

**Minutes of Warren County  
Transportation Improvement District  
Board of Trustees Regular Meeting  
September 27<sup>th</sup>, 2024 at 9:00 A.M.**

**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, presiding officer, at 9:00 a.m., on Friday, September 27<sup>th</sup>, 2024, 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  
Martin Russell, Vice-Chairperson  
Neil F. Tunison, Secretary-Treasurer  
Chris Pozzuto  
Eric Reiners

**Other Guests:** Dom Brigano, Warren County Engineer's Office  
Rusty Schuermann, WCTID Legal  
Dan Corey, WCTID  
Scott Brown, ODOT  
Alex Kraemer, Choice One Engineering  
Carl Ruf, Strand Associates  
Dan Hoying, LJB Inc.  
Dave Rotella, DLZ  
Duane Phelps, Burgess & Niple  
Ed Williams, TEC  
Jay Hamilton, Mead Hunt  
Jeff Wallace, Woolpert  
Joe Bassil, HDR  
Rob Hans, Michael Baker International  
Shawn Mason, American Structurepoint  
Steve Mary, Terracon  
Steve Shadix, Stantec  
Troy Miller, Metro

**B. Approval of Minutes:**

Motion made by Mr. Eric Reiners and seconded by Mr. Chris Pozzuto to approve the minutes of the July 19<sup>th</sup> Special 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.

Motion made by Mr. Martin Russell and seconded by Mr. Chris Pozzuto to approve the minutes of the August 23<sup>rd</sup> 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 – Update provided by Mr. Dan Corey --see attached Memo: “Program of Projects Update” , dated September 24, 2024**

**E. Financial Report**

Mr. Dan Corey presented the August 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 August 30<sup>th</sup>, 2024, the General Fund had an ending fund balance of \$939,869.81 and the WCTID as a whole had an ending fund balance of \$17,420,135.56. Mr. Chris Pozzuto 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.

**F. New Business**

1. Resolution 2024-29, a Resolution for Adoption and Amendment of Fund Budgets for Calendar Year 2024. Mr. Chris Pozzuto made a motion to approve the Resolution and Mr. Martin Russell seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
2. Resolution 2024-30, a Resolution Authorizing Fund Level Transfers. 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.
3. Resolution 2024-31, a Resolution approving and authorizing construction services for WAR CR 1 2.93 (PID 114606). Mr. Martin Russell 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 03 to Agreement No. 37798 with OR Colan Associates, LLC, dated June 17<sup>th</sup>, 2022 for the WAR SR 63 0.83 PID 112121, increasing the contract price by \$21,500.00 making the new not-to-exceed amount under the Agreement of \$66,340.00 and no increase in contract time. Mr. Eric Reiners made a motion to approve the Resolution and Mr. Martin Russell 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 Contract No. 2021-03 with

Jacobs Engineering Group Inc., dated March 26th, 2021 for the WAR SR63 0.83 PID 112121, increasing the contract price by \$2,759.00 making the new not-to-exceed amount under the Agreement of \$1,578,993.00 and no increase in contract time. 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.

6. Motion to authorize the Secretary-Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Change Order 01 to Contract No. 2021-33 with Lawhon & Associates, Inc., dated October 29th, 2021 for the SR 741 and Greentree Intersection Improvement Project, increasing the contract price by \$60,532.00 making the new not-to-exceed amount under the Agreement of \$79,308.00 and an increase in contract time to December 31, 2025. Mr. Martin Russell 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.

#### **G. Public Comments**

No public comment.

#### **H. Upcoming Meeting Schedule**

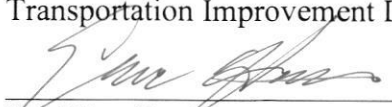
Mr. Eric Hansen announced that the next Regular Board Meeting of the Warren County Transportation Improvement District Board of Trustees would be held on October 25<sup>th</sup>, 2024, at 9:00 a.m., unless announced otherwise.

#### **I. Adjournment**

Motion made by Mr. Chris Pozzuto and seconded Mr. Neil Tunison 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 9:15 a.m.

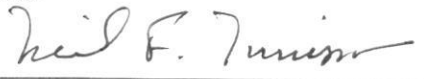
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Approved at a regularly scheduled meeting of the Board of Trustees of the Warren County Transportation Improvement District, Warren County, Ohio, this October 25, 2024.

  
\_\_\_\_\_  
Presiding Trustee

Warren County Transportation Improvement District

Attest:

  
\_\_\_\_\_  
Secretary-Treasurer, Neil F. Tunison

Warren County Transportation Improvement District

Motion to approve: *Mr. Chris Pozzuto*

Seconded by: Mr. Martin Russell



## Warren County Transportation Improvement District

210 Main Street | Lebanon, Ohio 45036

PHONE - (513) 695-3301 | FAX - (513) 695-3323

<http://www.WCTID.us>

# MEMO

DATE: September 24<sup>th</sup>, 2024

TO: Warren County Transportation Improvement District Board

FROM: Dan Corey

RE: Program of Projects Update

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## **Planning Phase**

### **SR 63 and Gateway Blvd Extension**

- Strand is underway with the Study which sizes the intersection.

