

Laketran
January 2025 Board of Trustees Meeting
January 27, 2025
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 to order at 4:01 pm.

3. **Roll Call**

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

Benjamin S. Capelle
Brandon Dynes

4. **Pledge of Allegiance**

All

5. **Mission Statement**

Ms. Stenger

6. **Election of Officers**

Mr. Dynes open the floor for nominations for Laketran's Board of Trustees President and Vice President

Mr. Zibbel nominated Mr. Falkowski for President - Seconded by Ms. Ochaya

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

"NAYS": None

Congratulations Mr. Falkowski on your re-appointment to Board President

Mr. Pizmoht nominated Mr. Zibbel for Vice President - Seconded by Ms. McNamee

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

"NAYS": None

Congratulations Mr. Zibbel on your re-appointment to Vice President of the Board

7. **Public Comments**

None

8. **Approval of Minutes**

- a. Motion to approve the Laketran Board of Trustees Board Meeting minutes of December 16, 2024 was made by Ms. Stenger - Seconded by Ms. McNamee

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

"NAYS": None

"ABSTAIN": Messrs. and Mmes. Swanson and Ochaya

9. Executive Session

- a. Motion to enter into executive session to consider the purchase of property for public purposes pursuant to 121.22(G)(2) was made by Mr. Zibbel - Seconded by Mr. Swanson at 4:05 p.m. with Mr. Capelle, Mr. Borelli, Mr. Clarke and legal counsel, Mr. Dynes.

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

"NAYS": None

The Board discussed Laketran's strategic needs for property now and in the future and a potential present opportunity to acquire property.

Ms. McNamee motioned to come out of executive session - Seconded by Ms. Stenger. at 5:04 p.m.

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

"NAYS": None

10. Presentation

- a. Succession Planning Presentation

Mr. Capelle explained to the Board how Laketran proactively prepares employees to fill key positions when they become vacant, by preparing potential successors to take over it will ensure business continuity and smooth transitions. He listed our levels of upper, middle and lower management to show how the employees learn the skills needed to move into open positions. With the exception of the CEO position which the Board would take action according to the reason for the vacancy.

11. Agenda Items

- a. Motion to approve the November 2024 Laketran, STS and Geauga Transit Operating Financial Statements, and Laketran and Geauga Transit Capital Plans, all subject to audit was made by Mr. Pizmoht - Seconded by Mr. Glavan

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

"NAYS": None

- b. Motion to approve resolution 2025 - 001 authorizing the CEO or his designee, to enter into and execute a contract with Have Mechanical for heating, ventilation, and air conditioning maintenance at a total contract cost of one hundred twenty-seven thousand seven hundred fifty-four dollars and 00/100 (\$127,754.00) was made by Ms. McNamee - Seconded by Mr. Zibbel

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

"NAYS": None

- c. Motion to approve resolution 2025 - 002 authorizing the CEO, or his designee to update the Laketran Policy Manual was made by Ms. McNamee - Seconded by Mr. Swanson

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

"NAYS": None

12. **Six Month Look Ahead**
13. **CEO Report**
 - a. **Operations Report**

14. **Old Business**

None

15. **New Business**

Motion to authorize the CEO to negotiate with the real property owner for purchase of real estate was made by Mr. Swanson - Seconded by Ms. Stenger
"AYES": Messrs. and Mmes. Swanson, Zibbel, Dr. Glavan, McNamee, Ochaya, Pizmoht and Stenger
"NAYS": Messrs. and Mmes. Sheets

Motion to authorize the CEO to extend the RL Bowen personal services contract up to \$100,000.00 dollars and 00/100 (\$100,000.00) was made by Mr. Swanson - Seconded by Mr. Zibbel
"AYES": Messrs. and Mmes. Swanson, Zibbel, Dr. Glavan, McNamee, Ochaya, Pizmoht and Stenger
"NAYS": Messrs. and Mmes. Sheets

Mr. Falkowski thanked Julia Schick and Kerry Jonke for the amazing Laketran Ribbon Cutting /50th Anniversary event. He also commented that it the first event that the entire board attended. Everything went perfect and they did an amazing job.

16. **Adjournment**

Motion to adjourn the Laketran Board of Trustees meeting was made by Ms. Ochaya - Seconded by Mr. Swanson at 5:47 p.m.

"AYES": Messrs. and Mmes. Swanson, Zibbel, Dr. Glavan, McNamee, Ochaya, Pizmoht, Sheets, and Stenger
"Nays": None

Benjamin S. Capelle Secretary/Treasurer

Brian J. Falkowski, President
Laketran Board of Trustees