



**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 February 7, 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: Water Resources Director Gene Roberts, Deputy Director Laura Weber, Internal Services Director JoAnn Townend, Human Resources Department Director Janet Kovick, Department of Budget & Financial Management Director Todd Bragg, and Clerk Amy Hutchinson

CONSENT AGENDA

February 7, 2019

1. Approval of Minutes January 24, 2019

2. Resolutions

- A. Approve the February 12, 2019 bills as presented by the County Auditor and reviewed by the Department of Budget and Finance./19-012
- B. Approve the February 12, 2019 Journal Vouchers. /19-013
- C. Approve the February 12, 2019 Then & Now certification as presented by the County Auditor. /19-014
- D. Enter into an agreement for random DOT Drug and Alcohol testing services between IEBT and the Portage County Solid Waste Management District./19-015
- F. Approve the 2019 and 2020 contract with Portage County Health Department./19-016
- G. Authorize the Portage County Solid Waste Management District to file a grant application with Ohio EPA for the 2019 Recycle Ohio Grant./19-017

Motion: by Sabrina Christian-Bennett, seconded by Kathleen Clyde to approve the Consent Agenda for February 7, 2019

Roll call vote:Commissioner Christian-Bennett, Yea;
Commissioner Clyde, Yea;
Commissioner Kline, Yea;

RESOLUTION NO. 19-012 - 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 Department of Budget and Financial Management, Department of Internal Services or other designee on February 12, 2019 in the total payment amount of **\$42,022.61 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. 19-013 - 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 submitted by the Solid Waste Management District Director for review by the District Board of Commissioners; now therefore be it

02/12/19	191	\$ 456.15
02/12/19	192	8.85
02/12/19	193	514.40
02/12/19	328	557.19

02/12/19	330	847.88
Total		\$ 2,384.47

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, Yea; Sabrina Christian-Bennett, Yea; Kathleen Clyde, Yea;

RESOLUTION NO. 19-014 - 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 **\$ 18,006.94** dated **February 12, 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. 19-015 - RE: ENTER INTO AN AGREEMENT FOR RANDOM DOT DRUG AND ALCOHOL TESTING SERVICES BETWEEN IEBT AND THE PORTAGE COUNTY SOLID WASTE DISTRICT.

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

WHEREAS, on or about January 1, 1998 the Board of Portage County Solid Waste District Commissioners joined a consortium to achieve compliance with federal drug and alcohol testing regulations; and

WHEREAS, IEBT, Inc. has agreed to act as a third party administrator by performing the required testing for the Portage County Solid Waste Management District; and

WHEREAS, the parties wish to enter into said agreement for one year, to expire on December 31, 2019; and

WHEREAS, the fees have been established as follows:

Urine collection, lab analysis &MRO	\$65.00/person
Breath Alcohol: DOT approved devices	\$ 65.00/person
STAT Service for post-accident, reasonable suspicion and calls less than 24-hour notice STAT Coordination Fee	\$80.00
Drug and Alcohol testing at IBET facility	\$55.00/person
Breath Alcohol Testing DOT approved devices	\$50.00/person
Consortium Fee	\$100.00

RESOLVED, that the Board of Portage County Solid Waste District Commissioners does hereby accept the amendment to the Drug and Alcohol Testing Consortium Agreement for the referenced testing within the Scope of Services and in the amounts indicated above in a total amount not to exceed \$2,500.00 until expiration on December 31, 2019; and be it further

RESOLVED, that the Portage County 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 a meeting opened 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;

RESOLUTION NO. 19-016 - RE: AUTHORIZE THE PORTAGE COUNTY SOLID WASTE MANAGEMENT DISTRICT TO ENTER INTO A 2019 AND 2020 AGREEMENT FOR

**SERVICES WITH THE PORTAGE COUNTY
COMBINED GENERAL HEALTH DISTRICT**

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

WHEREAS, the Portage County Solid Waste Management District desires services to perform certain monitoring, investigating and inspections services required by the Portage County Solid Waste Plan; and

WHEREAS, the Portage County Combined General Health District can provide the services needed by the Portage County Solid Waste Management District; now therefore be it

RESOLVED, the Board of District Commissioners for the Portage County Solid Waste Management District agrees to enter into an agreement for services for the year of 2019 and 2020 with the Portage County Combined General Health District in an amount not to exceed \$64,945.00 for 2019 and not be exceed \$64,945.00 for 2020 for the purpose of providing environmental protection services for the time period January 1, 2019 through December 31, 2020; 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, Yea; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

RESOLUTION NO. 19-017 - RE: AUTHORIZE THE PORTAGE COUNTY SOLID WASTE MANAGEMENT DISTRICT TO FILE A GRANT APPLICATION WITH THE OHIO EPA FOR THE 2019 RECYCLE OHIO GRANT.

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 supports the Portage County Solid Waste Management District's application to the Ohio EPA for the purpose of acquiring funds through the recycling and litter prevention funds pursuant to Chapter 1502 of the Ohio Revised Code; and

WHEREAS, the Ohio EPA, through Grants allocates funding in the form of grants to supplement and not to replace local recycling and solid waste management programs; now therefore be it

RESOLVED, that the Board of District Commissioners, County of Portage, State of Ohio:

Section 1: That the Board of District Commissioners hereby endorses and authorizes the grant application for the 2019 Community Development Grant for the Portage County Solid Waste Management District in the amount of \$22,470.00 with a local match of \$12,528.00 to be provided by the Portage County Solid Waste Management District for the time period of July 1, 2019 thru June 30, 2020, and

Section 2: That William G. Steiner, II, Director, is hereby designated as the Authorized Official and is thereby the official signatory for all grant documents and is authorized to sign the Grant Endorsement Page on behalf of the Board; and be it further

RESOLVED, that a copy of this resolution will be filed with the Portage County Auditor, the Department of Budget and Finance and the Solid Waste Management District; 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, Yea; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

Director Roberts requests the Board postpone the Executive Session as the information was not received in time.

Motion: by Sabrina Christian-Bennett, seconded by Kathleen Clyde to adjourn the Official Meeting of February 7, 2019 at 9:03 AM

Roll call vote: Commissioner Christian-Bennett, Yea;
Commissioner Clyde, Yea;
Commissioner Kline, Yea;

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