

**Warren County  
Transportation Improvement District  
Board of Trustees Meeting Minutes  
Board Meeting  
Friday, April 28<sup>th</sup>, 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, April 28<sup>th</sup>, 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  
Christine Thompson

**Absent**                 Eric Reiners

**Other Guests:**  
Andrew Brossart, WCTID Financial Advisor  
Mark Hurst, WCTID Accountant  
Mark Policinski, OKI  
Rusty Schuermann, WCTID Legal Counsel  
Rick Hively, ODOT District 8  
Dan Corey, Warren County Engineer's Office  
Greg Rush, Warren County Engineer's Office

Jon Brunot, Burgess & Niple  
Steven Butler, IBI Group  
Katie Dillenburger, Bayer Becker  
Joe Espelage, CT Consultants  
Nathan Fischer, Woolpert  
Dan Furgason, Geotechnology  
Jay Hamilton, Mead Hunt  
Steve Hartke, City of Mason  
Jeff Heimann, Strand Associates  
Heather Lacey, Crawford, Murphy, Tilly  
Steve Mary, Stantec  
Shawn Mason, Prime AE  
Ralph Norman, LJB, Inc.

Jeff Pietch, Carpenter Marty  
Jane Roberts, Heritage Land Services  
Steve Shadix, Stantec  
Andy Shahan, LJB, Inc.  
Kathy Streng, DZL  
Joe Vogel, WSP  
Dave Wormald, AECOM  
Nick Yeretian, Kleingers & Associates

**B. Approval of Minutes:**

Motion made by Mr. Neil Tunison seconded by Ms. Tiffany Zindel to approve the minutes of the March 24<sup>th</sup>, 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.

**C. WCTID Program of Projects:**

Mr. Dan Corey reported to the Board the following updates:

**SB Entrance Ramp – WAR IR 71 0.00 (PID 104844)**

- AECOM has submit a scope and fee for designing the project through construction document phase. Currently under review at ODOT and WCEO and will be presented to the WCTID Board for their consideration at the Board’s May 19<sup>th</sup>, 2017 WCTID Board meeting.

**Innovation Way Extension (Duke Blvd to Socialville-Fosters)**

- Construction ~ 40% complete – completion date by contract – October 31<sup>st</sup>, 2017.

**Duke Boulevard Widening (Irwin-Simpson to Innovation Way Extension)**

- Final plans submitted and under review.

**Mason-Montgomery Road Widening**

- Bids open May 4<sup>th</sup>, 2017 and recommendation for awarding contract at the Board’s May 19<sup>th</sup>, 2017 WCTID Board meeting.

**Western Row Road Interchange Improvements – Phase 1 (PID 95120)**

- Construction ~ 75% complete – completion date by contract – December 29<sup>th</sup>, 2017.
  - Projected substantially completed by September 1<sup>st</sup>, 2017.

**Western Row Road Interchange Improvements – Phase 2 (PID 93964)**

- John R. Jurgensen was awarded the contract (-3% below engineer’s estimate).

#### **Greentree/Union Road Intersection Improvements**

- Construction ~ 15% complete – completion date by contract – August 31<sup>st</sup>, 2017.

#### **Innovation Way Widening**

- Construction ~ 10% complete - completion date by contract – October 31<sup>st</sup>, 2017.

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

- Bids open May 9<sup>th</sup>, 2017 and recommendation for awarding contract at the Board's May 19<sup>th</sup>, 2017 WCTID Board meeting.

### **D. Financial Report**

Mr. Mark Hurst presented the March 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 March 31<sup>st</sup>, 2017 the General Fund had an ending fund balance of \$754,043.82 and the WCTID as a whole had an ending fund balance of \$29,870,081.28. Ms. Tiffany Zindel made a motion to accept the WCTID financial report as submitted, Mr. Neil Tunison seconded the motion. Upon roll call vote, motion carried with each member present separately voting "yes" thereon.

### **E. New Business**

1. Resolution Number 2017-22, A Resolution Amendment of Fund Budgets for Calendar Year 2017. Mr. Neil Tunison made a motion to approve the Resolution and Ms. Tiffany Zindel seconded the motion. Upon roll call vote, motion carried with each member present separately voting "yes" thereon.
2. Resolution Number 2017-23, A Resolution Authorizing Fund Level Transfers. 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.
3. Resolution 2017-24, A Resolution Authorizing application to ODOT for HB26 TID supplemental project funding. Ms. Christine Thompson 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. 2017-25, A Resolution Approving and Authorizing Consultant Contract for construction documentation for various projects, Mason-Montgomery Road Widening Project. Mr. Neil Tunison made a motion to

approve the Resolution and Ms. Tiffany Zindel seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.

5. Resolution No. 2017-26, A Resolution Approving and Authorizing Consultant Contract for construction documentation for various projects, SR 73/SR 741 Intersection Improvement Project. 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.
6. Motion to authorize the Secretary-Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Change Order 03 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”, increasing the contract price by \$17,537.00, making a new not-to-exceed amount under the Agreement of \$172,725.00, and an increase in contract time through May 2<sup>nd</sup>, 2019, made by Ms. Tiffany Zindel and Mr. Neil Tunison 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 2017-02 with The Kleingers Group dated January 27<sup>th</sup>, 2017 for the “Mason-Montgomery Road Widening Project”, increasing the contract price by \$6,500.00 for engineering services, making a new not-to-exceed amount under the Agreement of \$18,450.00, with no attendant increase in contract time, 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.

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

Mr. Eric Hansen asked that everyone introduce themselves.

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

Mr. Neil Tunison announced that the next Regular Board Meeting of the Warren County Transportation Improvement District Board of Trustees would be held on Friday, May 19<sup>th</sup>, 2017 at 9:00 a.m. at the Warren County Engineer’s Office, Conference Room, 210 West Main Street, Lebanon, Ohio 45036.

#### **H. Adjournment**

Motion made by Mr. Eric Hansen and seconded by Ms. Tiffany Zindel to adjourn the Regular Board Meeting of the Warren County Transportation Improvement District Board of Trustees, upon the call of the vote, carried with all members present voting aye thereon. Meeting adjourned at 9:21 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 19<sup>th</sup> day of May 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: Christine Thompson

Seconded by: Neil Tunison