



**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, June 4, 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 present: County Administrator Gene Roberts

**Approval of Minutes: May 28, 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. 20-080 - 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 June 4, 2020 in the total payment amount of **\$39,626.61 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:

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

**RESOLUTION NO. 20-081 - 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:

06/04/20	73	\$1,735.42
Total		\$ 1.735.42

;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. 20-082 - RE: ACCEPTANCE OF THEN AND NOW CERTIFICATIONS FOR PAYMENT.**

It was moved by Vicki A. Kline, seconded by Sabrina Christian-Bennett 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 **\$ 801.46** dated **June 4, 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;

**RESOLUTION NO. 20-083 - RE: TRANSFER FROM FUND 8300, SOLID WASTE GENERAL ADMINISTRATION, TO FUND 8355, SW LOAN 17.**

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

**WHEREAS,** OWDA extended the district a loan in 2017, and Fund 8355 was created to service that loan; now therefore be it

**RESOLVED,** that the following transfer shall be made, in the amount of \$179,324.02 for the 2020 payments; as recommended by the Director of Budget and Financial Management;

**FROM:** FUND 8300 SW GENERAL ADMN  
ORGCODE- 83009019 910000 Trans Out \$ 179,324.02

**TO:** FUND 8300 SOLID WASTE GENERAL ADMINISTRATION  
ORGCODE – 83559012 280000 Trans In \$ 179,324.02

;and be it further

**RESOLVED,** that the County Auditor is hereby requested to make said transfer by Journal Entry, and that a certified copy of this resolution be filed with the Portage

County Auditor, Portage County Solid Waste Management District and the Department of Budget & Financial Management; 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 A. Kline, Yea; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

**JOURNAL ENTRY:** The Board of Commissioners agree to approve the promotion of Anthony Grimes from CDL Truck Driver to Mechanic I for Solid Waste Management District, effective June 8, 2020.

**Motion: Commissioner Kline**

**Seconded: Commissioner Christian-Bennett**

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

**Motion Carries**

- Commissioner Christian-Bennett asked if this is an essential position to fill and Commissioner Clyde explained she checked with Director Steiner and he does not intend to back fill the driver position in light of the current financial position.
- County Administrator Roberts noted the Collective Bargaining Agreement requires him to be paid mechanics wages when he's a mechanic, so if they are working out a class, he's being paid anyway.

Adjourn the Official Meeting of June 4, 2020 at 9:07 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 of June 4, 2020.

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Kathleen Clyde, President

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Vicki A. Kline, Vice President

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Sabrina Christian-Bennett, Board Member

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Amy Hutchinson, Clerk