

**Warren County
Transportation Improvement District
Board of Trustees Meeting Minutes
Board Meeting
Friday, February 24th, 2017**

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, at 9:03 a.m., on Friday, February 24th, 2017 at the Warren County Engineer's Office, Conference Room, 210 West 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
Eric Reiners
Christine Thompson

Other Guests:

Scott Lipps, State Representative District 62
Matt Nolan, Warren County Auditor
Stefan Spinosa, ODOT District 8
Mark Hurst, WCTID Accountant
Rusty Schuermann, WCTID Legal Counsel
Dan Corey, Warren County Engineer's Office
Dave Mick, 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

Dana Bicknell, City of Lebanon
Jon Brunot, Burgess & Niple
Steven Butler, IBI Group
Susan Daniels, Lawhon & Associates
Katie Dillenburger, Bayer Becker
Anna Durastanti, O.R. Colan Associates
Joe Espelage, CT Consultants
Kelly Everett, KZF Design
Nathan Fischer, Woolpert
Jay Hamilton, Mead Hunt
Todd Hanahan, CESO

Andrea Harth, TEC Engineering
Steve Hartke, City of Mason
Chris Hilbert, CESO
Betty Hull, Rasor Marketing
Dennis Jennings, HDR
Steve Mary, Stantec
Shawn Mason, Prime AE
Amy Moore, BWSC
Ralph Norman, CT Consultants
Jeff Pietch, Carpenter Marty
Jane Roberts, Heritage Land Services
Steve Shadix, Stantec
Andy Shahan, LJB, Inc.
Kathy Streng, DZL
Kenny Swanson, Redi-Rock Structures
Joe Vogel, FTC&H
Nick Voisard, American Structure Point
Jeff Wallace, Tran Systems
Joe Warino, Prime AE
Nick Yeretian, Kleingers & Associates

B. Nomination and Election of Officers:

Mr. Eric Hansen stated that nominations and elections of officers needed to be addressed and inquired if anyone on the board would like to make any nominations. After some discussion and consensus to elect the same slate of Officers for 2017, with Mr. Eric Hansen as Chairperson; Ms. Tiffany Zindel as Vice-Chairperson; and Mr. Neil Tunison as Secretary-Treasurer. Mr. Eric Hansen requested a motion be made to elect from the WCTID Board of Trustees as the Officers for 2017: Mr. Eric Hansen as Chairperson; Ms. Tiffany Zindel as Vice-Chairperson; and Mr. Neil Tunison as Secretary-Treasurer; Ms. Christine Thompson made the motion and seconded by Mr. Eric Reiners, upon roll call vote, motion carried with each member present separately voting "yes" thereon.

C. Approval of Minutes:

Motion made by Mr. Eric Reiners and seconded by Mr. Neil Tunison to approve the minutes of the January 27th, 2017 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.

D. WCTID Program of Projects:

Mr. Dan Corey and Mr. Dave Mick reported to the Board the following updates:

I-71 and Fields-Ertel/Mason-Montgomery Road Interchange Area

- SB Entrance Ramp – WAR IR 71 0.00 (PID 100198)
 - ODOT/WCTID Field Scoping Meeting occurred 2/15
 - Consultant Agreement anticipated to be presented to the WCTID Board at the March Board Meeting
- Right Turn Lane Fields-Ertel Road – HAM CR 4 3.96 (PID 91060)
 - Construction Contract awarded to Barrett Paving Materials, Inc.
 - Construction to begin in March and being completed in August (6 months)

I-71 and Western Row Road Interchange Area

- Western Row Road Interchange Improvements – Phase 1 (PID 95120)
 - Utility work being completed
- Western Row Road Interchange Improvements – Phase 2 (PID 93964)
 - ODOT's Sale Date is 4/6/17
 - Tree Removal to be performed ahead of construction contract

Greentree/Union Road Intersection Improvements

- John R. Jurgensen Company is lowest and best bid

Southwest Warren County Area Improvements

- Innovation Way Widening
 - R. B. Jergens Contractors, Inc. is lowest and best bid
- Mason-Montgomery Road Widening
 - Tree Removal to be performed ahead of construction contract

E. Financial Report

Mr. Mark Hurst presented the January 2017 *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 January 31st, 2017 the General Fund had an ending fund balance of \$777,322.03 and the WCTID as a whole had an ending fund balance of \$27,665,498.30. Mr. Neil Tunison made a motion to accept the WCTID financial report as submitted, Ms. Christine Thompson seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.

F. New Business

1. Resolution Number 2017-11, A Resolution Amendment of Fund Budgets for Calendar Year 2017. Ms. Tiffany Zindel 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.
2. Resolution Number 2017-12, A Resolution Authorizing Fund Level Transfers. Ms. Christine Thompson made a motion to approve the Resolution and Mr. Eric Reiners seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
3. Resolution No. 2017-13, A Resolution Approving and Authorizing Construction Contract for the Innovation Way Widening Project. Mr. Eric Reiners 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 No. 2017-14, A Resolution Approving and Authorizing Construction Contract for the Roadway Improvements Greentree Road and Union Road Project. 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.
5. Resolution Number 2017-15, A Resolution Approving and Authorizing Retention of Contractor for Clearing and Grubbing Services for the Mason-Montgomery Road Widening Project. Mr. Neil Tunison made a motion to approve the Resolution and Mr. Eric Reiners seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
6. Motion to authorize the Secretary-Treasurer to prepare and execute payment to Duke Energy for the lighting equipment for the Greentree and Union Road Intersection Improvements in the amount of \$24,841.85, made by Ms. Christine Thompson and Ms. Tiffany Zindel seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
7. Miami Valley Regional Planning Commission concurrence of representation. The WCTID Board of Trustees was in concurrence of representation with naming Mr. Dan Corey as the Member and Mr. Dave Mick as the Alternate for the 2017 Miami Valley Regional Planning Commission and the 2017 Miami Valley Regional Planning Commission Technical Advisory Committee.

G. Public Comments

