



**PORTAGE COUNTY SOLID WASTE
MANAGEMENT DISTRICT**

District Recycling Center
3588 Mogadore Road
Kent, Ohio 44240
(330) 678-8808

PortageRecycles.com

Solid Waste Management District Commissioners
Kathleen Clyde, Vicki A. Kline, 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 Thursday, March 5, 2020 at 9:00 AM with the following members present:

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

Also attending throughout the day Mark Tirpak, Jordan Michael, Brian Ames, Robert Bossow, Bruce Smith, Record Courier Reporter Diane Smith and Clerk Amy Hutchinson

Approval of Minutes from February 27, 2020

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Kline

All in Favor: Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea; Kathleen Clyde, Yea;

Motion Carries

Resolutions:

RESOLUTION NO. 20-035 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

It was moved by Sabrina Christian-Bennett, seconded by Vicki A. Kline 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 March 5, 2020 in the total payment amount of **\$32,638.18 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:

Kathleen Clyde, Yea; Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea;

RESOLUTION NO. 20-036 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.

It was moved by Sabrina Christian-Bennett, seconded by Vicki A. Kline 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:

03/05/20	17	\$301.80
Total		\$ 301.80

;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:

Kathleen Clyde, Yea; Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea;

RESOLUTION NO. 20-037 - RE: ACCEPTANCE OF THEN AND NOW CERTIFICATIONS FOR PAYMENT.

It was moved by Sabrina Christian-Bennett, seconded by Vicki A. Kline 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 **\$ 17,812.24** dated **March 5, 2020** 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:

Kathleen Clyde, Yea; Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea;

A. Declare the necessity to purchase one (1) used automated side-load truck for the Portage County Solid Waste Management District./Resolution No. 20-038

- Last year, the District lost Truck No. 3213 in a fire and the settlement was \$143,000. Director Steiner has located a 2016 truck that is the same truck as 3416, 3516, and 3616. The truck was from a municipality in Michigan and it has the parker system included and they are asking \$49,500 with 29,000 miles and 4,900 hours. Director Steiner is recommending the purchase of the truck. Normal life span of the trucks is approximately 10 years. Commissioner Clyde asked if he is following all of the purchasing requirements and Director Steiner noted the County is capped at \$50,000 before they need to go out for bids. The Board agreed to move forward with the request.

RESOLUTION No. 20-038 - RE: DECLARE THE NECESSITY TO PURCHASE ONE (1) USED AUTOMATED SIDE LOAD TRUCK FOR THE PORTAGE COUNTY SOLID WASTE MANAGEMENT DISTRICT.

It was moved by Sabrina Christian-Bennett, seconded by Vicki A. Kline that the following Resolution be adopted:

WHEREAS, pursuant to ORC 307.41, the Portage County Solid Waste District Board of Commissioners declares it necessary to purchase one (1) used side load truck to be used by the Portage County Solid Waste Management District; and

WHEREAS, it is the intent of the District to use this truck as a spare when other trucks are out of service for routine maintenance and repairs, and

WHEREAS, it is the recommendation of the Portage County Solid Waste Management District Director that this truck be purchased from Universal Powertrain, LLC,
Universal Powertrain, LLC
8356 Fostoria Road
Fostoria, Michigan 48435
Total price of \$49,500.00
;now therefore be it

RESOLVED, that the District Board of Commissioners does hereby authorize the Portage County Solid Waste Management District Director Steiner to purchase a used automated truck from Universal Powertrain, LLC.; and be it further

RESOLVED, that the amount of forty-nine thousand, five hundred dollars and 00/100 dollars (\$49,500.00) shall be used to the purchase the truck; and be it further

RESOLVED, that the Board of Portage County 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:

Kathleen Clyde, Yea; Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea;

Journal Entries:

A. The Board of Commissioners accepts the retirement of Scott Wright, Mechanic II, for Portage County Solid Waste Management District, effective October 24, 2019.

Motion: **Commissioner Christian-Bennett**

Seconded: **Commissioner Kline**

All in Favor: Christian-Bennett, Yea; Vicki A. Kline, Yea; Sabrina Kathleen Clyde, Yea;

Motion Carries

- This employee has been out on leave.

B. The Board of Commissioners agree to authorize the permanent promotion of Kenneth Mills, temporarily filling the Mechanic I position, replacing the position previously held by Scott Wright, for Solid Waste Management District, effective March 16, 2020.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Kline

All in Favor: Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea; Kathleen Clyde, Yea;

Motion Carries

C. The Board of Commissioners agree to authorize the department to use the most current applicant pool to fill the CDL Truck Driver position replacing Kenneth Mills. The department will post externally for the position if necessary.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Kline

All in Favor: Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea; Kathleen Clyde, Yea;

Motion Carries

Director Steiner has also found another vehicle he will be looking at next weekend in Philadelphia and he has submitted a travel form for Board approval. This vehicle would replace the front load truck 2007 they just lost due to engine failure.

Adjourn the Official Meeting of March 5, 2020 at 9:07 AM.

Motion: Commissioner Christian-Bennett

Second: Commissioner Kline

All in Favor: Sabrina Christian-Bennett, Yea; Kathleen Clyde, Yea; Vicki A. Kline, Yea;

Motion Carries

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.

Kathleen Clyde, President

Vicki A. Kline, Vice President

Sabrina Christian-Bennett, Board Member

Amy Hutchinson, Clerk