



**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 31, 2017 at 9:00 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, and Department of Budget & Financial Management Director Todd Bragg.

CONSENT AGENDA

- 1. Approval of Minutes October 24, 2017**
- 2. Resolutions**
 1. Approve the October 31, 2017 bills as presented by the County Auditor and reviewed by the Department of Budget and Finance. /17-170
 2. Approve the October 31, 2017 Journal Vouchers. /17-171
 3. Approve the October 31, 2017 Then & Now certification as presented by the County Auditor. /17-172
 4. Declare obsolete Portage County personal property owned by the Portage County Solid Waste District./17-173
 5. Authorize sale of obsolete equipment by public auction./17-174

Motion To: Approve the October 31, 2017 Consent Agenda for Solid Waste Management District

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| 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. 17-170 - 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 31, 2017 in the total payment amount of **\$3,218.29 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. 17-171 - 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

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| 10/31/17 | 1101 | \$ 446.11 |
| Total | | \$446.11 |

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. 17-172 - 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 \$ 583.52 dated **October 31, 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. 17-173 - RE: DECLARE OBSOLETE PORTAGE COUNTY PERSONAL PROPERTY OWNED BY THE PORTAGE COUNTY SOLID WASTE DISTRICT.

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

WHEREAS, the Portage County Board of Solid Waste District Commissioners has twenty-seven (27) rear load containers and seventy (70) 95-gallon carts located at the Recycling Center, which are not needed for public use, or is obsolete or unfit for the use for which it was acquired, now therefore be it

WHEREAS, the estimated fair market value of this personal property is valued over \$2,500.00; now therefore be it

RESOLVED, that, in accordance with the Ohio Revised Code Section 307.12, the Board of County Commissioners authorizes the request to dispose of the following inventory:

- 70 each Seventy (70) 95-gallon carts (minimum bid is \$10.00 each)**
- 13 each 2-yard containers S/N 2-0083, 2-0006, 2-0037, 2-0040, 2-0038, 2-0036, 2-0058, 2-0054, 2-0022, Four (4) No Serial Numbers (minimum bid is \$125.00 each)**
- 1 each 3-yard containers - No Serial Number (minimum bid is \$125.00)**
- 11 each 4-yard containers S/N 4-0065, 4-0007, 4-0084, 4-0074, 4-0136, 4-0021, Five (5) No Serial Numbers (minimum bid is \$125.00 each)**
- 2 each 8-yard containers S/N 8-0168, One (1) No Serial Number (minimum bid is \$125.00 each)**

RESOLVED, that sealed bids will be accepted by the Portage County Director of Internal Services, 7th floor, Portage County Administration Building, 449 South Meridian St., Ravenna OH until 2:00 p.m. (E.S.T.) on November 22, 2017 and be it further

RESOLVED, that the notice of receiving bids shall be published in the Record Courier on November 7, 2017 and a copy thereof posted on the County's website and on the bulletin board of the Board forthwith; 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. 17-174 - RE: AUTHORIZE SALE OF OBSOLETE EQUIPMENT
BY PUBLIC AUCTION**

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

WHEREAS, the Portage County Solid Waste Management District Board of Commissioners has equipment and vehicles that is obsolete and unfit for the use for which it was acquired; now therefore be it

RESOLVED, that the Portage County Solid Waste Management District Board of Commissioners has determined that the items described below are obsolete and unfit for the use for which said item was acquired

- 1999 Peterbilt Model 379 vin# 1XP5DB9X1XD477950
- 2005 Peterbilt model 320 vin# 1NPZHD8X15D715905
- 2005 FREIGHTLINER CURBSIDE VIN# 1FVHCFDC45RV08299
- 2005 FREIGHTLINER CURBSIDE VIN# 1FVHCFDC25RV08303
- One used service truck body
- One BRADCO Grapple bucket Model 1035-96 S/N# 143309
- One Bobcat Model 72 INDL BKT GRPL S/N # *456107327*Grapple bucket
- One pallet of yellow parking space bumpers
- One New Holland Model LAF6697-0903 S/N # 1116216 landscaping rake
- One pallet of old building lights

; and be it further

RESOLVED, that said item will be sold at Public Auction, as prescribed by Section 307.12 of the Ohio Revised Code, to the highest bidder; and be it further

RESOLVED, that Notice of Public Auction shall be posted in the office of the Portage County Commissioners, the District and County's website and a Notice of Public Auction shall be published in the Record Courier on November 9, 2017.

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| Date of Auction: | Saturday - December 16, 2017 |
| Time of Auction: | 9:30 A.M. |
| Location: | Edinburg Auction Sales, Inc., 4029 St. Rt. 14, Edinburg Ohio |

Said equipment may be viewed from 9:00 A.M. to 5:00 P.M. Monday, Tuesday, Thursday and Friday at Edinburg Auction Sales, Inc.
and be it further

RESOLVED, that a copy of this resolution be forwarded to the Portage County Auditor; and be it further

RESOLVED, that the 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 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;

9:02 AM In accordance with the Ohio Rev. Code Ann. 121.22(G)(1), it was moved by Sabrina Christian-Bennett, seconded by Maureen T. Frederick that the Board of Commissioners move into executive session to consider the dismissal and discipline of a public employee or official. Also present: Director of Water Resources Gene Roberts, Human Resources Department Director Janet Kovick and Internal Services Director JoAnn Townend. Roll call vote: Sabrina Christian-Bennett, Yea; Maureen T. Frederick, Yea; Vicki A. Kline, Yea;

9:07 AM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Maureen T. Frederick that the Board of Commissioners moves out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Maureen T. Frederick, Yea; Vicki A. Kline, Yea;

After exiting executive session, the Board took action by Journal Entry.

JOURNAL ENTRY

October 31, 2017

1. The Board of Commissioners agreed to discipline a Solid Waste Management District employee, as presented by Water Resources Department Director Gene Roberts.
2. The Board of Commissioners agreed to dismiss a Solid Waste Management District employee, as presented by Water Resources Department Director Gene Roberts.

Motion to: Approve the Journal Entry from October 31, 2017

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

Motion To: Adjourn the Official Meeting of October 31, 2017 at 9:08.

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| 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 31, 2017.

Vicki A. Kline, President

Sabrina Christian-Bennett, Vice President

Maureen T. Frederick, Board Member

JoAnn Townend, Acting Clerk