

**Warren County
Transportation Improvement District
Board of Trustees Meeting Minutes
Board Meeting
Friday, June 29th, 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, June 29th, 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
Tiffany Zindel, Vice-Chairperson
Neil F. Tunison, Secretary-Treasurer
Chris Pozzuto

Absent: Eric Reiners

Other Guests:
Scott Brown, ODOT District 8
Dan Corey, Warren County Engineer's Office
Mark Hurst, WCTID Accountant
Scott Lipps, District 62 State Representative
Dave Mick, Warren County Engineer' Office
Greg Rush, Warren County Engineer's Office
Rusty Schuermann, WCTID Legal Counsel
Stefan Spinosa, ODOT District 8

Steve Bergman, Mannik Smith Group
Dana Bicknell, City of Lebanon
Greg Brown, DLZ
Jon Brunot, Burgess & Niple
Paul Butt, O.R. Colan Associates
Kristy Cannady, S&ME, Inc.
Katie Dillenburger, Bayer Becker
Jay Hamilton, Mead Hunt
Steve Hartke, City of Mason
Betty Hull, Razor Marketing
Ralph Norman, LJB, Inc.
Jeff Pietch, Carpenter Marty
Steve Shadix, Stantec

Andy Shahan, LJB, Inc.
Dennis Stemler, WSP
Jon Wiley, Woolpert
Ed Williams, TEC Engineering

B. Approval of Minutes:

Motion made by Mr. Chris Pozzuto and seconded by Mr. Neil Tunison to approve the minutes of the May 18th, 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 to be awarded under New Business.

Mason-Montgomery Road Widening

- Construction ~ 65% complete – completion date by contract – September 10th, 2018.
 - This contract may need to be extended at a future Board Meeting due to utility delays.

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

- Construction ~ 45% complete – completion date by contract – June 1st, 2019.

SR48 and Mason-Morrow-Millgrove Road

- Construction ~ 75% complete – completion date by contract – July 31st, 2018.

SR741 and Springboro JHS

- Contractor mobilized to site week of June 11th, 2018.

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

- Field survey has been ongoing.

D. Financial Report

Mr. Mark Hurst presented the May 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 May 31st, 2018 the General Fund had an ending fund balance of \$706,966.48 and the WCTID as a whole had an ending fund balance of \$21,137,362.21. 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 2018-17, Resolution for Adoption and Amendment of Fund Budgets for Calendar Year 2018. Mr. Chris Pozzuto 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 2018-18, A Resolution Authorizing Fund Level Transfers. 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 remaining member present separately voting “yes” thereon.
3. Resolution Number 2018-19, Resolution Authorizing Construction Services for Duke Boulevard Widening Project. Ms. Tiffany Zindel 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.
4. Resolution Number 2018-20, A Resolution Approving and Authorizing Notice to Contractors and Acceptance of Bids for Construction Services for the Wilkens Boulevard – Traffic Signals Project. Ms. Tiffany Zindel 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.
5. Resolution Number 2018-21, A Resolution Authorizing Application for United States Department of Transportation FY 2018 “Build Transportation Discretionary Grants” Funding for Advancement of Transportation Improvement Project. Ms. Tiffany Zindel 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.

6. Motion to authorize the Secretary-Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Contract Change Order 03 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 September 1st, 2018 and with no increase in contract price, made by Mr. Chris Pozzuto and Ms. Tiffany Zindel 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 2017-07 with PRIME AE Group, Inc. dated March 24th, 2017 for the "WAR-48-8.80 Mason-Morrow-Millgrove Road (PID 94494)", with an attendant increase in contract time through September 1st, 2018 and with no increase in contract price, made by Ms. Tiffany Zindel and Mr. Chris Pozzuto 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. 16-03 with Ford Development Corporation dated December 15th, 2016 for the "INNOVATION WAY EXTENSION", increasing the contract price by \$619.77, making the new not-to-exceed amount under the Contract of \$4,063,280.37, with no attendant increase in contract time, made by Mr. Chris Pozzuto and Ms. Tiffany Zindel 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 03 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)", increasing the contract price by \$80,000.00, making the new not-to-exceed amount under the Contract of \$8,698,098.25, with no attendant increase in contract time, made by Mr. Neil Tunison and Mr. Chris Pozzuto 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 02 to Consultant Agreement 2015-10 with R L Record LLC, dated July 24th, 2015 for the "State Route 63 Scoping Study", increasing the contract price by \$3,700, making a new not-to-exceed amount under the Agreement of \$85,356.00, with an attendant increase in contract time through November 1st, 2018, made by Ms. Tiffany Zindel 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. Scott Lipps, District 62 State Representative, briefly spoke about current proposed legislation at the Ohio House of Representatives.
2. Mr. Eric Hansen asked that everyone introduce themselves.

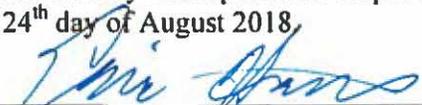
G. Upcoming Meeting Schedule

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, July 27th, 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.

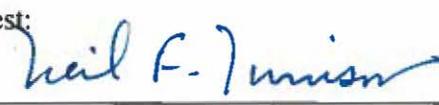
H. Adjournment

Motion made by Mr. Chris Pozzuto 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 9:26 a.m.

Approved at a regularly scheduled meeting of the Board of Trustees of the Warren County Transportation Improvement District, Warren County, Ohio, this 24th day of August 2018,



Chairperson, Eric Hansen
Warren County Transportation Improvement District

Attest:


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

Motion to approve: Eric Reiners

Seconded by: Neil Tunison