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555 Lakeshore Blvd. Painesville Twp., OH 44077

**BOARD OF TRUSTEES MEETING
Monday, March 22, 2021 at 4:00 p.m.**

MINUTES

1. Meeting Called to Order – 4:03 p.m.

President Brian J. Falkowski called the Laketrans Board of Trustees meeting to order at 4:03 p.m.

2. Roll Call

Brian J. Falkowski
Jon P. Marten
Donna P. McNamee (4:15 p.m.)
Dennis Montrella
Lane H. Sheets
Sara Spence
Gary L. Swanson
Charles J. Zibbel

Benjamin S. Capelle
Bridey Matheney

3. Pledge of Allegiance - All

4. Mission Statement – Charles J. Zibbel

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

Motion to approve Laketrans Board of Trustees Board meeting minutes of February 22, 2021 was made by Ms. Spence – Seconded by Mr. Zibbel.
“AYES”: Messrs. and Mmes.: Marten, McNamee, Sheets, Spence, ‘Swanson and Zibbel.
”NAYS”: None
“Abstained”: Mr. Montrella
Motion passed.



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7. Presentation

- a. Employee Engagement Survey Results- Presented by PRADCO

8. Executive Session

- 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 Mr. Zibbel – Seconded by Mr. Montrella.
“AYES”: Messrs. and Mmes.: Marten, McNamee, Montrella, Sheets, Spence, Swanson and Zibbel.
“NAYS”: None
Motion passed.
- b. Return to Regular Session was done by motion made by Mr. Sheets – Seconded by Mr. Zibbel.
“AYES”: Messrs. and Mmes.: Marten, McNamee, Montrella, Sheets, Spence, Swanson and Zibbel.
“NAYS”: None
Motion passed.

9. Action Items

- a. Motion to approve the Financial Statement for January, 2021, subject to audit, was made by Ms. McNamee – Seconded by Mr. Zibbel.
“AYES”: Messrs. and Mmes.: Marten, McNamee, Montrella, Sheets, Spence, Swanson and Zibbel.
“NAYS”: None
Motion passed.
- b. Motion to approve Resolution 2021-006 authorizing the CEO or His Designee to enter into and execute an Agreement For Landscaping Services at Laketrans properties was made by Ms. McNamee – Seconded by Mr. Zibbel.
“AYES”: Messrs. and Mmes.: Marten, McNamee, Montrella, Sheets, Spence, Swanson and Zibbel.
“NAYS”: None
Motion passed.
- c. Motion to approve Resolution 2021-007 authorizing the filing of Applications with the Ohio Department of Transportation and any and all State Agencies for State Fiscal Year 2022 Transportation Grants; including but not limited to Ohio Transit Partnership Program, Urban Transit Program, Ohio Elderly & disabled Fare Assistance program, Diesel



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Emission Reduction Grant, the Volkswagen Mitigation Trust Fund, Transportation for Livable Communities Initiative and any additional Grants inuring to the benefit of Laketrans and its objectives relative to its mission statement and otherwise was made by Ms. McNamee – Seconded by Mr. Sheets.

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

“NAYS”: None

Motion passed.

10. Six Month Look Ahead – Benjamin S. Capelle

11. 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 Compliance & Development – Ms. Andrea Aaby
- h. Director of Communications – Mrs. Julia Schick
- i. Additional Information

12. Old Business

None

13. New Business

None

14. Upcoming Calendar

- a. 03/22/21 – 4:00 p.m. – Laketrans Board of Trustees Meeting
- b. 03/28/21 – Palm Sunday
- c. 04/02/21 – Good Friday
- d. 04/04/21 – Easter Sunday
- e. 04/26/21 – 4:00 p.m. Laketrans Board of Trustees Meeting
- f. 05/09/21 – Mothers’ Day
- g. 05/24/21 – 4:00 p.m. – Laketrans Board of Trustees Meeting
- h. 05/31/21 – Memorial Day – Laketrans closed
- i. 06/14/21 – Flag Day
- j. 06/20/21 - Fathers’ Day
- k. 06/21/21 - First Day of Summer
- l. 06/28/21 - 4:00 p.m. – Laketrans Board of Trustees Meeting



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15. Adjournment – 6:07 p.m.

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

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

“NAYS”: None

Motion passed.

Meeting adjourned at 6:07 p.m.

The next Laketrans Board of Trustees Meeting will be on Monday, April 26, 2021 at 4:00
p.m. It will later be decided if it will be an in-person and/or virtual meeting.

Benjamin S. Capelle
Secretary/Treasurer

Brian J. Falkowski, President
Laketrans Board of Trustees