



**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 October 10, 2019 at 9:00 AM with the following members present:

Attendee Name	Title	Status
Vicki A. Kline	President	Present
Kathleen Clyde	Vice President	Attending 9:02 AM
Sabrina Christian-Bennett	Board Member	Present

Also Present: Water Resources Deputy Director Laura Roberts, Human Resources Director Janet Kovick, and Clerk Amy Hutchinson

CONSENT AGENDA

October 10, 2019

1. Approval of Minutes October 3, 2019

2. Resolutions

1. Approve the October 17, 2019 bills as presented by the County Auditor and reviewed by the Department of Budget and Finance./19-147
2. Approve the October 17, 2019 Journal Vouchers./19-148
3. Approve the October 17, 2019 Then & Now certification as presented by the County Auditor./19-149

Motion To: Approve the Consent Agenda for October 10, 2019

RESULT: **ADOPTED**

MOVED: Sabrina Christian-Bennett

SECONDED: Vicki A. Kline

AYES: Sabrina Christian-Bennett, Vicki A. Kline

ABSENT: Kathleen Clyde

RESOLUTION NO. 19-147 - 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 Board of Commissioners,

Department of Budget and Financial Management, Department of Internal Services or other designee on October 10, 2019 in the total payment amount of **\$5,378.47 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. 19-148 - 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 submitted by the Solid Waste Management District Director for review by the District Board of Commissioners; now therefore be it

10/10/19	519	\$22,451.43
Total		\$22,451.43

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

RESOLUTION NO. 19-149 - 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, 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 **\$1,238.50** dated **October 10, 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, Absent;

REGULAR AGENDA

October 10, 2019

Journal Entries

1. Signature on the Personnel Action Form accepting the resignation of Justin Bass, CDL Truck Driver, for the Portage County Solid Waste Management District, effective October 3, 2019./Journal Entry

9:02 AM Commissioner Clyde attending.

2. Signature on the Personnel Requisition authorizing the external posting of the full time permanent CDL Truck Driver, replacing Justin Bass./Journal Entry

JOURNAL ENTRY

October 10, 2019

1. The Board of Commissioners signed the Personnel Action Form accepting the resignation of Justin Bass, CDL Truck Driver, for the Portage County Solid Waste Management District, effective October 3, 2019, presented by William Steiner, Solid Waste Management District Director and Janet Kovick, Human Resources Director.

Motion To: Approve the Journal Entry for October 10, 2019

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

JOURNAL ENTRY II

October 10, 2019

1. The Board of Commissioners signed the Personnel Requisition authorizing the external posting of the full time permanent CDL Truck Driver, replacing Justin Bass, for Portage County Solid Waste Management District, presented by William Steiner, Solid Waste Management District Director and Janet Kovick, Human Resources Director.

Motion To: Approve the Journal Entry II for October 10, 2019

RESULT:	ADOPTED
MOVED:	Sabrina Christian-Bennett
SECONDED:	Vicki A. Kline
AYES:	Sabrina Christian-Bennett, Vicki A. Kline, Kathleen Clyde, Yea;

Motion To: Adjourn the Official Meeting of October 10, 2019 at 9:02 AM

RESULT:	ADOPTED
MOVED:	Sabrina Christian-Bennett
SECONDED:	Vicki A. Kline
AYES:	Sabrina Christian-Bennett, Vicki A. Kline, Kathleen Clyde

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.

Vicki A. Kline, President

Kathleen Clyde, Vice President

Sabrina Christian-Bennett, Board Member

Amy Hutchinson, Clerk