### **SR 48 – Ridgeview to Mason-Morrow-Millgrove – WAR SR48 7.50 (PID 117567)**

- 2/28/24 - Second Stakeholder Meeting.
- 3/13/24 - Public Involvement meeting/Open House.
- 5/31/24 - TRAC Application was submitted
- 5/31/24 - Recommended Preferred Alternatives have been submitted for consideration as part of the Draft Feasibility Study Report. Warren County and ODOT currently reviewing document.
- Final Feasibility Study document anticipated to be completed by July 31, 2024. This is based on receipt of comments on Draft report by mid-July, 2024.
- A presentation was made to TRAC Board on October 18, 2024 to describe the project as part of \$2 million request for engineering.

### **West Main Street Widening (WAR SR 63 5.36 (PID 120734))**

- 7/12/24 - Kickoff Meeting with the City of Lebanon, WCEO, and American Structurepoint.
- 10/11/24 - Stage 1 Plans submitted
- 03/03/25 – Stage 1 Plans submitted
- 04/30/25 – R/W Authorized

### **US 22/SR 3 Corridor - Old 3C/Creekwood roundabout and Hoptown Study**

- **Hoptown Planning Study**
  - 3/30/23 - Meeting was held with ODOT to clarify study parameters.
- **Old 3C/Creekwood roundabout**
  - 5/10/23 - Mead Hunt, WCTID, and ODOT held a preliminary geometric roundabout meeting.
  - 6/19/23 - Pre-stage 1 design was submitted to ODOT and the TID/County.
  - 8/18/23 - comments received from ODOT on pre-stage 1.
  - Next step – review ODOT comments, resubmit truck turning templates.
    - Once truck turning templates are approved by ODOT then begin work on stage.

- 6/7/24 - Submitted fund application to OKI – Unsuccessful

## **Design Phase**

### **Mason-Morrow-Millgrove Road Realignment – WAR CR38 (PID 113722)**

- Sale of construction project is to be determined due to multiple projects which have conflicts with their maintenance of traffic closures.
- Estimated Begin of Construction is June 2025.

### **I-71 & SR 48 Interchange - WAR SR48 9.94 (PID 116865)**

- 5/10/24 - Stage 3 Plans submitted
- 10/07/24 – Final Tracings
- No R/W is needed for this project. There are utilities to be relocated.
- Congressman Landsman ask for \$2,000,000 of Congressional Direct Spending for this project for Federal FY25. Currently it is being advanced through Congress.
- WCTID Board will approve construction contract at a meeting in Summer 2025
- Estimated Begin of Construction is October 2025 with completion September 2026

## **Right-of-Way and Utility Phase**

### **SR 741/Greentree Road Intersection Improvements**

- Stage 3 Constructions Plans, Drainage Report, and Cost Estimate have been reviewed by WCEO and ODOT. These items have been sent back to the consultant with comments.
- Coordination for Utility Relocation continues with revised relocation plans having been submitted.
- The R/W Acquisition Team presently has 8 of the 13 parcels acquired and recorded. Two more parcels and a possible third parcel are scheduled to close October 4, 2024. One parcel is going to appropriations, and the last parcel, which is Armco Park, WCEO is handling separately.
- Corps 404 waterway permit is subject to approval by SHPO of additional site investigation and coordination activities around Shaker House

### **Columbia Road and Mason-Morrow-Millgrove Road Roundabout**

- **Temporary Mini Roundabout construction continues. Completion anticipated in October.**
- Final Design and R/W review is complete for Full Roundabout (ultimate).
- R/W acquisition team is under contract and utilities are being relocating for final roundabout.

## **Construction Phase:**

### **SR 48 and US22/SR3 Intersection Improvements – WAR SR 48 7.01 (PID 112909)**

- An unknown utility line which conflicts with the project is scheduled to be relocated in early March resulting in the project completion date potentially being extended from end of 2024 to summer of 2025. Associated cost to be determined.
- Estimated Construction substantial completion is November 2024 – project completion date is to be determined.

### **Fields-Ertel Road Widening – Snider to Wilkens Boulevard (PID 114606)**

- Overhead utility relocation work should be completed by October 2024.

- **Underground utility work is complete.**
- **Bids were opened on September 12, 2024 with the award as part of the 9/27/24 WCTID Board Meeting.**
- **Estimated Begin of Construction is October 2024 with completion July 2026.**

#### **Wilkins/Bardes Roundabout – Part 2 of PID 114606**

- 12/8/23 – Final Plan
- R/W is cleared for the project.
- Utilities will be moved between January and July of 2024.

#### **SR 63 – Union Road to SR741 – WAR SR 63 0.83 (PID 112121)**

- Construction began April 2024 with substantial completion October 2025 and Final Completion in June 2026.

#### **Kings Mill Road (CR31)/Kings Island Drive (CR110) Improvements 2023**

- New traffic signals have been installed on Kings Island Drive and Columbia Road and next phase of storm sewer construction pending relocation of the remaining aerial communication lines still in conflict.
- **Project was completed in August 2024.**

#### **Irwin-Simpson Multiuse Path Improvements (PID 114603)**

- Construction substantially complete.

#### **Columbia Road and Davis Road Intersection Improvement**

- **7/18/24 – Preconstruction Meeting held with the contractor Ford Development Corporation.**
- **Construction of roundabout continues**