

Laketran  
November 2022 Board of Trustees Meeting  
November 28, 2022  
4:00 pm-6:00 pm Eastern Time

1. **Meeting Notice**

2. **Meeting Called to Order**

President Brian Falkowski called the Laketran Board of Trustees meeting to order at 3:58 p.m.

3. **Roll Call**

Brian J. Falkowski  
Donna McNamee  
Daniella Nunnally  
Laura Pizmoht  
Lane H. Sheets  
Kim Stenger  
Gary L. Swanson  
Charles J. Zibbel

Benjamin S. Capelle  
Brandon D. R. Dynes

4. **Pledge of Allegiance**

All

5. **Mission Statement**

Mr. Zibbel

6. **Public Comments**

None

7. **Approval of Minutes**

- a. Motion to approve the Laketran Board of Trustees Board Meeting minutes of October 24, 2022 was made by Ms. Pizmoht - Seconded by Ms. McNamee.

"AYES": Messre. and Mmes. McNamee, Nunnally, Pizmoht, Sheets, Stenger, Swanson and Zibbel.

"NAYS": None

Mr. Swanson wanted a correction to be made on line item thirteen stating the Owner's Representative contract can be stopped at anytime not the renovation contract.

A motion was made to approve the Laketran Board of Trustees Board Meeting minutes of October 24, 2022 as amended by Ms. Pizmont - Seconded by Ms. McNamee.

"AYES": Messre. and Mmes. McNamee, Nunnally, Pizmoht, Sheets, Stenger, Swanson and Zibbel.

"NAYS": None

8. **Presentations**

- a. Presentation of the Laketran - Geauga Coordination Report

Christy Campoll from RLS recommended Laketran become the FTA/ODOT grant recipient; Geauga and Laketran form a contract for administration and operation of Geauga service; Laketran absorbs the staff and vehicles with service's identity remaining as Geauga County Transit. Following discussions with County Commissioners, board members, staff, and ODOT. The recommendation includes, The Geauga County Commissioners and the Laktran board of trustees would form a five-year Memorandum Agreement designatiing Laketran as the recipient of FTA/ODot grant funding for transit operations in Geauga County. Geauga County Transit would become a distinct department of Laketran, retaining its existing identity, local level personnel, operating model, and facility.

- b. Presentation of the 2023 Budget

Lisa Colling presented the board with the 2023 Operating Budget and Capital Plan. After reviewing the figures Ben reminded the board that being a government agency we have to have a budget in place before January 2023 to be able to pay our

2023 debts.

- c. Presentation on the plan review outcome of the Owner's Representative agreement with CT Consultants

Mr. Gallagher from CT Consultants and Mr. Pool from Tech Inc. gave an update on the plan review pointing out some items needed clarification and changes that have been made. They feel the project is on track to go out for bid.

**9. Committee Reports**

- a. Special Projects Committee

Mr. Swanson states, after listening to the plan review it explains why we needed an owner's representative.

**10. Agenda Items**

- a. Motion to approve the commencement of the procurement process for the Laketran Headquarters renovation & expansion project was made by Ms. McNamee - Seconded by Ms. Pizmoht.

"AYES": Messrs. and Mmes. McNamee, Nunnally, Pizmoht, Sheets, Stenger, Swanson and Zibbel.

"NAYS": None

- b. Motion to approve LAKETRAN's September 2022 Operating & STS Financial Statements, subject to audit and Capital Plan Review was made by Mr. Zibbel - Seconded by Ms. Stenger.

"AYES": Messrs. and Mmes. McNamee, Nunnally, Pizmoht, Sheets, Stenger, Swanson and Zibbel

"NAYS": None

- c. Motion to approve resolution 2022-024 Authorizing the CEO, or his designee, to enter into and execute a fixed price contract for diesel fuel and a fixed price contract for gasoline for calendar year 2023 was made by Ms. McNamee - Seconded by Ms. Stenger.

"AYES": Messrs. and Mmes. McNamee, Nunnally, Pizmoht, Sheets, Stenger, Swanson and Zibbel.

"NAYS": None.

**11. Discussion**

- a. Laketran - Geauga coordination efforts/MOU next steps

Mr. Capelle started the discussion off by explaining how Geauga County Transit would become a department of Laketran keeping their own identity and having separate accounting practices. We will use Mr. Dynes for negotiations. While having an opportunity to make money we would also be able to provide cross county service. The board agrees we should move forward with negotiations.

**12. Executive Session**

- a. Motion to enter into executive session to prepare for negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment. pursuant to Section 121.22(G)(4) of the Ohio Revised Code was made by Ms. Pizmoht - Seconded by Ms. McNamee at 5:57 p.m.

"AYES": Messrs. and Mmes. McNamee, Nunnally, Pizmoht, Sheets, Stenger, Swanson and Zibbel.

"NAYS": None

Motion to return to regular session was made by Ms. Nunnally - Seconded by Ms. McNamee.

"AYES": Messrs. and Mmes. McNamee, Nunnally, Pizmoht, Sheets, Stenger, Swanson and Zibbel.

"NAYS": None.

**13. Six Month Look Ahead**

**14. CEO Report**

**15. Old Business**

None

**16. New Business**

Ms. Nunnally would like a history of fare increases and a recommendation. Mr. Swanson would like to include trends in the industry.

17. **Adjournment**

Motion to adjourn the Laketran Board of Trustees Meeting was made at 7:00 pm by Ms. Pizmoht - Seconded by Ms. McNamee.

"AYES": Messrs, and Mmes. McNamee, Nunnally, Pizmoht, Sheets, Stenger, Swanson and Zibbel.

"NAYS": None

Vote to reopen the meeting.

"AYES": Messrs, and Mmes. McNamee, Nunnally, Pizmoht, Sheets, Stenger, Swanson and Zibbel

"NAYS": None.

Motion to adjourn the Laketran Board of Trustees meeting was made at 7:13 p.m. by Ms. Nunnally - Seconded by Ms. McNamee.

"AYES": Messrs, and Mmes. McNamee, Nunnally, Pizmoht, Sheets, Stenger, Swanson and Zibbel

"NAYS": None.

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Benjamin S, Capelle, Secretary/Treasurer

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Brian J. Falkowski, President  
Laketran Board of Trustees