



**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 December 12, 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: Job and Family Services Director Kellijo Jeffries, Water Resources Department Deputy Director Laura Weber, Acting Clerk Julie Gonzales, Brian Ames and Diane Smith, Record Courier

CONSENT AGENDA

December 12, 2019

1. Approval of Minutes December 5, 2019

2. Resolutions

A. Approve the December 12, 2019 bills as presented by the County Auditor./19-182

B. Approve the December 12, 2019 Journal Vouchers as presented by the County Auditor. /19-183

C. Approve the December 12, 2019 Then & Now certification as presented by the County Auditor. /19-184

D. Amendment to the 2019 annual appropriation Resolution No. 18-185, adopted December 13, 2018./19-185

Motion To: Approve the Consent Agenda for December 12, 2019

RESULT: **ADOPTED**

MOVED: Kathleen Clyde

SECONDED: Sabrina Christian-Bennett

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

RESOLUTION NO. 19-182 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

It was moved by Kathleen Clyde, 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 Board of Commissioners, Department of Budget and Financial Management, Department of Internal Services or other designee on December 12, 2019 in the total payment amount of **\$112,066.00 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. 19-183 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.

It was moved by Kathleen Clyde, 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 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:

12/12/19	568	\$ 882.76
12/12/19	588	32,472.50
12/12/19	774	467.75
12/12/19	780	16.13
Total		\$ 33,839.14

;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

is December 30, 2019./Journal Entry

4. Discussion

- A. 1057 Graham Street, Kent (vacant lot)
Director Steiner verified that a house used to be on site but has since been removed and he recommends removal of the recycling charges for \$33.00./Journal Entry
- B. Memorandum of Understanding with Job and Family Services
Director Steiner would like to use Job and Family Services for background checks as part of the District's hiring process and the Board agreed to move forward with a Resolution next week.
- C. Citizens Work Group (New, 5 members)
Director Steiner presented a draft of the Portage County Solid Waste Management District's proposed Citizens Workgroup's purpose, composition, objectives, etc. and would like the Board's feedback next week. Commissioner Christian-Bennett mentioned the Board's application process but Commissioner Clyde noted the Board wasn't doing a formal statutory board. Director Steiner will ask volunteer Nielsen to lead a workgroup and he will get back to the Board with the results. Commissioner Christian-Bennett suggests Ms. Nielsen gather volunteers from a cross section of the county for diversification purposes. Commissioner Christian-Bennett also suggested the workgroup focus on ways to educate the public on recycling, repurposing and reusing items.
- D. 2020 Grant for Scrap Tires
Director Steiner is working on a grant for scrap tires. Several years ago, processing scrap tires costs \$54.00/ton and the District collected 328 tons of tires. Last year, the District collected 205 tons but the tonnage processing costs increased to over \$200/ton (which does not include the driver's time, fuel, maintenance, etc.) The District can be awarded up to \$40,000, but the grant requires the collection of a minimum of \$0.50/tire. The problem occurs on weekends when there are 5 collection events going on and Director Steiner is responsible for the funding. Director Steiner mentioned if a semi or tractor tire comes in rimmed, it costs the District \$5.62/tire to dispose. Director Steiner suggests the Board set a rate of \$1.00 per passenger tire and a little more for tractor and semi tires and to let all entities know changes are coming for the scrap tire program in 2021. Director Steiner will apply for the grant and he will bring back in January for additional discussion.
- E. Rootstown Township Trustee Meeting
Director Steiner attended their meeting on Tuesday night when they discussed an addendum to the contract for recycling services in Rootstown Township. The Trustees were disappointed due to a rate increase into the 3rd year of a 5 year contract. Director Steiner will prepare a spreadsheet for discussion with the Trustees again next week and he will report back to the Board.
- F. Brimfield Township
The Brimfield Township Trustees were presented with financial information on what it truly costs the residents for recycling services. The Trustees will be meeting on December 18th at 8:00 AM to discuss this issue. The contract is a 2 year contract with every other week service in line with what is being done throughout the rest of the County and he will report back to the Board after the meeting.

Commissioner Christian-Bennett asked if Brimfield's contract allowed for re-negotiations to the contract and Director Steiner replied it does (Section 9.2).

G. On line payment

The option for on-line payment is now available on the County's website and it will be noted on the recycling invoice. The District is not allowed to accept credit cards because recycling is not considered a utility (like Water Resources). Director Steiner will contact the Ohio EPA to see if any other Solid Waste Management Districts are accepting credit cards.

JOURNAL ENTRY

December 12, 2019

Motion to: Authorize the full-time hire of Douglas Dewall as a CDL Truck Driver, replacing the Mechanic position previously held by Steven Moore. Anticipated start date is December 30, 2019. The Board of Commissioners agreed that this hire is contingent upon the applicant passing the required pre-employment testing.

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

JOURNAL ENTRY II

December 12, 2019

Motion To: Remove the recycling fee of \$33.00 for property located at 1057 Graham Street, Kent, Ohio as recommended by Director Steiner.

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 December 12, 2019 at 9:26 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