



Laketran
September 2021
Board of Trustees
Meeting September
27, 2021
4:00 pm-6:00 pm
Eastern Time

1. Meeting Called to Order – 4:00 p.m.

a. Meeting Notice

President Brian J. Falkowski called the Laketran Board of Trustees meeting to order at 4:00 p.m.

2. Roll Call

Brian J. Falkowski

William F. Eppich

Jon P. Marten

Donna P. McNamee

Daniella Nunnally

Lane H. Sheets

Charles J. Zibbel

Benjamin S. Capelle

Jarred Flynn

Brandon D. R. Dynes (Zoom)

3. Pledge of Allegiance – All

4. Mission Statement – Mr. Charles J. Zibbel

Laketran 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 the July 20th Laketrans Board of Trustees Work Session meeting minutes was made by Mr. Zibbel – Seconded by Ms. Nunnally. “AYES”: Messrs. and Mmes. Eppich, Marten, McNamee, Nunnally, Sheets and Zibbel.
“NAYS”: None
Motion passed.
- b. Motion to approve the July 26th Laketrans Board of Trustees Board meeting minutes was made by Ms. McNamee – Seconded by Mr. Zibbel.
“AYES”: Messrs. and Mmes. Eppich, Marten, McNamee, Sheets and Zibbel.
“NAYS”: None
“Abstained”: Ms. Nunnally
Motion passed.
- c. Motion to approve the August 5, 2021 Laketrans Board of Trustees Special meeting minutes was tabled at this time.

7. Recognition - Wayne Schlee

Mr. Wayne Schlee was recognized for a 30 year career milestone with Laketrans. In addition to his 30 year career, he has 27 years with a safe driving record. Mr. Schlee is always ready to serve the communities where he works. He was one of the first volunteers with community disasters and spent a great deal of time making sure citizens of Lake County were safe and taken care of. He also volunteered to drive to Louisiana to help with the Hurricane Katrina cleanup.

8. Executive Sessions

- a. The Board will convene in executive session pursuant to 121.22(G) (4) Preparing for, conducting or reviewing negotiations or bargaining sessions with public employee concerning their compensation or other terms and conditions of their employment at 4:10 p.m. and was made by Ms. McNamee – Seconded by Mr. Sheets.
“AYES”: Messrs. And Mmes. Eppich, Marten, McNamee, Nunnally, Sheets and Zibbel.
“NAYS”: None
Motion passed.
- b. Return to Regular Session – 4:40 p.m.

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

“AYES”: Messrs. And Mmes. Eppich, Marten, McNamee,
Nunnally, Sheets and Zibbel.

“NAYS”: None

Motion passed.

- c. Motion will convene in executive session pursuant to Section 121.21(g)(8) of the Ohio Revised Code to consider confidential information related to negotiations with another political subdivision respecting a request for economic assistance which executive session is necessary to protect the interest of the political subdivision seeking such assistance at 4:41 p.m. and was made by Mr. Sheets – Seconded by Mr. Eppich.

“AYES”: Messrs. And Mmes. Eppich, Marten, McNamee,
Nunnally, Sheets And Zibbel.

“NAYS”: None

Motion passed.

- d. Return to Regular Session – 4:58 p.m.

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

“AYES”: Messrs. And Mmes. Eppich, Marten, McNamee,
Nunnally, Sheets and Zibbel.

“NAYS”: None

Motion passed.

9. Presentations

- a. Vanpooling Overview
(Matt Maier)

10. Action Items

- a. Motion to approve the June 2021 financial statements was made by Ms. Nunnally – Seconded by Mr. Zibbel.

“AYES”: Messrs. And Mmes. Eppich, Marten, McNamee,
Nunnally, Sheets And Zibbel.

“NAYS”: None

Motion passed.

- b. Motion to approve the July 2021 financial statements was made by Mr.

Sheets – Seconded by Ms. McNamee.

“AYES”: Messrs. And Mmes. Eppich, Marten, McNamee, Nunnally, Sheets and Zibbel.

“NAYS”: None

Motion passed.

- c. Motion authorizing CEO or his Designee to approve the Resolution 2021-016 to terminate the agreement with WSP USA Inc. for Strategic Planning Services was made by Ms. McNamee – Seconded by Mr. Eppich.

“AYES”: Messrs. And Mmes. Eppich, Marten, McNamee, Nunnally, Sheets and Zibbel.

“NAYS”: None

Motion passed

- d. Motion to approve the Resolution 2021-017 authorizing the CEO or his designee to enter into a one (1) year extension with Cornerstone Inc. was made by Ms. McNamee – Seconded by Ms. Nunnally.

“AYES”: Messrs. And Mmes. Eppich, Marten, McNamee, Nunnally and Zibbel.

“NAYS”: Mr. Sheets.

Motion passed.

- e. Motion to approve Resolution 2021-018 current updates to the Laketrans Policy Manual was made Ms. McNamee - Seconded by Mr. Eppich.

“AYES”: Messrs. And Mmes. Eppich, Marten, McNamee, Nunnally, Sheets and Zibbel.

“NAYS”: None

Motion passed.

11. Six Month Look Ahead

(Ben Capelle)

12. Administrative Reports

- a. CEO Report
(Ben Capelle)
- b. Director of Finance Report
(Lisa Colling)
- c. Director of Operations Report
(Matt Maier)
- d. Director of Human Resources Report
(Mike Austin)
- e. Director of Maintenance Report
(Keith Bare)
 - i. June Maintenance Report
 - ii. July Maintenance Report
- f. Director of Information Technology Report
(Tony Melaragno)
- g. Director of Compliance & Development Report
(Andrea Aaby)
- h. Director of Communications Report
(Julia Schick)
- i. Upcoming Calendar
(Vicki Messenger)
- j. Additional Information

13. Old Business

Mr. Falkowski announced that the members of the newly appointed Special Project Committee are as follows: Chuck Zibbel, Donna McNamee, Lane Sheets and Gary Swanson.

14. New Business

None

15. Adjournment – 6:24 p.m.

Motion to adjourn the Laketrans Board of Trustees meeting was made at 6:24 p.m. by Ms. McNamee. – Seconded by Mr. Zibbel.

“AYES”: Messrs. And Mes. Eppich, Marten, McNamee, Nunnally, Sheets and Zibbel.

“NAYS”: None

Motion passed.

Meeting adjourned at 6:24 p.m.

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

Benjamin S. Capelle
Secretary/Treasurer

Brian J. Falkowski, President
Laketran Board of Trustees