



**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 November 29, 2018 at 9:00 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 and Financial Management Director Todd Bragg, Clerk Amy Hutchinson, Attorney Chris Meduri and Director Bill Steiner

CONSENT AGENDA

November 29, 2018

1. **Approval of Minutes November 15, 2018**
2. **Resolutions**
 - A. Approve the December 4, 2018 bills as presented by the County Auditor and reviewed by the Department of Budget and Finance. /18-170
 - B. Approve the December 4, 2018 Journal Vouchers. /18-171
 - C. Approve the December 4, 2018 Then & Now certification as presented by the County Auditor./ 18-172
 - D. Approve truck rental for 2019/18-173

Motion To: Approve the November 29, 2018 Consent Agenda for Solid Waste Management District

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

RESOLUTION NO. 18-170 - 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 December 4, 2018 in the total payment amount of **\$10,443.17 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. 18-171 - 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

12/04/18	139	\$ 16,236.25
12/04/18	140	16,236.25
Total		\$ 32,472.50

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. 18-172 - 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 **\$ 687.13** dated December 4, 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, Absent;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-173

- RE: AUTHORIZE THE DISTRICT DIRECTOR TO RENT TRUCKS AS NEEDED DURING 2019

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

WHEREAS, the Portage County Solid Waste Management District provides curbside, drop off and commercial collection of recyclables; and

WHEREAS, the District sometimes experiences breakdowns and lengthy repairs on trucks; and

WHEREAS, the District needs to rent a truck(s) to provide this service to the residents and businesses; and

WHEREAS, it is the recommendation of the Portage County Solid Waste Management District Director that he be granted authority to rent truck(s) as necessary to prevent long delays in collection service and efficiency of the operation of the District; now therefore be it

RESOLVED, that the Board of Solid Waste District Commissioners does hereby grant the Director permission to rent collection trucks as needed within the restrictions of the ORC; and be it further

RESOLVED, that the Board of Commissioners and the Department of Budget & Financial Management will be immediately notified in the event of a truck rental and the Director will give the Board of Commissioners a full report at his/her next meeting with the Commissioners; 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 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, Absent;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

REGULAR AGENDA

November 29, 2018

Discussion

1. Shredder shut down.

With the conversion to single steam and last year's spike in volume during the holidays, the District is trying to be more proactive.

- The District has 2 commercial front load trucks and a 3rd truck used a spare, but the spare will be placed on the road this year during the holiday season.
- The shredder will be shut down the week of Christmas and 2 weeks afterwards in order to utilize manpower elsewhere.
- A part-time person will ride with the driver to expedite the process.

Director Steiner will put notice on the County's website, in the newspaper and will send an e-mail to all county mailboxes.

2. Rate Increases

Director Steiner is recommending that any residents with voluntary pickup have a rate increase from \$3.00 to \$4.00 per month due to the market and contamination. The increase will only affect about 40 customers across the county. Director Steiner will prepare a resolution for Board consideration next week.

3. Camelot and Lakeside Mobile Home Parks

The Robin Mobile Home Park on SR 82 in Mantua approached the District about reducing the amount of recycling costs if the park was not full. In the past, the District accommodated that request by requiring signed affidavits. Over time, the practice has become very burdensome to the District and Director Steiner suggested mobile home parks pay a certain consistent amount to the District, regardless whether the park is full or not.

The managers of Camelot Mobile Home Park (585 lots) and Lakeside Mobile Home Park (222 lots), both located in Streetsboro, contacted the District and together have created an agreement for Camelot to pay for 565 lots and Lakeside to pay for 212 lots regardless if the lots are full or empty. Director Steiner mentioned if either park is expanded, they agreed to notify the District.

JOURNAL ENTRY

November 29, 2018

1. The Board of Commissioners agreed to adjust the recycling billing invoices for two Streetsboro Mobile Home Parks as follows:

- * Camelot Mobile Home Park from 585 lots to 565 billable lots
- * Lakeside Mobile Home Park from 222 lots to 212 billable lots

The Board further agreed that if either Park expands, they will contact the District for an adjustment to the agreement.

Motion to: Approve the Journal Entry from November 29, 2018

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

9:08 AM In accordance with the Ohio Rev. Code 121.22(G)(3), it was moved by Mike Kerrigan, seconded by Sabrina Christian-Bennett 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: Bill Steiner, Water Resources Director Gene Roberts, and Attorney Chris Meduri. Roll call vote: Mike Kerrigan, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Absent;

9:46 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 no action.

Motion To: Adjourn the Official Meeting of November 29, 2018 at 9:46 AM

RESULT:	ADOPTED
MOVED:	Sabrina Christian-Bennett
SECONDED:	Mike Kerrigan
AYES:	Sabrina Christian-Bennett, Mike Kerrigan
ABSENT:	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-----

Vicki A. Kline, President

Sabrina Christian-Bennett, Vice President

Mike Kerrigan, Board Member

Amy Hutchinson, Clerk