



# MINUTES

## TANK Board Meeting

July 9, 2025

Call to Order: 5:30 p.m.

### CALL TO ORDER:

Ms. Rittinger called the meeting to order.

Roll call was captured by Gina Douthat; a quorum was confirmed.

### IN ATTENDANCE, Board Members:

Lisa Cooper	Ed Kuehne	Eric Hall
Brian Ellerman	Scott Guenther	
Gina Rittinger		

### IN ATTENDANCE, Staff/Other:

- Michael Duncan, Board Attorney
- Gina Douthat, General Manager
- William Hock, Director of Maintenance
- John Young, Director of Operations
- Gary McCulley, Asst. Director of Operations
- Kail Clifton, Mgr. of Special Services
- Nic Wilkinson, Project Manager
- Lyndi Whiteker, Procurement Analyst
- Jacob Morris, Mgr. Accounting

The meeting began with the Pledge of Allegiance.

### AUDIENCE RECOGNITION:

- Hunter Kerzee
  - Hunter raised questions regarding development on Buttermilk Pike, pedestrian access at Buttermilk Pike and Royal Drive, and temporary service during the Fourth Street Bridge construction. Gina Douthat responded, noting ongoing studies and coordination with KYTC.
- Frank Houston
  - Mr. Houston suggested adding service down Route 17 to Kroger Independence. Gina Douthat explained previous service eliminations in that area due to low ridership and noted ongoing planning studies that may revisit service allocation.
  - Additional comments were made regarding redevelopment along Route 536 and potential increased demand.

### APPROVAL OF MINUTES:

#### **ACTION ITEM:**

***Motion to approve the Board Meeting Minutes for June 11, 2025.***

Motion: Ed Kuehne

Second: Eric Hall

Discussion: None

Action: **Motion Passed** unanimously.

The committees did not meet. Administrative reports provided to the Board:

### **May Financial Statements**

The May finance statement is included in the packet and was reviewed briefly by Gina Douthat. Overall ridership increased slightly. Southbank Shuttle ridership decreased due to fare increases and service changes. Revenue is under budget, however expenses are also under budget. There were no questions related to the May financials. The financial position remains positive.

### ***ACTION ITEM:***

***Asset Disposition – Bill Hock presented a memo on asset disposition, identifying items that are surplus property. Two actions will be taken related to the disposition of assets:***

***Motion to declare the identified equipment (as described in the memo dated June 30, 2025) surplus property.***

Motion: Scott Guenther

Second: Lisa Cooper

Discussion: None

Action: **Motion Passed** unanimously.

***Motion to remove fully depreciated items, purchased for less than \$5,000 from the capital asset list, in accordance with current FTA and auditor guidelines.***

Motion: Ed Kuehne

Second: Brian Ellerman

Discussion: None

Action: **Motion Passed** unanimously.

Bill Hock introduced updates to the hazard communication policy and the bloodborne pathogen policy. Staff requested Board approval of the updated policies.

### ***ACTION ITEM:***

***Motion to approve the updated Hazard Communication Policy.***

Motion: Lisa Cooper

Second: Brian Ellerman

Discussion: none

Action: **Motion Passed** unanimously.

### ***ACTION ITEM:***

***Motion to approve updated Bloodborne Pathogen Policy.***

Motion: Eric Hall

Second: Scott Guenther

Discussion: none

Action: **Motion Passed** unanimously.

### **General Manager report was provided by Gina Douthat:**

The planning study will begin next week, with board involvement encouraged.

KSO concert shuttles will be provided for Devou Park concerts on three Saturdays (July, August, September). Gina participated in a public transit interview on WVXU's Cincinnati Edition. The interview panel included representatives from Metro, CPS and the Better Bus Coalition.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

**Board Elections**

Mr. Duncan walked the Board through the election of officers. Pursuant to TANK's by-laws, it is time for officer elections. Current officers are eligible for a second term. Nominations for Chair from Campbell County and Vice-Chair from Kenton County were taken. Each position will be elected for a one-year term.

***Motion to Nominate Gina Rittinger, Campbell County, to the position of Chair of the Board.***

Motion: Ed Kuehne

Action: **Motion Passed**, unanimously

***Motion to Nominate Ed Kuehne, Kenton County, to the position of Vice-Chair of the Board.***

Motion: Scott Guenther

Action: **Motion Passed** unanimously.

**ATTORNEY REPORT:**

None.

**ADJOURN:**

***ACTION ITEM: Motion to adjourn the meeting at 6:00 p.m.***

Motion: Lisa Cooper

Second: Eric Hall

Discussion: none

Action: **Motion Passed** unanimously.