

**Warren County
Transportation Improvement District
Board of Trustees Meeting Minutes
Board Meeting
Friday, May 18th, 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 9:00 a.m., on Friday, May 18th, 2018 at the Warren County Engineer's Office, Conference Room, 210 West Main Street, Lebanon, Ohio 45036 and roll call was taken.

Attendees: **Board Members:**
Eric Hansen, Chairperson
Neil F. Tunison, Secretary-Treasurer
Chris Pozzuto
Eric Reiners

Absent: Tiffany Zindel, Vice-Chairperson

Other Guests:
Andrew Brossart, WCTID Financial Advisor
Dan Corey, Warren County Engineer's Office
Jennifer Elston, ODOT District 8
Mark Hurst, WCTID Accountant
Dave Mick, Warren County Engineer' Office
Greg Rush, Warren County Engineer's Office
Rusty Schuermann, WCTID Legal Counsel

Dana Bicknell, City of Lebanon
Kristy Cannady, S&ME, Inc.
Terry Dull, KZF Design
Anna Durastanti, O.R. Colan Associates
Kelly Everett, Structurepoint
Rob Hans, CT Consultants
Dan Hoying, LJB, Inc.
Betty Hull, Rasor Marketing
Steve Mary, Terracon
Shawn Mason, Prime AE
Amy Moore, BWSC
Amy O'Connell, KZF Design
Jeff Pietch, Carpenter Marty
Pat Plews, Woolpert

Kurt Seiler, City of Mason
Beth Sutherland, Dunrobin Associates, LLC
Dane Vandewater, Metro Consulting
Joe Vogel, WSP
Ed Williams, TEC Engineering
Dave Wormald, AECOM
Nick Yeretzian, The Kleingers Group

B. Approval of Minutes:

Motion made by Mr. Eric Reiners and seconded by Mr. Chris Pozzuto to approve the minutes of the April 20th, 2018 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 and Mr. Dave Mick 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.
- Current Construction planned for 2020-2021.

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

- Construction contract anticipated to be awarded at the June Board meeting.

Mason-Montgomery Road Widening

- Construction ~ 55% complete – completion date by contract – September 10th, 2018.

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

- Construction ~ 40% complete – completion date by contract – June 1st, 2019.

SR73/SR741 Intersection Improvements

- Construction ~ 90% complete – completion date by contract – July 1st, 2018.

SR48 and Mason-Morrow-Millgrove Road

- Construction ~ 65% complete – completion date by contract – July 31st, 2018.

SR741 and Springboro JHS

- Construction contract to be awarded under New Business.

Socialville-Fosters Road (CR-32) Improvement – Phase 2

- Kick-off meeting for design work occurred on May 3rd, 2018.

D. Financial Report

Mr. Mark Hurst presented the April 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 April 30th, 2018 the General Fund had an ending fund balance of \$697,765.65 and the WCTID as a whole had an ending fund balance of \$21,072,122.21. Mr. Neil Tunison 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 2018-12, A Resolution Establishing a New Fund. Mr. Chris Pozzuto 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.
2. Resolution Number 2018-13, 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 remaining member present separately voting “yes” thereon.
3. Resolution Number 2018-14, A Resolution Authorizing Fund Level Transfers. 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 remaining member present separately voting “yes” thereon.
4. Resolution Number 2018-15, A Resolution Authorizing Construction Services for SR741 at Springboro Junior High School Intersection Project. Mr. Chris Pozzuto made a motion to approve the Resolution and Mr. Eric Reiners seconded the motion. Upon roll call vote, motion carried with each remaining member present separately voting “yes” thereon.
5. Resolution Number 2018-16, A Resolution Approving and Authorizing Utility Relocation Contract for Duke Boulevard Widening. Mr. Eric Reiners made a motion to approve the Resolution and Mr. Chris Pozzuto seconded the motion. Upon roll call vote, motion carried with each remaining member present separately voting “yes” thereon.

6. Motion to authorize the Secretary-Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Contract Change Order 02 to Contract No. 16-02 with John R. Jurgensen Co. dated May 3rd, 2016 for the "PID 95120: WAR CR15 3.49 COLUMBIA ROAD RELOCATION (aka WESTERN ROW – PHASE 1)", with an attendant increase in contract time through November 30th, 2018 and with no increase in contract price, 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.
7. Motion to authorize the Secretary-Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Contract Change Order 01 to Contract No. 16-02 with Prime AE Group, Inc. dated January 22nd, 2016 for the "PID 95120: WAR CR15 3.49 COLUMBIA ROAD RELOCATION (aka WESTERN ROW – PHASE 1)", increasing the contract price by \$18,500.00, making the new not-to-exceed amount under the Contract of \$585,550.00, and with an attendant increase in contract time through November 30th, 2018, 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.
8. Motion to authorize the Secretary-Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Contract Change Order 02 to Contract No. 16-05 with R. B. Jergens Contractors, Inc. dated February 24th, 2017 for the "Innovation Way Roadway Widening", with an attendant increase in contract time through July 31st, 2018 and with no increase in contract price, made by Mr. Eric Reiners and Mr. Chris Pozzuto seconded the motion. Upon roll call vote, motion carried with each member present separately voting "yes" thereon.
9. Motion to authorize the Secretary-Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Contract Change Order 02 to Contract No. 2015-09 with Heritage Land Services dated July 24th, 2015 for the "SR 73 and SR 741 Intersection Improvement Project", with an attendant increase in contract time through December 31st, 2018 and with no increase in contract price, 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.
10. Motion to authorize the Secretary-Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Change Order 03 to Consultant Agreement 2017-01 with G. J. Berding Surveying, Inc. dated January 27th, 2017 for the "Innovation Way Extension", increasing the contract price by \$500.00, making the new not-to-exceed amount under the Agreement of \$9,600.00, and with an attendant increase in contract time through June 30th,

2018, made by Mr. Eric Reiners and Mr. Chris Pozzuto seconded the motion. Upon roll call vote, motion carried with each member present separately voting "yes" thereon.

F. Public Comments

1. Mr. Neil Tunison spoke about the Warren County Board of County Commissioners public hearings that scheduled to consider the necessity for the adoption of a resolution to levy a \$5.00 annual license tax.
2. Mr. Eric Hansen asked that everyone introduce themselves.

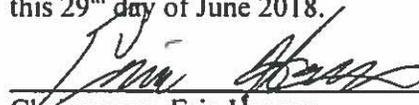
G. Upcoming Meeting Schedule

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, June 29th, 2018 at 9:00 a.m. at the Warren County Engineer's Office, Conference Room, 210 West Main Street, Lebanon, Ohio 45036.

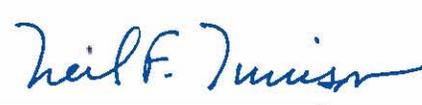
H. Adjournment

Motion made by Mr. Eric Reiners and seconded by Mr. Chris Pozzuto 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 9:20 a.m.

Approved at a regularly scheduled meeting of the Board of Trustees of the Warren County Transportation Improvement District, Warren County, Ohio, this 29th day of June 2018.



Chairperson, Eric Hansen
Warren County Transportation Improvement District

Attest: 

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

Motion to approve: Chris Pozzuto

Seconded by: Neil Tunison