



1-888-LAKETRAN | www.laketran.com

555 Lakeshore Blvd. Painesville Twp., OH 44077

**BOARD OF TRUSTEES MEETING
Monday, February 22, 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
John P. Marten
Donna P. McNamee (4:22 p.m.)
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 – 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 Comments

None

6. Approval of Minutes

- a. Motion to approve Laketrans Board of Trustees Board meeting minutes of January 25, 2021 was made by Ms. Spence – Seconded by Mr. Schiavoni.
“AYES”: Messrs. and Mmes.: Marten, Schiavoni, Sheets, Spence, Swanson and Zibbel.
“NAYS”: None
Motion passed.



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7. 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 by motion made by Mr. Zibbel – Seconded by Mr. Schiavoni.
“AYES”: Messrs. and Mmes.: Marten, Schiavoni, Sheets, Spence, Swanson and Zibbel.
“NAYS”: None
Motion passed.
- b. Return to Regular Session – 4:56 p.m.
Voting in favor to exit Executive Session were Messrs. and Mmes. Marten, McNamee, Schiavoni, Sheets, Spence, Swanson and Zibbel.

8. Action Items

- a. Motion to approve the Financial Statement for December, 2020, subject to audit, was made by Ms. McNamee – Seconded by Mr. Schiavoni.
“AYES”: Messrs. and Mmes.: Marten, McNamee, Schiavoni, Sheets, Spence, Swanson and Zibbel.
“NAYS”: None
Motion passed.
- b. Motion to approve the Resolution 2021-004 authorizing the CEO or His Designee to enter into and execute an Agreement with Garment Specialties not to exceed \$42,000 was made by Mr. Sheets – Seconded by Ms. McNamee.
“AYES”: Messrs. and Mmes.: Marten, McNamee, Schiavoni, Sheets, Spence, Swanson and Zibbel.
“NAYS”: None
Motion passed.
- c. Motion to approve the Resolution 2021-005 authorizing the CEO, or His Designee, to commence the Public Hearing Process to obtain input on the elimination of Route 13 was made by Ms. McNamee – Seconded by Ms. Spence.
“AYES”: Messrs. and Mmes.: Marten, McNamee, Schiavoni, Sheets, Spence, Swanson and Zibbel.
“NAYS”: None
Motion passed.



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9. Six Month Look Ahead – Benjamin S. Capelle

10. Administrative Reports

a. CEO – Benjamin S. Capelle

There has been new mask regulations involving the transit industry. Effective 1/31/2021, facemasks are required in all transit vehicles and facilities. Violation of this policy will result in a \$250 fine.

TIP/STIP: Transit Improvement Program and State Transit Improvement Program: All projects (definite and possibilities) must be listed with the above two programs in order to be considered for funding. Basically, if it's not on the list, it won't be considered.

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

11. Old Business

None

12. New Business

None

13. Upcoming Calendar

a. 02/22/21 – 4:00 p.m. Laketrans Board of Trustees Meeting (zoom)

b. 03/14/21 – Daylight Savings Time Begins – “Spring Ahead”

c. 03/20/21 – First Day of Spring

d. 03/22/21 – 4:00 p.m. – Laketrans Board of Trustees Meeting (zoom)

e. 03/28/21 – Palm Sunday

f. 04/02/21 – Good Friday

g. 04/04/21 – Easter Sunday

h. 04/26/21 – 4:00 p.m. Laketrans Board of Trustees Meeting

14. Adjournment – 6:05 p.m.

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

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

“NAYS”: None



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Motion passed.

Meeting adjourned at 6:05 p.m.

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

Benjamin S. Capelle
Secretary/Treasurer

Brian J. Falkowski, President
Laketrans Board of Trustees