



**TANK Board of Directors Meeting**

March 9, 2022  
Call to Order: 5:30 p.m.  
Via Video Conference

**CALL TO ORDER AND PLEDGE:**

Mr. Guenther called the meeting to order and asked all to stand for the Pledge of Allegiance.

**ATTENDANCE, Board Members:**

- Scott Guenther, Chair
- Jim Parsons
- Tim Donoghue
- Brian Ellerman
- Laura Thompson
- Bill Voelker
- Dave Sogar

**ATTENDANCE, Staff/Other:**

- Andrew Aiello, General Manager
- Mike Duncan, Legal Counsel
- Gina Douthat, Deputy General Manager
- Sean O’Leary, Director of Operations
- Bill Hock, Director of Maintenance
- Alex Fuchs, Director of Finance

**AUDIENCE RECOGNITION:**

Mr. Guenther asked for Audience Recognition. Ms. Douthat explained that comments were solicited through TANK’s Facebook page with a deadline of 5:00 p.m. this afternoon. No comments were received.

**APPROVAL OF MINUTES:**

*Motion to approve the February 9, 2022 Board Minutes.*

Motion: Bill Voelker  
Second: Laura Thompson  
Discussion: None  
Action: **Motion Passed**, Unanimously

*Motion to approve the March 1, 2022 Minutes of Combined Committee Meeting with the addition of Tim Donoghue to the list of meeting attendees.*

Motion: Dave Sogar  
Second: Tim Donoghue



Discussion: None.

Action: **Motion Passed**, Unanimously

**Pension Committee Report**

Mr. Donoghue reported that the Pension Committee met on March 2, 2022. He reviewed the minutes from that meeting and informed the Board that the minutes were contained within the Board packet.

It was discussed that TANK is looking into using a third-party actuarial firm to process retirement benefit calculations. Currently, calculations are done by TANK staff in-house.

It was also discussed that the plan document has not been updated in about 10 years and the pension committee and the pension attorneys are recommending a few minor updates/changes.

Mr. Parsons asked if we conduct a financial analysis before making any recommendations to change the plan. Ms. Douthat stated that the actuary would conduct an analysis on any proposed changes. The pension membership and the Board would see that analysis before any action would be taken.

**Draft Fiscal Year 2023 Operating & Capital Budget**

Mr. Aiello reviewed the Draft Fiscal Year 2023 Operating & Capital Budget with the Board. He stated that the full Board has already seen this presentation – it was given at the combined committee meeting last week. He stated that the Board has had a week to review this presentation along with the detailed budget documents. He wanted to give an overview of the draft budget for the benefit of the viewing public. He provided a slide presentation that covered the following information:

- Budget Process
  - Draft to Board in Early March
  - Board-approved draft to Counties in Late March
- Context: Service Levels & Service Reliability
  - 85% of planned service on the street
  - Service reliability has improved to 99.9%
  - System is operating smoothly
  - Inflationary pressures (labor, fuel, vehicle parts) are impacting this budget
- Budget Approach
  - Keep bus service on the street
  - Continue to hire operators
  - Restore planned service as soon as possible
  - Stick to four-year county funding plan
  - Use federal funds to offset increased cost and lost revenue



- Expenses & Revenues
  - Expenses up 2.9% before fuel increase, 4.8% after fuel increase
  - Passenger revenues up 28%
- County Funding Formula
  - FY23 formula now uses 2020 census population data, which has driven Boone County’s contribution percentage higher

*Motion to approve the Draft Fiscal Year 2023 Operating & Capital Budget.*

Motion: Tim Donoghue  
 Second: Bill Voelker  
 Discussion: None  
 Action: **Motion Passed**, Unanimously

**Update on Covid-19 Policies**

Mr. Aiello informed the Board that the Federal TSA mask mandate for public transportation (public buses, trains, planes, etc.) passengers and operators remains in place until at least March 18<sup>th</sup>.

Some school districts have lifted their mask requirements on board yellow school buses. Mr. Aiello stated that school buses are not covered by the TSA mandate like TANK.

Mr. Aiello also stated that the CDC released a new metric for indoor mask recommendations. According to that metric, Kenton County is in the “yellow” and indoor mask policies are not recommended. Therefore, TANK lifted the mask policy in the office earlier this week.

**General Manager’s Report**

Mr. Aiello stated that the written report is in the packet. He asked for questions and there were none.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

Mr. Guenther suggested that the Board return to in-person Board meetings now that the mask mandate within the office has been lifted. The Board discussed that each committee would determine if their meeting will be virtual or in-person and the full Board will return to in-person meetings in April.



# MINUTES

**GENERAL COUNSEL’S REPORT:**

Mr. Duncan had no legal report.

**ADJOURN:**

*Motion to adjourn the meeting.*

Motion: Bill Voelker

Second: Tim Donoghue

Discussion: None

Action: **Motion Passed**, Unanimously, 6:10 p.m.