

# **UNION TOWNSHIP BOARD OF TRUSTEES MEETING AGENDA**

August 26, 2010 - 7:00 PM  
Union Township Civic Center  
4350 Aicholtz Road, Union Township, Ohio 45245  
*www.union-township.oh.us*

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**CALL TO ORDER:** Timothy Donnellon, Chair

**PLEDGE OF ALLEGIANCE:** Timothy Donnellon, Chair

**ROLL CALL:** Timothy Donnellon, Chair  
Matthew Beamer, Vice-Chair  
Robert McGee, Trustee

## **APPROVAL OF MINUTES**

- 1) August 12, 2010 Regular Meeting Minutes

## **CORRESPONDENCE**

Ronald B. Campbell, Fiscal Officer

## **PROCLAMATIONS & SPECIAL PRESENTATIONS**

## **DEPARTMENT REPORTS**

Department Heads will present their bi-monthly reports in the following order:

Fire & Emergency Medical Service – Stan Deimling, Chief  
Police Department – Terry Zinser, Chief  
Service Department – Matt Taylor, Director  
Planning & Zoning – Cory Wright, Director  
UTTV – Gina DiMario, Director  
Administration – Ken Geis, Township Administrator

## **PUBLIC HEARINGS**

## **OLD BUSINESS**

## **NEW BUSINESS**

### **A. Payment of Bills**

Motion to pay outstanding bills as prepared by Ronald B. Campbell, Fiscal Officer.

### **B. Approval of Monthly Financial Report**

Motion to approve monthly financial report as prepared by Ronald B. Campbell, Fiscal Officer.

### **C. Approval of Purchase Orders**

Approve recommendation of Ken Geis, Township Administrator, for the approval of requested purchases exceeding \$1,500.00.

## **COMMENTS FROM BOARD MEMBERS**

## **PUBLIC COMMENTS**

UNION TOWNSHIP  
FIRE DEPARTMENT



# Monthly Report

## July 1-31, 2010

The following incidents occurred during the month of July and August and worthy of citing are...

July 18, 2010 @ 20:32 hours Station 51's primary response district responded to 4286 Cider Mill Drive for a reported kitchen fire. Quint 51 arrived on scene and confirmed a fire which had extended into the cabinets and was contained to the area of origin.

July 19, 2010 @ 17:14 hours Station 48's primary response district responded to 4003 Loire Drive for a reported vehicle fire. Quint 51 arrived on scene and confirmed a vehicle fire in the engine compartment.

July 30, 2010 @ 15:18 hours Station 52's primary response district responded to 19 Floral Avenue in Amelia for a reported structure fire. Engine 52 arrived on scene and confirmed a working fire extending through the roof of the structure.

August 13, 2010 @ 08:54 hours Station 49's primary response district responded to a reported structure fire at 516 Old S.R. 74, De Ja Vu. Quint 51 arrived on scene and reported smoke showing from the roof of the structure. Fire crews laddered the building and extinguished a fire that originated in the neon tubing attached to the roof of the facility.

August 13, 2010 @ 10:20 hours Station 48's primary response district responded to 3985 Brandy Chase Way for a reported structure fire. Quint 51 arrived on scene and reported heavy smoke and flames through the roof of the multi-family dwelling. The incident escalated to 4 alarms due to having to rotate out fire personnel on a 98 degree day.

Reminder that the Union Township Fire Department will be hosting it's annual open house at Station 51 on October 3<sup>rd</sup> from 12:00 – 3:00 to kick off Fire Prevention Week. This year's slogan is "Smoke Alarms: A Sound You Can Live With"





**Union Township Police Department**  
Monthly Report for:  
**August 26, 2010**

On 07/03/2010 while investigating a domestic fight, John Purdon age 26 intentionally rammed a police cruiser with his car. As he exited his vehicle, Purdon struck one of the officers in the face. Purdon was combative with officers, was tased and arrested. He was charged with Domestic Violence, Assault on a Peace Officer and Vandalism.

Mark Rausenberg a 21 year old male was indicted for one count of Unlawful Sexual Conduct with a Minor and one count of Illegal Use of a Minor in Nudity.

Union Township Officers continue to check on the elderly due to excessive heat conditions.

On 07/20/2010 a Breaking and Entering occurred at B.P., 4261 Mt Carmel Tobasco Road. Officers arrived on the scene and found the front door forced open. Officer Stephens and the K9 started a track, which led to three suspects being found at the back of a residence on Beechmont Dr. All three suspects were charged with Breaking and Entering of the BP station and the Sunoco station. The Sunoco station located at 4514 Mt. Carmel Tobasco Rd. was broken into in May.



Union Township  
Service Department  
Bi-Monthly Report  
August, 2010

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Keeping Union Township Safe & Beautiful

**CEMETERY DIVISION:**

- ❖ From August 2<sup>nd</sup> – August 16<sup>th</sup>, ten burials were performed generating \$4,200.00.
- ❖ Nine foundation orders were received totaling \$1,936.20.
- ❖ In addition, eight resident graves were sold totaling \$4,400.00.
- ❖ Four donations were made for the Lantern Lighting totaling \$625.00
- ❖ The total revenue generated for this period was \$11,161.20.
- ❖ To improve drainage around the lake, eight tons of large washed stone was added to the parking lot.

