



MINUTES

TANK Board Meeting

August 13, 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:

	Ed Kuehne	Eric Hall
Brian Ellerman	Scott Guenther	
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
- Renae Agramonte-Turner, Director of HR
- Gary McCulley, Asst. Director of Operations
- Kail Clifton, Mgr. of Special Services
- Nic Wilkinson, Project Manager
- Sutton Rowley, FP&A Manager
- Jacob Morris, Mgr. Accounting
- Deb Sharke, HR Generalist

The meeting began with the Pledge of Allegiance.

AUDIENCE RECOGNITION:

- Frank Houston
 - Mr. Houston came to follow up the last month request to add 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.

APPROVAL OF MINUTES:

ACTION ITEM:

Motion to approve the Board Meeting Minutes for July 9, 2025.

Motion: Ed Kuehne

Second: Eric Hall

Discussion: None

Action: **Motion Passed** unanimously.

Pension Committee report was provided by Laura Thompson.

The pension committee met on July 24, 2025. US Bank provided a market overview; portfolio remains balanced.

As of June 30, 2025: \$12,747,530 total portfolio balance, 2.61% yield. Documents are available for review.

Finance Committee Report was provided by Brian Ellerman.

June Financial Statements

The June finance statement is included in the packet. This represents the final end of year financial statement.

ACTION ITEM:

Vehicle Contract Award: Motion to authorize five-year contracts with Model One Commercial Vehicles and Transportation Equipment Sales Corporation for ADA accessible paratransit and on-demand vehicles.

Motion: Laura Thompson

Second: Brian Ellerman

Discussion: None

Action: **Motion Passed** unanimously.

ACTION ITEM:

Tire Leasing and Service: - Motion to authorize a three-year contract (with two one-year options) with Goodyear Tire and Rubber Company for tire leasing and service, not to exceed \$1,483,182.12.

Motion: Eric Hall

Second: Missy Miles

Discussion: none

Action: **Motion Passed** unanimously.

ACTION ITEM:

FY26 Administrative Pay Plan and Merit Matrix: - Presented by Renae Turner. - 2% market adjustment; 3.5% merit pool. Motion to adopt the FY26 Administrative pay structure and performance merit matrix.

Motion: Ed Kuehne

Second: Missy Miles

Discussion: none

Action: **Motion Passed** unanimously.

Operations and Safety Committee report was provided by Missy Miles.

The committee met on August 5, 2025.

At the committee meeting, we reviewed the monthly operations summary, safety, training, operator retention, staffing, and had a review of TANK Plus pilot.

- Notable: 30% decrease in preventable accidents, 40% reduction in monthly accident rates, 56% reduction in accident rate per mile.

Planning and Marketing Committee report was provided by Ed Kuehne.

The committee met on August 5, 2025.

At the committee meeting we discussed the upcoming transit development plan, community engagement, and the UPass and shuttle service contract renewal with NKU.

General Manager report was provided by Gina Douthat:

We will not hold committee meetings in September; instead, the board will participate in stakeholder meetings for the transit network development plan.

The Regional Transit group met and invited the Board Chair and Vice-Chairs of each agency to join. The regional group meets quarterly to discuss what's happening at the other agencies, provide updates on projects and discuss challenges that are industry wide.

OLD BUSINESS:

None.

NEW BUSINESS:

None

ATTORNEY REPORT:

None.

ADJOURN:

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

Motion: Laura Thompson

Second: Eric Hall

Discussion: none

Action: **Motion Passed** unanimously.