



**PORTAGE COUNTY SOLID WASTE
MANAGEMENT DISTRICT**

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

Solid Waste Management District Commissioners
Vicki A. Kline, Sabrina Christian-Bennett, Mike Kerrigan

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 December 13, 2018 at 9:00 AM with the following members present:

Attendee Name	Title	Status
Vicki A. Kline	President	Present
Sabrina Christian-Bennett	Vice President	Present
Mike Kerrigan	Board Member	Present

Also Present: Director Bill Steiner, Water Resources Director Gene Roberts; Internal Services Director JoAnn Townend; Chief Building Official Charles Corcoran; Department of Budget & Financial Management Director Todd Bragg; Clerk Amy Hutchinson, Deerfield Township Trustee Ed Dean and Ken Lahmers, Record Courier

CONSENT AGENDA

December 13, 2018

1. **Approval of Minutes December 6, 2018**

2. **Resolutions**
 - A. Approve the December 18, 2018 bills as presented by the County Auditor and reviewed by the Department of Budget and Finance./18-179

 - B. Approve the December 18, 2018 Journal Vouchers. /18-180

 - C. Approve the December 18, 2018 Then & Now certification as presented by the County Auditor./18-181

 - D. Approve the December 27, 2018 Journal Vouchers./18-181

 - E. Closing of Funds 8313 Scrap Tire, and 8351 SW 94 Refio./18-182

 - F. Amendment to the 2018 annual appropriation Resolution No. 17-202, adopted December 19, 2017./18-183

 - G. Adopt the FY 2019 appropriations budget for the Portage County Solid Waste Management District./18-184

Motion To: Approve the December 13, 2018 Consent Agenda for Solid Waste Management District

RESULT: **ADOPTED [UNANIMOUS]**

MOVED: Sabrina Christian-Bennett

SECONDED: Mike Kerrigan

AYES: Sabrina Christian-Bennett, Vicki A. Kline, Mike Kerrigan

RESOLUTION NO. 18-179 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan 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 December 18, 2018 in the total payment amount of **\$24,950.46 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;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-180 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan 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

12/18/18	1393	\$ 456.15
12/18/18	1396	650.00
12/18/18	1403	15,675.56
12/18/18	1409	1,541.26
Total		\$ 18,322.97

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 A. Kline, Yea; Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea;

RESOLUTION NO. 18-181

This resolution was inadvertently omitted. This is for numbering purposes only.

RESOLUTION NO. 18-182

This resolution was inadvertently omitted. This is for numbering purposes only.

RESOLUTION NO. 18-183 - RE: CLOSING OF FUNDS 8313 SCRAP TIRE, AND 8351 SW 94 REFIO

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan that the following resolution be adopted:

WHEREAS, fiscal activity has ceased in Funds 8313 AND 8351, all payments have been made and the Treasurer's Cash Balance for each is \$0.00; now therefore be it

RESOLVED, that Fund 8313 AND 8351, are hereby closed as recommended by the Director of Budget and Financial Management; and be it further

RESOLVED, that a certified copy of this resolution be filed with 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 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; Mike Kerrigan, Yea;

RESOLUTION NO. 18-185

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RE: ADOPT THE FY 2019 APPROPRIATIONS BUDGET FOR THE PORTAGE COUNTY SOLID WASTE MANAGEMENT DISTRICT.

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan that the following resolution be adopted:

WHEREAS, the Board of District Commissioners sets the level of appropriation authority with the rollup group set at Fund, Department and Category to allow greater flexibility within the department effective with the FY 2019 Appropriation Budget; now therefore be it

RESOLVED, that the Board of District Commissioners does hereby adopt the FY 2019 Appropriations Budget beginning January 1, 2019 and ending December 31, 2019 in the total amount of \$2,890,910 with the rollup group set at Fund, Department, and Category as follows:

	Approved
Fund: 8300 Solid Waste General Administra	
83003 SW Gen Admin Salary&Fringes	\$1,250,000
83004 Solid Waste Gen Admin CS	\$ 575,410
83005 Solid Waste Gen Admin MS	\$ 413,500
83006 Solid Waste Gen Admin CO	\$ 430,000
83007 Solid Waste Gen Admin OE	\$ 2,000
83008 Solid Waste Gen Admin DE	\$ 0.00
<u>83009 Solid Waste Gen Admin ME</u>	<u>\$ 220,000</u>
Total Fund: 8300	\$2,890,910

;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 Solid Waste 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;

Mike Kerrigan, Yea;

REGULAR SESSION

December 13, 2018

Discussion

1. Advertise for the open driver position.

Director Steiner would like to advertise for the open driver position and has identified someone that is interested in the afternoon shift.

9:04 AM In accordance with the Ohio Rev. Code 121.22(G)(3), it was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan that the Board of Commissioners move into executive session to conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action. Also present: Director Bill Steiner, Water Resources Director Gene Roberts, Department of Budget & Financial Management Director Todd Bragg, and Attorney Chris Meduri. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea; Vicki A. Kline, Yea;

9:52 AM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan that the Board of Commissioners move out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea; Vicki A. Kline, Yea;

After exiting executive session, the Board took no action.

Motion To: Adjourn the Official Meeting of December 13, 2018 at 9:52 AM

RESULT:	ADOPTED [UNANIMOUS]
MOVED:	Sabrina Christian-Bennett
SECONDED:	Mike Kerrigan
AYES:	Sabrina Christian-Bennett, Vicki A. Kline, Mike Kerrigan

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.

Vicki A. Kline, President

Sabrina Christian-Bennett, Vice President

Mike Kerrigan, Board Member

Amy Hutchinson, Clerk