



**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 September 12, 2019 at 9:01 AM with the following members present:

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

Also Present: Director Bill Steiner, Judy Nelson, Department of Budget and Financial Management Director Todd Bragg, Record Courier Reporter Diane Smith, and Clerk Amy Hutchinson

**CONSENT AGENDA**

September 12, 2019

1. **Approval of Minutes September 5, 2019**
2. **Resolutions**
  - A. Approve the September 17, 2019 bills as presented by the County Auditor and reviewed by the Department of Budget and Finance. /19-130
  - B. Approve the September 17, 2019 Journal Vouchers. /19-131
  - C. Approve the September 17, 2019 Then & Now certification as presented by the County Auditor. /19-132
  - D. Approve the 5-year contract with the Village of Garrettsville./19-133
  - E. Amendment to the 2019 annual appropriation Resolution No. 18-185, adopted December 13, 2018./19-134

**Motion To:** Approve the Consent Agenda for September 12, 2019

**RESULT:** **ADOPTED**

**MOVED:** Sabrina Christian-Bennett

**SECONDED:** Kathleen Clyde

**AYES:** Sabrina Christian-Bennett, Kathleen Clyde

**ABSENT:** Vicki A. Kline

**RESOLUTION NO. 19-130 - 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 September 17, 2019 in the total payment amount of **\$6,680.56 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, Absent; Sabrina Christian-Bennett, Yea; Kathleen Clyde, Yea;

**RESOLUTION NO. 19-131 - 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

09/17/19	498	\$11.28
09/17/19	499	452.42
09/17/19	500	3,852.86
09/17/19	501	2,160.23
09/17/19	666	17.75
Total		\$6,494.54

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

**RESOLUTION NO. 19-132**

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

**RESOLUTION NO. 19-133 - RE: AUTHORIZE THE PORTAGE COUNTY SOLID WASTE MANAGEMENT DISTRICT TO ENTER INTO AN AGREEMENT FOR SERVICES TO PROVIDE DROP OFF COLLECTION SERVICE TO VILLAGE OF GARRETTSVILLE FOR A 5-YEAR PERIOD**

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 submitted a proposal for drop off recycling collection services to Village of Garrettsville, which has been accepted by the Village of Garrettsville Council, now therefore be

**RESOLVED,** that the Board of District Commissioners for the Portage County Solid Waste Management District authorizes the Portage County Solid Waste Management District to enter into an agreement to provide drop off recycling collection services for \$600.00 per container per year, with annual review of rates, to Village of Garrettsville for service to begin January 1, 2020 and to continue for a period not to exceed five (5) years, and

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

**RESOLUTION NO. 19-134 - 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		
<b>Fund: 8300</b>		
<b>901 Solid Waste Management District</b>		
83004		\$20,253
83005	\$37,000	
83007	\$482	
<b>MEMO TOTAL</b>	<b>\$ 37,482</b>	<b>\$20,253</b>

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

**REGULAR AGENDA**  
September 12, 2019

Discussion:

- 8467 Eden Court, Streetsboro  
Director Steiner reports the resident stated she did not receive her cart and is asking that the last 2 quarters of recycling fees be forgiven. Director Steiner cannot say for certain whether she received the cart or not because so many were delivered at once to the community. Director Steiner is asking the Board to waiver the recycling fees for 2 quarters./Journal Entry

2. Baler and shredding

The District has a baler from 1983 and the company has stopped making parts for it. The District has 4 options: not repair the unit, buy a new card from e-bay with no guarantee for how long it will work, rewire the baler (\$50,000), or go with Allegheny Shredder for a combination shredder/baler. Director Bragg suggested he could also have a company set up on site to shred and Director Steiner noted that's an option, as well. Director Steiner recommends purchasing the used card for the baler for \$1,200 and wait until the budget will sustain the purchase of a new baler.

3. Truck 3213

Director Steiner reported Truck 3213 is being declared totaled as a result of the fire and eventually it will need to be replaced, but the truck was a front load commercial truck and it can be replaced with a curbside truck for now. The District will not go to bid the purchase of a new trucks as the company is already a government contracted approved company.

