



**PORTAGE COUNTY SOLID WASTE
MANAGEMENT DISTRICT**

District Recycling Center
3588 Mogadore Road
Kent, Ohio 44240
(330) 678-8808

Solid Waste Management District Commissioners
Sabrina Christian-Bennett, Maureen T. Frederick, Vicki A. Kline, CPA

William G. Steiner II, Director

The Solid Waste District Board of Commissioners' meeting minutes are summarized. The entire proceeding has been audio recorded and is available at the Commissioners' Office at cost.

The Solid Waste Management District Board of Commissioners met in regular session on October 24, 2017 at 9:02 AM with the following members present:

Attendee Name	Title	Status
Vicki A. Kline	President	Present
Sabrina Christian-Bennett	Vice President	Present
Maureen T. Frederick	Board Member	Present

Also Present: Water Resources Director Gene Roberts, Internal Services Director JoAnn Townend, Human Resources Department Director Janet Kovick, Department of Budget & Financial Management Director Todd Bragg, Clerk Amy Hutchinson and Ron Habowski

CONSENT AGENDA

October 24, 2017

1. **Approval of Minutes October 17, 2017**
2. **Resolutions**
 - A. Approve the October 24, 2017 bills as presented by the County Auditor and reviewed by the Department of Budget and Finance./17-164
 - B. Approve the October 24, 2017 Journal Vouchers./17-165
 - C. Approve the October 24, 2017 Then & Now certification as presented by the County Auditor./17-166
 - D. Approve the seven (7) year contract to provide curbside recycling service to Hiram Village and Hiram Township./17-167
 - E. Approve the seven (7) year contract to provide curbside recycling service to Ravenna Township./17-168
 - F. Amendment to the 2017 annual appropriation Resolution No. 16-207, adopted December 1, 2016./17-169

On Item F, Commissioner Kline asked if the Fund number is correct for the increase and Director Bragg responded the Fund number for the increase should be 83005 \$2,500 and the decrease should be from 83009.

Motion To: Approve the October 24, 2017 Consent Agenda for Solid Waste Management District

RESULT:	ADOPTED [UNANIMOUS]
MOVED:	Sabrina Christian-Bennett, Board Member
SECONDED:	Maureen T. Frederick, Board Member
AYES:	Maureen T. Frederick, Sabrina Christian-Bennett, Vicki A. Kline

RESOLUTION NO. 17-164 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

It was moved by Sabrina Christian-Bennett, seconded by Maureen T. Frederick that the following resolution be adopted:

RESOLVED, that the bills were approved and certified to the County Auditor for payment, contingent upon the review of the Portage County Department of Budget and Financial Management, Department of Internal Services or other designee on October 24, 2017 in the total payment amount of **\$12,632.51 for Funds 8300-8399** as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

RESOLVED, that the District Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea; Maureen T. Frederick, Yea;

RESOLUTION NO. 17-165 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.

It was moved by Sabrina Christian-Bennett, seconded by Maureen T. Frederick that the following Resolution be adopted:

WHEREAS, the Ohio Revised Code requires that warrants be approved by the District Board of Commissioners for the Portage County Solid Waste Management District prior to their issuance, and

WHEREAS, there are other similar financial transactions defined as journal vouchers/entries that are dissimilar in that they are used to pay for charges for services from one county department and/or fund to another department and/or fund and thus are processed in lieu of issuing a warrant, and

WHEREAS, the Journal Vouchers/Entries are submitted by the Solid Waste Management District Director for review by the District Board of Commissioners; now therefore be it

10/24/17	778	\$ 1,358.46
10/24/17	841	38.30
10/24/17	751	42.72
Total		\$ 1,439.48

RESOLVED, that the District Board of Commissioners approves the attached Journal Vouchers/Entries, and be it further

RESOLVED, that the District Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki Kline, Yea; Sabrina Christian-Bennett, Yea; Maureen T. Frederick, Yea;

RESOLUTION NO. 17-166 - RE: ACCEPTANCE OF THEN AND NOW CERTIFICATIONS FOR PAYMENT.

It was moved by Sabrina Christian-Bennett, seconded by Maureen T. Frederick that the following resolution be adopted:

WHEREAS, Ohio Revised Code Section 5705.41 (D)(1) authorizes the expenditure of moneys, provided a certificate of the County Auditor is supplied stating that there was at the time of the making of such contract or order and at the time of the execution of such certificate a sufficient sum appropriated for the purpose of such contract and in the treasury or in process of collection to the credit of an appropriate fund free from any previous encumbrances (Then and Now Certification), and

WHEREAS, the Then and Now Certification is recommended by the State Auditor's Office, the Portage County Auditor's Office, and the Portage County Prosecutor's Office, and

WHEREAS, a listing of expenditures, attached hereto as Exhibit "A" and incorporated herein by reference, has been certified by the County Auditor according to Ohio Revised Code section 5705.41 (D)(1); now therefore be it