**ROAD DIVISION:**

- ❖ Pavement maintenance was performed on nine Township streets. This included full depth asphalt base repairs, and the filling of pot holes.
- ❖ Sixteen signs and thirteen posts were installed on fourteen Township roads.
- ❖ Maintenance was performed in the road right of way on three Township streets. (This included a catch basin repair, ditching, and the filling of sink holes.)
- ❖ Staff attended CPR training.

**PARK DIVISION:**

- ❖ Soccer goals and nets were installed at Veterans Park in preparation for the upcoming soccer season.

- ❖ All playground equipment was inspected, and necessary repairs were made.
- ❖ Twelve yards of mulch and six yards of sand were added to the playground area at Veterans Park.
- ❖ The football field at Clepper Park was striped.

### **FACILITY MAINTENANCE DIVISION:**

- ❖ A list of maintenance items were performed for the Service department including repairing and replacing lights at park restrooms.

### **FLEET MAINTENANCE DIVISION:**

- ❖ Mechanical work and maintenance was performed on eighteen Police department vehicles.
- ❖ Mechanical work and maintenance was performed on seven Service department vehicles.

### **CAPITAL PROJECTS UPDATE**

#### **1. 2010 Roadway Resurfacing Project:**

- ❖ The contractor has completed all curb, and base repairs.
- ❖ The contractor has commenced on milling streets with curb and gutter.
- ❖ The contractor is expected to begin paving the week of August 23<sup>rd</sup>.



**UNION TOWNSHIP PLANNING & ZONING DEPARTMENT  
REPORT TO THE UNION TOWNSHIP BOARD OF TRUSTEES  
PLANNING & ZONING DEPARTMENT REPORT**

**PERMIT & VIOLATION/INSPECTION MID-MONTH ACTIVITY SUMMARY  
AUGUST 26, 2010**

**PERMIT ACTIVITY**

Single Family residential development was measured, although consistent in August, with six additional single-family dwelling permits received through the close of business on August 12, 2010. Additionally, the bulk of permits issued in the first portion of the month deal primarily with signage, changes of use/occupancy, and a single commercial permit was processed as well.

**CASES FOR SPECIAL REVIEW**

The BZA heard a single case at the August 5, 2010 Regular meeting, and a meeting is scheduled for September 2, 2010 as well. The Zoning Commission heard a single zoning-map amendment case at its July Regular Meeting, held on July 14, 2010. That case was ultimately heard by the Board at the August 12, 2010 Trustees Meeting as well. Further, an Overlay District case has been processed and will be heard by the Board at the September 9, 2010 Regular Trustees Meeting.

**MISCELLANEOUS ACTIVITIES**

A project kick-off meeting was held on August 12, 2010 with REI, Inc. relative to the Safe Routes to School Plan initiative being advanced over the next year by the Township. At that meeting, next steps were discussed, including committee formation, which includes broad representation from predominantly school support personnel. Additionally, REI will begin visual surveys and walkability assessments in the areas of Summerside, Brantner, and Clough Elementary schools, and Gleneste Middle Schools. A subsequent meeting occurred with Dr. Brooks at WCLSD to discuss committee membership and to kick off the project. Meetings are scheduled in the latter portions of September 2010 (after the commencement of the 2010-2011 School Year) to finalize the committee composition and to review findings of the preliminary field investigations completed by REI staff. Additionally, data collection and preparation will continue through the end of this year pursuant to the current project work plan, with monthly project meetings scheduled to discuss progress.

**VIOLATIONS AND ENFORCEMENTS**

The Department continues to identify nuisance properties for abatement. Continued success is evident by the declining number of properties being considered and advanced to the Board for nuisance declaration. Additionally, the department is pursuing enforcement action for an outstanding issue related to a conditional use approval issued to a property located along Gleneste-Withamsville Road and the property owner's failure to comply with BZA ordered conditions of approval and repeated orders from the Zoning Department to do the same. .



**INSPECTION ACTIVITY**

All biennial permit inspections have been completed or are scheduled to be completed, and are current through June of 2008 and 2009.

**2010 PERMIT ACTIVITY (THROUGH AUGUST 17, 2010)**

<b><u>PERMIT TYPE</u></b>	<b><u>JAN</u></b>	<b><u>FEB</u></b>	<b><u>MAR</u></b>	<b><u>APR</u></b>	<b><u>MAY</u></b>	<b><u>JUN</u></b>	<b><u>JUL</u></b>	<b><u>AUG</u></b>	<b><u>SEP</u></b>	<b><u>OCT</u></b>	<b><u>NOV</u></b>	<b><u>DEC</u></b>	<b><u>TOTAL</u></b>
COMMERCIAL	2	1	0	2	3	0	0	1					9
CHANGE OF USE	3	13	9	11	5	11	7	3					62
SIGNS	10	0	8	3	11	5	3	11					51
PORT. SIGNS	0	2	3	4	1	1	1	0					12
TEMP. SALES	1	3	4	1	0	3	1	0					13
TEMP. TRAILERS & SIGNS	2	0	0	0	0	0	1	1					4
SFD	4	3	13	13	6	14	10	6					69
MFD	0	0	0	1	0	0	0	0					1
(units)				(4)									(4)
ADDITIONS	2	0	2	1	3	3	4	3					18
DECKS	1	1	4	18	6	7	1	1					39
ACCESSORY	2	0	2	7	3	7	5	0					26
POOLS/FENCES	4	3	10	18	9	20	11	1					76
<b><u>MNTHLY TOTAL</u></b>	<b>31</b>	<b>26</b>	<b>55</b>	<b>79</b>	<b>47</b>	<b>71</b>	<b>44</b>	<b>27</b>					<b>380</b>
<b><u>TOTAL REVENUE</u></b>	<b>\$5,286</b>	<b>\$2,159</b>	<b>\$5,870</b>	<b>\$9,221</b>	<b>\$6,093</b>	<b>\$5,267</b>	<b>\$3,870</b>	<b>\$2,415</b>					<b>\$40,181</b>

