

**Warren County
Transportation Improvement District
Board of Trustees Meeting Minutes
Board Meeting
Friday, September 29th, 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 9:01 a.m., on Friday, September 29th, 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:

Dan Corey, Warren County Engineer's Office
Andy Fluegemann, ODOT District 8
Dave Mick, Warren County Engineer's Office
Greg Rush, Warren County Engineer's Office
Savannah Shafer, Warren County Engineer's Office
Rusty Schuermann, WCTID Legal Counsel
James Smith, Village of South Lebanon Mayor
Kurt Weber, Warren County Engineer's Office
Barney Wright, Warren County Treasurer

Dana Bicknell, City of Lebanon
Greg Brown, DLZ
Jon Brunot, Burgess & Niple
Joshua Davis, O.R. Colan Associates
Katie Dillenburger, Bayer Becker
Anna Durastanti, O.R. Colan Associates
Dan Furgason, Geotechnology
Jerry Haddix, Village of South Lebanon
Jay Hamilton, Mead Hunt
Andrea Harth, TEC Engineering
Steve Hartke, City of Mason

Jeff Heimann, Strand Associates
Betty Hull, Rasor Marketing
Steve Mary, Stantec
Shawn Mason, Prime AE
Amy Moore, BWSC
Chris Pozzuto, City of Springboro
Jane Roberts, Heritage Land Services
Kathy Streng, DLZ
Joe Vogel, WSP
Jeff Wallace, TranSystems
Dave Wormald, AECOM

B. Approval of Minutes:

Motion made by Ms. Tiffany Zindel and seconded by Mr. Neil Tunison to approve the minutes of the August 25th, 2017 Regular Board Meeting of the Warren County Transportation Improvement District as submitted. Ms. Christine Thompson abstained from voting. Upon roll call vote, motion carried with each remaining 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 ~ 90% complete – completion date by contract – October 31st, 2017.

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

- Final plans submitted and under review. ROW negotiations continue.

Mason-Montgomery Road Widening

- Construction ~ 30% complete – completion date by contract – September 10th, 2018.

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

- Construction ~ 95% complete – completion date by contract – December 29th, 2017.

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

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

Innovation Way Widening

- Construction ~ 40% complete - completion date by contract – October 31st, 2017, due to utility issues will be completed before the end of the year.

SR73/SR741 Intersection Improvements

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

SR48 and Mason-Morrow-Millgrove Road

- Construction ~ 40% complete – completion date by contract – September 30th, 2018, due to utility issues will be completed by July 31, 2018.

D. Financial Report

Mr. Neil Tunison presented the August 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 August 31st, 2017 the General Fund had an ending fund balance of \$739,012.24 and the WCTID as a whole had an ending fund balance of \$30,248,184.90. Mr. Eric Reiners 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.

E. New Business

1. Warren County Transportation Improvement District – Depository Banking Services – Discussion. The Board discussed the Peoples Bank Depository Banking Services Proposal dated September 21st, 2017. The Board authorized the Secretary-Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute the documentation necessary to enter into an agreement with Peoples Bank for Depository Banking Services. Mr. Eric Reiners made a motion to approve and Ms. Christine Thompson seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
2. Resolution Number 2017-39, A resolution authorizing fund level transfers (amended and restated). Ms. Tiffany Zindel made a motion to approve the Amended and Restated Resolution and Ms. Christine Thompson seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.

3. Resolution Number 2017-42, A resolution approving amendment of Intergovernmental Agreement designating new funding with the Warren County Board of Commissioners. 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 Number 2017-43, A resolution establishing a new fund. 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.
5. Resolution Number 2017-44, A resolution approving amendment of Fund Budgets for Calendar Year 2017. 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.
6. Resolution Number 2017-45, A Resolution approving and authorizing acquisition of real property interests and construction services for the Mason-Morrow-Millgrove Road Relocation Project. Ms. Christine Thompson made a motion to amend and approve the Resolution and Mr. Eric Reiners 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 01 to Consultant Agreement 2017-04 with Saturn Electric, Inc. dated August 1st, 2017 for the “Offices of Dr. Ball” work that is associated with the Duke Energy work for the SR73 and SR741 Intersection Improvements, with an increase in contract time through December 31st, 2017 with no increase in the contract price, made by Ms. Christine Thompson 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 announced that this would be Ms. Christine Thompson’s last meeting and thanked Ms. Thompson for her service. Mr. Eric Hansen also asked that everyone introduce themselves.

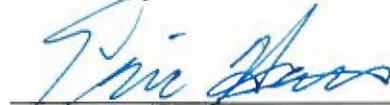
G. Upcoming Meeting Schedule

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, October 27th, 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 Ms. Christine Thompson 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 9:28 a.m.

Approved at a regularly scheduled meeting of the Board of Trustees of the Warren County Transportation Improvement District, Warren County, Ohio, this 27th day of October 2017.



Chairperson, Eric Hansen
Warren County Transportation Improvement District

Attest:



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

Motion to approve: Neil Tunison

Seconded by: Eric Reiners