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555 Lakeshore Blvd. Painesville Twp., OH 44077

Monday, July 27, 2020 – Immediately following the “Committee of the Whole” Meeting

BOARD OF TRUSTEES MEETING
Monday, July 27, 2020 at 4:00 p.m.

MINUTES

1. Meeting Called to Order – 5:04 p.m.

President Brian J. Falkowski called the Laketrans Board of Trustees Meeting to order at 5:04 p.m.

2. Roll Call

Brian J. Falkowski
Jon P. Marten
Donna P. McNamee
Dennis Montrella
Dale Schiavoni
Lane H. Sheets
Sara Spence
Charles J. Zibbel

Benjamin S. Capelle
Brandon D. R. Dynes

3. Pledge of Allegiance - All

4. Mission Statement – Dennis Montrella

Laketrans is committed to providing quality public transportation services to all Lake County residents with special emphasis on meeting the transportation needs of seniors and people with disabilities.

5. Public Comment

None

6. Executive Session

- a. Personnel** - The Board will convene in executive session pursuant to ORC 121.22(G)(1) to consider the employment and compensation of a public employee or official – 5:06 p.m.



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Motion to go into Executive Session regarding Personnel was made by Mr. Schiavoni – Seconded by Mr. Zibbel.

“AYES”: Messrs. and Mmes.: Marten, McNamee, Montrella, Schiavoni, Sheets, Spence and Zibbel.

“NAYS”: None

Motion passed.

Motion to exit Executive Session was made by Mr. Schiavoni – Seconded by Mr. Sheets at 5:13 p.m.

“AYES”: Messrs. and Mmes.: Marten, McNamee, Montrella, Schiavoni, Sheets, Spence and Zibbel.

“NAYS”: None

Motion passed.

- b. Collective Bargaining** – The Board will convene in executive session pursuant to ROC 121.22(G)(4) preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment – 5:15 p.m.

Motion to go into Executive Session regarding Collective Bargaining was made by Mr. Schiavoni – Seconded by Mr. Zibbel.

“AYES”: Messrs. and Mmes.: Marten, McNamee, Montrella, Schiavoni, Sheets, Spence and Zibbel.

“NAYS”: None

Motion passed.

Motion to exit Executive Session was made by Mr. Schiavoni – Seconded by Mr. Zibbel at 5:20 p.m.

“AYES”: Messrs. and Mmes.: Marten, McNamee, Montrella, Schiavoni, Sheets, Spence and Zibbel.

“NAYS”: None

Motion passed.

7. Approval of Minutes

- a.** Motion to approve Laketrans “Committee of the Whole” meeting minutes of June 22, 2020 was made by Mr. Schiavoni – Seconded by Mr. Montrella.

“AYES”: Messrs. and Mmes.: Marten, McNamee, Montrella, Schiavoni, Sheets, Spence and Zibbel.

“NAYS”: None

Motion passed.



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- b. Motion to approve Laketrans Board of Trustees Board meeting minutes of June 22, 2020 was made by Mr. Schiavoni – Seconded by Mr. Zibbel.
“AYES”: Messrs. and Mmes.: Marten, McNamee, Montrella, Schiavoni, Sheets, Spence and Zibbel.
“NAYS”: None
Motion passed.

8. Action Items

- a. Motion to approve Resolution 2020-019 authorizing the exercise of a One Year Renewal Option of the Employment Agreement of Benjamin S. Capelle was made by Mr. Schiavoni – Seconded by Mr. Zibbel.
“AYES”: Messrs. and Mmes.: Marten, McNamee, Montrella, Schiavoni, Sheets, Spence and Zibbel.
“NAYS”: None
Motion passed.

- b. Motion to approve Resolution 2020-020 ratifying the Collective Bargaining Agreement between Laketrans and the United Automobile, Aerospace and Agricultural Implement Workers of America Local 1834 beginning October 1, 2020 and ending September 30, 2023, approving wage structure and pay increases for all employees in 2020, 2021 and 2022 was made by Mr. Schiavoni – Seconded by Mr. Zibbel.
“AYES”: Messrs. and Mmes.: Marten, McNamee, Montrella, Schiavoni, Sheets, Spence and Zibbel.
“NAYS”: None
Motion passed.

