

**Warren County  
Transportation Improvement District  
Board of Trustees Meeting Minutes  
Board Meeting  
Friday, February 23<sup>rd</sup>, 2018**

**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 9:02 a.m., on Friday, February 23<sup>rd</sup>, 2018 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  
Chris Pozzuto  
Eric Reiners

**Other Guests:**

Scott Brown, ODOT District 8  
Dan Corey, Warren County Engineer's Office  
Mark Hurst, WCTID Accountant  
Greg Rush, Warren County Engineer's Office  
Savannah Shafer, Warren County Engineer's Office  
Rusty Schuermann, WCTID Legal Counsel  
Kurt Weber, Warren County Engineer's Office

Brad Ackel, Carpenter Marty  
Dana Bicknell, City of Lebanon  
Greg Brown, DLZ  
Steven Butler, IBI Group  
Katie Dillenburger, Bayer Becker  
Caroline Duffy, 143 Engineers  
Anna Durastanti, O.R. Colan Associates  
Kelly Everett, Structurepoint  
Jay Hamilton, Mead Hunt  
Rob Hans, CT Consultants  
Jeff Heimann, Strand Associates  
Chris Howard, Heritage Land Services  
Dan Hoying, LJB, Inc.  
Betty Hull, Razor Marketing

Lindsey Kieres, Woolpert  
Heather Lacey, Crawford, Murphy & Tilly  
Steve Mary, Stantec  
Shawn Mason, Prime AE  
Jeff Pietch, Carpenter Marty  
Kurt Seiler, City of Mason  
Dane Vandewater, Metro Consulting  
Joe Vogel, WSP  
Jeff Wallace, Barge Design  
Ed Williams, TEC Engineering  
Dave Wormald, AECOM

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

Motion made by Ms. Tiffany Zindel and seconded by Mr. Eric Reiners to approve the minutes of the January 26<sup>th</sup>, 2018 Annual 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 100198)**

- Consultant continues designing the project through construction document phase.

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

- Right-of-Way is being finalized.
- Project award anticipated at the June meeting.

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

- Construction ~ 40% complete – completion date by contract – September 10<sup>th</sup>, 2018.
- Installation of the new traffic signal poles and mast arms began the month of February.

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

- Construction ~ 30% complete – estimated completion date – June 1<sup>st</sup>, 2019.

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

- Mast arm signals have been erected and will soon be turned on.
- Construction ~ 85% complete – completion date by contract – July 1<sup>st</sup>, 2018.

#### **SR48 and Mason-Morrow-Millgrove Road**

- Construction ~ 60% complete – construction suspended for winter, completion date by contract – July 31<sup>st</sup>, 2018.

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

Mr. Mark Hurst presented the January 2018 Monthly Financial Report to the Board. The Monthly Financial Report detailed both monthly and year-to-date cash activities for all funds of the WCTID: and that as of January 31<sup>st</sup>, 2018 the General Fund had an ending fund balance of \$661,937.20 and the WCTID as a whole had an ending fund balance of \$21,704,961.03. Mr. Neil Tunison made a motion to accept the WCTID financial report as submitted, Mr. Chris Pozzuto seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.

#### **E. New Business**

1. Resolution Number 2018-02, A Resolution for Adoption and Amendment of Fund Budgets for Calendar Year 2018. 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.
2. Resolution Number 2018-03, A Resolution Approving and Authorizing Surveying Services for the SR73/SR741 Intersection Improvement 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.
3. Resolution Number 2018-04, A Resolution Approving and Authorizing Landscaping Services for the Duke Boulevard Widening Improvement 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.
4. Motion to authorize the Secretary-Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Change Order 01 to Contract No. 2017-16 with Disposal Solutions, Inc. dated October 27<sup>th</sup>, 2017 for the “WAR SR 73/SR 741 5.88/15.67 (ODOT PID 95318) Road Improvement”, increasing the contract price by \$9,407.38, making the new not-to-exceed amount under the Agreement of \$55,832.38, with no attendant increase in contract time, made by Mr. Chris Pozzuto and Mr. Eric Reiners 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 Contract Change Order 01 to Contract No. 16-05 with R. B. Jergens Contractors, Inc. dated February 24<sup>th</sup>, 2017 for the "Innovation Way Roadway Widening", with an attendant increase in contract time through June 1<sup>st</sup>, 2018, with no increase in contract price, made by Mr. Eric Reiners and Mr. Neil Tunison 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

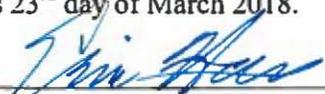
Mr. Eric Hansen announced that the next Regular Board Meeting of the Warren County Transportation Improvement District Board of Trustees would be held on Friday, March 23<sup>rd</sup>, 2018 at 9:00 a.m. at the Warren County Engineer's Office, Conference Room, 210 West Main Street, Lebanon, Ohio 45036, 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, carried with all members present voting aye thereon. Meeting adjourned at 9:12 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 23<sup>rd</sup> day of March 2018.

  
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Chairperson, Eric Hansen  
Warren County Transportation Improvement District

Attest:

  
\_\_\_\_\_  
Secretary-Treasurer, Eric Reiners  
Warren County Transportation Improvement District

Motion to approve: Tiffany Zindel

Seconded by: Chris Pozzuto