

FRANKLIN COUNTY TRANSPORTATION IMPROVEMENT DISTRICT

MEETING MINUTES

BOARD OF TRUSTEES REGULAR MEETING

Thursday, June 27

3:00 p.m.

Mid-Ohio Regional Planning Commission
Scioto Meeting Room
111 Liberty Street, Suite 100
Columbus, Ohio 43215

Board of Trustee Members Present

Cornell Robertson, P.E., P.S., *Chair*
Erik Janas, *Vice-Chair*
Alex Beres, *Secretary-Treasurer*
Zach Woodruff

Staff/Consultants Present

Thea Walsh, MORPC
Nathaniel Kaelin, MORPC
Susan Tsen, MORPC
Thomas Graham, MORPC
Stephen Patchan, MORPC
Rusty Schuermann, Legal Counsel

Guests Present

W. Fritz Crosier, Franklin County Engineer's Office
Brent Welch, Franklin County Engineer's Office
Howard Wood, WSP
Jeff Wallace, Barge Design
Kristin Studabaker, Carpenter Marty Transportation
Dan Hoying, LJB Inc.

Meeting Minutes

A. Pledge of Allegiance

Engineer Robertson called the meeting to order at approximately 3:02 p.m., and led the pledge of allegiance, dedicated to veterans of the Korean War.

B. Roll Call and Introductions

Engineer Robertson asked all attendees to introduce themselves and thanked everyone for attending. Roll was called for board members:

Robertson: Yes | **Janas:** Yes | **Beres:** Yes | **Woodruff:** Yes

Engineer Robertson announced a change to the agenda, moving item D1 regarding the budget to later in the meeting.

C. Approval of Minutes from May 23, 2019 Meeting

Motion by Janas, seconded by Beres to approve the meeting minutes of May 23, 2019. Motion carried via a voice vote with each member present voting aye.

D. Administrative Items

2. Authorization for the Chair, Vice Chair or Secretary Treasurer, in coordination with MORPC and Legal Counsel, to acquire public official liability and fidelity coverages relating to the operations of the TID and its Board in accordance with the June 21, 2019 Wichert Insurance proposal on file with the TID, in an amount not to exceed \$4,000, and execute all require documents to place this coverage.

Mr. Beres thanked MORPC and Mr. Schuermann for working to collect multiple insurance proposals. Mr. Beres recommends that the TID enter into an agreement with Wichert Insurance on the basis of better premiums, coverage, and rates.

Motion by Beres, seconded by Woodruff to approve authorization to acquire public official liability and fidelity coverages relating to the operations of the TID and its Board in accordance with the June 21, 2019 Wichert Insurance proposal on file with the TID. Motion carried via a roll call vote:

Robertson: Yes | **Janas:** Yes | **Beres:** Yes | **Woodruff:** Yes

E. FCTID Program of Projects

Mr. Kaelin shared that the TID submitted three supplemental funding application in May for projects at Alum Creek Drive and Rohr Rd, Rohr Rd and SR 317, and SR 317 and Lockbourne Rd. Mr. Kaelin furthered that these grant awards will likely be announced in mid-July.

Mr. Janas asked if any further action would need to be taken by the board to accept a possible grant award. Mr. Schuermann responded that the board had previously passed a resolution which authorized any actions which may be required to accept a grant award from ODOT.

General discussion was had regarding the applications as well as the project schedule for Alum Creek Drive and Rohr Road.

F. Update on Depository and Accounting

Mr. Kaelin shared that the TID would not be able to establish depository services through Franklin County, despite previous authorization by this board to do so, as a result of a legal review by the county prosecutor's staff. Mr. Schuermann expressed that the board had already authorized officers to establish a public depository. Mr. Beres expressed concern a public depository should be established soon in order to ensure the TID will be ready to receive possible funding.

General discussion regarding the requirements and procedures for establishing accounting services took place. Mr. Schuermann expressed that MORPC and he had been in contact with Mark Hurst of Hurst, Kelly, and Company, LLC regarding possible accounting services for the TID. Mr. Janas asked if such services would need to be competitively procured, to which Mr. Schuermann answered that no such process would be necessary to enter into an agreement for depository and accounting services. Mrs. Walsh reminded the board that a competitive process was used for retention of the board's legal counsel.

Motion by Beres, seconded by Janas to engage Mark Hurst of Hurst, Kelly, and Company, LLC for accounting services not to exceed \$10,000 for the remainder of the 2019 calendar year. Motion carried via a roll call vote:

Robertson: Yes | **Janas:** Yes | **Beres:** Yes | **Woodruff:** Yes

G. MORPC Technical Assistance Program (TAP)

Mr. Patchan thanked the board for the opportunity to present information regarding the MORPC TAP. Mr. Patchan gave a presentation detailing the programs scope, requirements, and deadlines. Mr. Patchan shared that the program will be issuing a call for projects on July 1, 2019.

Mr. Patchan left the meeting at 3:35 p.m., following his presentation.

H. Board of Trustees Vacancy

Engineer Robertson shared that Mr. Priestas had resigned from the board as he had accepted a new position outside of the City of Gahanna which would no longer be compatible with his role on the board.

Engineer Robertson expressed that he had reached out to Shannetta Griffin of the Columbus Regional Airport Authority to gauge interest in the vacant board member position. Mr. Janas expressed that the candidate should ensure that their supervisor would be supportive of them taking a seat on the board. Mr. Janas and Engineer Robertson confirmed that the county administration has been made aware of Ms. Griffin's interest.

Mr. Janas asked for Mrs. Walsh to forward Mr. Priestas' letter of resignation to him.

Engineer Robertson reminded the board that two non-voting members of the board need to still be appointed.

I. Other Business

Mr. Schuermann suggested that the board enter into an intergovernmental agreement with Franklin County before receiving the funds which the Franklin County Engineer had previously committed to the TID. Mr. Janas suggested that more information be gathered to determine if such action would be necessary. Discussion regarding the reception of these funds was had and it was determined that counsel would further investigate the legal aspect of the situation and a phone call would be set up between staff and board members once more information had been gathered.

Mrs. Walsh suggested that the TID hold meetings in various communities within the county beginning in the next calendar year as a means of better engaging the counties many jurisdictions. The board members were supportive of this idea.

Engineer Robertson reminded the board members of the upcoming Franklin County Fair. A special highlight will be July 13th, which will be known as “Franklin County Engineer Cornell Robertson Day.”

D. Administrative Items

1. Resolution Number 2019-06 Authorization, Adoption of Calendar Year 2019 Fund Budgets

Mr. Kaelin expressed the need to adopt of a budget by July 15th to meet the requirements of the Ohio Revised Code. Mr. Kaelin presented a draft budget, and Mr. Crosier provided updated projected expenditures for the three projects for which the TID had submitted supplemental funding applications.

Motion by Beres, seconded by Woodruff to adoption of the amended draft budget. Motion carried via a roll call vote:

Robertson: Yes | **Janas:** Yes | **Beres:** Yes | **Woodruff:** Yes

J. Adjournment

The meeting was adjourned by Engineer Robertson at approximately 3:54 p.m.

Respectfully submitted,

Alex Beres
Secretary-Treasurer