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555 Lakeshore Blvd. Painesville Twp., OH 44077

**BOARD OF TRUSTEES MEETING
Monday, December 21, 2020 at 4:00 p.m.**

MINUTES

1. Meeting Called to Order – 4:05 p.m.

President Brian J. Falkowski called the Laketrans Board of Trustees meeting to order at 4:05 p.m.

2. Roll Call

Brian J. Falkowski
Jon P. Marten
Donna P. McNamee (4:10 p.m.)
Dennis Montrella
Dale Schiavoni
Lane H. Sheets
Sara Spence

Benjamin S. Capelle
Brandon D. R. Dynes

3. Pledge of Allegiance - All

4. Mission Statement – Dale Schiavoni

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. Approval of Minutes

a. Motion to approve Laketrans Board of Trustees Board meeting minutes of November 23, 2020 was made by Ms. Spence – Seconded by Mr. Schiavoni.

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

“NAYS”: None

Motion passed.

7. Presentations

None



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8. Executive Session – 4:08 p.m.

- a. 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 was made by Mr. Schiavoni – Seconded by Mr. Sheets.

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

“NAYS”: None

Motion passed.

- b. Motion to return to Regular session was made by Mr. Schiavoni at 4:15 p.m. – Seconded by Mr. Sheets.

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

“NAYS”: None

Motion passed.

9. Action Items

- a. Motion to approve the Financial Statement for October, 2020, subject to audit, was made by Mr. Schiavoni – Seconded by Ms. McNamee.

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

“NAYS”: None

Motion passed.

- b. Motion to approve the 2021 Board of Trustees Meeting Schedule was made by Mr. Schiavoni – Seconded by Mr. Montrella.

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

“NAYS”: None

Motion passed.

- c. Motion to approve a Resolution 2020-031 authorizing the Laketrans 2021 Operating Budget not to exceed \$22,405,400 and a proposed Capital Budget of \$8,716,562 for the Calendar Year 2021 and Resolution 2020-032 authorizing Laketrans Special Transportation Services (STS) Operating Budget for Calendar Year 2021 in the amount of \$117,000 was made by Ms. McNamee – Seconded by Mr. Schiavoni.

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

“NAYS”: Messrs. Marten and Sheets.

Motion passed.



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- d. Motion to approve the Resolution 2020-033 accepting Date, Time and Place for Designating Eligible Institutions as Public Depositories for Active, Inactive and Interim Monies of Laketrans for the period commencing January 1, 2021 and Ending December 31, 2025 was made by Mr. Montrella – Seconded by Ms. McNamee.
“AYES”: Messrs. and Mmes: Marten, McNamee, Montrella, Schiavoni, Sheets and Spence.
“NAYS”: None
Motion passed.

- e. Motion to approve a Resolution 2020-034 authorizing the CEO or His Designee to exercise a one (1) Year Renewal of the Contract with Deepwood Community Employment Services providing for Fleet Interior Detail Cleaning was made by Mr. Sheets – Seconded by Ms. McNamee.
“AYES”: Messrs. and Mmes: Marten, McNamee, Montrella, Schiavoni, Sheets and Spence.
“NAYS”: None
Motion passed.

10. Six Month Look Ahead

11. Administrative Reports

- a. CEO
- b. Finance Department
- c. Operations Department
- d. Human Resources Department
- e. Maintenance Department
- f. IT Department
- g. Communications Department
It was suggested that in the future, Laketrans look at their Mission Statement and include in it the transportation needs of our Veterans together with the transportation needs for Seniors and people with disabilities.
- h. Compliance & Development Department

12. Old Business

None

13. New Business

None

14. Upcoming Calendar

- a. 12/16/20 – Laketrans’s Holiday Party



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- b. 12/21/20 – 4:00 p.m. Laketrans Board of Trustees Meeting
- c. 12/25/20 – Christmas – Laketrans Closed
- d. 01/01/21 – New Year’s Day – Laketrans Closed
- e. 01/18/21 – Martin Luther King Day – Laketrans Open
- f. 01/25/21 – 4:00 p.m. – Laketrans Board of Trustees Meeting
- g. 02/14/21 – Valentine’s Day
- h. 02/15/21 – Presidents’ Day – Laketrans Open
- i. 02/17/21 – Ash Wednesday
- j. 02/22/21 – 4:00 p.m. Laketrans Board of Trustees Meeting
- k. 03/14/21 – Daylight Savings Time Begins – “Spring Ahead”
- l. 3/22/21 – 4:00 p.m. – Laketrans Board of Trustees Meeting

15. Adjournment – 5:27 p.m.

Motion to adjourn the Laketrans Board of Trustees Meeting was made by Mr. Schiavoni –
Seconded by Ms. McNamee.

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

“NAYS”: None

Motion passed.

Meeting adjourned at 5:27 p.m.

The next Laketrans Board of Trustees meeting will be on Monday, January 25, 2021 at 4:00 p.m.

Benjamin S. Capelle
Secretary/Treasurer

Brian J. Falkowski, President
Laketrans Board of Trustees