

TRANSIT AUTHORITY OF NORTHERN KENTUCKY
Board of Directors
March 8, 2017

The Board of Directors meeting was called to order at 5:30 p.m., Wednesday, March 8, 2017 in the Conference Room of the TANK office, 3375 Madison Pike, Ft. Wright, Kentucky by Mr. Ed Kuehne, Board Chair. Mr. Kuehne requested all to stand for the Pledge of Allegiance.

Mr. Kuehne requested Mr. Dave Anneken, Secretary/Treasurer, to call the roll. In attendance were: Mr. Ed Kuehne, Board Chair; Mr. Timothy Donoghue, Board Vice-Chair; Mr. Brian Ellerman; Mr. Steve McCoy; Mrs. Jean Miller; Mr. Jim Parsons; Ms. Jody Robinson; Mr. Dave Sogar; Mr. Bill Voelker; Mr. Andrew Aiello, General Manager; Mr. Steve Martin, Legal Counsel and Mrs. Nancye McClanahan, Executive Assistant.

Mr. Kuehne reported the first order of business was to approve the minutes of the February 8, 2017 Board meeting. ***Mr. Sogar made a motion to approve the February 8, 2017 Board minutes. Mr. Donoghue seconded the motion. MOTION PASSED.***

PLANNING & MARKETING COMMITTEE

- Mr. Kuehne reported the Planning and Marketing Committee did not conduct a meeting in February.

FINANCE COMMITTEE – Mr. Kuehne

- Mr. Kuehne reported we have just concluded a lengthy combined meeting of TANK's committees and we have some *Action Items* to act upon.

He reported the first *Action Item* pertained to the TANK's Call Recording System. This system is very important to TANK's call centers, dispatch and bus operators. Mr. Kuehne informed the Board we went out to bid and received quotes from three vendors. The quote from Applied Digital Solutions, the current service provider, is 30% less than the closest competitor at a cost of \$19,925.00. Staff recommends that we accept the bid from Applied Digital Solutions.

Mr. Sogar made a motion to approve the purchase of the Call Recording System (NICE) for a cost not to exceed \$19,925.00. The motion was seconded by Mr. McCoy. Prior to the vote Mr. Aiello informed the Board this was a Federal Capital purchase. MOTION PASSED.

- Mr. Kuehne reported TANK applied for a grant from OKI for Senior Transportation Services and we will be awarded \$90,000 over the next eighteen months. He thanked staff for their efforts.

Board of Directors

March 8, 2017

Page 2 of 4

- Mr. Kuehne reported that, at the Special Meeting of the TANK Board of Directors, Mr. Aiello reviewed with the board, in detail, the Fiscal Year 2018 Draft Budget which would begin on July 1, 2018.

He requested a motion from the Board to accept the FY 2018 Draft Budget.

Mr. Donoghue moved that the Board approve the FY 2018 Draft Operating and Capital Budget and submit it to the three Fiscal Courts. The motion was seconded by Mr. Sogar. Mrs. Miller asked if there was to be a service reduction/service adjustment included. Mr. Kuehne indicated that part of this Draft Budget had a service reduction and service adjustment included and it will be presented to each Fiscal Court. Following discussion regarding the FY 2018 Draft Budget, the **MOTION PASSED**.

OPERATIONS & SAFETY COMMITTEE

- Mr. Kuehne reported the Operations and Safety Committee did not conduct a meeting in February.

GENERAL MANAGERS REPORT – Mr. Aiello

- Mr. Aiello reported on the following:
 - Mr. Aiello thanked the Board for their time this afternoon at the Special Meeting of the TANK Board of Directors where we went through, in detail, the Draft FY 2018 Operating and Capital budget. He reported the next step is to deliver the Draft to the three Fiscal Courts and get their feedback. He thanked the staff for all of their hard work. The budgeting process required a lot of hard work. He said the staff members are all true professionals in what they do and it is a pleasure to work with this group. Mr. Aiello informed the Board they would be kept updated as the process moves along.
 - He reported we continue to meet with folks within the region that have an interest in public transit, including a group of Executive Directors of social service agencies.
 - Mr. Aiello reported we continue to meet with the economic development folks to talk over any ideas or leads or workforce issues that they would like to discuss in regards to transit. He reported he has most recently met with staff from Kenton County to understand recent development projects/patterns in the region.
 - Mr. Aiello reported the Boone County Transportation Plan is about to kick off so Frank Busofsky, TANK's Planning Manager, is TANK's lead on the effort. We are involved in that conversation of what the Boone County Transportation Plan update might look and how that could impact transit in the County.

- In regard to Operations, we had six preventable accidents in February compared to five preventable accidents in 2016. Year-to-date we have a total of twelve preventable accidents compared to 10 preventable accidents in 2016. He reported we are currently on track with our goals for the year.
- Mr. Aiello reported we are doing a lot to react to the announcement about Amazon's expansion at CVG and DHL's announcement to hire 900 people at their CVG facility as well. There was a Job Fair on Saturday that we provided bus service for and a booth at the Fair to inform folks about how to use transit to get to the jobs. We had to react very quickly to make sure the transit connection to these jobs will be in place. That connection is being made and operation will start March 13th – Planning, Communications and Operations staff have been working very hard to make that happen.
- Mr. Aiello announced within our Maintenance Department, all nine new Gillig buses have arrived. Some of the buses are already on the road while others will follow shortly. Two of our four Southbank Shuttles have also arrived. We are very pleased with the construction of the Shuttles and they will also be in service very shortly. He thanked the Maintenance staff for getting the new buses up and running.
- Mr. Aiello reported he has one more *Action Item* to present to the Board. He referred to the memo he provided them pertaining to Surplus Vehicle Equipment. Mr. Aiello reported we have had a request from Boone County Schools - they have a Diesel Tech Program and they are looking for an old, used engine to do some training on. We have a 1997 M11 diesel engine that was removed from an old bus that is no longer in service. We are requesting the Board to declare the engine surplus to give us the authority to transfer the old engine to Boone County Schools for continued public use.

Mr. Voelker made a motion to declare the M11 diesel engine surplus. Mr. Parsons seconded the motion. MOTION PASSED.

Mr. Kuehne reported ridership for January 2016 was 273,091 and in January 2017 ridership was up to 274,357. He encouraged the public to ride TANK's Southbank Shuttle to the Reds Opening Day game – let's set a record for ridership.

GENERAL COUNSEL REPORT – Mr. Steve Martin

- Mr. Martin indicated that he no report to make.

AUDIENCE RECOGNITION – Mr. Kuehne

- Mr. Kuehne asked for Audience Recognition and there was none.

OLD BUSINESS – Mr. Kuehne

- Mr. Kuehne asked for Old Business and there was none.

NEW BUSINESS – Mr. Kuehne

- Mr. Kuehne asked for Old Business and there was none.

Mr. Kuehne requested a motion to adjourn the meeting. Mr. Donoghue made the motion to adjourn the Board Meeting. The motion was seconded by Mr. Parsons. MOTION PASSED.

The TANK Board of Directors meeting adjourned at 5:45 p.m.

Respectfully Submitted:
Nancye McClanahan
Executive Assistant

David L. Anneken, Secretary-Treasurer

Ed Kuehne, Board Chair