



PortageRecycles.com

**PORTAGE COUNTY SOLID WASTE
MANAGEMENT DISTRICT**

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

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, May 21, 2020 at 9:04 AM with the following members present via Zoom video conference:

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

Also attending: Director Bill Steiner, Administrator Gene Roberts, Human Resources Director Janet Kovick and Sue Brannon, Budget & Finance Administrator Job and Family Services

Approval of Minutes: May 14, 2020

Motion: Commissioner Kline

Seconded: Commissioner Christian-Bennett

All in Favor: Commissioner Kline, Yea; Commissioner Christian-Bennett, Yea; Commissioner Clyde, Yea;

Motion Carries

RESOLUTION NO. 20-074 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

It was moved by Vicki A. Kline, 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 May 21, 2020 in the total payment amount of **\$16,201.45 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. 20-075 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.

It was moved by Vicki A. Kline, 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:

05/21/20	511	\$16,236.25
05/21/20	685	10.36
05/21/20	686	441.15
05/21/20	687	487.52
Total		\$17,175.28

;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. 20-076

This resolution was omitted. No Then & Now submitted. This is for numbering purposes only.

JOURNAL ENTRY: The Board of Commissioners approves the internal posting of a vacancy of a

Mechanic I position for the Portage County Solid Waste Management District as recommended by Director Bill Steiner.

Motion: Commissioner Kline

Seconded: Commissioner Christian-Bennett

All in Favor: Commissioner Kline, Yea; Commissioner Christian-Bennett, Yea; Commissioner Clyde, Yea;

Motion Carries

- The District has one mechanic and one vacant position and he would like Board authorization to post. The posting will be displayed for 10 days and the position has a 90 day probationary period. Commissioner Christian-Bennett asked how many mechanics are at the District and Director Steiner replied he's got one and another employee is temporarily filling the second position. Commissioner Christian-Bennett noted this is not a new position, the District is simply backfilling and Director Steiner agreed.

JOURNAL ENTRY: The Board of Commissioners approves the temporary closing of the District drop off from 4 pm on Friday until Monday at 7 am. The request is in response to the volume of materials being received from outside the County and the amount of trash being dumped.

Motion: Commissioner Kline

Seconded: Commissioner Christian-Bennett

All in Favor: Commissioner Kline, Yea; Commissioner Christian-Bennett, Yea; Commissioner Clyde, Yea;

Motion Carries

- Director Steiner presented several pictures of the drop off area at the District and he would like to temporarily close the site because of the excess volume of non-recyclable items left there. Director Steiner will stop at the District on Monday morning to see what it looks like and if it's too bad, he will put caution tape and cones around the drop off area and keep it closed for the remainder of the day.

Commissioner Christian-Bennett asked if he's heard from any of the Township customers about the drop offs overflowing and Director Steiner replied that everyone's volume is up and Deerfield is going to purchase two license plate cameras and will be limiting the times at the drop offs from 7:00 AM-7:00 PM. Director Steiner mentioned the District is trying to do the best it can and he will have two trucks out tomorrow and Tuesday to try to get the sites back in order. Director Steiner also mentioned the trucks are packed out 3 times per day due to the volume.

Commissioner Christian-Bennett asked if the District has a gate at the facility and he responded they do not, but if things get too bad, he will park an obsolete truck across the entrance with signage indicating it is temporarily closed.

JOURNAL ENTRY: The Board of Commissioners agrees to hire the full time hire of Rick Primerano a day shift CDL Truck driver, replacing the position previously held by Ken Mills, for the Portage County Solid Waste Management District. Anticipated start date is June 8, 2020. The Board of

Commissioners agree that this hire is contingent upon the applicant passing the required pre-employment testing.

Motion: Commissioner Kline

Seconded: Commissioner Christian-Bennett

All in Favor: Commissioner Kline, Yea; Commissioner Christian-Bennett, Yea; Commissioner Clyde, Yea;

Motion Carries

- Director Steiner is recommending Rick Primerano as a day shift CDL truck driver and with this hire, it will put the District at full capacity.

Adjourn the Official Meeting of May 21, 2020 at 9:21 AM.

Motion: Commissioner Kline

Second: Commissioner Christian-Bennett

All in Favor: Commissioner Kline, Yea; Commissioner Christian Bennett, Yea; Commissioner Clyde, 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