

**TRANSIT AUTHORITY OF NORTHERN KENTUCKY**  
**Special Meeting of TANK's Board of Directors**  
**Combined Planning & Marketing, Finance, and Operations & Safety Committees**  
**Tuesday, March 3, 2020**

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A Special Meeting of TANK's Board of Directors met on Tuesday, March 3, 2020 at 8:30 a.m. in the TANK Conference Room. Present at the meeting included: Brian Ellerman, Board Chair; Scott Guenther, Board Member; Jim Parsons, Board Member; Dave Sogar, Board Member; Bill Voelker, Board Member; Andrew Aiello, General Manager; Gina Douthat, Deputy General Manager; Sean O'Leary, Director of Operations; Bill Hock, Director of Maintenance; Bob Lockman, Risk Manager; Tricia Duvall, Manager of Human Resources; Frank Busofsky, Manager of Planning; Gary McCulley, Manager of Scheduling; Ray Helms, Information Systems Manager; Lyndi Whiteker, Performance Analyst; Mike Duncan, Legal Counsel and Nancye McClanahan, Executive Assistant/Board Secretary.

Absent from the meeting were: Ed Kuehne, Board Vice Chair; Tim Donoghue, Board Member; Gina Rittinger, Board Member; Laura Thompson, Board Member; Alex Fuchs, Manager of Finance; Kail Clifton, Manager of Special Services; Pete Papucci, Facility Manager and Wayne Bey, Purchasing Manager.

- **Transit Worker Appreciation Day** – Mrs. Douthat reported Thursday, March 19<sup>th</sup> we will celebrate Transit Worker Appreciation Day. If Board members would like to participate there are a couple of opportunities:
  - Serve Continental Breakfast – 4:30 a.m. to 6:30 a.m. in the TANK Operator Lounge/Dispatch area.
  - During rush-hour in the afternoon – 3:30 p.m. to 5:30 p.m. – As Operators pull into downtown bus stops for passengers we meet the bus and thank the Operator.

This is a day were Directors and Managers can express their appreciation for the work the Maintenance staff and Operators do each day. We will also have treats available throughout the day. (*See Enclosed*)

- **Update on the System Redesign Recommendations and the Draft FY 2021 Operating Budget** – Mr. Aiello provided updates on items/feedback related to the System Redesign since the last meeting. He noted what recommendations are in/out of the current plan (Draft 2.1). (*See Enclosed*)

Mr. Aiello presented the Draft FY 2021 Budget to the Board. He said the goal for today's meeting was to review the *Draft* Budget with them. This will give the Board a week to review the Budget and ask questions. We can then consider the draft for *Action* at next week's Board meeting. (*See Enclosed*)

- **Redesign Implementation Timeline** – Mr. Aiello provided an implementation timeline to the Board that showed all of the individual activities that need to be completed prior to the full implementation of the Redesign. This is a *working document* and we update this once a week - this is just information for the Board. No action is necessary.

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- **January Financials** – Mr. Aiello reported we are right on budget this year – health insurance expenses were up and we will see that again in the February financials.
- **Change to Gillig Purchase Order** – Mr. Hock reported last September 2019 the Board approved the purchase of nine (9) forty foot low-floor diesel transit buses – they go on line the end of this year. We have received Grant funding to change four (4) of those buses to Hybrid buses from diesel buses. The Grant requires us to purchase Hybrid buses with the funding. Mr. Hock said we are asking the Board to approve an amendment to the original purchase order for an additional \$826,979.10 to convert four of the nine buses to Diesel-Hybrid. When asked, Mr. Hock reported this purchase is entirely funded by the Federal Grant. *(See Enclosed)*

*Mr. Guenther made a motion to approve the change of the 2021 Gillig purchase order. Mr. Voelker seconded the motion. MOTION PASSED.*

- **Scissors Lift Replacement** – Mr. Hock said we are requesting the Board's approval for the purchase of a replacement scissor/platform lift. Based on the quotes received, the most favorable cost for the lift is \$10,715.00 – Capital Funds would be used to purchase the lift. *(See Enclosed)*

*Mr. Guenther made the motion to approve the purchase of the Scissor Lift. Mr. Voelker seconded the motion. MOTION PASSED.*

Mr. Aiello complimented the Staff on how they manage their budget throughout the year – they do a really good job.

The Special Meeting of the TANK Board of Directors adjourned their meeting 9:35 a.m.

Respectfully Submitted:  
Nancye McClanahan  
Executive Assistant/Board Secretary