

Laketrans

October 2024 Board of Trustees Meeting  
October 28, 2024  
4:00 p.m.- 6:00 p.m. Eastern Time

**1. Meeting Notice**

**2. Meeting Called to Order**

President Brian J. Falkowski called the Laketrans Board of Trustees Meeting to order at 4:02 p.m.

**3. Roll Call**

Brian J. Falkowski  
Michael Pizmoht  
Lane H. Sheets  
Kim Stenger  
Gary L. Swanson  
Charles J. Zibbel  
Dr. Joe Glavan  
Donna McNamee  
Renee Ochaya

**4. Pledge of Allegiance**

All

**5. Mission Statement**

Ms. Stenger

**6. Public Comments**

None

**7. Approval of Minutes**

a. Motion to approve the Laketrans Board of Trustees Board Meeting minutes of September 30, 2024 was made by Mr. Pizmoht - Seconded by Ms. Stenger.

"AYES": Messrs. and Mmes. Pizmoht, Sheets, Stenger, Swanson, Zibbel, Dr. Glavan, McNamee and Ochaya

"NAYS": None

**8. Presentation**

Barbara Rhodes from Ohio Transit Risk Pool presented the Safe Operation Award Recognition (SOAR) award which is a traveling award presented to the transit agency that has the lowest cost of risk per 100 miles annually. Laketrans operated over 3,500,000 miles in 2023. Ms. Rhodes credited Laketrans's operational excellence to Laketrans's diligent preventative maintenance program that department keeps buses well maintenance and safe on the road, as well operation's well-planned routes and driver training program. Congratulations was provided to the entire team.

**9. Executive Session**

a. Motion to enter into executive session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official pursuant to 121.22(G)(1) and further relative to 121.22(G)(4) to prepare for, conduct, or review negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment was made by Mr. Swanson - Seconded by Ms. McNamee at 4:10 p.m.

"AYES": Messrs. and Mmes. Pizmoht, Sheets, Stenger, Swanson, Zibbel, Dr. Glavan, McNamee and Ochaya

"NAYS": None

During executive session, the Board and Mr. Capelle discussed wage adjustments and how adjustments are tied to a variety of factors to include, but not to be limited to, market rates, other transit agencies, public agencies, etc. The Board then excused Mr. Capelle from executive session at 4:35 p.m. and continued to discuss wages, positions, raises, and market rates. There was further discussion about certain positions within Laketrans and what the compensation should be for those positions. Finally, the Board expressed a desire to obtain more information related to its discussions.

Ms. Stenger motioned to adjourn executive session which was seconded by Ms. McNamee at 5:13 p.m.

"AYES": Messrs. and Mmes. Pizmoht, Sheets, Stenger, Swanson, Zibbel, Dr. Glavan, McNamee and Ochaya

"NAYS": None

## 10. Presentation

Mr. Capelle presented of the results for the Laketrans Sidewalk Grant Application program. He reviewed the five applications received and staff evaluation of the applications. The five applicants are 1. Timberlake 2. Willoughby 3. Mentor 4. Fairport Harbor and 5. Painesville Township. The Board asked to have the scoring data distributed to all board members for further review with a copy placed in Govenda.

## 11. Agenda Items

a. Motion to approve the August 2024 Laketrans, STS and Geauga Transit Operating Financial Statements, and Laketrans and Geauga Transit Capital Plans, all subject to audit was made by Mr. Sheets - Seconded by Mr. Zibbel

"AYES": Messrs. and Mmes. Pizmoht, Sheets, Stenger, Swanson, Zibbel, Dr. Glavan, McNamee and Ochaya

"NAYS": None

b. Motion to support putting the payroll data from Laketrans, which is currently publicly available, on the Ohio Open Checkbook was made by Mr. Swanson - Seconded by Mr. Sheets