- c. Motion to approve the Resolution 2020-021 authorizing the filing of Applications with the Federal Transit Administration for Federal Fiscal Year 2021, an operating Administration of the United States Department of Transportation for Federal Transportation Assistance authorized by 49 U.S.C. Chapter 53, Title 23 of United States Code, and other Federal Statutes administered by the Federal Transit Administration including Northeast Ohio Area-wide Coordinating Agency (NOACA) for Cleveland Urbanized Area Federal Transit Administration (FTA) Funding from the Enhanced Mobility for Seniors and Individuals with Disabilities Program (Section 5310) was made by Mr. Schiavoni – Seconded by Mr. Zibbel.
“AYES”: Messrs. and Mmes.: Marten, McNamee, Montrella, Schiavoni, Sheets, Spence and Zibbel.
“NAYS”: None
Motion passed.



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- d. Motion to approve the Resolution 2020-022 authorizing the CEO, of his designee, to purchase twelve (12) Dial-a-Ride buses from the Transportation Equipment Sales Corporation (TESCO) at a cost not to exceed \$1,620,039 was made by Mr. Schiavoni – Seconded by Mr. Sheets.
“AYES”: Messrs. and Mmes.: Marten, McNamee, Montrella, Schiavoni, Sheets, Spence and Zibbel.
“NAYS”: None
Motion passed.

- e. Motion to approve the Resolution 2020-023 updating ARTICLE V. FISCAL MATTERS policies and sections per auditors and Federal Transit Administration (FTA) recommendations and guidelines and Credit Card Policy was made by Mr. Schiavoni – Seconded by Mr. Montrella.
“AYES”: Messrs. and Mmes.: Marten, McNamee, Montrella, Schiavoni, Sheets, Spence and Zibbel.
“NAYS”: None
Motion passed.

- f. Motion to approve the Financial Statement for May, 2020, subject to audit, was made by Mr. Schiavoni – Seconded by Mr. Sheets.
“AYES”: Messrs. and Mmes.: Marten, McNamee, Montrella, Schiavoni, Sheets, Spence and Zibbel.
“NAYS”: None
Motion passed.

Administrative Report

- a. CEO – Mr. Capelle announced that the final grocery distribution will be done on Wednesday, August 12, 2020 at the Mentor Park-n-Ride lot. He also announced a \$172,000 health care credit will be coming to Laketran. With an addition to the membership of the insurance pool, there was a 4.7% decrease in liabilities.
The Board also has to decide no later than the September board meeting if the continuation of “no fares” due to the pandemic will be continued. If it is continued for more than 6 months, in order to reinstate the fare system, public hearings must be done with the general population voicing their opinions if the fare structure should be re-instated. The Board of



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Trustees decided, as a whole, that the fare structure would be re-instated on October 1, 2020.

- b. Operations Department – Ridership May, 2020
- c. Human Resources Department – June, 2020
- d. Maintenance Department – May, 2020 Report
- e. IT Department – July, 2020 Monthly Report
- f. Communications Department – June, 2020

9. Old Business

None

10. New Business

None

11. Upcoming Calendar

- a. 07/24/20 – Friends of Laketrans golf outing
- b. 07/27/20 - 4:00 p.m. – Laketrans “Committee of the Whole” Meeting
- c. 07/27/20 – Immediately following “Committee of the Whole” Meeting – Laketrans Board of Trustees Meeting
- d. No August Board Meetings
- e. 09/07/20 – Labor Day – Laketrans Closed
- f. 09/22/20 – Fall Begins
- g. 09/28/20 – 4:00 p.m. – Laketrans “Committee of the Whole” Meeting
- h. 09/28/20 – Immediately following “Committee of the Whole” Meeting – Laketrans Board of Trustees Meeting
- i. 10/12/20 – Columbus Day – Laketrans Open
- j. 10/26/20 – 4:00 p.m. – Laketrans “Committee of the Whole” Meeting
- k. 10/26/20 – Immediately following “Committee of the Whole” Meeting – Laketrans Board of Trustees Meeting

12. Adjournment – 5:51 p.m.

Motion to adjourn the Laketrans Board of Trustees meeting was made by Mr. Schiavoni – Seconded by Mr. Zibbel.

“AYES”: Messrs. and Mmes.: Marten, McNamee, Montrella, Schiavoni, Sheets, Spence and Zibbel.

“NAYS”: None

Motion passed.



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Meeting adjourned at 5:51 p.m.

The next "Committee of the Whole" meeting and Laketrans Board of Trustees meetings will be on Monday, September 28, 2020 at 4:00 p.m.

Benjamin S. Capelle
Secretary/Treasurer

Brian J. Falkowski, President
Laketrans Board of Trustees