms. Christine Thompson to approve the minutes of the October 28<sup>th</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 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
    - Curb/Gutter and Pavement
- Western Row Road Interchange Improvements – Phase 2 (PID 93964)
  - Right-of-Way Certifications and Tracings submitted to ODOT on November 18<sup>th</sup>, 2016

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

- Bids were opened on November 22<sup>nd</sup>, 2016 and Barrett Paving Materials, Inc. is Low Bidder

**SR 73/SR 741 Intersection Improvements**

- Right-of-Way acquisition has three 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 opened on November 16<sup>th</sup>, 2016
- Innovation Way Extension
  - Bids were opened on November 17<sup>th</sup>, 2016 and Ford Development Corporation is Low Bidder

#### **D. Financial Report**

Mr. Hurst presented the October 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 October 31<sup>st</sup>, 2016 the General Fund had an ending fund balance of \$733,581.64 and the WCTID as a whole had an ending fund balance of \$15,067,547.64. Mr. Bill Becker 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 No. 2016-36, A Resolution amending the Intergovernmental Agreement with the Village of South Lebanon. Ms. Tiffany Zindel made a motion to approve the Resolution and Mr. Bill Becker seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
2. Resolution No. 2016-37, A Resolution establishment of new funds. Ms. Christine Thompson made a motion to approve the Resolution and Mr. Bill Becker seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
3. Resolution No. 2016-38, A Resolution Approving and Authorizing Construction Contract for the WAR-48-8.80 Mason-Morrow-Millgrove Road (PID 94494) Project. Ms. Tiffany Zindel made a motion to approve the Resolution and Mr. Bill Becker seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
4. Resolution No. 2016-39, A Resolution approving and authorizing Intergovernmental Agreement relating to Innovation Way Extension Project Work. Ms. Christine Thompson made a motion to approve the Resolution and Mr. Bill Becker seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.

5. Resolution No. 2016-40, A Resolution Approving and Authorizing Construction Contract for the Innovation Way Extension Project. Ms. Tiffany Zindel made a motion to approve the Resolution and Mr. Bill Becker seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
6. Resolution No. 2016-41, A Resolution addressing various budgetary and accounting matters. Mr. Neil Tunison made a motion to approve the Resolution and Ms. Christine Thompson seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
7. Motion to authorize the Secretary/Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Change Order 02 to Consultant Agreement 2015-11 with AECOM Technical Services, Inc. dated September 25<sup>th</sup>, 2015 for the “I-71 Southbound Entrance Ramp at Fields-Ertel/WCTID No. 15-04”, with an increase in contract time through June 30, 2017 and no attendant increase in contract amount. Mr. Bill Becker made a motion to approve the Change Order and Ms. Christine Thompson 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**

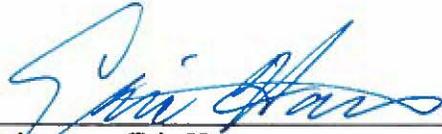
The Chairperson announced that the next Regular Board Meeting would be held on Friday, January 27<sup>th</sup>, 2017 at 9:00 a.m. at the Warren County Engineer’s Office, Conference Room, 210 W. Main Street, Lebanon, Ohio 45036.

#### **H. Adjournment**

Motion made by Ms. Christine Thompson and seconded by Mr. Bill Becker 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 9:24 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 27<sup>th</sup> day of January 2017.



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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: *Tiffany Zindel*

Seconded by: *Neil Tunison*