



**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 May 24, 2018 at 9:01 AM with the following members present:

Attendee Name	Title	Status
Vicki A. Kline	President	Absent
Sabrina Christian-Bennett	Vice President	Present
Mike Kerrigan	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; Office of Homeland Security and Emergency Management Director Ryan Shackelford, and Record Courier Reporter Matt Merchant

**CONSENT AGENDA**

May 24, 2018

1. **Approval of Minutes May 15, 2018**
2. **Resolutions**
  - A. Approve the May 29, 2018 bills as presented by the County Auditor and reviewed by the Department of Budget and Finance./18-071
  - B. Approve the May 29, 2018 Journal Vouchers./18-072
  - C. Approve the May 29, 2018 Then & Now certification as presented by the County Auditor./18-073

**Motion To:** Approve the May 24, 2018 Consent Agenda for Solid Waste Management District

<b>RESULT:</b>	<b>ADOPTED</b>
<b>MOVED:</b>	Mike Kerrigan
<b>SECONDED:</b>	Sabrina Christian-Bennett
<b>AYES:</b>	Mike Kerrigan, Sabrina Christian-Bennett
<b>ABSENT:</b>	Vicki A. Kline

**RESOLUTION NO. 18-071 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.**

It was moved by Mike Kerrigan, seconded by Sabrina Christian-Bennett 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 May 29, 2018 in the total payment amount of **\$20,249.53 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, Absent; Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea;

**RESOLUTION NO. 18-072 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.**

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

05/29/18	1030	\$ 522.08
05/29/18	964	46.97
05/29/18	960	408.25
05/29/18	957	72.36
Total		\$ 1,049.66

**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, Absent;                      Sabrina Christian-Bennett, Yea;                      Mike Kerrigan, Yea;

**RESOLUTION NO. 18-073                      -                      RE:                      ACCEPTANCE OF THEN AND NOW CERTIFICATIONS FOR PAYMENT.**

It was moved by Mike Kerrigan, seconded by Sabrina Christian-Bennett 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 **\$ 4,473.56** dated **May 29, 2018** 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 A. Kline, Yea;                      Sabrina Christian-Bennett, Yea;                      Mike Kerrigan, Yea;

**REGULAR AGENDA**

May 24, 2018

9:02 AM In accordance with the Ohio Revised Code 121.22(G)(1), it was moved by Mike Kerrigan, seconded by Sabrina Christian-Bennett that the Board of Commissioners move into executive session for the purpose of considering discipline and compensation of a public employee. Also present: Human Resources Director Janet Kovick and Water Resources Director Gene Roberts. Roll call vote: Mike Kerrigan, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Absent;

9:22 AM Upon conclusion of the above referenced discussion, it was moved by Mike Kerrigan, seconded by Sabrina Christian-Bennett that the Board of Commissioners move out of executive session. Roll call vote: Mike Kerrigan, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Absent;

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

**JOURNAL ENTRY**

May 24, 2018

1. After exiting Executive Session, the Board of Commissioners authorized an unpaid leave of absence for medical purposes from May 18, 2018 through June 1, 2018 for a Solid Waste employee, as presented by Janet Kovick, Human Resources Director.

**Motion to:** Approve the Journal Entry from May 24, 2018

<b>RESULT:</b>	<b>ADOPTED</b>
<b>MOVED:</b>	Mike Kerrigan
<b>SECONDED:</b>	Sabrina Christian-Bennett
<b>AYES:</b>	Mike Kerrigan, Sabrina Christian-Bennett
<b>ABSENT:</b>	Vicki A. Kline

**Motion To:** Adjourn the Official Meeting of May 24, 2018 at 9:23 AM

<b>RESULT:</b>	<b>ADOPTED</b>
<b>MOVED:</b>	Mike Kerrigan
<b>SECONDED:</b>	Sabrina Christian-Bennett
<b>AYES:</b>	Sabrina Christian-Bennett, Mike Kerrigan
<b>ABSENT:</b>	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.

-----ABSENT-----

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Vicki A. Kline, President

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Sabrina Christian-Bennett, Vice President

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Mike Kerrigan, Board Member

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Amy Hutchinson, Clerk