*Excludes UTFD Permit Revenue (August 2010 Revenue to date: \$516.00, Yearly Total: \$10,735)*

**YEARLY PERMIT ACTIVITY COMPARISON 2009-2010**  
**PERMIT ACTIVITY THROUGH AUGUST 17, 2010**

PERMIT TYPE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
COMMERCIAL	2	1	0	2	3	0	0	1					9
	0	1	1	0	1	2	1	3	4	1	2	2	18
CHANGE OF USE	3	13	9	11	5	11	7	3					62
	7	2	6	7	6	5	6	8	8	4	8	3	70
PERM. SIGNS	10	0	8	3	11	5	3	11					51
	7	1	5	3	7	11	8	15	7	5	4	11	84
PORT. SIGNS	0	2	3	4	1	1	1	0					12
	1	2	1	5	1	0	2	2	1	1	3	1	20
TEMP. SALES	1	3	4	1	0	3	1	0					13
	0	5	2	1	5	2	1	1	0	0	1	0	18
TEMP TRAILER/SIGNS	2	0	0	0	0	0	1	1					4
	0	0	1	1	0	0	2	3	0	0	0	2	9
SFD	4	3	13	13	6	14	10	6					69
	7	5	11	15	17	20	7	27	5	7	2	10	133
MFD	0	0	0	1	0	0	0	0					1
	0	0	0	0	0	0	0	0	0	0	0	0	0
ADDITIONS	2	0	2	1	3	3	4	3					18
	0	0	2	4	6	2	4	2	3	5	2	1	31
DECKS	1	1	4	18	6	7	1	1					39
	0	1	7	8	6	5	1	5	5	2	3	2	45
ACCESSORY STRUCTURE	2	0	2	7	3	7	5	0					26
	3	2	2	8	6	8	5	9	8	8	4	0	63
POOLS/FENCES	4	3	10	18	9	20	11	1					76
	7	9	21	22	26	18	15	8	9	3	6	3	147
MONTHLY TOTAL	31	26	55	79	47	71	44	27	0	0	0	0	380
	32	28	59	74	81	73	52	83	50	36	35	35	638
Total Revenue	\$5,286	\$2,159	\$5,870	\$9,221	\$6,093	\$5,267	\$3,870	\$2,415					\$40,181
	\$2,075	\$1,953	\$3,790	\$4,539	\$5,826	\$11,948	\$4,521	\$7,351	\$4,642	\$4,247	\$3,471	\$4,301	\$58,663

KEY:	2009	2010
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## **Union Township Television**

### **Reporting Period July 1 through July 31, 2010**

#### **UTTV**

##### **Programming**

No. of Different Programs	Number of Plays	Hours Played
115	1118	916

##### **Activity**

In-House Editing	In-House Shoots	On-Site Shoots	Night Meetings
13	2	5	8

##### **Equipment**

Equipment Reservations	Editing Training Reservations
26	4

##### **Public Service Announcements**

We placed 9 PSAs on UTTV in June.

##### **Income**

UTTV had a total of \$290 in billings during June.

#### **FACILITY RESERVATIONS**

We made 211 gym reservations and 55 meeting room reservations.

#### **PROJECTS**

- Taped and are airing the Clermont Senior Services/American Cancer Society Discovery Shop fashion show
- Made presentation to American Legion general membership meeting about use of UTTV facilities; am working with a couple of members on a number of initiatives designed to promote activities and new membership through UTTV programs and PSAs.
- Gave videography class description to Jeannie Siegel for Clermont Senior Services fall Lifelong Learning Center catalogue and are set to begin classes on Sept. 14
- Intern started in August



## **TOWNSHIP ADMINISTRATOR'S REPORT AUGUST 26, 2010**

### **GENERAL ADMINISTRATION**

- The minutes to the previous TID meeting are attached. I attended the August meeting on 8/13/10.
- I executed the LOI for the Gleneste-Withamsville Road Property and I continue to talk to the prospective buyers about the project.
- On 8/13/10 we participated in an interview with Moody's concerning the note issuance along with our Financial Advisor.
- I had specific discussions with Mr. Spinney concerning the Baldwin Road Project which will continue. There is an issue concerning the County's contribution level that we will work to resolve.
- A meeting of the TID finance committee was held at Union Township regarding the continued financing mechanisms for the program.
- The Clermont County Township Association Meeting was very well attended and the program was topical for all who attended.

