



EXECUTIVE COMMITTEE MEETING  
OF THE  
OHIO-KENTUCKY-INDIANA REGIONAL COUNCIL OF GOVERNMENTS  
MAY 14, 2020-- 10:30 A.M.  
VIA TELECONFERENCE

President Knochelmann called the meeting to order at 10:31 a.m. after receiving confirmation from Mr. Policinski that we did have a quorum. The following members were in attendance:

**BOARD MEMBERS**

Mr. Kris Knochelmann, Kenton County Fiscal Court  
Mr. T.C. Rogers, Butler County Board of Commissioners  
Mr. Gary Moore, Boone County Fiscal Court  
Mr. Kenneth F. Reed, Resident Member  
Mr. Andrew Aiello, TANK  
Ms. Ann Becker, West Chester Township  
Ms. Tammy Campbell, ODOT  
Mr. Charlie Cleves, City of Bellevue  
Ms. Denise Driehaus, Hamilton County Board of Commissioners  
Ms. Beth Fennell, Newport, Kentucky  
Mr. Mark Fette, City of Lawrenceburg  
Ms. Cathy Flaig, Boone County Fiscal Court  
Mr. Rob Franxman, Boone County Engineer  
Mr. Josh Gerth, Anderson Township  
Mr. Dennis Andrew Gordon, FAICP PDS of Kenton County  
Mr. Darryl Haley, SORTA  
Ms. Jude Hehman, City of Fort Mitchell  
Mr. Ed Humphrey, Clermont County Board of Commissioners  
Mr. Roger Kerlin, Resident Member  
Ms. Katherine Koeough-Jurs, City of Cincinnati  
Mr. Christopher Lawson, Resident Member  
Mr. Mike Mains, City of Harrison  
Mr. Larry Maxey, Resident Member  
Mr. David Linnenberg, Green Township  
Mr. J. Todd Listermann, Dearborn County Engineer  
Mr. Mike Mains, City of Harrison  
Ms. Christine Matacic, Butler County Association of Township Trustees & Clerks

Kris Knochelmann  
President

Mark R. Policinski  
CEO

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Mr. Larry Maxey, Resident Member  
Mr. Mark McCormack, Dearborn County Board of Commissioners  
Mr. Robert McGee, Union Township  
Ms. Candace McGraw, Kenton County Airport Board  
Mr. Pete Metz, Cincinnati USA Regional Chamber  
Ms. Rosalind Moore, City of Forest Park  
Mr. David Okum, Resident Member  
Mr. David Painter, Clermont County Board of Commissioners  
Mr. Tom Peck, Clermont Township Association  
Mr. Rick Probst, Dearborn County Board of Commissioners  
Mr. Roger Peterman, City of Fort Thomas  
Mr. Karl B. Schultz, Miami Township  
Mr. Charles Tassel, City of Deer Park  
Mr. Tom Voss, Resident Member  
Mr. Robert Yeager, KYTC  
Mr. David Young, Warren County Board of Commissioners

#### **LEGAL COUNSEL**

Mr. Ed Diller, Taft, Stettinius & Hollister

#### **STAFF**

Mr. Mark Policinski	Mr. Robert Koehler	Ms. Marilyn Osbourne
Ms. Jenn Spreckelmeier	Ms. Regina Fields	Ms. Purcy Nance
Mr. David Shuey	Ms. Lorrie Platt	Mr. Jim Pickering
Ms. Ting Zou	Ms. Suzanne Parkey	Ms. Robyn Bancroft
Mr. Brandon Rudd	Mr. Brett Porter	Ms. Summer Jones
Ms. Margaret Minzner	Mr. Travis Miller	Mr. Brandon Flessner
Ms. Gaby Waesch		

President Knochelmann led us in the Pledge of Allegiance.

#### ITEM #1: **ADMINISTRATIVE**

##### A. **President's Announcement's**

President Knochelmann made note that he hopes everyone has remained safe and stays safe.

President Knochelmann asked for a Board meeting change. He said this is a request to cancel our July Board meeting and change our June 11<sup>th</sup> Executive Committee meeting to a Board of Directors meeting. He asked for a motion to approve. Mr. Humphrey moved to approve the changes. Mr. Weidman seconded the motion; motion carried.

