

**Clermont County  
Transportation Improvement District  
Board of Trustees Meeting**

Minutes of the Regular Meeting  
December 13, 2019

**A. Call to Order**

The Regular Meeting of the Clermont County Transportation Improvement District (CCTID) Board of Trustees was called to order at 9:00 A.M., Friday, December 13, 2019 at the Clermont County Engineer's Office, 2381 Clermont Center Drive, Batavia, Ohio 45103.

**Attendees:**

**Board Members:** Jeff Wright, Chair  
Ken Geis, Vice Chair  
Jeremy Evans, Secretary-Treasurer  
Jeff Lykins, Member  
Andy Kuchta, Member  
John Becker, Ex-Officio Member

**Other Guests:**

Brad Ackel, Carpenter Marty	Betty Hull, Rasor Marketing
Frank Aransky, TranSystems	Ed Humphrey, CCBC
Lindsey Aranyos, CCBC	Bob Koehler, OKI
Kendall Bales, Barr & Prevost	Shaun Mason, Prime Engineering
Wayne Bastin, Bastin & Company	Dennis Nichols, Village of Batavia
Amanda Beiting, CCEO	Amy O'Connell, Geotechnology
Lyle Bloom, CCWRD	Duane Phelps, WSP
Edward Boll, CC Resident	Charlie Rowe, ODOT D8
Greg Brown, DLZ	Chris Rowland, CCWRD
Jon Brunot, Burgess & Niple	Doug Royer, CCEO
Mark Burgess, CEC	Chad Rundle, DLZ
Paul Butt, O.R. Colan	Sukie Scheetz, CCEO
Tammy Campbell, ODOT D-8	Rusty Schuermann, Legal Counsel
Kristy Cannady, S&ME, Inc.	Karl Schultz, Miami Twp
Katie Dillenburger, Bayer Becker	Steve Shadix, Stantec Consulting
Adele Evans, Batavia Township	Jeff Wallace, Barge Design
Jay Hamilton, Mead Hunt	Sandy West, CCEO
Jason Haus, ODOT D-8	Ed Williams, TEC Engineering
Chris Howard, Heritage Land Service	Nick Yeretian, Kleingers Group

**B. Administrative Items**

*Motion by Mr. Kuchta, seconded by Mr. Lykins, to approve the minutes of the November 8, 2019 Regular Meeting of the Clermont County Transportation Improvement District, as submitted, and upon roll call vote, carried with each member present voting aye.*

*Motion by Mr. Geis, seconded by Mr. Evans, to approve the minutes of the December 3, 2019 Finance Committee Meeting of the Clermont County Transportation Improvement District, as submitted, and upon roll call vote, carried with each member present voting aye.*

**C. Transportation Improvement Projects Progress Updates**

**General:**

1. **OKI/ICC Update** – Bob Koehler, OKI/ICC, advised that they are updating the Long Range Transportation plan. They are currently working on a draft list of approximately 500 projects to present in February and will ask for adoption in June, 2020.
2. **Eastgate Area Community Outreach** – Betty Hull, Rasor Marketing, advised that Rasor continues website monitoring, updates, community outreach, public feedback and media relations work. There is a new business item on the agenda relative to the project.
3. **Eastern Corridor – Segments I, II-III, IVa,** – Charlie Rowe, ODOT D-8, advised that there is no new update for Segments I, II and III. On Segment IVa, ODOT is proceeding with buying ROW and encumbering funds for the various projects. Since the TRAC announcement ODOT has grouped the 8 to 9 project phases together in logical lanes and combined the different phases into 4 different projects that will be sold. In addition, ODOT will make the Green T permanent at 275 and 32 and they will study what future improvements can be made for the lane that comes off Eastgate Blvd., north and south of 275. ODOT will study what needs to be done there and a timeline to proceed.

