

**Minutes of Warren County
Transportation Improvement District
Board of Trustees Regular Meeting
December 6th, 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, December 6th, 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

Absent Board Members: Eric Reiners

Other Guests: Rusty Schuermann, WCTID Legal
Dan Corey, WCTID
Mark Hurst, WCTID Accountant
Scott Brown, ODOT D-8
Kurt Seilers, City of Mason
Tabitha Ryan, Warren County Engineer's Office
Ann Rahall, TEC Engineering
Brad Warnock, Choice One Engineering
Connor Higgins, Compass Infrastructure Group
Duane Phelps, Burgess & Niple
Jay Hamilton, Mead Hunt
Jeff Heimann, Strand Associates
Jeff Wallace, Woolpert
Jody Sucharski, DLZ
Joe Bassil, HDR
Jon Wiley, Woolpert
Katie Dillenburger, Bayer Becker
Nick Yeretian, The Kleingers Group
Rob Hans, Michael Baker International
Scott Campbell, DLZ
Scott Knebel, CMT
Shawn Mason, American Structurepoint
Steve Mitchell, LJB Inc.
Steve Shadix, Stantec
Troy Miller, Metro

B. Approval of Minutes:

Motion made by Mr. Chris Pozzuto and seconded by Martin Russell to approve the minutes of the September 27th, 2024, 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 December 3rd, 2024.**D. Financial Report**

Mr. Mark Hurst presented the September and October 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 October 31, 2024, the General Fund had an ending fund balance of \$925,836.59 and the WCTID as a whole had an ending fund balance of \$20,495,396.80. Mr. Martin Russell 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

- a. Resolution 2024-32, a Resolution Establishing a New Fund Number. 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.
- b. Resolution 2024-33, a Resolution for Adoption and Amendment of Fund Budgets for Calendar Year 2024. 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.
- c. Resolution 2024-34, a Resolution for Adoption of Fund Budgets for Calendar Year 2025. 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.
- d. Resolution 2024-35, a Resolution Approving and Authorizing Notice to Contractors and Acceptance of Bids for Construction Services for WAR SR 48 9.94 (PID 116865), retention of consultant services and related actions. 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.
- e. Resolution 2024-36, a Resolution Authorizing and Approving Intergovernmental Agreement with the City of Springboro, retention of consultant services and related actions. 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.

- f. Motion to authorize the Secretary-Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Change Order 04 to Contract No. 2021-04 with Carpenter Marty Transportation, for the Columbia Road/Davis Road/Myrtle Drive Roundabout Project, increasing the contract price by \$9,839.00 making the new not-to-exceed amount under the Agreement of \$340,575.00 and an increase in contract time to June 30, 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. Motion to authorize the Secretary-Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Change Order 02 to Contract No. 2021-06 with Burgess and Niple, for the I-71 & SR 48 Interchange Improvements Project, increasing the contract price by \$9,945.00 making the new not-to-exceed amount under the Agreement of \$1,088,824.49 and an increase in contract time to June 30, 2025. 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.
- h. Motion to authorize the Secretary-Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Change Order 06 to Contract No. 2021-05 with Jacobs Engineering Group Inc., for the SR 741 and Greentree Road Intersection Improvements, increasing the contract price by \$4,583.00 making the new not-to-exceed amount under the Agreement of \$754,214.00 and an increase in contract time to June 30, 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.

F. Public Comments

Mr. Neil Tunison will be retiring from being the Warren County TID Secretary-Treasurer on December 31, 2024. Board members and guests individually acknowledged Mr. Tunison retirement.

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 January 24th, 2025, 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.

Approved at a regularly scheduled meeting of the Board of Trustees of the Warren County Transportation Improvement District, Warren County, Ohio, this January 24th, 2025.



Presiding Trustee
Warren County Transportation Improvement District

Attest:



Secretary-Treasurer, ~~Neil E. Tunison~~ Kurt E. Weber
Warren County Transportation Improvement District

Motion to approve: Mr. Martin Russell

Seconded by: Mr. Eric Reiners .



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: December 3rd, 2024

TO: Warren County Transportation Improvement District Board

FROM: Dan Corey

RE: Program of Projects Update

Planning Phase

SR 63 and Gateway Blvd Extension

- Strand has completed the Study and next steps needs to be discussed with the City of Monroe.

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

- 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 was submitted. ODOT provided comments that have been addressed.
- A presentation was made to TRAC Board on October 18, 2024 to describe the project as part of \$2 million request for engineering. Scores for submitted TRAC projects has not been posted.

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

- 10/11/24 - Stage 1 Plans submitted and under review at ODOT
- 04/30/25 – R/W Authorized

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

- **Hoptown Planning Study**
 - Study being completed and submitted for WCEO and ODOT consideration.
- **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**

SR 741 and Lytle-Five Points - WAR SR 741 17.02 (PID 121908)

- 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.

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

- Consultant will be wrapping up Stage 3 Constructions Plans, Drainage Report, and Cost Estimate and submitting Final Tracings within the next month.
- 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 is complete.**
 - **Intersection was closed on October 18th and opened on October 20th for installation of the Temporary Mini Roundabout.**
- 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:

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

- Overhead utility relocation work is complete.
- **Underground utility work is complete besides work that will be completed as part of the project.**
- **Bids were opened on September 12, 2024 with the award as part of the 9/27/24 WCTID Board Meeting.**
- **Construction has started with completion December 2026.**

Wilkens/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.
- Construction tentatively scheduled to begin May 2025.

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.

Columbia Road and Davis Road Intersection Improvement

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