## **Purchase Order Approval – August 26, 2010**

<b>Department</b>	<b>Requisition Number</b>	<b>Amount</b>	<b>Vendor</b>	<b>Comments</b>
Adm in	10-ITech-0041-A	\$5,999.94	Time Warner Cable	Monthly Fiber Service
Adm in	10-ITech-0046-A	\$8,953.29	Mobilcomm Inc	Access control at cemetery memorial gardens
Fire	10-Fire-0133-A	\$25,000.00	Duke Energy	Utilities
Fire	10-Fire-0134-A	\$10,000.00	Emergency Medical Products Inc	EMS Supplies
Fire	10-Fire-0139-A	\$6,500.00	Nextel West Corp	Utilities
Fire	10-Fire-0146-A	\$25,000.00	Vogelpohl Fire Equipment Inc	Repair & Maintenance of Apparatus
Fire	10-Fire-0148-A	\$4,185.00	Central Insulation Systems, Inc	Insulation at Station 49
Fire	10-Fire-0149-A	\$5,965.00	ACS Firehouse Software	Firehouse Software Web Support Renewal
Fire	10-Fire-0150-A	\$1,617.00	Mark Fyffe	Tuition Reimbursement
Police	10-Police-0229-A	\$7,000.00	Duke Energy	Main energy bill for PD July and Aug
Police	10-Police-0231-A	\$1,580.00	Sig Sauer Inc	Armoerer Certification Course 4 Officers to learn how to repair/maintain PD weapons
Police	10-Police-0232-A	\$12,000.00	Fleetcor Technologies Operating Co	Fuel for cruisers-August
Police	10-Police-0237-A	\$3,795.00	Commission on Accreditation For Law Enfo	Annual Continuation Fee and On-Site Fee for Communication Accreditation

As of: August 26, 2010

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

Minutes of the Regular Meeting  
Friday, July 9, 2010

**A. Call to Order**

The Regular Meeting of the Clermont County Transportation Improvement District (CCTID) Board of Trustees was called to order at 9:08 AM, Friday, July 9, 2010, at the Clermont County Engineers Office, 2381 Clermont Center Drive, Batavia, Ohio 45103.

**Attendees:**

Board Members: David L. Spinney, Chair  
Pat Manger, Vice Chair  
Ken Geis, Member  
Joe Uecker, Member

**Other Guests:**

Karen Swartz, Commissioners Office	Deb Osborne, Entran
Rusty Schuermann, Legal Counsel	Andy Fluegemann, ODOT District #8
Craig Stephenson, CCEO	Scott Campbell, EMH&T
Wayne Bastin, Bastin & Company	Jon Cox, Entran
Bob Koehler, OKI	Jim Sauls, Batavia Twp
David Wormald, URS	Rex Parson, Batavia Twp
John Offenberger, Northwest Consultants	Katie Zehnder, HNTB
Gerard Berding, GJBSI	Lyle Bloom, Water Resources
Jennifer Kunz, TEC Engineering	Scot Lahrmer, Commissioners Office
Ed Humphrey, Commissioner	Tom Yeager, Water Resources
Gary Meisner, Meisner & Associates	Ron Roberts, Roberts Engineering
John Becker	Tim Casto, Kleingers
Steven Shadix, Entran	Bob Bailey, Bayer Becker
Dan Corey, CDS Associates	Justin Verst, Viox & Viox
Mike Ciotola, ME Companies	Andy Shahan, LJB
Shawn Campbell, Jones Warner	Karl Schultz, Miami Twp
Bud White, Milford	Kathy Carsey, B&N
Gary Jordan, Williamsburg Twp Trustee	Jeff Heimann, Stran

**LET THE RECORD SHOW:** Mr. Spinney noted that Larry Fronk and Steve Wharton were not in attendance today.

**B. Approval of Minutes:** Mr. Spinney advised that the approval of the June Meeting minutes will be held until the meeting in August.

**C. Transportation Improvement Projects Progress Updates**

- 1. OKI/ICC Update** – Bob Koehler, OKI, advised that TRAC applications are due to OKI on July 15<sup>th</sup>. There was no ICC meeting in July. The next ICC meeting will be in August.
- 2. Eastern Corridor** – Andy Fluegemann, ODOT District 8, noted that the joint kick off meeting for Segment IVa was held July 8<sup>th</sup>. The next steps were presented at the meeting.
- 3. Eastern Corridor Segment IVa** – Mr. Manger noted that this project needs to be organized around traffic modeling. This project was included in the joint kick off meeting held on July 8<sup>th</sup>.
- 4. IR-275/SR 32 Interchange** – Andy Fluegemann, ODOT District 8, advised that plans are still moving ahead. Mr. Manager noted that the TID will be applying for TRAC funding for Tier 1. A meeting will be held on Monday, July 12 to discuss how to pull economic

development information into the application. Mr. Fluegemann noted that the key is to address the infrastructure investment and economic development factors in the application. Discussion was held on ensuring that items are not overlooked in phasing the project out.

