



MINUTES

TANK Board Meeting

January 8, 2025

Call to Order: 5:30 p.m.

CALL TO ORDER AND PLEDGE:

Ms. Rittinger called the meeting to order and asked all to stand for the Pledge of Allegiance.

IN ATTENDANCE, Board Members:

Brian Ellerman	Ed Kuehne	Eric Hall
	Scott Guenther	Kimberly Rossetti
Gina Rittinger	Missy Miles	Laura Thompson

IN ATTENDANCE, Staff/Other:

- Michael Duncan, Board Attorney
- Gina Douthat, General Manager
- William Hock, Director of Maintenance
- John Young, Director of Operations
- Sutton Rowley, Manager of Financial Planning and Analysis
- Jacob Morris, Accounting Manager
- Kail Clifton, Manager Special Services
- Renae Agramonte-Turner, Director of Admin and HR
- Freddie Dukes, Manager of Safety & Training

AUDIENCE RECOGNITION:

None.

APPROVAL OF MINUTES:

ACTION ITEM:

Motion to approve the Board Meeting Minutes for November 13.

Motion: Ed Kuehne

Second: Eric Hall

Discussion: None

Action: **Motion Passed** unanimously.

Reporting:

FINANCE COMMITTEE

November Financial Statements

Mr. Rowley provided a summary of the November financial statements and operating stats.

Sutton noted a decrease in ridership compared to November last year. Fringe expenses were about \$360,000 above the normal average, and the allocation of rebuilt engines over several months was corrected in November, resulting in \$163,625 in maintenance expenses over expected.

ACTION ITEM:

Motion to approve the disposition of used vehicles that have exceeded useful life and are not functional for the Authority, as described in the memo dated 12/27/24 from Bill Hock.

Motion: Brian Ellerman
Second: Laura Thompson
Discussion: None
Action: **Motion Passed** unanimously.

OPERATIONS COMMITTEE

Mr. Young updated the Board on operations during the recent snowstorm. Despite the conditions and some operators' inability to make it to work that afternoon, we were able to run better than 80% of the service. The decision was made to halt operations after 7 p.m. as the roads became inoperable in some areas.

John thanked the driver team, both fixed route and demand response, for coming to work, taking their job seriously, and taking care of our customers.

Mr. Hall echoed this sentiment, stating that he observed several TANK buses in the weather, providing service to people in Florence.

GM REPORT:

Gina Douthat provided a wrap-up of 2024, highlighting the launch of the TANK Plus service in Campbell County and plans for future expansion in other counties. The budget process for FY26 was outlined, with the goal of presenting the capital budget in February and the operating budget in March. Renovations are wrapping up in mid-February, and we are finalizing the details of the upcoming March service changes and fare increase. The board members are encouraged to share and amplify the upcoming service change announcements on social media.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

GENERAL COUNSEL:

Mr. Duncan did not have anything new to report.

ADJOURN:

Motion to adjourn the meeting at 5:50 p.m.

Motion: Kimberly Rossetti

Second: Laura Thompson

Discussion: None

Action: **Motion Passed**, Unanimously