"AYES": Messrs. and Mmes. Sheets, Swanson

"NAYS": Messrs. Pizmoht, Stenger, Zibbel, Dr. Glavan, McNamee, Ochaya

c. Motion to approve resolution 2024-028 authorizing the filing of applications on behalf of Laketrans and Geauga Transit with the Ohio Department of Transportation and any and all state agencies for state fiscal year 2026 transportation grants; for grants through the United States Department of Transportation; Federal Transit Administration; and the State of Ohio, as authorized under federal transit laws and State of Ohio laws and thereafter executing a contract with the Ohio Department of Transportation upon approval was made by Ms. McNamee - Seconded by Mr. Zibbel

"AYES": Messrs. and Mmes. Pizmoht, Sheets, Stenger, Swanson, Zibbel, Dr. Glavan, McNamee and Ochaya

"NAYS": None

d. Motion to approve resolution 2024-027 authorizing the CEO or his designee to enter into and execute a design build contract with Collins Equipment Corporation and Diamond Z Engineering for the purchase and installation of a gasoline fuel tank at a cost not-to-exceed four hundred eighty-four thousand seven hundred seventy dollars and \$00/100 (\$484,770.00) was made by Ms. McNamee - Seconded by Ms. Stenger

"AYES": Messrs. and Mmes. Pizmoht, Stenger, Swanson, Zibbel, Dr. Glavan, McNamee and Ochaya

"NAYS": Messrs. Sheets

e. Motion to approve resolution 2024-029 authorizing the CEO or his designee, to purchase two (2) utility vehicles at a cost not to exceed seventy-seven thousand dollars and 00/100 (\$77,000.00) was made by Mr. Zibbel - Seconded by Dr. Glavan

"AYES": Messrs. and Mmes. Pizmoht, Sheets, Stenger, Swanson, Zibbel, Dr. Glavan, McNamee and Ochaya

"NAYS": None

f. Motion to approve resolution 2024-030 authorizing the CEO or his designee to enter into and execute a contract with Masabi Inc. to purchase five (5) ticket vending machines for installation at Laketrans facilities at a cost not-to-exceed one hundred thirty-five thousand three hundred eighty-five dollars and 00/100 (\$135,385.00) was made by Ms. McNamee - Seconded by Ms. Ochaya

"AYES": Messrs. and Mmes. Pizmoht, Sheets, Stenger, Swanson, Zibbel, Dr. Glavan, McNamee and Ochaya

"NAYS": None

## 12. Six Month Look Ahead

## 13. CEO Report

a. Operations Report

## 14. Old Business

None

## 15. New Business

Mr. Sheets suggested the Board to have a representative from the State Auditor's office give a presentation on performing an efficiency and performance audit.

Mr. Capelle explained that Laketrans just received the results of its annual state audit with no deficiencies and a perfect

score on its federal Triennial Audit, which is a comprehensive review on all aspects of Laketran's operation. The Board asked to have that information available and Mr. Capelle confirmed the Triennial Review results and all submitted data would be put in Govenda.

a. Motion to have a representative from the Ohio Auditor of State office to come to the November 2024 Laketran Board of Trustees meeting to give a presentation on what an efficiency and performance audit for Laketran was made by Mr. Sheets - Seconded by Mr. Swanson

"AYES": Messrs. and Mmes. Pizmoht, Sheets, Swanson, Dr. Glavan, Falkowski

"NAYS": Messrs. and Mmes. Stenger, Zibbel, McNamee and Ochaya

#### **16. Adjournment**

a. Motion to adjourn the Laketran Board of Trustees meeting was made at 6:41 p.m. by Mr. Sheets - Seconded by Ms. McNamee

"AYES": Messrs. and Mmes. Pizmoht, Sheets, Stenger, Swanson, Zibbel, Dr. Glavan, McNamee and Ochaya

"NAYS": None

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Benjamin S. Capelle  
Laketran Secretary/Treasurer

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Brian J. Falkowski, President  
Laketran Board of Trustees