5. **Eastgate North Frontage Road** – Craig Stephenson stated that OKI approved the TIP amendment to address the federal earmark. Mr. Fluegemann will ensure that the federal earmark has been received and applied to the project.
6. **Wolfpen-Pleasant Hill Road Improvements** – Craig Stephenson, CCEO, reported on an agreement under new business with O.R. Colan for real estate services to handle appraisal review relocation services for Parcel 33 (Wier). Craig Stephenson advised that the right of way acquisitions are on schedule.
7. **Business 28 - Phase 1 Improvements** – Kathy Carsey, B&N, noted that issues with the fiber optic lines have been resolved with Cincinnati Bell. Stage 3 submittal will be completed at the end of July. Craig Stephenson advised Stantec is working on acquiring property and sign relocations have begun to facilitate Duke utility relocation work.
8. **SR 28 (I-275 to Castleberry)** – Andy Shahan, LJB, reported that the plans are completed but the PCS note needs to be finalized. ODOT staff and CCEO staff will meet to further discuss concerns with the PCS note for this project. Craig Stephenson stated discussion with how to proceed with Center Bank sign relocation will need to occur with local officials.
9. **Clough Pike Improvements** – Dave Wormald, URS, reported Stage 2 plans were submitted to ODOT and comments were received back. The ESA report was submitted in draft to ODOT. URS is continuing to work on Stage 3 plans and the water main relocation plans. Union Township is applying for grant funds with OKI for sidewalk construction funding.
10. **Stonelick-Williams Corner Covered Bridge** – Mr. Manger advised that the project is still on track despite the recent incident at the bridge. Mr. Manger stated the Prosecuting Attorney is handling the claim. Until further notice the bridge will remain closed. The construction project will be funded in 2011 but with the recent events this timeline may be pushed forward.
11. **US 50 Improvements** – Craig Stephenson reported that the bids will be received and opened next Thursday. The project is to be completed by November 1<sup>st</sup>.
12. **SR 32 East** – Mike Ciotola, M-E, advised that discussion will need to be held on the Part 2 scope, the draft is ready for review. Andy Fluegemann noted that another joint meeting with ODOT Districts 8 & 9 will be held to discuss interchange spacing issues and he will provide an update at the August meeting.
13. **Tina Drive Extension** – Scott Campbell, EMH&T, will be amending the CE document to include Tina Drive. The preferred alternatives have been defined and they are still getting feedback from residents. Mr. Campbell noted that they would like to start on Phase II soon. Mr. Manger met with Grammas regarding site concept plans for the Grammas parcel. Access points were also discussed during the meeting.
14. **Aicholtz Connector** – Mr. Spinney advised that this project is still in a holding pattern.
15. **SR450 Improvements** – Mike Ciotola, ME, advised that he submitted the final CE documents. The final plans have been addressed and Craig Stephenson will be forwarding those for geotechnical review.
16. **US50/SR131 & Milford Parkway/Chamber Drive** – Bob Bailey, Bayer Becker, stated that the draft scope was submitted to Mr. Wharton.



17. **US50/SR450/Eastman Drive Improvements** – Ron Roberts, Roberts Engineering noted that a meeting with ODOT was held regarding signal timing and re-striping. The project should be completed in the fall.
18. **SR 28 Improvements (Branch Hill-Guinea to SR 48)** – Craig Stephenson noted that work on Node 1 is continuing.
19. **SR 28/Branch Hill-Guinea Intersection Improvements:** Craig Stephenson advised that the intersection improvements review is underway. Mr. Manger noted that the overall plan is to tie into the SR 28 Corridor planning project. This project has OPWC funding and will go to construction next year.
20. **Old 74 Widening** – Craig Stephenson noted that OKI funding has been received for this project. The LPA Scope of Services for the project should be completed next week. The field review meeting will be scheduled soon. Mr. Manger noted that the project area is 500 feet west of the Olive-Branch Stonelick Road to Armstrong Blvd. Mr. Manger also noted the consideration of safety concerns raised by Batavia Township Officials relative to the intersection at Old 74 and Amelia Olive-Branch Road. With the College Drive Extension Project, traffic will be increased on Old State 74 and thus increasing traffic volumes at this intersection. The Engineers Office is exploring different options to alleviate the short term safety concerns working within the federal guidelines.
21. **ITS Development** – Aaron Littman, TEC, reported a decision was made on the type of system, option #1 was selected. A press release has been issued relative to the project and the travel time study will begin on July 12. Mr. Manger advised that the study will provide baseline assessment and then will be reviewed again after the projects are completed. The goal is to show improvement in travel times in the Eastgate area.
22. **Middle East Fork Watershed** – Gary Meisner, Meisner & Associates, reported that the established work groups for the project have been meeting. A high percentage of the members are local government representatives so Mr. Meisner is trying to get more involvement from local builders and property owners. A sub-group was formed of private sector representatives. Incentives seem to be the topic of interest in the early meetings and will need to be discussed further. A clean slate meeting is scheduled for August 10<sup>th</sup>.

#### **D. Financial Items**

1. **Monthly Financial Report** - Mr. Spinney reviewed the financial report and checks written.

