



# 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, Kathleen Clyde, Sabrina Christian-Bennett

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, 2019 at 9:01 AM with the following members present:

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

Also Present: Office of Homeland Security and Emergency Management Director Ryan Shackelford, Department of Budget and Financial Management Director Todd Bragg, Human Resources Director Janet Kovick, Rebecca Armstrong, Brian Ames, and Clerk Amy Hutchinson

## **CONSENT AGENDA**

October 24, 2019

Commissioner Christian-Bennett asked if the Board had a chance to review the bills because the Consent Agenda says, 'as presented by the County Auditor and reviewed by the Board of Commissioners and Department of Budget and Financial Management'. Commissioner Clyde suggests amending the wording this week to remove 'and reviewed by the Board of Commissioners', leaving review by Department of Budget and Financial Management Director Bragg, and the Board agreed.

Commissioner Christian-Bennett also asked if the Board had questions on the 5 year contract with Nelson and both Commissioner Kline and Commissioner Clyde did not.

### **1. Approval of Minutes October 17, 2019**

### **2. Resolutions**

1. Approve the October 24, 2019 bills as presented by the County Auditor and reviewed by the Department of Budget and Finance. /19-153
2. Approve the October 24, 2019 Journal Vouchers./19-154
3. Approve the October 24, 2019 Then & Now certification as presented by the County Auditor. /19-155
4. Approve the 5-year contract with Nelson Township./19-156

**RESOLUTION NO. 19-153 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.**

It was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde 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 Board of Commissioners, Department of Budget and Financial Management, Department of Internal Services or other designee on October 24, 2019 in the total payment amount of **\$15,091.77 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; Kathleen Clyde, Yea;

**RESOLUTION NO. 19-154**

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

**RESOLUTION NO. 19-155 - RE: ACCEPTANCE OF THEN AND NOW CERTIFICATIONS FOR PAYMENT.**

It was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde 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 **\$ 1,066.65** dated **October 24, 2019** 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;                      Kathleen Clyde, Yea;

**RESOLUTION NO. 19-156                      -                      RE:      AUTHORIZE THE PORTAGE COUNTY SOLID WASTE MANAGEMENT DISTRICT TO ENTER INTO AN AGREEMENT FOR SERVICES TO PROVIDE DROP OFF COLLECTION SERVICE TO NELSON TOWNSHIP FOR A 5-YEAR PERIOD**

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

**WHEREAS,** the Board of District Commissioners for the Portage County Solid Waste Management District submitted a proposal for drop off recycling collection services to Nelson Township, which has been accepted by the Nelson 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 drop off recycling collection services for \$600.00 per container per year, with annual review of rates, to Nelson Township for service to begin January 1, 2020 and to continue for a period not to exceed five (5) 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;                      Kathleen Clyde, Yea;                      Sabrina Christian-Bennett, Yea;

**Motion To:**                      Approve the Consent Agenda for October 24, 2019

<b>RESULT:</b>	<b>ADOPTED</b>
<b>MOVED:</b>	Sabrina Christian-Bennett
<b>SECONDED:</b>	Kathleen Clyde
<b>AYES:</b>	Sabrina Christian-Bennett, Kathleen Clyde, Vicki A. Kline

## REGULAR AGENDA

October 24, 2019

### Journal Entries

1. Motion for an internal posting of the full time permanent CDL Truck Driver - 3<sup>rd</sup> Shift./Journal Entry #1
2. Motion to accept the resignation of Steven Moore, Mechanic II, effective October 29, 2019./Journal Entry #2
3. Motion for an internal posting of the full time permanent Mechanic I, replacing Steven Moore./Journal Entry #3

### JOURNAL ENTRY

October 24, 2019

1. The Board of Commissioners signed the Personnel Requisition authorizing the ten (10) work-day internal posting of the full time permanent CDL Truck Driver - 3<sup>rd</sup> Shift, for Portage County Solid Waste Management District, with external posting if no internal appointment is made, presented by William Steiner, Solid Waste Management District Director, and Janet Kovick, Human Resources Director.

**Motion To:** Approve the Journal Entry I for October 24, 2019

<b>RESULT:</b>	<b>ADOPTED</b>
<b>MOVED:</b>	Sabrina Christian-Bennett
<b>SECONDED:</b>	Kathleen Clyde
<b>AYES:</b>	Sabrina Christian-Bennett, Kathleen Clyde, Vicki A. Kline

### JOURNAL ENTRY II

October 24, 2019

1. The Board of Commissioners signed the Personnel Action Form accepting the resignation of Steven Moore, Mechanic II, for Portage County Solid Waste Management District, effective October 29, 2019, presented by William Steiner, Solid Waste Management District Director, and Janet Kovick, Human Resources Director.

**Motion To:** Approve the Journal Entry II for October 24, 2019

<b>RESULT:</b>	<b>ADOPTED</b>
<b>MOVED:</b>	Sabrina Christian-Bennett
<b>SECONDED:</b>	Kathleen Clyde
<b>AYES:</b>	Sabrina Christian-Bennett, Kathleen Clyde, Vicki A. Kline

**JOURNAL ENTRY III**

October 24, 2019

1. The Board of Commissioners signed the Personnel Requisition authorizing the ten (10) work-day internal posting of the full time permanent Mechanic I, replacing Steven Moore, for Portage County Solid Waste Management District, with external posting if no internal appointment is made, presented by William Steiner, Solid Waste Management District Director, and Janet Kovick, Human Resources Director.

**Motion To:** Approve the Journal Entry III for October 24, 2019

**RESULT:** **ADOPTED**

**MOVED:** Sabrina Christian-Bennett

**SECONDED:** Kathleen Clyde

**AYES:** Sabrina Christian-Bennett, Kathleen Clyde, Vicki A. Kline

**Motion To:** Adjourn the Official Meeting of October 24, 2019 at 9:04 AM

**RESULT:** **ADOPTED**

**MOVED:** Sabrina Christian-Bennett

**SECONDED:** Kathleen Clyde

**AYES:** Sabrina Christian-Bennett, Kathleen Clyde, 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.

\_\_\_\_\_  
Vicki A. Kline, President

\_\_\_\_\_  
Kathleen Clyde, Vice President

\_\_\_\_\_  
Sabrina Christian-Bennett, Board Member

\_\_\_\_\_  
Amy Hutchinson, Clerk