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555 Lakeshore Blvd. Painesville Twp., OH 44077

**BOARD OF TRUSTEES MEETING
Monday, January 25, 2021 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
Dennis Montrella
Dale Schiavoni
Lane H. Sheets
Sara Spence
Gary L. Swanson
Charles J. Zibbel

Benjamin S. Capelle
Brandon D. R. Dynes

3. Pledge of Allegiance - All

4. Mission Statement – Mr. 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. Oath of Office – Brandon D. R. Dynes

a. Gary L. Swanson

Legal Counsel Dynes swore in Laketrans's newest Board of Trustees member Gary L. Swanson. Mr. Swanson's term will expire on May 15, 2022, taking the place of an unfulfilled term of a resigning board member. Welcome to Laketrans, Gary.

6. Nomination and Election of Officers – Brandon D. R. Dynes

a. President of the Board of Trustees

Mr. Dynes opened the floor to nominations for President of the Laketrans Board of Trustees. Mr. Sheets nominated Mr. Falkowski, to remain as President of the Board. Seconded by Mr. Schiavoni.

Motion to close the nomination was made by Mr. Sheets – Seconded by Mr. Schiavoni.



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

“NAYS”: None

Motion passed.

Congratulations, Mr. Falkowski, for your retaining the position of President of the Laketrans Board of Trustees.

b. Vice President of the Board of Trustees

Mr. Dynes opened the floor to nominations for the Vice President position on the Laketrans Board of Trustees. Mr. Schiavoni nominated Mr. Charles J. Zibbel – Seconded by Mr. Sheets. Motion to close the nominations for Vice President was made by Ms. McNamee – Seconded by Mr. Schiavoni.

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

“NAYS”: None

Motion passed.

Congratulations, Mr. Zibbel, for retaining your Vice President’s position on the Laketrans Board of Trustees.

7. Public Comments

No public comments in-house or zoom participants.

8. Approval of Minutes

a. Motion to approve Laketrans Board of Trustees Board meeting minutes of December 21, 2020, was made by Ms. McNamee – Seconded by Mr. Schiavoni.

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

“NAYS”: None

“Abstained”: Messrs. Swanson and Zibbel.

Motion passed.

9. Presentation – Benjamin S. Capelle

a. **NEORide Study on EZFare usage onboard Laketrans**

10. Executive Session – 4: 25 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 by a motion made by Ms. Spence – Seconded by Mr. Schiavoni.**

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



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“NAYS”: None
Motion passed.

b. Return to Regular Session – 4:42 p.m.

Motion to return to Regular Session was made by Mr. Zibbel – Seconded by Ms. McNamee.

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

“NAYS”: None
Motion passed.

Motion to approve Resolution 2021-001 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. Sheets. – Seconded by Ms. McNamee.

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

“NAYS”: None
Motion passed.

11. Action Items

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

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

“NAYS”: None
Motion passed.

b. Motion to approve the resolution to update of Mission Statement to include “Veterans” (TABLED)

This motion was tabled by President Falkowski until further discussions can be held concerning this matter.

c. Motion to approve a Resolution 2021-002 authorizing an update to the NEORide Regional Council of Government Bylaws was made by Ms. McNamee – Seconded by Mr. Schiavoni.

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

“NAYS”: None
Motion passed.

d. Motion to approve the Resolution 2021-003 authorizing the CEO or his Designee to purchase a replacement utility vehicle from Classic Ford was made by Ms. McNamee – Seconded by Mr. Schiavoni.



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

“NAYS”: None

Motion passed.

12. Six Month Look Ahead – Benjamin S. Capelle

A change in protocol will be in effect with this meeting. Although every Director will submit a monthly report or review, as shown in the monthly packet, only one Director will have the floor to talk about in more detail information concerning his/her department. Questions can be asked at any time, however, of any Director.

Mr. Matthew Maier, Director of Operations, talked about Park-n-Ride Ridership.

13. Administrative Reports

- a. **CEO – Benjamin S. Capelle**
- b. **Director of Finance – Mrs. Lisa Colling**
- c. **Director of Operations – Matthew Maier**
- d. **Director of Human Resources – Michael Austin**
- e. **Director of Maintenance – Keith Bare**
- f. **Director of IT – Tony Melaragno**
- g. **Director of Communications – Mrs. Julia Schick**
- h. **Director of Compliance & Development – Ms. Andrea Aaby**

14. Old Business

None

15. New Business

None

16. Upcoming Calendar

- a. **01/18/21 – Martin Luther King Day – Laketrans Open**
- b. **01/25/21 – 4:00 p.m. – Laketrans Board of Trustees Meeting via Zoom**
- c. **02/14/21 – Valentine’s Day**
- d. **02/15/21 – Presidents’ Day – Laketrans Open**
- e. **02/17/21 – Ash Wednesday**
- f. **02/22/21 – 4:00 p.m. Laketrans Board of Trustees Meeting**
- g. **03/14/21 – Daylight Savings Time Begins – “Spring Ahead”**
- h. **03/22/21 – 4:00 p.m. – Laketrans Board of Trustees Meeting**

17. Adjournment – 6:00 p.m.



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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, Spence, Swanson and Zibbel.

“NAYS”: None

Motion passed.

Meeting adjourned at 6:00 p.m.

The next Laketrans Board of Trustees meeting will be on Monday, February 22, 2021 at 4:00 p.m.

Benjamin S. Capelle
Secretary/Treasurer

Brian J. Falkowski, President
Laketrans Board of Trustees