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555 Lakeshore Blvd. Painesville Twp., OH 44077

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

Board of Trustees Meeting

MINUTES

Guest WiFi Password: Laketrans555

1. Meeting called to order – 6:07 p.m.

President Brian J. Falkowski called the Laketrans Board of Trustees meeting to order at 6:07 p.m.

2. Roll Call

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

Benjamin S. Capelle
Mark Landes

3. Pledge of Allegiance - All

4. Appointment – Mark Landes

Oath of Office – Sara Spence

Mr. Landes executed the “Oath of Office” to newly appointed Laketrans Board of Trustee member Sara Spence. Welcome, Ms. Spence, to the Laketrans family.

5. Nomination and Election of Officers – Mark Landes

- a. Mr. Landes opened the floor for nominations for President of the Board of Trustees. Brian J. Falkowski was nominated by Ms. McNamee and seconded by Mr.



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- Anderson to be retained as President of the Board of Trustees. Unanimous vote to approve nomination was made. Congratulations, Mr. Falkowski!
- b. Mr. Landes opened the floor for nominations for Vice President of the Board of Trustees. Mr. Schiavoni nominated Mr. Charles J. Zibbel to be retained as Vice President; seconded by Mr. Montrella. Unanimous vote to approve nomination was made. Congratulations, Mr. Zibbel!
6. Mission Statement – Ms. Donna P. McNamee
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.
7. Public Comments
None
8. Approval of Minutes
- a. Motion to approve Laketrans “Committee of the Whole” meeting minutes of December 16, 2019 was made by Mr. Zibbel – Seconded by Ms. McNamee.
“AYES”: Messrs. Anderson, Marten, McNamee, Montrella, Sheets and Zibbel.
“NAYS”: None
“Abstained”: Messrs. Schiavoni and Spence.
Motion passed.
- b. Motion to approve Laketrans Board of Trustees Board Meeting Minutes of December 16, 2019 was made by Mr. Zibbel – Seconded by Mr. Montrella.
“AYES”: Messrs. Anderson, Marten, McNamee, Montrella, Sheets and Zibbel.
“NAYS”: None
“Abstained”: Messrs. Schiavoni and Spence.
Motion passed.
9. Action Items
- a. Motion to approve Resolution 2020-001 authorizing the Chief Executive Officer to enter into and execute a contract with Deepwood Community Employment



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Services for Fleet Interior Detail Cleaning was made by Mr. Schiavoni – Seconded by Mr. Sheets.

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

“NAYS”: None

Motion passed.

- b. Motion to approve Resolution 2020-002 authorizing the Chief Executive Officer to commence the Public Hearing Process to obtain public input on a New Local Fixed Route serving Mentor and Mentor-on-the-Lake was made by Mr. Schiavoni – Seconded by Mr. Montrella.

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

“NAYS”: None

Motion passed.

- c. Motion to approve Resolution 2020-003 authorizing the Board President to enter into and execute a Legal Services Agreement with the Law Firm of Thrasher, Dinsmore & Dolan to serve as Laketrans Legal Counsel was made by Mr. Anderson – Seconded by Ms. McNamee.

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

“NAYS”: None

Motion passed.

10. General Manager’s Report

- a. Director of Finance Report

- i. Motion to accept the Financial Statement for November, 2019, subject to audit, was made by Mr. Schiavoni – Seconded by Mr. Zibbel.

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

“NAYS”: None

Motion passed.

- b. Director of Operations Report

- i. Ridership Report- INFORMATION ONLY
(November, 2019)



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- c. Director of Maintenance Report
 - i. Maintenance Report- INFORMATION ONLY (November, 2019)
- d. Director of Human Resources Report
 - i. Human Resources Report
- e. Director of Communications Report
 - i. Monthly Communications Department Update
 - ii. Upcoming community events
 - iii. Additional Information

Mrs. Schick announced to the Board of Trustees that Laketran has won the first place Adwheel Award for Printed Material and Social Media.
- f. Chief Executive Officer Report

Mr. Capelle extended the invitation to meet with him anyone who wishes to talk about the upgrading of the 555 Lakeshore Blvd. property. The presentation from CT Consultants was a groundwork of what improvements and adjustments could be made.

Mr. Capelle also informed the Board of Trustees that Wednesday, February 12 will be designated as Transit Day in Ohio. Ben and Julia will be in Columbus that day, meeting with legislative dignitaries. Any board member that would like to go to Columbus with them, is more than welcome. Please let us know so that arrangements can be made.

11. Old Business

None

12. New Business

None

13. Upcoming Calendar

- a. 01/20/20 – Martin Luther King Day – Laketran Open
- b. 01/27/20 – 4:00 p.m. – Laketran “Committee of the Whole” meeting
- c. 01/27/20 – Immediately following “Committee of the Whole” meeting – Laketran Board of Trustees Meeting
- d. 02/12/20 – Transit Day – Columbus, OH
- e. 02/17/20 – Presidents’ Day – Laketran Open
- f. 02/24/20 – 4:00 p.m. – Laketan “Committee of the Whole” meeting



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- g. 02/24/20 – Immediately following “Committee of the Whole” meeting – Laketrans Board of Trustees Meeting

14. Adjournment – 6:39 p.m.

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

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

“NAYS”: None

Motion passed.

Meeting adjourned at 6:39 p.m.

The next “Committee of the Whole” and Board of Trustees meetings will be on Monday, February 24, 2020 commencing at 4:00 p.m.

Benjamin S. Capelle
Secretary/Treasurer

Brian J. Falkowski, President
Laketrans Board of Trustees