



Laketrans  
March 2024 Board of Trustees Meeting  
March 18, 2024  
4:00 pm-6:00 pm Eastern Time

1. **Meeting Notice**
2. **Meeting Called to Order**  
(4:00pm Brian Falkowski)
3. **Roll Call**  
(Trudy Vilcheck)
4. **Pledge of Allegiance**
5. **Mission Statement**
6. **Public Comments**  
(Brian Falkowski)
7. **Approval of Minutes**  
(Brian Falkowski)
  - a. Motion to approve the Laketrans Board of Trustees Board Meeting minutes of February 26, 2024.
8. **Presentation**
  - a. Employee Recognition
  - b. Sidewalk Grant Concepts  
(Benjamin S. Capelle)
    - i. Draft Sidewalk Grant Guidelines
9. **Agenda Items**
  - a. Motion to approve the January 2024 Laketrans, STS & Geauga Transit Operating Financial Statements, subject to audit and Capital Plan Review  
(Matt Clarke)
    - i. January 2024 Laketrans, STS & Geauga Operating Financial Statements and Capital Plan Review  
(Matt Clarke)
  - b. Motion to approve resolution 2024-009 authorizing the CEO or his designee to enter into and execute a contract with A & J Cement Contractors for the construction of a training site at the Laketrans Madison Park-n-Ride at a cost not-to-exceed one hundred eighty five thousand and eleven dollars and 00/100 (\$185,011.00)  
(Matt Maier)
    - i. Briefing Paper for Madison Park-n-Ride Training Construction  
(Matt Maier)
    - ii. Resolution for Madison Park-n-Ride Training Construction  
(Matt Maier)

- c. Motion to approve resolution 2024-010 authorizing the CEO or his designee to purchase one (1) gasoline Dial-A-Ride bus from the Ohio Department of Transportation at a cost not to exceed one hundred forty-four thousand dollars and 00/100(\$144,000.00)  
(*JoAnna Santilli*)
    - i. Briefing paper for replacement Dial-a-Ride buses  
(*JoAnna Santilli*)
    - ii. Resolution for replacement Dial-A-Ride buses  
(*JoAnna Santilli*)
  - d. Motion to approve resolution 2024-011 authorizing the CEO to enter into a memorandum of understanding with the city of Willoughby to construct, repair and replace sidewalks, bus stops and bus shelters to improve connectivity and safe passage along SOM Center road in Willoughby, Ohio Lake County  
(*Benjamin S. Capelle*)
    - i. Briefing paper for SOM Center Shelters  
(*Benjamin S. Capelle*)
    - ii. Resolution for SOM Center Shelters  
(*Benjamin S. Capelle*)
    - iii. Resolution for SOM Center Shelters v2  
(*Benjamin S. Capelle*)
  - e. Motion to approve resolution 2024-012 approving updates to Laketran's federal procurement guidelines and grants management.  
(*Benjamin S. Capelle*)
    - i. Laketran Procurement Manual for Approval
    - ii. Briefing Paper for Procurement Manual Update  
(*Benjamin S. Capelle*)
    - iii. Resolution for Procurement Manual Update  
(*Benjamin S. Capelle*)
10. **Six Month Look Ahead**  
(*Ben Capelle*)
11. **CEO Report**  
(*Benjamin S. Capelle*)
- a. **Operations Report**  
(*Matt Maier*)
12. **Old Business**  
(*Brian Falkowski*)
13. **New Business**  
(*Brian Falkowski*)
14. **Adjournment**  
(*Brian Falkowski*)