



July 2021 Board of Trustees Meeting July 26, 2021
4:00 pm-6:00 pm Eastern Time
MINUTES

Electric Bus Demo/Ride Along- Optional
(3:30pm)

1. Meeting Called to Order – 4:03 p.m.

President Brian J. Falkowski called the Laketrans Board of Trustees meeting to order at 4:03 p.m.

2. Roll Call

Brian J. Falkowski
William F. Eppich
Jon P. Marten
Donna P. McNamee
Lane H. Sheets
Sara Spence
Gary L. Swanson
Charles J. Zibbel

Benjamin S. Capelle
Brandon D. R. Dynes

3. Pledge of Allegiance – All

4. Mission Statement – Mr. Zibbel

5. Public Comments

John Murphy from the Local 1834 approached the podium and asked the Board of Trustees if they had any questions that he might be able to answer.

Ed Lawson, Lead Mechanic, described cramped working conditions in the maintenance area, which would be alleviated with the Headquarters Expansion.

6. Approval of Minutes

Motion to approve the Laketrans Board of Trustees Board Meeting minutes of June 28th, 2021 was made by Ms. McNamee – Seconded by Mr. Swanson.

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

“NAYS”: None

“Abstained”: Ms. Spence.

Motion passed

7. Presentations

- a. Jake Altman presented the Auditor of State Award with distinction to Ms. Lisa Colling.
(State of Ohio Auditor's Office)

b. Strategic Plan Update
(Tim Rosenberger)

c. Govenda Overview
(Ben Capelle)

8. Action Items

- a. Motion to Approve the May, 2021 Financial Statement was made by Mr. Zibbel – Seconded by Ms. Spence.
“AYES”: Messrs. and Mmes. Eppich, Marten, McNamee, Sheets, Spence, Swanson and Zibbel.
“NAYS”: None
Motion passed.
- b. Motion to approve the Resolution 2021-014 approving the revised Federal Procurement Guidelines and Grant Management Manual was made by Ms. McNamee – Seconded by Mr. Swanson.
“AYES”: Messrs. and Mmes. Eppich, Marten, McNamee, Sheets, Spence, Swanson and Zibbel.
“NAYS”: None
Motion passed.
- c. Motion to approve the Resolution 2021-015 authorizing the CEO or his designee to enter into a contract with HAVE, Incl. Heating and Air Conditioning for the purchase and replacement of the garage ventilation systems after all warranty and insurance claims are approved was made by Ms. McNamee – Seconded by Mr. Zibbel.
“AYES”: Messrs. and Mmes. Eppich, Marten, McNamee, Spence, Swanson and Zibbel.
“NAYS”: Mr. Sheets.
Motion passed.
- d. Motion to accept Laketran's 2020 audited financial statements as prepared by the Ohio State Auditor's Office and 2020 CAFR as prepared by James G. Zupka, CPA, Inc. was made by Ms. Spence – Seconded by Mr. Sheets.
“AYES”: Messrs. and Mmes. Eppich, Marten, McNamee, Sheets, Spence, Swanson and Zibbel.
“NAYS”: None
Motion passed.

9. Six Month Look Ahead
(Ben Capelle)

10. 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)
- 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)

11. Old Business

(Brian Falkowski)
None

12. New Business

(Brian Falkowski)
None

13. Adjournment – 6:10 p.m.

(Brian Falkowski)

Motion to adjourn the Laketran Board of Trustees meeting was made by Ms.

McNamee – Seconded by Mr. Swanson.

“AYES”: Messrs. and Mmes. Eppich, Marten, McNamee, Sheets, Spence, Swanson and Zibbel.

“NAYS”: None

Motion passed.

Meeting adjourned at 6:10 p.m.

Benjamin S. Capelle
Secretary/Treasurer

Brian Falkowski, President
Laketran Board of Trustees