

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

Minutes of the Annual Meeting  
January 13, 2017

**A. Call to Order**

The Annual Meeting of the Clermont County Transportation Improvement District (CCTID) Board of Trustees was called to order at 9:02 A.M., Friday, January 13, 2017, at the Clermont County Engineer's Office, 2381 Clermont Center Drive, Batavia, Ohio 45103.

**Attendees:**

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

**Other Guests:**

Frank Aransky, American Structurepoint  
Amanda Baer, RA Consultants  
Wayne Bastin, Bastin & Company  
Gerry Berding, Berding Surveying  
Steve Bergman, Mannik Smith Group  
Lyle Bloom, CCWRD  
Jon Brunot, Burgess & Niple  
Paul Butt, O.R. Colan  
Katie Dillenburger, Bayer Becker  
Kaity Dunn, Rasor Marketing  
Craig Eley, Choice One  
Joe Espelage, CT Consultants  
Jeremy Evans, CCEO  
Kelly Everett, KZF Design  
Vanessa Glotfelter, BWSC  
Alison Gwynn, WSP/PB  
Jay Hamilton, TEC Engineering  
Betty Hull, Rasor Marketing  
Ed Humphrey, BCC  
Bob Koehler, OKI  
Carl Lamping, CC Bldg. Dept.  
Shaun Mason, Prime Engineering

Aaron Muck, Terracon  
Dennis Nichols, Village of Batavia  
Duane Phelps, PB  
Jane Roberts, Heritage Land Services  
Charlie Rowe, ODOT D-8  
Doug Royer, CCEO  
Chad Rundle, DLZ  
Rusty Schuermann, TID Legal Counsel  
Karl Schultz, Miami Twp.  
Dave Seagraves, IBI  
Nick Selhorst, Choice One  
Steve Shadix, Stantec Consulting  
Stefan Spinosa, ODOT D-8  
Craig Stephenson, CCEO  
Dennis Taus, Resident  
Joe Vogel, FT&CH  
Nick Voisard, American Structurepoint  
Jeff Wallace, TranSystems  
Sandy West, CCEO  
Ed Williams, TEC Engineering  
Nick Yeretian, Kleingers  
Mark Zara, AECOM

**B. Approval of Minutes**

*Motion by Mr. Geis, seconded by Mr. Kuchta, to approve the minutes of the December 9, 2016, Regular meeting of the Clermont County Transportation Improvement District, as submitted, and upon roll call vote, carried with members present voting aye.*

**C. 2017 Reorganization**

**1. Election of Officers**

Upon call for nomination of slate of officers of the Clermont County Transportation Improvement District, Mr. Wright moved that the current slate of officers continue to serve in 2017 and moved to elect each office individually:

**Chair** – *Upon call for nomination and election of officers of the Clermont County Transportation Improvement District, Mr. Wright entertained a motion to elect Jeff Wright to serve in the position of Chairman, motion by Mr. Lykins, seconded by Mr. Geis, and upon roll call vote carried with all members present each voting aye.*

**Vice Chair** – *Upon call for nomination of officers of the Clermont County Transportation Improvement District, Mr. Wright, entertained a motion to elect Ken Geis to serve in the position of Vice Chairman, motion by Mr. Manger, seconded by Mr. Kuchta, and upon roll call vote carried with all members present each voting aye.*

**Secretary-Treasurer** – *Upon call for nomination of officers of the Clermont County Transportation Improvement District, Mr. Wright entertained a motion to elect Pat Manger to serve in the position of Secretary-Treasurer, motion by Mr. Kuchta, seconded by Mr. Lykins, and upon roll call vote carried with all members present each voting aye.*

**2. Committee Appointments by Chairman** – Mr. Wright made the following appointments as provided by the Clermont County Transportation Improvement District By-Laws:

**Finance Committee**

Ken Geis  
Pat Manger  
Andy Kuchta  
Jeff Wright, Ex-Officio Member

**Operations Committee**

Pat Manger  
Andy Kuchta  
Jeff Lykins  
Jeff Wright, Ex-Officio Member

**Designation of ICC Representative**

Jeff Wright

**D. Transportation Improvement Projects Progress Updates**

**1. OKI/ICC Update** – Jeff Wright advised that he attended the ICC meeting this past Tuesday and reported that Tom Arnold gave a presentation on Safe Routes to Schools and advised that applications for funds will be available this spring. Mr. Arnold also gave a presentation on the Strategic Highway Safety Plan and advised that funds will also be available to communities to apply for. Bob Koehler, OKI, advised that yesterday, Karl Schultz and the OKI Board of Directors successfully navigated the nominating committee to have a new OKI Board installed. T.C. Rogers from Butler County Commissioners will fill the role as the new OKI President.