**Active:**

4. **Old SR 74 Widening – Phase I** – Doug Royer, CCEO, advised that the contractor is currently working on installing storm on Old SR 74. The section of road west of Glen Este is now open.
5. **Clepper Lane Extension** – Doug Royer, CCEO, advised that the contractor will begin installing sidewalk on the Bach Buxton section to existing Clepper Lane. The contractor will then move over to do storm and utility work on existing Clepper Lane.
6. **Aicholtz Road Roundabouts** – Frank Aransky, American Structurepoint, advised that on the environmental document they will begin work on air analysis, noise analysis and historic architecture study. They are working with the Engineer's office to schedule a public meeting date in April. On the engineering side they continue coordination with the owner of the high school site. Stage 1 plans are anticipated to be submitted in January, 2020.
7. **ITS Phase 3** – Jeremy Evans, advised that design plans are complete. The project is scheduled to bid early in 2020.
8. **Amelia West Main Intersection Improvements** – Jeremy Evans advised that work on the project is complete. The contractor is currently working to complete cleanup and a few punch list items.
9. **Elick Lane/Bach-Buxton Roadway Improvements** – Doug Royer, CCEO, advised that the contractor has the north side of the project finished and is currently working on the south end intersection to tie the two together.
10. **Round Bottom Road Bridge Replacement** – Jon Brunot, Burgess & Niple, advised that the environmental document has been approved. They are reviewing Stage 2 roadway comments. Stage 3 plans are due by February, 2020.
11. **Ninemile Road Bridge Replacement** – Jeremy Evans, CCEO, advised that the road has re-opened to traffic. There is a new business item on the agenda relative to the project.
12. **Price Road Bridge Replacement** – Jeremy Evans advised that there was a pre-construction meeting on November 26<sup>th</sup>. The contractor has started work on the project.

13. **O'Bannonville Road Landslide Project** – Doug Royer, CCEO, advised that the project is complete. A final payment is being processed and a close-out package will be sent to the contractor.

14. **Wards Corner Road Corridor Improvements** – Jeremy Evans, advised that they had a meeting with the consultant to narrow down alternatives. A preferred alternative was chosen. They will finalize the preliminary design study process, cost analysis and complete the tasks that have been authorized to date.

**Pending:**

15. **Clermontville-Laurel Road Bridge Replacement** – Jeremy Evans advised that the project is on hold.

16. **Loveland-Miamiville Road Corridor** – Jeremy Evans advised that the project has been completed through the preliminary design and initial cost analysis and they plan to pursue construction funding for the project.

17. **Buckwheat Road Improvement Project** – Jeremy Evans advised that the project is on hold.

**D. Financial Items**

**1. Monthly Financial Report –**

Mr. Bastin reviewed the financial report and checks written.

*Motion by Mr. Lykins, seconded by Mr. Kuchta, to accept the monthly financial report as submitted, and upon roll call vote, carried with each member present voting aye.*

**E. New Business**

**1. Authorization for the Chairperson, in consultation with CCTID Legal counsel, to execute appropriate change orders, adjusting, in all instances, the contract time to December 31, 2020 and with no attendant increase to the contract price, for all of the following consultant agreements:**

Consultant/Contractor	Project	Contract Expires
Beck	Real Estate Task Order Services 82579	12-31-19
Heritage	Real Estate Task Order Services 82579	12-31-19
O.R. Colan	Real Estate Task Order Services 82579	12-31-19

*Motion by Mr. Kuchta, seconded by Mr. Evans, to execute appropriate change orders, adjusting, in all instances, the contract time to December 31, 2020 and with no attendant increase to the contract price, as submitted, and upon roll call vote, carried with each member present voting aye.*

**2. Authorization for the Chairperson, in consultation with CCTID Legal Counsel, to execute Change Order 01 to Contract 2019-04 with Ford Development Corporation, for the Nine Mile-Tobasco Road Bridge Replacement Project (PID 90530), increasing the contract price by \$6,007.64, making a new not-to-exceed amount under the contract of \$971,072.64 and no attendant increase to contract time.**

*Motion by Mr. Geis, seconded by Mr. Kuchta, to execute Change Order 01 to Contract 2019-04 with Ford Development Corporation, for the Nine Mile-Tobasco Road Bridge Replacement Project*

(PID 90530), increasing the contract price by \$6,007.64, making a new not-to-exceed amount under the contract of \$761,072.64 and no attendant increase to contract time, as submitted and upon roll call vote, carried with each member present voting aye.

3. **Authorization for the Chairperson, in consultation with CCTID Legal Counsel, to execute Change Order 09 to Contract 2012-06 with Razor Marketing Communications, Inc., for Community Outreach Services, increasing the contract price by \$60,000.00 making a new not-to-exceed amount under the contract of \$559,406 and adjusting the contract time to December 31, 2020.**

*Motion by Mr. Kuchta, seconded by Mr. Evans, to execute Change Order 09 to Contract 2012-06 with Razor Marketing Communications, Inc., for Community Outreach Services, increasing the contract price by \$60,000 making a new not-to-exceed amount under the contract of \$559,406 and adjusting the contract time to December 31, 2020, as submitted, and upon roll call vote, carried with each member present voting aye.*