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

#### **E. New Business**

1. **Authorization for the Secretary-Treasurer, in consultation with CCTID Legal Counsel, to execute Real Estate Agreement by and between the Ohio Department of Transportation and the Clermont County Transportation Improvement District related to acquisition of right-of-way for the Eastgate North Frontage Road (PID 82555) and related improvements.**

*Motion by Mr. Manger, seconded by Mr. Geis, to authorize the Secretary-Treasurer, in consultation with CCTID Legal Counsel, to execute Real Estate Agreement by and between the Ohio Department of Transportation and the Clermont County Transportation Improvement District related to acquisition of right-of-way for the Eastgate North Frontage Road (PID 82555) and related improvements, as submitted, and upon roll call vote, carried with members present voting aye.*

- 2. Authorization for the Secretary-Treasurer, in consultation with CCTID Legal Counsel, to transfer CCTID Huntington Protected Account balances to the Huntington Trust Public Funds Deposit Account effective July 1, 2010 and to authorize the Secretary-Treasurer to take such other actions as necessary in conjunction therewith.**

*Motion by Mr. Manger, seconded by Mr. Geis, to authorize the Secretary-Treasurer, in consultation with the CCTID Legal Counsel, to transfer CCTID Huntington Protected Account balances to the Huntington Trust Public Funds Deposit Account effective July 1, 2010 and to authorize the Secretary-Treasurer to take such other actions as necessary in conjunction therewith, as submitted, and upon roll call vote, carried with members present voting aye.*

- 3. Authorization for the Secretary-Treasurer, in consultation with CCTID Legal Counsel, to execute Consultant Agreement 2010-09 with O.R. Colan Associates, LLC in an amount not to exceed \$150,000.00 for Real Estate Task Order Services (PID 82579).**

*Motion by Mr. Manger, seconded by Mr. Geis, to authorize the Secretary-Treasurer, in consultation with CCTID Legal Counsel, to execute Consultant Agreement 2010-09 with O.R. Colan Associates, LLC in an amount not to exceed \$150,000.00 for Real Estate Task Order Services (PID 82579), as submitted, and upon roll call vote, carried with members present voting aye.*

- 4. Authorization for the Secretary-Treasurer, in consultation with CCTID Legal Counsel, to execute a modification to Task Order 01 with Beck Consulting, Inc. dated 12/16/09 to perform Appraisal Review for the Wolfpen-Pleasant Hill Road Improvements (PID 82139), increasing the Task Order Sum by \$3,240.00 and thus making the adjusted Task Order Sum of \$23,765.00.**

*Motion by Mr. Manger, seconded by Mr. Geis, to authorize the Secretary-Treasurer, in consultation with CCTID Legal Counsel, to execute a modification to Task Order 01 with Beck Consulting, Inc. dated 12/16/09 to perform Appraisal Review for the Wolfpen-Pleasant Hill Road Improvements (PID 82139), increasing the Task Order Sum by \$3,240.00 and thus making the adjusted Task Order Sum of \$23,765.00, as submitted, and upon roll call vote, carried with members present voting aye.*

**LET THE RECORD SHOW:** Representative Uecker briefed attendees on the newly formed state committee charged with addressing the reported budget crisis. The estimates for the reduction in state funding range between 4 to 8 billion dollars. Representative Uecker will forward information to the TID Board relative to the budget and any transportation issues.

#### **F. Upcoming Meeting Schedule**

Next Regular meeting: August 13, 2010 at 9:00 A.M.  
Clermont County Engineers Office  
2381 Clermont Center Drive  
Batavia, OH 45103

#### **G. Adjournment**

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

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Approved at a regularly scheduled meeting of the Board of Trustees of the Clermont County Transportation Improvement District, Clermont County, Ohio, this 13<sup>th</sup> day of August, 2010.

\_\_\_\_\_  
Clermont County Transportation Improvement District  
Chair

Attest:

\_\_\_\_\_  
Clermont County Transportation Improvement District  
Secretary-Treasurer

*Motion to Approve:* \_\_\_\_\_

*Seconded by:* \_\_\_\_\_

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

Minutes of the Regular Meeting  
Friday, June 18, 2010

**A. Call to Order**

The Regular Meeting of the Clermont County Transportation Improvement District (CCTID) Board of Trustees was called to order at 9:13 AM, Friday, June 18, 2010, at the Miami Township Civic Center, 6101 Meijer Drive, Miami Township, Ohio 45150.

**Attendees:**

Board Members: David L. Spinney, Chair  
Steve Wharton, Secretary/Treasurer  
Larry Fronk, Member  
Ken Geis, Member

**Other Guests:**

Karen Swartz, Commissioners Office  
Rusty Schuermann, Legal Counsel  
Craig Stephenson, CCEO  
Wayne Bastin, Bastin & Company  
Bob Koehler, OKI  
David Wormald, URS  
John Offenberger, Northwest Consultants  
Cindy Wallace, TranSystems  
Gerard Berding, GJBSI  
Jennifer Kunz, TEC Engineering  
Susan Daniels, TranSystems  
Steve Bergman, HDR  
Ed Humphrey, Commissioner  
Chris Brenda, FSA  
Eric Lutz, McCarty Assoc.

Aaron Littman, TEC  
Joe Uecker, State Representative  
Gary Meisner, Meisner & Associates  
John Becker  
Steven Shadix, Entran  
Dan Corey, CDS Associates  
Mike Ciotola, ME Companies  
Keith Smith, ODOT Dist. 8  
Shawn Campbell, IWCI  
Andy Brossart, 5/3  
Joe Mellman, Resource International  
Bud White, Milford  
Gary Jordan, Williamsburg Twp Trustee  
Deb Osborne, Entran  
Katie Dillenger, Bayer Becker

**LET THE RECORD SHOW:** Mr. Spinney welcomed Ken Geis, Union Township Administrator, to the Board meeting today and noted that Pat Manger was not in attendance today.

