



**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 June 27, 2017 at 9:07 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	Attending 9:09 AM

Also Present: Internal Services Director JoAnn Townend, Human Resources Department Director Janet Kovick, Department of Budget & Financial Management Director Todd Bragg, Clerk Amy Hutchinson, County Auditor Esposito, and Matt Merchant, Record Courier

CONSENT AGENDA

June 27, 2017

1. **Approval of Minutes June 20, 2017**
2. **Resolutions**
 - A. Approve the June 27, 2017 bills as presented by the County Auditor and reviewed by the Department of Budget and Finance./17-101
 - B. Approve the June 27, 2017 Journal Vouchers/17-102
 - C. Approve the June 27, 2017 Then & Now certification as presented by the County Auditor./17-103
 - D. Amendment to the 2017 Annual Appropriation Resolution 16-207, adopted December 1, 2016./17-104

Motion To: Approve the June 27, 2017 Consent Agenda for Solid Waste Management District

RESULT:	ADOPTED
MOVER:	Sabrina Christian-Bennett, Board Member
SECONDER:	Vicki A. Kline, President
AYES:	Sabrina Christian-Bennett, Vicki A. Kline
ABSENT:	Maureen T. Frederick

RESOLUTION NO. 17-101 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

It was moved by Sabrina Christian-Bennett, seconded by Vicki A. Kline 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 June 27, 2017 in the total payment amount of **\$19,001.06 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, Absent;

RESOLUTION NO. 17-102 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.

It was moved by Sabrina Christian-Bennett, seconded by Vicki A. Kline 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

06/27/17	858	\$ 43.44
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06/27/17	761	71.41
Total		\$ 114.85

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, Absent;

RESOLUTION NO. 17-103

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

RESOLUTION NO. 17-104 - RE: AMENDMENT TO THE 2017 ANNUAL APPROPRIATION RESOLUTION NO 16-207 ADOPTED DECEMBER 1, 2016

It was moved by Sabrina Christian-Bennett, seconded by Vicki A. Kline 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>	
	83004	\$ 175,000.00	\$0.00
	83005	\$ 120,000.00	\$0.00
	83009	\$ 0.00	\$295,000
		MEMO TOTAL	\$ 295,000

Note: Grant match and 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 A. Kline, Yea; Sabrina Christian-Bennett, Yea; Maureen T. Frederick, Absent;

REGULAR AGENDA

June 27, 2017

Director Bragg distributed the Solid Waste Management District's proposed tax budget for Board review and display. The Public Hearing is scheduled for July 11, 2017 at 1:40 PM. Both Director Steiner and Director Roberts have received copies of the budget.

Director Bragg reported the City of Streetsboro had a meeting last night and they may be reissuing the Request for Proposals; regardless of how it plays out, the District will be providing service for a little longer under the existing contract.

Commissioner Frederick asked how this will affect the funding stream in the sense of the new trucks and Director Bragg explained the District has not purchased any trucks, but did receive the loan. The District would only be responsible for payment only on the funding used and there's no penalty for not using it or paying off early.

1. Discussion

- A. Rootstown Township: A proposed amendment to the original agreement is being presented today for Board review./The Board agreed to the amendment as presented.

9.4 District Billings to Residential Units

The District will assess fees on an annual basis through the real property tax billing by the Portage County Auditor.

9.3 District Billings to Residential Units

The District will assess fees on an annual basis, within the first quarter, for the period from January 1st to December 31st of the previous year, through real property tax billing by the Portage County Auditor. A billing notice will be mailed to each property owner with the dollar amount being assessed. Included on the billing notice will be instructions on how and where a property owner can pay the bill separately from property tax billing, if desired. The rate to be charged to each single family resident property owner for the first year will be \$2.25 per month. Senior citizens that are currently receiving the Homestead Exemption from the Portage County Auditor's office will be charged \$2.00 per month.

9.7 Billing: Failure to Remit Fees

This section is eliminated in its entirety.

Recycling Fees:

The Board requested and the Department of Budget & Financial Management has honored the fact that individuals are still able to come in and pay ahead for their recycling, but when that happens, the Department of Budget & Financial Management is trying to track who has paid ahead and who has not.

Home owners will see a separate line on their tax bills for recycling, but will also see a charge of 2½% from the County Auditor, which she charges in order to place additional language on the tax duplicate. The reason for putting the recycling charges on the tax duplicate is because the County spends \$17,000 in postage, plus check processing costs. If the Board puts the charges on the tax bill without the ability to pay ahead, it's done once a year and included with the parcels that have houses. For most communities, the cost is about \$36.00/year.

The Board agreed to consider placing the recycling charges on the tax duplicate in 2018.

Commissioner Christian-Bennett commented that she received an e-mail from Mayor Broska (City of Streetsboro) indicating Solid Waste Management District is over promising and under delivering by guaranteeing seniors a fixed rate for recycling at \$2.10/week for six years and Commissioner Christian-Bennett is unsure how the District can fluctuate from contract to contract. Commissioner Christian-Bennett also inquired whether the Board received a per price cost breakdown and Director Bragg will get the information to the Board.

Commissioner Christian-Bennett also pointed out when the District goes from weekly to bi-weekly, citizens are going to look for a reduction in the cost. Director Bragg shared that with the new contract, there is a considerable price difference between the two. If you are staying weekly, the cost is going to go over \$3.00, but people who are staying bi-weekly are staying at the \$2.25 rate.

Director Bragg reported the City of Aurora included in their bid a request for weekly service so the District established rates for that. The District needs to work with the communities as it is their choice whether they are weekly or bi-weekly.

Commissioner Frederick would like assurance the rates are based on the true costs and not undercutting the private sector haulers. Director Bragg pointed out the County has a Generation Fee so the District does not run in a deficit. Because recycling has a 'public good' aspect to it, the County is willing to help it along and subsidize costs to people. Commissioner Frederick asked if the fee was changed what would happen and Director Bragg replied that the District needs a certain amount of money to operate, so if the Generation Fees were removed, the District will need to find the difference.

Commissioner Frederick is concerned that the County is undercutting the private sector and she believes it is not representative of the true costs of recycling. The County should know and disclose how it comes up with costs and the Board cannot do that. Director Bragg mentioned for every contract the District bid this year, a spreadsheet was completed and Director Bragg will get copies to the Board. The Board would like to have time to sit with Director Roberts to discuss the spreadsheets and Director Bragg will relay the message to Director Roberts.

Motion To: Adjourn the Official Meeting of June 27, 2017 at 9:31 AM

RESULT: ADOPTED [UNANIMOUS]

MOVER: Sabrina Christian-Bennett, Board Member

SECONDER: 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 June 27, 2017.

Vicki A. Kline, President

Sabrina Christian-Bennett, Vice President

Maureen T. Frederick, Board Member

Amy Hutchinson, Clerk