



**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 May 9, 2019 at 9:00 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: Director Bill Steiner, Attorney Chris Meduri, Human Resources Director Janet Kovick, Department of Budget & Financial Management Director Todd Bragg, Internal Services Director JoAnn Townend, Bobby DiMauro, Jennifer Babcock, Deerfield Township Trustee Ed Dean, Brian Ames, Record Courier Reported Diane Smith, Bruce Smith, and Barb Tittle

CONSENT AGENDA

May 9, 2019

1. Approval of Minutes May 2, 2019

2. Resolutions

- A. Approve the May 14, 2019 bills as presented by the County Auditor and reviewed by the Department of Budget and Finance./19-063
- B. Approve the May 14, 2019 Journal Vouchers./19-064
- C. Approve the May 14, 2019 Then & Now certification as presented by the County Auditor./19-065
- D. Amendment to the 2019 annual appropriation Resolution No. 18-185, adopted December 13, 2018./19-066

Motion: by Sabrina Christian-Bennett, seconded by Kathleen Clyde to approve the Consent Agenda for May 9, 2019

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

RESOLUTION NO. 19-063 - 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 May 14, 2019 in the total payment amount of **\$23,846.46 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. 19-064

This resolution was inadvertently omitted. This is for numbering purposes only.

RESOLUTION NO. 19-065 - 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 **\$ 3,064.56** dated **May 14, 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. 19-066 - RE: AMENDMENT TO THE 2019 ANNUAL APPROPRIATION RESOLUTION NO 18-185 ADOPTED DECEMBER 13, 2018

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

RESOLVED, that it has become necessary to amend the 2018 Annual Appropriation in the amounts and for the purposes set forth in the enumeration shown below as reviewed and recommended by the Director of the Dept. of Budget & Financial Management:

		Increase	Decrease
	Solid Waste General Admin		
Fund: 8355			
	901 Solid Waste Management District		
83558		\$192,061	\$0
	MEMO TOTAL	\$ 192,061	\$0

; and be it further

RESOLVED, that the notes of explanation in this resolution are for informational purposes only and are not intended to restrict the expenditure of those appropriated funds to any single purpose. Such funds are for the use of all expenditures that are lawful under the approved appropriation; and be it further

RESOLVED, that a certified copy of this resolution be filed with the County Auditor; 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 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 Kline, Yea;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

REGULAR AGENDA

May 9, 2019

Discussion

1. Contamination Policy

Director Steiner would like to move forward with the District's Contamination Policy as the Processor will be performing the bi-annual composition analysis on the last Friday of the month. The analysis will determine what the District's contamination level is. It is believed that as the policy is put into place, contamination rates will decrease.

Attorney Meduri will investigate the legality of offenses in *Section 3: Violations for Contamination*.

As part of the EPA's plan, the bar codes located on the toters are tallied to show participation rates throughout the County. It has now been determined the technology results are not accurate. The EPA has been notified that the District will no longer be paying for the service.

The allowable percentage of contamination for recyclables is 20%, and should drop to approximately 10%-15%. Any contamination over 15% will be charged to the District at a cost of \$120-\$150 per ton to dispose of it, therefore, it is very important to educate the public.

Upon review of the Policy, the Board asked Director Steiner to remove glass from the fiber section of *Items Permitted in the Cart Section 2.6* and he will do a thorough review of items posted on the County's website and any other place the information is posted.

9:14 AM In accordance with the Ohio Rev. Code Ann. 121.22(G)(1), it was moved by Kathleen Clyde, seconded by Sabrina Christian-Bennett that the Board of Commissioners move into executive session to consider the employment of a public employee. Also present: Bill Steiner, Human Resources Department Director Janet Kovick and Attorney Chris Meduri. Roll call vote: Sabrina Christian-Bennett, Yea; Kathleen Clyde, Yea; Vicki A. Kline, Yea;

10:01 AM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde that the Board of Commissioners moves out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Kathleen Clyde, Yea; Vicki A. Kline, Yea;

After exiting executive session, Commissioner Christian-Bennett stated we will be posting a new posting for the CDL Driver for Solid Waste with a new job description next Thursday. Commissioner Clyde stated we will be bringing that back before the board next week and this has to do with the issue that was brought up last week. My concern was that applicants that were discussed last week did not meet the requirements on the job description, so what we've talked

about going forward is updating the job description and re-posting the position and we will let all of the current applicants who applied under the original posting know that they are welcome to apply for the updated posting. So, there's nothing underhanded, there's nothing political, again we are just wanting to make sure that we were following the requirements listed in the job description for applicants for the position. Commissioner Christian-Bennett stated it's important to know that the job posting did allow for an exception for a B rated driver, compared to the actual job description, which required an A, so we are going to be modifying the job description, as well as making sure that the job posting matches what we're looking for in candidates, so there's no question.

Motion: by Kathleen Clyde, seconded by Sabrina Christian-Bennett to adjourn the Official Meeting of May 9, 2019 at 10:02 AM.

Roll call vote: Commissioner Clyde, Yea;
Commissioner Christian-Bennett, 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 of May 9, 2019.

Vicki A. Kline, President

Kathleen Clyde, Vice President

Sabrina Christian-Bennett, Board Member

Amy Hutchinson, Clerk