## B. Approval of April 12, 2020 Board of Directors Meeting Minutes

President Knochelmann called for corrections and/or additions to the April 9, 2020 minutes of the Executive Committee meeting. There being none, Mr. Humphrey moved that the minutes be approved as presented. Mr. Aiello seconded the motion; motion carried.

## C. Executive Director's Report

Mr. Policinski, OKI staff, said we are all healthy at OKI and we are very thankful for that. He mentioned that we are fully functional and have been telecommuting for about two months now. He said staff members are in constant communication with each other and working as if nothing has changed. He stated that it can never be said OKI will have to reopen because we never closed. He said if you do incur a problem, please feel free to contact anyone from OKI. He gave his personal cell. He stated that the virus is altering many of our lives as everyone knows. Mr. Policinski mentioned that the number of trips taken since COVID-19's impact on the economy, and May 1st, has dropped by 41% across the country. He broke that down, mentioning he feels that number is low, but with that number, what that means for this region is that every day almost 3,000,000 trips are not being taken. He stated to extrapolate that number out, trips for a year that decline by over 1,000,000,000.

Mr. Policinski mentioned that one of the things OKI is working diligently on, other than our 2050 plan, is the grants and awards that OKI gives out on an annual basis. He said that OKI is on track to give out \$38.5 million in grants and awards. He said he is happy to say that the jurisdictions are working very actively and continually engaged with OKI in moving projects forward in OKI's nationally renowned prioritization process. He said nationally renowned because it has been deemed best practice for the Federal Highway Administration. He stated it is good to note that your communities are working with us and are fully engaged in these very difficult times to get their part of this \$38.5 million. He broke down the total funds; \$28M is for Ohio's STBG, also in Ohio is \$2.7M for transportation alternatives, in Kentucky is \$7M for SNK funding and for Kentucky transportation alternatives is \$800K. Mr. Policinski said staff has noticed that many bids are coming in a little bit higher. He said, as of now, no project has been delayed or cancelled; projects are moving forward smoothly. He said all seems to be going well with the grants and awards being issued to your communities.

## D. Legislative Update

Mr. Policinski discussed Issue 7 which was on the spring ballot. He said issue 7 passed and congratulated those who were a part of the process. He recognized that it was a tough fight as it is a very dramatic change for how business is done. What the Issue calls for is a reinventing of the transit system in Hamilton County. Time will tell on how that will play out.

Mr. Policinski mentioned that at the federal level we are working closely with the Nation Council of Regional Associations to ensure that regional councils will not be forgotten in funding by the federal government, whether that funding comes through a new stimulus package or through a new transportation bill. He mentioned that the current transportation bill runs out on September 30<sup>th</sup> of this year. He stated that he believes there is very little chance that we will have a new bill by then which means that after September 30<sup>th</sup> we will be rolling into a continuing resolution. OKI has designed their project expenditures and finances such that a continuing resolution will not harm the amount of money that we can allocate to the jurisdictions. When it comes to an additional potential stimulus package, we have to take an honest look at this. There is no additional stimulus package being looked at in the Senate and in the House the democrat's new stimulus package of \$3 trillion did not provide any dollars for infrastructure.

Mr. Policinski said in closing that he typically presents 4 or 5 achievements of the OKI staff to the Board each month; it is a great sense of pride whether you are on the staff or the Board to see just how great the staff at OKI is. This month, he wanted to recognize the entire staff for their superlative work in these very unusual and trying times. He said the staff has not missed a beat in providing the excellent service that has always been given to the region, it has maintained OKI's remarkable esprit de corps and they've shown its memorable ability to happily adapt as we work through all the issues of working remotely; just their remarkable ability to adapt to the tumult that surrounds us. He said the team is just outstanding and it is an honor to work with everyone one of them.

Mr. Haley, SORTA, commented on how excited SORTA is for the passing of Issue 7. He said history was made today. He thanked OKI for all the hard work they have done in the community and the support they have provided to them over the years. He said it is truly amazing the work the OKI does and the support they have given SORTA. He stated that SORTA is excited about implementing the Reinventing Metro Plan. He said he is without words this morning other than thank OKI so much for all the hard work.

Mr. Pete Metz commented also, referring to Issue 7, to say thank you to OKI who worked so hard to help the chamber, especially over the last year to help make this possible.