**B. Approval of Minutes**

*Motion by Mr. Fronk, seconded by Mr. Wharton, to approve the minutes of the May 14, 2010 Regular Meeting of the Clermont County Transportation Improvement District, as submitted, upon roll call vote, carried with members present voting: Mr. Fronk, yea: Mr. Wharton, yea: Mr. Spinney, yea: Mr. Geis, abstain.*

**C. Transportation Improvement Projects Progress Updates**

- 1. OKI/ICC Update** – Larry Fronk advised that Bob Koehler with OKI and Andy Fluegemann with ODOT gave an overview of the Tiger II funding. Mr. Koehler noted that the TIP Amendment was approved along with the water quality issue. Mr. Stephenson noted that the ITS Program was added to the RTIP. The next meeting of the ICC will be in August.
- 2. Eastern Corridor** – Mr. Wharton noted that HNTB is wrapping up the Eastern Corridor Baseline Travel Demand Model with the final report being prepared. HNTB will now begin using this baseline model for scenarios under the ODOT contract with ENTRAN for other

segments. Keith Smith, ODOT District 8, advised that turning movements counts needed to be reviewed for the project. A joint kick off meeting for Segment IVa will be coordinated by Susan Daniels, TranSystems. Mr. Spinney noted that Ken Geis will need to be included in meetings for this project and the need to further discuss Segments II & III with ODOT staff.

3. **Eastern Corridor Segment IVa** – Susan Daniels, TranSystems, advised that they have submitted the draft plan and the red flag should be completed this month. Crash analysis has been completed and the team is working on build scenarios. The geotechnical red flag is completed. Ms. Daniels will be working on setting up the kickoff meeting.
4. **IR-275/SR 32 Interchange** – Steve Bergman, HDR, advised that Stage 2 plans are in and they are awaiting comments from ODOT staff. Keith Smith, ODOT, noted that cost and impacts need to be reduced. The noise wall concerns need to be looked into further. Mr. Smith further noted that the right of way is moving along well. Mr. Wharton noted that he is requesting the District 8 staff to do a plan for the TRAC application for advancing the interchange and ramps. TRAC applications are due in early July so a meeting with the County Economic Development Office and TID members needs to occur soon to finalize a proposed grant application.
5. **Eastgate North Frontage Road** – Mr. Wharton noted that the M-E has been authorized to do the Real Estate task order and they have already begun getting information out to property owners. Mr. Wharton suggested that calls regarding the project should be directed to the appraisers rather than directing callers to different agencies. This will provide some continuity in the information being broadcast. Mr. Wharton advised that the property acquisition will begin soon. Keith Smith, ODOT, will forward the formal letter to Mr. Wharton relative to the FY 08 Federal Earmark.
6. **Wolfpen-Pleasant Hill Road Improvements** – Craig Stephenson noted that the right of way acquisitions are moving along and the final plans should be received from Duke Energy next week. Local agency representatives will meet regularly to coordinate maintenance of traffic and related issues during construction. All the projects in the area will be under construction between 2011 and 2014.
7. **Business 28 - Phase 1 Improvements** – Craig Stephenson advised that this project is in the acquisition phase and should be completed by August 1<sup>st</sup>. David Rourke, Stantec, is working on the church property. Utility poles in the project area should be moved starting September 1<sup>st</sup>.
8. **SR 28 (I-275 to Castleberry)** – Craig Stephenson stated that the plans are complete for the project but LJB needs to complete work on the plats. Mr. Stephenson thanked Richard Henry, from ODOT, for getting movement on the US Postal Service property. The City of Milford has approved the plat relative to the private drive within the project area.
9. **Clough Pike Improvements** – Dave Wormald, URS, reported Stage 2 plans were submitted to ODOT and comments have been reviewed. The waterline plans are in review with Lyle Bloom, Water Resources. Stage 3 should be submitted in September. Mr. Stephenson advised that the right of way plans will be submitted to ODOT in August. Discussion was held relative to Ohio Public Works funding opportunities and the need to apply for grants.
10. **Stonelick-Williams Corner Covered Bridge** – Mr. Stephenson advised that there was great deal of damage done recently to the bridge from a private trucking company that exceeded the load limit. The bridge is currently closed to any traffic and will remain closed until after the scheduled repairs are completed on the bridge. Possible charges may be filed against the driver and the trucking company and claims for the repairs.
11. **US 50 Improvements** – Craig Stephenson reported the bid specifications have been reviewed with the County Prosecutor Attorney and should be ready to go out to bid next

week. The bid package will be forwarded to the Commissioner's Office for placement on the agenda.

