

**FAIRFIELD COUNTY TRANSPORTATION IMPROVEMENT DISTRICT**

**MINUTES OF REGULAR BOARD MEETING**

**February 13, 2024**

**FAIRFIELD COUNTY RECORDS CENTER**

**138 WEST CHESTNUT STREET; LANCASTER, OHIO 43130**

Rick Szabrak called the meeting to order at 1:02 p.m. on February 13, 2024 at the Fairfield County Records Center. The following persons were present: Rick Szabrak (TID Vice-Chairperson); Jeremiah Upp (TID Secretary/Treasurer); Greg Butcher (TID Board Member); Curt Shonk (TID Board Member); Jason Grubb (Fairfield County Engineer's Office); Mitch Noland (Fairfield County Engineer's Office); Bill Lozier (TransCon Ohio); Tom Pannett (Kegler, Brown, Hill & Ritter); Kyle Massaros (ASI); Jacque Annarino (ODOT); Jennifer Shuey (DLZ); Safa Saleu (Fairfield County RPC); Anthony Iachini (Fairfield County Economic Development) Ashley Hartsock (ADR & Associates); Josh Hillberry (Fairfield County RPC); Dave Levacy (Fairfield County Commissioner); Dave Hague (Coyote Run); Terry Dunlap (Violet Township); Damon Fulk (Environmental Design Group); Scott Seamen (GPD Group); Don Keller (Liberty Township); Ron Thomas (Thomas Properties)

**ROLL CALL:**

- a. Rick Szabrak, Curt Shonk, Greg Butcher, Jeremiah Upp, Greg Butcher, the board members in attendance. Sonja Simpson was not in attendance.

**1. APPROVAL OF REGULAR MEETING MINUTES:**

- a. Approval of the December 12, 2023; regular meeting minutes.  
b. Motion to approve made by Mr. Butcher. Second by Mr. Szabrak. All members approved by saying "Aye". Motion carried.

**2. PUBLIC COMMENT:**

- a. No public comments.

**3. REPORT FROM FINANCE COMMITTEE:**

- a. **Financial Report** - Beginning December 11, 2023, to February 6, 2023.

Date	Account	Description	Revenue	Expense	Balance
		<b>General Account (75779000)</b>			
12/11/23	75779000	<b>Beginning Balance</b>			<b>\$230,829.18</b>
12/15/23	75779000	Kegler, Brown, Hill, & Ritter		(\$4,132.50)	\$226,696.68
01/16/24	75779000	Transcon (Nov/Dec invoice)		(\$6,000.00)	\$220,696.68
01/08/24	75779000	Kegler, Brown, Hill, & Ritter		(\$507.50)	\$220,189.18
02/05/24	75779000	Kegler, Brown, Hill, & Ritter		(\$3,592.50)	\$216,596.68
		<b>Subtotal General Account (75779000)</b>			<b>\$216,596.68</b>

Date	Account	Description	Revenue	Expense	Balance
		<b>Project Account (75779001)</b>			
12/11/23	75779001-T0001	<b>Beginning Balance</b>			<b>\$501,676.76</b>
01/16/24	75779001-T0001	2LMN		(\$37,532.78)	\$464,143.98
01/16/24	75779001-T0001	2LMN		(\$41,098.02)	\$423,045.96
02/05/24	75779001-T0001	2LMN		(\$17,819.16)	\$405,226.80
		<b>Subtotal Project Account (75779001-0001)</b>			<b>\$405,226.80</b>
<b>02/06/24</b>		<b>ENDING BALANCE</b>			<b>\$621,823.48</b>

**4. NEW BUISNESS:**

- a. No new business

**5. OLD BUISNESS:**

- a. **TID Accountant:** Mr. Upp updated the board on the search for an accountant.
- b. **Consultant Project Update Report:** Mr. Lozier commented on the following projects.  
(Please see attached consultant report for details)
1. Basil Western Rd. Realignment
- (i) Application for TID funding.
- (a) Mr. Upp submitted a motion to apply for the TID Grant Funding. The motion read as follows:
- (i) *"A Motion to approve, authorize and direct the Fairfield County TID Secretary-Treasurer, in consultation with legal counsel and others as he deems appropriate, to prepare and submit to the Ohio Department of Transportation's Office of Jobs & Commerce an application for TID Grant Funding for State Fiscal Year 2025 for the Basil-Western Road Improvements Project, or other such projects as deemed appropriate by the Secretary-Treasurer, and to take such other actions and deliver and execute such other documents as appropriate and necessary, at the Secretary-Treasurer or Chairman's sole discretion, to carry out the purposes of this Motion."*
- (b) Mr. Shonk moved to adopt the motion. Second by Mr. Szabrak.
- (c) Mr. Butcher had a point of discussion. He questioned the sentence "or other such projects as deemed appropriate by the Secretary-Treasurer".
- (d) After discussion, the board voted down the original motion.
- (e) Mr. Upp asked Mr. Pannett to revise the motion.
- (f) Mr. Upp submitted another motion to apply for TID Grant Funding. The motion read as follows:
- (i) *"A Motion to approve, authorize and direct the Fairfield County TID Secretary-Treasurer, in consultation with legal counsel and others as he deems appropriate, to prepare and submit to the Ohio Department of Transportation's Office of Jobs & Commerce an application for TID Grant Funding for State Fiscal Year 2025 for the Basil-Western Road Improvements Project, ~~or other such projects as deemed appropriate by the Secretary-Treasurer,~~ and to take such other actions and deliver and execute such other documents as appropriate and necessary, at the Secretary-Treasurer or Chairman's sole discretion, to carry out the purposes of this Motion."*
- (g) Mr. Butcher made a motion to adopt. Second by Mr. Szabrak. All members approved by saying "Aye". Motion carries.

2. Far East Freeway

3. Refugee Road Corridor/Shared Use Path

(i) The board discussed applying for the Safe Routes to School Grant with the Ohio Department of Transportation.

(a) Mr. Upp submitted a motion to apply for the TID Grant Funding. The motion read as follows:

(i) *"A Motion to approve, authorize and direct the Fairfield County TID Secretary-Treasurer, in consultation with legal counsel and others as he deems appropriate, to prepare and submit to the Safe Routes to School Program an application for TID Grant Funding for State Fiscal Year 2025 for the Refugee Road Corridor, and to take such other actions and deliver and execute such other documents as appropriate and necessary, at the Secretary-Treasurer or Chairman's sole discretion, to carry out the purposes of this Motion."*

(ii) Motion to adopt by Mr. Butcher, Second by Mr. Shonk. All members approved by saying "Aye". Motion carries.

4. US33/I-70 Connector

(i) Wagram Road /Mink Street & Intel

5. East Side Industrial Connector

6. US33 Corridor Lane Widening


6. **OTHER BUSINESS:**

a. **Changing By-Laws:** The board discussed reducing paper and moving meeting notices, agendas, and meeting notes to the website. Currently the by-laws do not permit that. Mr. Upp noted he will review by-laws and update the board on possible changes at the next meeting.

7. **ADJOURMENT:**

a. Motion to adjourn by Mr. Butcher. Second by Mr. Shonk. All members approved by saying "aye". The meeting was adjourned.

Minutes approved by:



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Jeremiah Upp  
Secretary/Treasurer