



**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 November 21, 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

Present: Sheila Moore, Brian Ames, John Zizka, Barb Tittle, Human Resource Director Janet Kovick and Director Bill Steiner

CONSENT AGENDA

November 21, 2019

1. **Approval of Minutes November 14, 2019**
2. **Resolutions**
 1. Approve the November 21, 2019 bills as presented by the County Auditor./19-172
 2. Approve the November 21, 2019 Journal Vouchers as presented by the County Auditor./19-173
 3. Approve the November 21, 2019 Then & Now certification as presented by the County Auditor./19-174

Motion To: Approve the Consent Agenda for November 21, 2019

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

RESOLUTION NO. 19-172 - 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 November 21, 2019 in the total payment amount of **\$59,252.81 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. 19-173 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.

It was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde 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 recommended by the County Auditor's Office for review and approval by the Board of Commissioners; now therefore be it

RESOLVED, that the District Board of Commissioners approves the following Journal Vouchers/Entries, as presented by the County Auditor's Office:

11/21/19	773	\$2,751.95
11/21/19	774	2,071.20
Total		\$4,823.15

;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. 19-174 - 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 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 **\$ 7,389.74** dated **November 21, 2019** 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;

REGULAR AGENDA
November 21, 2019

Discussion:

1. Brimfield Township

Director Steiner mentioned a two year proposal has been prepared for Brimfield Township, for mandatory services which are in line with other proposals throughout the County. The first year of the proposed contract will cost \$3.00 per month for bi-weekly service and the second year would increase to \$3.75 per month. The document has been reviewed and approved by the Prosecutor's Office.

Commissioner Clyde asked how the rate compares to other bi-weekly services and Director Steiner noted the District is trying to provide consistency and will adjust to get all contracts in line with

each other. Commissioner Kline noted the rates will not be adjusted until contracts have expired and Director Steiner noted there are contracts with no rate adjustment, but generally most have Article 9.2 included in the contract which allows for an annual review of the rates.

Director Steiner also pointed out that he is working with the Prosecutor's Office to make the contract as uniform as possible across the County, moving more towards the utilization of Memorandum of Understanding as opposed to contracts. Commissioner Kline explained the goal is uniformity and consistence, but some communities could pay less for their monthly rate and Director Steiner replied the end goal is to make the rates fair for weekly, bi-weekly and drop off service at minimal costs. Commissioner Christian-Bennett pointed out that communities could opt out to obtain their own service provider and still be included in the plan.

2. Journal Entry

- A. Approve the full-time hire of Daniel Reagan as a CDL Truck Driver – 3rd Shift, replacing the position previously held by Peter Teeple./Journal Entry

JOURNAL ENTRY:

November 21, 2019

1. The Board of Commissioners signed the Personnel Action Form authorizing the full-time hire of Daniel Reagan as a CDL Truck Driver – 3rd Shift, replacing the position previously held by Peter Teeple for Portage County Solid Waste Management District, as presented by Bill Steiner, Solid Waste Management District Director and Janet Kovick, Human Resources Director. Anticipated start date is December 2, 2019. The Board of Commissioners agreed that this hire is contingent upon the applicant passing the required pre-employment testing.

Motion to: Approve the Journal Entry from November 21, 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 November 21, 2019 at 9:09 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