#### E. Finance Officer's Report

Ms. Purcy Nance, OKI staff, reported that the Finance Officer's Report was distributed via Constant Contact. She explained that this report contains the financial statements for the period ended March 31, 2020 and includes current cash information.

Ms. Nance referred members to page 2 for the current information. As of May 8th, OKI had \$328,830 in the PNC checking account, \$18,324 in the HSA/FSA checking account and \$711,328 in the STAR Ohio money market mutual fund. Ms. Nance reported that there has been no recent activity on OKI's line of credit and there is no outstanding balance at report date.

Ms. Nance stated that page 3 contains the balance sheet as of March 31st. She reported that Cash and Investments are up 16% from this time last year. Receivables are down 21% from this time last year. Ms. Nance reported that at March 31st, there were \$778,000 in receivables associated with February and March invoices. She further stated that payables are up down 24% or \$29,000 from this time last year due to the completion of the traffic data project and cancellation of the freight conference, offset by timing of routine invoices.

Ms. Nance stated that Revenue information is located on page 4. She reported that at March 31, OKI was 75% of the way through the budgeted year. Overall, revenues are at 72%, which is on budget. She referred Board Members to page 4 footnotes for an explanation of variances greater than 10%.

Ms. Nance stated that page 5 contains Expense information. She reported that overall, expenses are at 70%, which is on budget. She referred Board Members to page 5 footnotes for an explanation of variances greater than 10%.

Ms. Nance stated that page 6 contains the General Fund Balance information. She reported that the General Fund Balance has had net increase of approximately \$105,000 year to date. The two components of this increase are timing differences and year to date activities. The timing differences include a \$171,000 increase due to timing of county funding payments and \$102,000 decrease due to application of negotiated fringe and indirect rates. The remaining \$36,000 increase is associated with year-to-date operations and timing of active projects. Resulting in a year to date fund balance of \$1,582,000. Of this amount, \$574,000 is committed to active projects.

President Knochelmann asked if there were any questions for Ms. Nance. There being none, he asked for a motion to approve. Mr. Reed moved that the Executive Committee accept and file the Finance Officer's Report dated April 9, 2020. Mr. Gordon seconded the motion; motion carried.

ITEM #2: BUDGET COMMITTEE REPORT

Mr. Reed presented a review of the budget committee meeting that morning. He said that they had two resolutions to present to the Board and also mentioned that the committee is in the process of bringing the budget for FY21 to the Board in June. He stated that the budget committee did approve to move forward with the budget as presented by staff. He said it will be posted for the Board to review and the item will be on the agenda for the Board's consideration in June.

A. Authorization to enter into an extension of the employment contract with the Executive Director

Mr. Reed presented the renewal for the contract for our Executive Director. He thanked Judge Knochelmann and Mr. Policinski for getting together and looking out for how the organization needs to proceed. He stated that it is an extension of the existing terms of the contract through FY23. He said that the only change to the new contract is a reduction in the increases that would

be afforded to him moving forward, which Mr. Policinski graciously agreed to. Mr. Reed invited President Knochelmann to make any further comments.

President Knochelmann said he recapped it very well and added that we hope that we can continue this partnership. He noted that it took Mr. Policinski no time to agree to the new contract and that he is totally supportive of the future and leadership of OKI.

Mr. Reed asked for a motion to approve Resolution 2020-12, the Authorization to enter into an extension of the employment contract with the Executive Director. Mr. Weidman moved to approve. Mr. Painter seconded the motion; motion carried.

B. Authorization to Adopt Credit Card Policy

Ms. Melissa Jones, OKI staff, presented the proposed adoption of a credit card policy to the budget committee. She stated that house bill 312 states that the legislative authority of a political subdivision that holds a credit card account must adopt a written policy for the use of credit card accounts. She said OKI developed a written credit card use policy to meet the minimum requirements of house bill 312 and to meet the specific needs of our organization. She stated that OKI has two authorized credit card users, Mr. Policinski and Mr. Koehler. The policy requires that we appoint a compliance officer and the person who fills this position must be an accountant in the finance division and separate from any of the finance officials. She said that OKI already had a policy in place, but it needed to be put in writing, which we have now done.

Mr. Reed commented that it is a compliance issue and following the requirements of the house bill. He stated that OKI has already had this in place, but now they also have it in writing. He said the budget committee approved moving forward with this policy to be presented to the board.