RESOLVED, that the expenditures listed herein are properly certified by the County Auditor in the amount of \$ 200.00 dated **October 24, 2017** as set forth in Exhibit "A" shall be paid; and be it further

RESOLVED, that the District Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki Kline, Yea; Sabrina Christian-Bennett, Yea; Maureen T. Frederick, Yea;

RESOLUTION NO. 17-167 - RE: AUTHORIZE THE PORTAGE COUNTY SOLID WASTE MANAGEMENT DISTRICT TO ENTER INTO AN AGREEMENT FOR SERVICES TO PROVIDE WEEKLY CURBSIDE COLLECTION SERVICE TO HIRAM VILLAGE AND HIRAM TOWNSHIP FOR A 7-YEAR PERIOD

It was moved by Sabrina Christian-Bennett, seconded by Maureen T. Frederick that the following resolution be adopted:

WHEREAS, the Board of District Commissioners for the Portage County Solid Waste Management District submitted a proposal for curbside recycling collection services to Hiram Village and Hiram Township, which has been accepted by the Hiram Village Council and Hiram Township Trustees, now therefore be

RESOLVED, that the Board of District Commissioners for the Portage County Solid Waste Management District authorizes the Portage County Solid Waste Management District to enter into an agreement to provide weekly curbside recycling collection services for \$3.75 per month per single family household with a price increases of 2% annually to Hiram Village and Hiram Township for service to begin September 1, 2017 and to continue for a period not to exceed seven years, and

RESOLVED, that the Board of District Commissioners finds and determines that all formal

actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki Kline, Yea; Sabrina Christian-Bennett, Yea; Maureen T. Frederick, Yea;

RESOLUTION NO. 17-168 - RE: AUTHORIZE THE PORTAGE COUNTY SOLID WASTE MANAGEMENT DISTRICT TO ENTER INTO AN AGREEMENT FOR SERVICES TO PROVIDE BI-WEEKLY CURBSIDE COLLECTION SERVICE TO RAVENNA TOWNSHIP FOR A 7-YEAR PERIOD

It was moved by Sabrina Christian-Bennett, seconded by Maureen T. Frederick that the following resolution be adopted:

WHEREAS, the Board of District Commissioners for the Portage County Solid Waste Management District submitted a proposal for curbside recycling collection services to Ravenna Township, which has been accepted by the Ravenna Township Trustees, now therefore be

RESOLVED, that the Board of District Commissioners for the Portage County Solid Waste Management District authorizes the Portage County Solid Waste Management District to enter into an agreement to provide bi-weekly curbside recycling collection services for \$2.25 per month per single family household and \$2.25 per unit for multi-family units, with price increases in years 3, 5 and 7, to Ravenna Township for service to begin November 27, 2017 and to continue for a period not to exceed seven years, and

RESOLVED, that the Board of District Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki Kline, Yea; Sabrina Christian-Bennett, Yea; Maureen T. Frederick, Yea;

RESOLUTION NO. 17-169 - RE: AMENDMENT TO THE 2017 ANNUAL

**APPROPRIATION RESOLUTION NO 16-207
ADOPTED DECEMBER 1, 2016**

It was moved by Sabrina Christian-Bennett, seconded by Maureen T. Frederick that the following resolution be adopted:

RESOLVED, that it has become necessary to amend the 2017 Annual Appropriation in the amounts and for the purposes set forth in the enumeration shown below as reviewed and recommended by the Director of the Dept. of Budget & Financial Management:

	Increase	Decrease
Solid Waste General Admin		
Fund: 8300		
901 <i>Solid Waste Management District</i>		
83005	\$ 0	\$2,500
83009	\$2,500	
MEMO TOTAL	\$ 2,500	\$ 2,500

Note: Claims

; and be it further

RESOLVED, that the notes of explanation in this resolution are for informational purposes only and are not intended to restrict the expenditure of those appropriated funds to any single purpose. Such funds are for the use of all expenditures that are lawful under the approved appropriation; and be it further

RESOLVED, that a certified copy of this resolution be filed with the County Auditor; and be it further

RESOLVED, that the Board of District Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki Kline, Yea; Sabrina Christian-Bennett, Yea; Maureen T. Frederick, Yea;

Motion To: Adjourn the Official Meeting of October 24, 2017 at 9:03 AM

RESULT:	ADOPTED [UNANIMOUS]
MOVED:	Sabrina Christian-Bennett, Board Member
SECONDED:	Maureen T. Frederick, Board Member
AYES:	Maureen T. Frederick, Sabrina Christian-Bennett, Vicki A. Kline

We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Solid Waste Management District Commissioners' meeting on October 24, 2017.

Vicki A. Kline, President

Sabrina Christian-Bennett, Vice President

Maureen T. Frederick, Board Member

Amy Hutchinson, Clerk