

**Warren County
Transportation Improvement District
Board of Trustees Meeting Minutes
Board Meeting
Friday, June 28th, 2019**

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, June 28th, 2019 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

Absents: Eric Reiners

Other Guests:
Scott Brown, ODOT District 8
Mark Hurst, WCTID Accountant
Kurt Weber, Warren County Engineer's Office
Steve Hartke, City of Mason

Greg Brown, DLZ
Jon Brunot, Burgess & Niple
Jay Hamilton, Mead Hunt
Paul Butt, O.R. Colan
Shawn Mason, Prime AE
Andy Shahan, LJB, Inc.
Steve Shadix, Stantec
Jeff Wallace, Barge Design
Ed Williams, TEC Engineering
Duane Phelps, WSP USA
Steve Mary, Terracon
Jeff Heimann, Strand Associates
Kelly Everett, Structurepoint
Katie Dillenberger, Bayer Becker
Dana Bicknell, City of Lebanon
Joe Bassil, HDR
Amy O'Connell, KZF

Terry Dull, KZF
Scott Campbell, CT Consultants
John Butt, Warren County citizen

B. Approval of Minutes:

Motion made by Mr. Chris Pozzuto and seconded by Ms. Tiffany Zindel to approve the minutes of the April 26th, 2019 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. Neil Tunison 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 2021

Mason-Montgomery Road – Concrete Median

- Consultant continues designing the project through construction document phase
- Current Construction planned for 2020
- Discussions with abutting property owners about change in access to properties will begin in July

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

- Preliminary design options analysis completed
- Utility coordination has begun and ongoing

Wilkins Boulevard Signals

- Construction just beginning 50% complete – completion date by contract – August 1, 2019

SR 63 – Union Road to SR741

- BUILD Application is being prepared to be submitted by July 15th 2019
- TRAC application was submitted on May 31, 2019 and presentation at TRAC hearing at Miami – Middletown campus will be made on August 15th.
- Local Funding Plan is being discussed with stakeholders

Columbia Road Widening (Fitzgerald to Socialville-Fosters)

- Design work has begun
- Utility coordination is occurring
- Anticipated construction in 2019, contingent upon no utility work

Contract Time Extension(s):

None

D. Financial Report

Mr. Mark Hurst presented the April and May 2019 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 May 31, 2019 the General Fund had an ending fund balance of \$899,472.55 and the WCTID as a whole had an ending fund balance of \$11,674,122.51. Mr. Chris Pozzuto made a motion to accept the WCTID financial report as submitted; Ms. Tiffany Zindel seconded the motion. Upon roll call vote, motion carried with each member present separately voting "yes" thereon.

E. New Business

1. Resolution Number 2019-12, A Resolution for Adoption and Amendment of Fund Budgets for Calendar Year 2019. Mr. Chris Pozzuto 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 2019-13, A Resolution authorizing Consulting Services for Duke Boulevard Widening Project with ATC Group Services Inc. 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 member present separately voting "yes" thereon.
3. Motion to authorize the Secretary-Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Change Order 03 to Consultant Agreement 2017-10 with AECOM Technical Services, Inc. dated May 19th, 2017 for the "I-71 Southbound Entrance Ramp from Mason-Montgomery Road (aka HAM/WAR-IR 71-19.40/0.00 (PID 104844))", increasing the contract price by \$74,102.29, making the new not-to-exceed amount under the Agreement of \$782,530.02 with no attendant increase in contract time. 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 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 Consultant Agreement 2016-03 with TEC Engineering, Inc. dated May 25, 2016 for the "Southwest Warren County Projects", increasing the contract price by \$10,000.00, making the new not-to-exceed amount under the Agreement of \$20,000.00 with an attendant increase in contract time through December 31, 2020. Mr. Chris Pozzuto 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 04 to Consultant Agreement 2017-01 with G. J. Berding Surveying, Inc. dated January 27, 2017 for the "Duke Boulevard Widening", increasing the contract price by \$1,500.00, making the new not-to-exceed amount under the Agreement of \$11,100.00, with an attendant increase in contract time through December 31, 2019. Mr. Neil Tunison made the motion and Ms. Tiffany Zindel made the second to 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, July 26, 2019 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. Neil Tunison 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.

Approved at a regularly scheduled meeting of the Board of Trustees of the Warren County Transportation Improvement District, Warren County, Ohio, this 26th day of July, 2019.



Chairperson, Eric Hansen
Warren County Transportation Improvement District

Attest:



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

Motion to approve: Ms. Tiffany Zindel
Second by: Mr. Chris Pozzuto