

## Ottawa County Transportation Improvement District

### Regular Meeting

May 26, 2020

This regular meeting of the Ottawa County Transportation Improvement District (OCTID) was called to order by Ron Lajti at 8:30am on May 26, 2020. Present were OCTID members: Ron Lajti, Steve Levorchick, Mark Stahl, Mark Messa, and Jennifer Widmer; Non-voting members, Senator Theresa Gavarone and Representative DJ Swearingen; Commissioners: Mark Coppeler and Don Douglas; Administrative Assistant, Tina Molnar; and guest, Jeff Loerke from ODOT.

#### **Submission of Minutes from Previous Meeting:**

Minutes were submitted for approval. A motion was made by Mark Stahl and seconded by Mark Messa for the minutes to be approved as written. There was no discussion

Roll Call Vote: Lajti – yes, Widmer – yes, Levorchick – yes, Messa – yes, Stahl – yes

#### **Officer Reports:**

Chairman: Will report with old and new business.

Vice-Chairperson: No report

Secretary-Treasurer: Will report farther in agenda.

**Correspondence:** There is no additional correspondence to report other than what will be addressed in agenda.

#### **Old Business:**

##### State Route 53/State Road – project update

- There will be a preconstruction meeting for tomorrow for the State Road improvement portion of this project. Once this is complete, Ottawa County will have completed every leg up to the State Road/St. Rt. 53 intersection. ODOT wants OCTID to submit 2 TID applications in which the funds will go toward the SR 53 / SR 2 improvement project. The first application is due this May and will go toward project design. The second application would be made in May of 2021 and go toward constructions costs.

##### State Route 19/State Route 163 Intersection in Oak Harbor

- No update. ODOT still looking at the results of the traffic study conducted at that intersection.

##### Bridge in Elmore

- The last flood blew out the causeway and sent the debris downstream. There were several calls to the Engineers office and they were referred to ODOT.

##### 2020 Budget – State Auditor Requirements

- Jennifer reached out to the State Auditors to find out what we would have to do this year regarding reporting. Since we have no revenue or expenditures to report we will simply have to file a report stating we exist. The State Auditors will input the data and get with the County Auditor's office. Jennifer will then file whatever needs to be filed for the 2019 audit.

#### **New Business:**

##### Public Records Policy

- A Public Records Policy, log, and request form have been created using the Engineer's template.

Steve Levorchick moved that the Public Records Policy be accepted and adopted. The motion was seconded by Mark Stahl. There was no discussion.

Roll Call Vote: Lajti – yes, Widmer – yes, Levorchick – yes, Messa – yes, Stahl – yes

- The policy will be posted at the Ottawa County Engineer's Office as their location is the office of record for the OCTID.