Mr. Reed moved that the Executive Committee approve Resolution 2020-13, the Authorization to Adopt Credit Card Policy. Mr. Painter seconded the motion; motion carried.

ITEM #3: 2050 Metropolitan Transportation Plan Presentation #7 – Status Report

Mr. Bob Koehler, OKI Staff, updated the committee on the 2050 MTP. The draft document has been completed and the draft project list has been refined based on comments received. The 2050 projects can be viewed at <https://2050.oki.org>. The Plan website has opportunity for the public to provide feedback.

A virtual public hearing will be conducted on June 8 via OKI website where a narrated PowerPoint presentation will be available for view. On June 9 OKI will be asking for ICC approval, followed by Board adoption at the June 11 meeting. He provided his contact information 513-619-7676 or [rkoehler@oki.org](mailto:rkoehler@oki.org).

ITEM #4: INTERMODAL COORDINATING COMMITTEE REPORT

A. Amendment #8 of the OKI Fiscal Years 2020-23 Transportation Improvement Program

Mr. Andy Reser, OKI Staff, presented Amendment #8 that involves two projects in Dearborn County. The first is an erosion control project on SR 46; it moves the ROW phase from FY20 to FY21 and increases the programmed funds needed for construction. The second project adds a bridge replacement project on Harrison-Brookville Road. Both projects are exempt from air quality conformity and the Amendment has been posted to our website for comment since April 29th. No comments were received.

Mr. Humphrey moved to approve Resolution 2020-14, Amendment #8 of the OKI Fiscal Years 2020-23 Transportation Improvement Program. Mr. Probst seconded the motion; motion carried.

B. Concerning Selection of Projects to be funded with Section 5310 Federal Funds Allocated to the Cincinnati Urbanized Area

Ms. Summer Jones, OKI staff, presented the 5310 funding award recommendations. She stated that 5310 funding provides mobility for seniors and individuals with disabilities by removing barriers to transportation services and expanding transportation mobility options. She said that OKI received 12 applications, 11 of which OKI is recommending to be funded. She pointed out that the one application that the oversight team was not recommending to be funded was due to their local match not being secure. She also stated that the Cancer Justice Network submitted an additional piece to their application for a transportation forum to be funded, which the oversight team does not recommend for approval as they felt it was a duplication of effort from OKI's Tristate Transportation Equitable Opportunity Team. She said of the 11 they are recommending it is a mix of vehicles, software, camera equipment and contract services.

Ms. Jones said approximately \$1.3M is being awarded with 5310 funding. Staff is asking for approval of Resolution 2020-15.

President Knochelmann asked for a motion. Mr. Humphrey moved to approve Resolution 2020-15 Concerning Selection of Projects to be funded with Section 5310 Federal Funds Allocated to the Cincinnati Urbanized Area. Mr. Weidman seconded the motion; motion carried.

ITEM #5: MARKETING CAMPAIGN FOR THE REGIONAL CLEAN AIR PROGRAM

Ms. Jones presented the marketing campaign for the regional Clean Air program. She said this program runs from May through September. Resolution 2020-16 seeks authority for the Executive Director to enter into agreements exceeding \$30,000 so staff can move forward with the

marketing of the program in a timely, cost effective manner. Staff is requesting approval of Resolution 2020-16.

President Knochelmann asked if this was done annually and where do those dollars come from?

Ms. Jones responded that this program is funded with CMAQ funds that staff applies for each year. These funds have already been approved by ODOT, KYTC and FHWA. She said they are in OKI's work program, but OKI's bylaws do not allow the Executive Director to sign contracts in excess of \$30,000. A special resolution is needed for Mr. Policinski to be able to sign those contracts.

President Knochelmann asked for a motion to approve 2020-16. Mr. Humphrey moved to approve Resolution 2020-16 for Marketing Campaign for the Regional Clean Air Program. Ms. Maticic seconded the motion; motion carried.

ITEM #6: OTHER BUSINESS

There was no other business.

ITEM #7: ADJOURNMENT

President Knochelmann stated that the next meeting would be held on June 11, 2020.

Judge Moore moved to adjourn the Executive Committee meeting. Mr. Painter seconded the motion. The meeting adjourned at 11:15 a.m.



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KRIS KNOCHELMANN, PRESIDENT



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MARK R. POLICINSKI, SECRETARY