

Laketran
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**

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

3. **Roll Call**

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

Benjamin S. Capelle
Bridey Matheney

4. **Pledge of Allegiance**

All

5. **Mission Statement**

Ms. Stenger

6. **Public Comments**

None

7. **Approval of Minutes**

- a. Motion to approve the Laketran Board of Trustees Board Meeting minutes of February 26, 2024 was made by Ms. McNamee - Seconded by Mr. Swanson

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

"NAYS": None

8. **Presentation**

- a. Employee Recognition

In recognition of National Transit Employee Appreciation Day, Mr. Capelle recognized Laketran's 2023 Employee People's Choice award winners. They are as follows:

Robert McCormick - Mission Impossible Award

Douglas Hazen - Helping Hands Award

Chris Rice and Joe Huzma The Rock Award

Marcia Parkinson - Rookie of the Year Award

Christine A. Rice - Superior Customer Service Award

Lee Raimey - Superior Safety Award and Employee of the Year Award

b. **Sidewalk Grant Concepts**

Mr. Capelle presented a sidewalk grant program concept including an application process, eligibility, and scoring criteria. Main concepts include sidewalks must be along a bus routes and improve safety and rider experience. Municipalities (grantees) would be responsible for design, right-of-way/easements and maintenance. Local municipalities could apply to Laketran for 100% of the funding, including design. Laketran would reimburse communities based on pre-approval milestones. The Board would like Mr. Capelle to meet with different municipalities to get feedback and a list of bus stops that currently have safety issues.

9. **Agenda Items**

- a. Motion to approve the January 2024 Laketran, STS & Geauga Transit Operating Financial Statements, subject to audit and Capital Plan Review was made by Ms. Nunnally - Seconded by Mr. Swanson.

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

"NAYS": None

- 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 Laketran Madison Park-n-Ride at a cost not-to-exceed two hundred thirty seven thousand eight hundred ten dollars and 00/100 (\$237,810.00) was made by Ms. McNamee - Seconded by Ms. Stenger.

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

"NAYS": Messrs. and Mmes. Sheets and Swanson

- 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) was made by Ms. McNamee - Seconded by Ms. Stenger.

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

"NAYS": Messrs. and Mmes. Sheets

- 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 for bus stops and bus shelters to improve connectivity and safe passage along SOM Center Road in Willoughby, Ohio Lake County was made by Ms. McNamee - Seconded by Mr. Pizmoht.

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

"NAYS": Messrs. and Mmes. Sheets

- e. Motion to approve resolution 2024-012 approving updates to Laketran's federal procurement guidelines and grants management was made by Ms. Stenger - Seconded by Mr. Swanson.

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

"NAYS": None

10. **Six Month Look Ahead**

11. **CEO Report**

a. **Operations Report**

Mr. Swanson requested a break out of morning and evening Dial-a-Ride ridership.

12. **Old Business**

13. **New Business**

14. **Adjournment**

Motion to adjourn was made at 5:50 p.m. by Mr. Swanson -Seconded by Ms. McNamee.

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

"NAYS": None

Benjamin S. Capelle, Secretary/Treasurer

Brian J. Falkowski, President

Laketrans Board of Trustees