



Laketransit
March 2025 Board of Trustees Meeting
March 24, 2025
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 Laketransit Board of Trustees Board Meeting minutes of February 24, 2025.
8. **Executive Session**
 - a. Motion to enter into executive session to consider the purchase of property for public purposes pursuant to 121.22(G)(2)
9. **Discussion**
 - a. Sales Tax
10. **Agenda Items**
 - a. Motion to approve the January 2025 Laketransit, STS and Geauga Transit Operating Financial Statements, and Laketransit and Geauga Transit Capital Plans. all subject to audit.
(Matt Clarke)
 - i. January 2025 Laketransit, STS and Geauga Transit Operating Financial Statements and Capital Plans.
(Matt Clarke)
 - b. Motion to approve resolution 2025-003 authorizing the CEO or his designee, to enter into and execute a contract with Tripspark Technologies for purchase and implementation of customer communication software at a total cost of fifty-nine thousand, five hundred dollars and 00/100.(\$59,500.00)
(Matt Maier)
 - i. Briefing Paper for Customer Communication Software
(Matt Maier)
 - ii. Resolution for Customer Communication Software
(Matt Maier)

- c. Motion to approve resolution 2025- 004 authorizing The CEO Or His Designee, to Enter Into and Execute a Contract With Brasco for Purchase of a Bus Shelter to Replace the Aging Shelter at Great Lakes Mall Transfer Center at a Total Cost Not To Exceed Forty Thousand Dollars And 00/100 (\$40,000.00).
(Nickolas Borelli)
 - i. Briefing Paper Replacement Bus Shelter at Great Lakes Mall
(Nickolas Borelli)
 - ii. Resolution for Bus Shelter Replacement at Great Lakes Mall
(Nickolas Borelli)
- d. Motion to approve resolution 2025-005 to modify Laketran's organizational chart and structure to remove the Finance Clerk position from the Finance department and add the Finance Clerk to the Compliance and Development department as a Procurement and Grants Specialist and further adjust the pay grade from 4 to 8
(Benjamin S. Capelle)
 - i. Org Chart Briefing Paper
(Benjamin S. Capelle)
 - ii. Org Chart Resolution
(Benjamin S. Capelle)
 - iii. Proposed Organizational Chart
(Benjamin S. Capelle)

11. Six Month Look Ahead

(Ben Capelle)

12. CEO Report

(Benjamin S. Capelle)

a. Operations Report

(Matt Maier)

13. Old Business

(Brian Falkowski)

14. New Business

(Brian Falkowski)

15. Adjournment

(Brian Falkowski)