### Letter from Jamie Beier-Grant from the Montrose Group/Funding for State Road/53 Intersection

- ODOTs funding plan for the State Rout2 and State Route 53 interchange, State Road/St. Rt. 53 intersection and the St. Rt. 53 corridor to St. Rt. 163 involves many funding streams, including \$2,500,000 from a Safety Grant, \$150,000 requested contribution from the Engineer's office, \$150,000 requested contribution from the Commissioners, and other grant awards.
- Jamie Beier-Grant of The Montrose Group wrote to Ron and advised him of various grant options available to the OCTID. A CDBG grants was referenced as item one (1). Mark Messa commented that CBDG grants, even for this purpose, would carry the Low/Moderate Income mandate. Fifty-one percent of the jobs created or retained would have to fall into this category. Regional Planning works with Poggemeyer for closing documents.
- Another grant referenced was the Economic Development Administration (EDA) Grant available through the CARES Act. There's been \$225 Million allocated for a six state region in response to COVID-19 for economic development. ODOT recommended this grant be pursued to help with the cost of this project. The OCTID meets all criteria for application. The OCTID Board would apply but the funds would be used by ODOT.
- Additionally conversation was had regarding the complexity of the application process and how the County does not have the staff, time or experience necessary to complete the grant applications themselves. It was determined that the OCTID would likely need a consultant to help facilitate the application of the EDA grant. It was recommended that RFQs be solicited from various firms that could help with the application process. Jeff Loerke from ODOT said he would put us in contact with other TIDs so that we may contact them for examples of RFQs and potential consultant contacts. Mark Messa also said he would share samples.
- The question of paying for the consultant was posed. At this point the OCTID has no money. Ron said that \$500,000 from the 629 Grant was awarded to the Engineer's Office last year for the State Road Improvement Project. ODOT originally planned to use these funds for the SR2/SR53/State Road Improvements. Ron advised that the County Engineer's Office committed \$250,000 to the state for their project since they forwent use of the 629 grants in favor of the Engineer's Office. There was a question as to whether or not some of the money committed to ODOT by the Engineer's Office could be used to pay a consultant. Additionally, Mark Messa said that Poggemeyer does not charge them for preparation of grant applications unless the grant is awarded. Their fee would come from administration allocations associated with the grant. This option will be investigated during the search for a consultant. Payment options for the consultant will be investigated further.
- The EDA grant deadline in September of 2022 and ODOT has said they want to begin construction in 2022. Ron asked Jeff if ODOT would construct the project without EDA money and what other funding options ODOT might pursue if they were not available. Jeff's answer was that additional sources should be sought out. He stressed that this project has been important to this area for approximately 30 years and all possible options should be pursued to ensure it is constructed.
- Ron Lajti moved that the OCTID research appropriate means of requesting RFQs and RFPs and to send Requests for Qualifications to CT Consultants, The Montrose Group, and Poggemeyer. Steve Levorchick moved that the TID send out RFQs to the above mentioned firms. Mark Messa seconded.  
Roll Call Vote: Lajti – yes, Widmer – yes, Levorchick – yes, Messa – yes, Stahl – yes

### TID Application

Jennifer Widmer moved to authorize Ron Lajti, Chairman of the Board, to sign and file a TID application with ODOT for the State Route 2 / State Route 53 / State Road Improvement Project. Mark Messa seconded. There was some discussion:

- Ron advised that he was signing all of our names, as Board members, to the application.
- Ron also wanted to let us know that he was having trouble identifying the total number of jobs in the County. The numbers from Job and Family Service and OCIC aren't matching up but he will do his due diligence to make sure he had the correct number.
- Mark Stahl inquired about how seasonal work was calculated into equivalent full time positions. Ron advised he was using the Accommodation and Food Service categories (customarily considered seasonal) as reference for jobs impacted by this corridor. Ron also shared that of the \$46 billion dollar impact tourism brings to the state of Ohio, Ottawa County has been identified as contributing 4% of the total.

- Roll Call Vote: Lajti – yes, Widmer – yes, Levorchick – yes, Messa – yes, Stahl – yes

**Adjournment:**

Steve Levorchick moved that we adjourn the meeting. The motion was seconded by Mark Stahl. There was no discussion.

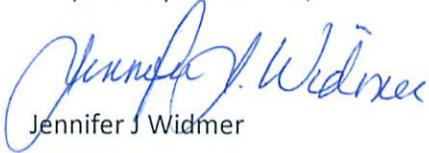
Roll Call Vote: Lajti – yes, Widmer – yes, Levorchick – yes, Messa – yes, Stahl – yes

Meeting Adjourned at 9:20am.

The next meeting will take place July 20, 2020 at 8:30am at the Ottawa County Engineers Office unless an emergency meeting is needed.

Be It Further Resolved, that it is found and determined that all formal actions of the Board concerning and relating to the adoption of the above resolutions were so adopted in an open meeting of this Board and that all deliberations of this Board and any of its committees that resulted in such formal actions were in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Respectfully Submitted,



Jennifer J Widmer

OCTID Secretary/Treasurer