4. Brimfield Township

The District was the only bidder for recycling services for Brimfield Township and Director Steiner is still waiting for a letter from them. A meeting has been scheduled in two weeks with Director Steiner, the Prosecutor's Office, Department of Budget and Financial Management, one designated Trustee, their Fiscal Officer and their legal counsel to discuss a contract.

Commissioner Christian-Bennett received a phone call indicating the District is proposing a starting rate of \$5.75 and Director Steiner replied he proposed \$5.50 for weekly service and every other week service would be \$3.75. The current contract expires December 31, 2019 and if the District and Township do not come to an agreement, 3,700 carts will need to be picked up. Director Steiner is trying to come up with a new model whereby the District removed what they used to receive for the sale of recyclables and added more of the administrative cost, trucks, drivers, processing, and staffing cost.

5. Solid Waste Plan Update and Designation Agreements

The plan was approved by the Ohio EPA Director last month and Director Steiner is pleased. He has been working with the Prosecutor's Office to reinstate the ability for designation agreements, meaning anyone who accepts Solid Waste from the County signs an agreement to accept it and is willing to collect the fees and return them to District and the District has the right to verify the records in case someone doesn't claim Portage County's Solid Waste correctly. In order to do this, there's a procedure to follow, which includes a public hearing. Director Steiner is working with the Prosecutor's Office to ensure it is done correctly and he will coordinate the public hearings with the Clerk.

6. District Drop Off

Director Steiner would like to change the District drop off because of the contamination. He would like to move the drop offs inside during business hours of 7:30 AM-3:30 PM Monday-Friday, to help alleviate illegal dumping. Director Steiner indicated the majority of political entities around the District have curbside recycling (Tallmadge, Mogadore, Brimfield, Suffield, Kent, Franklin, Rootstown), so the hours shouldn't be a huge problem. Director Steiner will ensure proper notification for the change.

7. Cart Placement Contamination Policy

The Board received the final draft of the contamination policy and Director Steiner has been spreading the word on what's coming. Director Steiner would like a final review then he will discuss implementing the policy. The District's current contamination is up to 20%, with Cuyahoga Falls at 22% and the City of Akron at 38%. The City of Akron does not accept glass, but the District still does. Once finalized, the District will send out a final list of what can be put in the recycling cart.

Commissioner Clyde has reviewed the policy and asked if the 4<sup>th</sup> offense penalty is going to create more work for the District due to signature requirements. She also inquired about the penalty amount as it is so much greater than a customer's monthly charge. Commissioner Christian-Bennett believes the amount is cheap because it's meant to deter and Director Steiner reported Cuyahoga Falls charges \$50.00. Director Steiner also explained the District is paying \$80.00/ton to have recycling processed and waste is around \$100.00/ton. Director Steiner will ask other Counties what their penalties are and he will bring back for further discussion.

Director Steiner announced there's a company in discussions to put a glass recycling and material recovery facility in Medina that would be competition for the District's current processor.

**JOURNAL ENTRY**

September 12, 2019

1. The Board of Commissioners agreed to waive recycling charges for 8467 Eden Court, Streetsboro in a total amount of \$7.82 for Jacqui Hall from June 3, 2019 through August 9, 2019 due to the resident not having a cart delivered, as recommended by Director Steiner.

**Motion To:** Approve Journal Entry for September 12, 2019

<b>RESULT:</b>	<b>ADOPTED</b>
<b>MOVED:</b>	Sabrina Christian-Bennett
<b>SECONDED:</b>	Kathleen Clyde
<b>AYES:</b>	Sabrina Christian-Bennett, Kathleen Clyde
<b>ABSENT:</b>	Vicki A. Kline

**Motion To:** Adjourn the Official Meeting of September 12, 2019 at 9:40 AM

<b>RESULT:</b>	<b>ADOPTED</b>
<b>MOVED:</b>	Sabrina Christian-Bennett
<b>SECONDED:</b>	Kathleen Clyde
<b>AYES:</b>	Sabrina Christian-Bennett, Kathleen Clyde
<b>ABSENT:</b>	Vicki A. Kline

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.

-----ABSENT-----

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Vicki A. Kline, President

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Kathleen Clyde, Vice President

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Sabrina Christian-Bennett, Board Member

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Amy Hutchinson, Clerk