- 12. SR 32 East** – Mike Ciotola, M-E, advised that the joint meeting with ODOT Districts 8 & 9 was held on May 21<sup>st</sup>. Mr. Ciotola noted that further action will be needed to advance the issue. Mr. Spinney noted that both directors felt that the access spacing concerns were valid and that all avenues need to be followed to resolve the issue.
- 13. Tina Drive Extension** – Mr. Wharton advised that EMH&T will be providing summaries of the Open House held on May 26<sup>th</sup>. A combination of A & B looks to be the most favorable. Vacant property alignment needs to be finalized. EMH&T has received the ecological issues and will forward to the board members. The CE document re-evaluation is not needed for this project.
- 14. Aicholtz Connector** – Steve Wharton advised that this project is still in a holding pattern. The ODOT Deputy Director is attempting to get the overpasses to be federally funded. The field review is being completed by District 8 staff.
- 15. SR450 Improvements** – Mike Ciotola, ME, advised that he received the environmental documents yesterday and will submit the final CE documents next week. Design plans comments are being reviewed and stabilization issues need to be resolved.
- 16. US50/SR131 & Milford Parkway/Chamber Drive** – Discussion was held on the letter of credit for the Wal-Mart Development and the select length turn lane. Mr. Spinney noted that there wasn't any new comments addressed at the public hearing, and only two comments were received. Mr. Wharton noted that issues at the Finlay Ray Park need to be resolved. A suggestion was given to explore a bridge with direct access from the park to Chamber Drive.
- 17. US50/SR450/Eastman Drive Improvements** – Craig Stephenson advised that the TID has received the Roberts submittal but further discussion will need to be held relative to traffic issues.
- 18. SR 28 Improvements (Branch Hill-Guinea to SR 48)** – Craig Stephenson noted that work on Nod 1 is occurring. Kleingers is working on a resolution on drainage in the project area.
- 19. SR 28/Branch Hill-Guinea Intersection Improvements:** Information reported above under agenda item #18.
- 20. Old 74 Widening** – Craig Stephenson noted that OKI funding is secured for this project. The LPA Scope of Services for the project needs to be submitted to ODOT and the preliminary red flag work has been completed. A team meeting will need to be held to discuss the matter.
- 21. ITS Development** – Aaron Littman, TEC, reported a decision will need to be made on the type of system that they want to use. Craig Stephenson will follow up on this issue. Mr. Wharton advised that a request for letters of interest will go out next month.

**LET THE RECORD SHOW:** Mr. Ken Geis was excused from the meeting at this time.

#### **D. Financial Items**

- 1. Monthly Financial Report** - Mr. Wharton reviewed the financial report and checks written.

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

#### **E. New Business**

- 1. Amendment, restatement and ratification of the Regional Transportation Improvement Program (RTIP), dated June 2010, identifying the projects established, implemented, coordinated, managed and/or constructed by the Clermont County TID.**

*Motion by Mr. Fronk, seconded by Mr. Spinney, to amend, restate and ratify the Regional Transportation Improvement Program (RTIP), dated June 2010, identifying the projects established, implemented, coordinated, managed and/or constructed by the Clermont County TID, as submitted, and upon roll call vote, carried with members present voting aye.*

- 2. Authorization for the Secretary-Treasurer, in consultation with the CCTID Legal Counsel, to execute Intergovernmental Agreement by and between the City of Milford, Ohio and the Clermont County Transportation Improvement District.**

*Motion by Mr. Fronk, seconded by Mr. Spinney, to Authorize the Secretary-Treasurer, in consultation with the CCTID Legal Counsel, to execute Intergovernmental Agreement by and between the City of Milford, Ohio and the Clermont County Transportation Improvement District, as submitted, and upon roll call vote, carried with members present voting aye.*

- 3. Authorization for the Secretary-Treasurer, in consultation with CCTID Legal Counsel, to execute Consulting Agreement 2010-07, dated June 1, 2010 with Meisner + Associates/Land Vision, 2043 Madison Road, Cincinnati, OH 45208, in an amount not to exceed \$36,000.00 for consulting services relating to the Middle East Fork Balances Growth Project (PID 90120).**

*Motion by Mr. Fronk, seconded by Mr. Spinney, to authorize the Secretary-Treasurer, in consultation with CCTID Legal Counsel, to execute Consulting Agreement 2010-07, dated June 1, 2010 with Meisner + Associates/Land Vision, 2043 Madison Road, Cincinnati, OH 45208, in an amount not to exceed \$36,000.00 for consulting services relating to the Middle East Fork Balances Growth Project (PID 90120), as submitted, and upon roll call vote, carried with members present voting aye.*

- 4. Authorization for the Secretary-Treasurer, in consultation with CCTID Legal Counsel, to execute Consultant Agreement 2010-08 with Bayer & Becker, Inc. in an amount not to exceed \$244,536.00 for professional engineering consulting services as required by CCTID relating to US50/SR1313/Milford Parkway Intersection and related improvements (PID 90070).**

*Motion by Mr. Fronk, seconded by Mr. Spinney, to authorize the Secretary-Treasurer, in consultation with CCTID Legal Counsel, to execute Consultant Agreement 2010-08 with Bayer & Becker, Inc. in an amount not to exceed \$244,536.00 for professional engineering consulting services as required by CCTID relating to US50/SR1313/Milford Parkway Intersection and related improvements (PID 90070), as submitted, and upon roll call vote, carried with members present voting aye.*

**F. Upcoming Meeting Schedule**

Next Regular meeting: July 9, 2010 at 9:00 A.M.  
Clermont County Engineers Office  
2381 Clermont Center Drive  
Batavia, OH 45103

**G. Adjournment**

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

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Approved at a regularly scheduled meeting of the Board of Trustees of the Clermont County Transportation Improvement District, Clermont County, Ohio, this 9<sup>th</sup> day of July, 2010.

\_\_\_\_\_  
Clermont County Transportation Improvement District  
Chair

Attest:

\_\_\_\_\_  
Clermont County Transportation Improvement District  
Secretary-Treasurer

*Motion to Approve:* \_\_\_\_\_

*Seconded by:* \_\_\_\_\_