2. **Eastern Corridor – Segments I, II-III, IVa**, – Charles Rowe, ODOT, advised that on Segment I, the Duck Creek Connector project, the MSD work is underway. On the Red Bank/Madison, Babson/Hetzel Connector, a meeting with the City is scheduled on January 20, 2017 to discuss finalization on traffic modeling. On Segment II/III, the draft needs analysis documents were shared with the Partners on December 21, 2016. ODOT is currently reviewing the materials and a meeting to discuss the comments is scheduled for January 25<sup>th</sup> at District 8. On Segment IVa, the design for the eastbound 3<sup>rd</sup> lane is continuing. Fee negotiations for Old SR 74 Phase 2, the proposed interchange and Bach Buxton relocation are finalized. A consultant will be authorized in early 2017 to begin design work. Improvements to southbound 275 and 32 interchange and plans to extend the exit ramp up 2000 feet and make it a dual exit are also in the final stages of design.
3. **Old SR 74 Widening – Phase I** – Craig Stephenson, CCEO, advised that items 3 and 4 are part of Segment IVa. Mr. Stephenson advised that ODOT has agreed to proceed to final design. Construction is anticipated to begin in March of 2019.
4. **Clepper Lane Extension** – Craig Stephenson, CCEO, advised that the report for the Clepper Lane Extension is the same as item number 3.
5. **Aicholtz Connector** – Doug Royer, CCEO, advised that the contractor is installing water main, sewer and storm on 275 and Old SR 74. The contractor is also working on the retaining wall next to Midas. The remaining portion of Old SR 74 (from Midas to Kroger's) will be closed for 2-3 weeks to complete the storm work.
6. **Eastgate Area Community Outreach** – Betty Hull, RMC, advised that they have been working on updating the website regarding the Old SR 74, Aicholtz and Wolfpen closures. The work on the newsletter is ongoing. Rasor continues website monitoring and updates, community outreach, public feedback and media relations work.
7. **Old SR 74 Widening – Olive Branch-Stonelick to Armstrong Blvd.** – Doug Royer, CCEO, advised that the contractor will begin construction on the bridge and retaining wall work. The contractor will continue the bridge work throughout the winter months.
8. **Wolfpen/Pleasant Hill Road Safety Improvements** – Doug Royer, CCEO, advised that the contractor has completed much of the wall work and will continue the work over the winter months. Mr. Royer advised that the roadwork will begin again in the spring.
9. **Branch Hill Guinea Pike at Jer-Les Drive** – Craig Stephenson, CCEO, advised that the construction plans and ROW plans are finished. Task orders will go out next week for proposals on ROW acquisition, title and appraisal work. Discussions are ongoing with utility companies.
10. **Wards Corner Road Corridor Improvements** – Craig Stephenson, CCEO, advised that the CCEO is providing IBI with survey by the end the year so that they can begin Phase 1 of the planning study.
11. **Loveland-Miamiville Road Corridor** – Craig Stephenson, CCEO, advised that the project is similar to item number 10 and is in the planning stages. A project team meeting is scheduled for January 19<sup>th</sup>.
12. **Aicholtz Road Widening** – Frank Aransky, American Structurepoint, advised that they have a meeting scheduled this afternoon to go over design questions for Stage 1 plans.
13. **Clermont County Airport** – Alison Gwynn, WSP/PB, advised that they have submitted preliminary plan profiles to the County for their review on the runway extension. The next step will be to get approval from the FAA.
14. **South Afton Commerce Park** – Jeremy Evans, CCEO, advised that the contractor continues to work on the underground sewer and storm sewer. With all the rain, the contractor built the road up to the subgrade level and they are waiting for the ground to freeze to put a gravel base down to have access to the site.
15. **Half Acre/SR 276 Improvements** – Craig Stephenson, CCEO, advised that the plans are complete and that they have a proposal to do the appraisal, title and ROW acquisition work.

16. **SR 32 Improvements at Bell's Lane** – Steve Shadix, Stantec, advised that they have received the certified traffic back from ODOT. They are waiting on Stage 1 comments back from ODOT and the County. Mr. Shadix advised that they are moving forward with the environmental work and have submitted the CFR.
17. **West Clermont Area Improvements** – Jeremy Evans, CCEO, advised that they have received feedback on the project from Duke Gas. They have one piece of ROW to acquire. Plans are complete and they anticipate going out for bid in the next couple of weeks.
18. **Shayler at Bach-Buxton Intersection Improvements** – Jeremy Evans, CCEO, advised that Choice One Engineering has submitted preliminary plans and the plans are under review.
19. **Chapel Woods Drive Bridge** - Craig Stephenson, CCEO, advised that they have received an OPWC grant for the project. They are looking at a few design issues and anticipate being under construction sometime in March.
20. **Johnson Road Bridge Replacement** - Craig Stephenson, CCEO, advised that the project is under construction and will be completed in April or May of 2017.

