

**Warren County  
Transportation Improvement District  
Board of Trustees Meeting Minutes  
Board Meeting  
Friday, August 25<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 9:00 a.m., on Friday, August 25<sup>th</sup>, 2017 at the Warren County Engineer's Office, Conference Room, 210 West Main Street, Lebanon, Ohio 45036.

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

**Attendees:**

**Board Members:**

Eric Hansen, Chairperson  
Tiffany Zindel, Vice-Chairperson  
Eric Reiners

**Absent**

Neil F. Tunison, Secretary-Treasurer  
Christine Thompson

**Other Guests:**

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

Joe Bassil, HDR  
Steve Bergman, Mannik Smith Group  
Dana Bicknell, City of Lebanon  
Greg Brown, DLZ  
Jon Brunot, Burgess & Niple  
Julie Duffy, Municipality of Carlisle  
Anna Durastanti, O.R. Colan Associates  
Joe Espelage, CT Consultants  
Nathan Fischer, Woolpert  
Steve Hartke, City of Mason

Jeff Heimann, Strand Associates  
Dan Hoying, LJB, Inc.  
Craig Litmer, Structurepoint  
Steve Mary, Stantec  
Shawn Mason, Prime AE  
Amy Moore, BWSC  
Jeff Pietch, Carpenter Marty  
Jane Roberts, Heritage Land Services  
Andy Shahan, LJB, Inc.  
Joe Vogel, WSP  
Cindy Wallace, TranSystems  
Jeff Wallace, TranSystems  
Jon Wiley, KZF Design  
Ed Williams, TEC Engineering

#### **B. Approval of Minutes:**

Motion made by Mr. Eric Reiners and seconded by Ms. Tiffany Zindel to approve the minutes of the June 23<sup>rd</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. Dave Mick and Mr. Dan Corey reported to the Board the following updates:

##### **SB Entrance Ramp – WAR IR 71 0.00 (PID 100198)**

- Consultant continues designing the project through construction document phase.

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

- Construction ~ 75% 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. ROW negotiations continue.

##### **Mason-Montgomery Road Widening**

- Construction ~ 20% complete – completion date by contract – September 10<sup>th</sup>, 2018.

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

- Construction ~ 90% complete – completion date by contract – December 29<sup>th</sup>, 2017.

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

- Construction ~ 10% complete – estimated completion date – June 1<sup>st</sup>, 2019.

**Greentree/Union Road Intersection Improvements**

- Construction substantially completed.

**Innovation Way Widening**

- Construction ~ 20% complete - completion date by contract – October 31<sup>st</sup>, 2017.

**SR73/SR741 Intersection Improvements**

- Construction ~ 25% complete – completion date by contract – July 1<sup>st</sup>, 2018.

**Rt Turn Lane Fields-Ertel Road – HAM 4 3.96 (PID 91060)**

- Construction substantially completed.

**WAR-48-8.80 Mason-Morrow-Millgrove Road (PID 94494)**

- Construction ~ 25% complete – completion date by contract – September 30<sup>th</sup>, 2018.

**D. Financial Report**

Mr. Mark Hurst presented the June 2017 and July 2017 Monthly Financial Reports to the Board. The Monthly Financial Reports detailed both monthly and year-to-date cash activities for all funds of the WCTID; and that as of June 30<sup>th</sup>, 2017 the General Fund had an ending fund balance of \$731,723.74 and the WCTID as a whole had an ending fund balance of \$30,123,264.45 and as of July 31<sup>st</sup>, 2017 the General Fund had an ending fund balance of \$742,393.37 and the WCTID as a whole had an ending fund balance of \$29,675,536.67. Ms. Tiffany Zindel made a motion to accept the WCTID financial report as submitted, Mr. Eric Reiners seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.

**E. New Business**

1. Resolution Number 2017-38, A Resolution Amendment of Fund Budgets for Calendar Year 2017. Mr. Eric Reiners 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 2017-39, A Resolution Authorizing Fund Level Transfers. Ms. Tiffany Zindel 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 Number 2017-40, A Resolution adopting Preliminary Legislation for HAM/WAR IR 71 19.40/0.00, (PID 104844) Project. Mr. Eric Reiners 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.
4. Resolution Number 2017-41, A Resolution approving and authorizing the disposition of certain excess real property acquired in connection with the Columbia Road Relocation Project. Mr. Eric Reiners 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. Motion to authorize the Secretary-Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Change Order 03 to Consultant Agreement 2017-02 with The Kleingers Group, dated January 27<sup>th</sup>, 2017 for the “Mason-Montgomery Road Widening Project”, with an increase in contract time through June 30<sup>th</sup>, 2018 with no increase in the contract price, made by Mr. Eric Reiners and Ms. Tiffany Zindel 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 2016-01 with MakSolve Engineering, Inc., dated February 11<sup>th</sup>, 2016 for the “SR 73 and SR 741 Intersection Improvements Project, also known as WAR-SR 73/SR 741-5.88/15.67 (PID 95318)”, increasing the contract price by \$15,000.00, making a new not-to-exceed amount under the Agreement of \$46,500.00, with attendant increase in contract time through December 31<sup>st</sup>, 2018, made by Ms. Tiffany Zindel and Mr. Eric Reiners 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. Eric Hansen announced that the next Regular Board Meeting of the Warren County Transportation Improvement District Board of Trustees would be held on Friday, September 22<sup>nd</sup>, 2017 at 9:00 a.m. at the Warren County

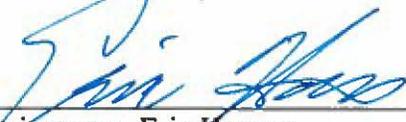
Engineer's Office, Conference Room, 210 West Main Street, Lebanon, Ohio 45036, unless announced otherwise.

**H. Adjournment**

Motion made by Mr. Eric Reiners 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, motion carried with all members present voting aye thereon. Meeting adjourned at 9:18 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 29<sup>th</sup> day of September 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