4. **Authorization for the Secretary-Treasurer, in consultation with CCTID Legal Counsel, to enter into a Memorandum of Understanding with the Clermont County Board of Commissioners and Clermont County Transportation Improvement District and that the Clermont County TID shall designate the Clermont County Records Commission as the records commission for the Transportation Improvement District and further authorize Jeremy Evans, Secretary-Treasurer, to execute Clermont County TID Records Retention Schedule (RC-2) – Part 1 and other related actions.**

*Motion by Mr. Lykins, seconded by Mr. Kuchta, to authorize the Secretary-Treasurer to enter into a Memorandum of Understanding with the Clermont County Board of Commissioners and Clermont County Transportation Improvement District and that the Clermont County TID shall designate the Clermont County Records Commission as the records commission for the Transportation Improvement District and further authorize Jeremy Evans, Secretary-Treasurer, to execute Clermont County TID Records Retention Schedule (RC-2) – Part 1 and other related actions, as submitted, and upon roll call vote, carried with each member present voting aye.*

5. **Authorization for the Secretary-Treasurer, in consultation with CCTID Legal Counsel, to execute the Memorandum of Agreement with the Ohio Auditor of State for the provision of audit services by Julian & Grube, Inc., in the amount of \$7,000 per year for a total not-to-exceed amount of \$35,000 for the 5 year period of 2019-2023 and such other documents or agreements as may be required to effect this undertaking.**

*Motion by Mr. Kuchta, seconded by Mr. Lykins, to execute the Memorandum of Agreement with the Ohio Auditor of State for the provision of audit services by Julian & Grube, Inc., in the amount of \$7,000 per year for a total not-to-exceed amount of \$35,000 for the 5 year period of 2019-2023 and such other documents or agreements as may be required to effect this undertaking, as submitted, and upon roll call vote, carried with each member present voting aye.*

6. **Authorization for the Chairperson, in consultation with CCTID Legal Counsel, to execute the final release of retainage in the amount of \$25,000 plus all accrued interest earned to Ford Development Corp., 11148 Woodward Lane, Cincinnati, Ohio 4241 for the SR 32 at Bell's Lane Widening Project (PID 99839), and upon certification of completion by the Clermont County Engineer's Office.**

*Motion by Mr. Lykins, seconded by Mr. Evans, to execute the final release of retainage in the amount of \$25,000 plus all accrued interest earned to Ford Development Corp., 11148 Woodward Lane, Cincinnati, Ohio 45241 for the SR 32 at Bell's Lane Widening Project (PID 99839), and upon*

certification of completion by the Clermont County Engineer's Office, as submitted and upon roll call vote, carried with each member present voting aye.

**7. Amendment, Restatement and Ratification of the CCTID Regional Transportation Improvement Program (RTIP), dated December, 2019 identifying and updating the projects established, coordinated, managed and constructed by the CCTID.**

*Motion by Mr. Geis, seconded by Mr. Lykins, to authorize amendment, restatement and ratification of the CCTID Regional Transportation Improvement Program (RTIP), dated December, 2019 identifying and updating the projects established, coordinated, managed and constructed by the CCTID, as submitted, and upon roll call vote, carried with each member present voting aye..*

**F. Public Comments –**

Mr. Wright stated that this being the last meeting of the year, he wanted to show his appreciation to the CCEO, Rusty Schuermann, CCTID Legal Counsel, and Wayne Bastin, Bastin and Company for their continued work, effort and management of TID projects throughout the county.

Mr. Evans acknowledged Tammy Campbell, ODOT District 8 Deputy Director. Mr. Evans also introduced new CCEO staff member Amanda Beiting.

**G. Upcoming Meeting Schedule**

Friday, January 10, 2020  
Clermont County Engineer's Office  
2381 Clermont Center Drive  
Batavia, Ohio 45103

**H. Adjournment**

*Motion by Mr. Lykins, seconded by Mr. Kuchta, to adjourn the regular meeting of the CCTID and upon roll call vote carried with all members present voting aye.*

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Approved at the regular scheduled meeting of the Board of Trustees of the Clermont County Transportation Improvement District, Clermont County, Ohio, and this 10<sup>th</sup> day of January, 2020.

  
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Clermont County Transportation Improvement District  
Presiding Trustee

Attest:

  
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Clermont County Transportation Improvement District  
Presiding Secretary- Treasurer

*Motion to Approve:* Mr. Lykins

*Seconded by:* Mr. Kuchta