**E. Financial Items**

**1. Monthly Financial Report –**

Mr. Bastin reviewed the financial report and checks written.

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

**2. Finance Committee Meeting** – Mr. Manger advised that a Finance Committee meeting has been scheduled for Wednesday, February 10, 2017 at 9:00 A.M.

**F. New Business –**

1. **Resolution 2017-01, a resolution approving and authorizing the disposition to Union Township of certain excess real property interests acquired in connection with the Aicholtz Connector Project.**

*Motion by Mr. Lykins, seconded by Mr. Manger, to adopt Resolution 2017-01, a resolution approving and authorizing the disposition to Union Township of certain excess real property interests acquired in connection with the Aicholtz Connector Project, as submitted, and upon roll call vote, carried with members present voting aye.*

2. **Approve and authorize Chairman and/or Secretary-Treasurer to execute engagement documents in the form on file with CCTID for ongoing professional services provided by Kegler Brown Hill & Ritter.**

*Motion by Mr. Geis, seconded by Mr. Kuchta, to approve and authorize Chairman and/or Secretary-Treasurer to execute engagement documents in the form on file with CCTID for ongoing professional services provided by Kegler Brown Hill & Ritter, as submitted, and upon roll call vote, carried with members present voting aye.*

3. **Approve and authorize Chairman and/or Secretary-Treasurer to execute engagement documents in the form on file with CCTID for ongoing professional services provided by Bastin & Company.**

*Motion by Mr. Kuchta, seconded by Mr. Lykins, to approve and authorize Chairman and/or Secretary-Treasurer to execute engagement documents in the form on file with CCTID for ongoing professional services provided by Bastin & Company, as submitted, and upon roll call vote, carried with members present voting aye.*

- 4. Authorization for the Chairman in consultation with CCTID Legal Counsel to take appropriate action required to renew the CCTID insurance policies in accordance with the Arthur J. Gallagher renewal package on file with the CCTID, in an amount not-to-exceed \$10,000.**

*Motion by Mr. Lykins, seconded by Mr. Kuchta, to authorize the Chairman in consultation with CCTID Legal Counsel to take appropriate action required to renew the CCTID insurance policies in accordance with the Arthur J. Gallagher renewal package on file with the CCTID, in an amount not-to-exceed \$10,000., as submitted, and upon roll call vote, carried with members present voting aye.*

- 5. Authorization for the Chairman in consultation with CCTID Legal Counsel to execute the final payment and release of retainage in the principal amount of \$97,099.12, plus all accrued interest earned to Smith & Brown Contractors, 9570 State Route 128, Harrison, Ohio 45030, for the Ivy Pointe boulevard Extension Project (PID 95295), and upon certification of completion by the Clermont County Engineer's Office.**

*Motion by Mr. Geis, seconded by Mr. Lykins, to execute the final payment and release of retainage in the principal amount of \$97,099.12, plus all accrued interest earned to Smith & Brown Contractors, 9570 State Route 128, Harrison, Ohio 45030, for the Ivy Pointe Boulevard Extension Project (PID 95295), and upon certification of completion by the Clermont County Engineer's Office, as submitted, and upon roll call vote, carried with members present voting aye.*

- 6. Amendment, Restatement and Ratification of the CCTID Regional Transportation Improvement Program (RTIP), dated February, 2017, identifying and updating the projects established, coordinated, managed and constructed by the CCTID.**

*Motion by Mr. Kuchta, seconded by Mr. Lykins, amendment, restatement, and ratification of the CCTID Regional Transportation Improvement Program (RTIP), dated February, 2017, identifying and updating the projects established, coordinated, managed and constructed by the CCTID, as submitted, and upon roll call vote, carried with members present voting aye.*

**G. Public Comments –**

Representative John Becker advised that he plans to meet with ODOT to discuss traffic issues on I-275 between Milford and Montgomery.


**H. Upcoming Meeting Schedule**


Regular Meeting February 16, 2017  
Clermont County Engineer's Office  
2381 Clermont Center Drive  
Batavia, Ohio 45103

**I. Adjournment**

*Motion by Mr. Wright, seconded by Mr. Manger, to adjourn the meeting of the Clermont County TID, upon roll call vote carried with all members present voting aye.*

Approved at the regular scheduled meeting of the Board of Trustees of the Clermont County Transportation Improvement District, Clermont County, Ohio, and this 16<sup>th</sup> day of February 2017.

  
Clermont County Transportation Improvement District  
Chairman

Attest:  
  
Clermont County Transportation Improvement District  
Secretary-Treasurer

*Motion to Approve:* Mr. Kuchta

*Seconded by:* Mr. Lykins