



**PORTAGE COUNTY SOLID WASTE  
MANAGEMENT DISTRICT**

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

Solid Waste Management District Commissioners  
Sabrina Christian-Bennett, Maureen T. Frederick, Vicki A. Kline, CPA

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 November 21, 2017 at 9:00 AM with the following members present:

Attendee Name	Title	Status
Vicki A. Kline	President	Present
Sabrina Christian-Bennett	Vice President	Present
Maureen T. Frederick	Board Member	Absent

Also Present: Water Resources Director Gene Roberts, Internal Services Director JoAnn Townend, Human Resources Department Director Janet Kovick and Department of Budget & Financial Management Director Todd Bragg.

**CONSENT AGENDA**

1. **Approval of Minutes November 14, 2017**
2. **Resolutions**
  1. Approve the November 21, 2017 bills as presented by the County Auditor and reviewed by the Department of Budget and Finance. /17-181
  2. Approve the November 21, 2017 Journal Vouchers. /17-182
  3. Approve the November 21, 2017 Then & Now certification as presented by the County Auditor. /17-183
  4. Authorize the District Director to rent trucks as needed during 2018./17-184
  5. Amendment to the 2017 annual appropriation Resolution No. 16-207, adopted December 1, 2016. /17-185

**Motion To:** Approve the November 21, 2017 Consent Agenda for Solid Waste Management District

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVED:</b>	Sabrina Christian-Bennett, Vice President
<b>SECONDED:</b>	Vicki A. Kline, President
<b>ABSENT:</b>	Maureen T. Frederick
<b>AYES:</b>	Sabrina Christian-Bennett, Vicki A. Kline

**RESOLUTION NO. 17-181 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.**

It was moved by Sabrina Christian-Bennett, seconded by Vicki A. Kline 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 November 21, 2017 in the total payment amount of **\$11,660.04 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; Maureen T. Frederick, Absent;

**RESOLUTION NO. 17-182**

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

**RESOLUTION NO. 17-183 - 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 \$ 2,500.00 dated **November 21, 2017** 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 Kline, Yea; Sabrina Christian-Bennett, Yea; Maureen T. Frederick, Absent;

**RESOLUTION NO. 17-184 - RE: AUTHORIZE THE DISTRICT DIRECTOR TO RENT TRUCKS AS NEEDED DURING 2018**

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

**WHEREAS,** the Portage County Solid Waste Management District provides curbside, drop off and commercial collection of recyclables; and

**WHEREAS,** the District sometimes experiences breakdowns and lengthy repairs on trucks; and

**WHEREAS,** the District needs to rent a truck(s) to provide this service to the residents and businesses; and

**WHEREAS,** it is the recommendation of the Portage County Solid Waste Management District Director that he be granted authority to rent truck(s) as necessary to prevent long delays in collection service and efficiency of the operation of the District; now

therefore be it

**RESOLVED,** that the Board of Solid Waste District Commissioners does hereby grant the Director permission to rent collection trucks as needed within the restrictions of the ORC; and be it further

**RESOLVED,** that the Board of Commissioners and the Department of Budget & Financial Management will be immediately notified in the event of a truck rental and the Director will give the Board of Commissioners a full report at his/her next meeting with the Commissioners; 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 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, Yea;                      Sabrina Christian-Bennett, Yea;                      Maureen T. Frederick, Absent;

**RESOLUTION NO. 17-185**

**RE:    AMENDMENT TO THE 2017 ANNUAL APPROPRIATION RESOLUTION NO. 16-207  
ADOPTED DECEMBER 1, 2016.**

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

**RESOLVED,** that it has become necessary to amend the 2017 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:</b>	8300		
	<b>901</b> <i>Solid Waste Management District</i>		
	83004	\$ 0	\$1,500
	83009	\$1,500	
	<b>MEMO TOTAL</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>

Note: Claims

; 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;                      Sabrina Christian-Bennett, Yea;                      Maureen T. Frederick, Absent;

**Motion To:** Adjourn the Official Meeting of November 21, 2017 at 9:02 AM.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVED:</b>	Sabrina Christian-Bennett, Board Member
<b>SECONDED:</b>	Vicki A. Kline, President
<b>ABSENT:</b>	Maureen T. Frederick
<b>AYES:</b>	Sabrina Christian-Bennett, 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 on November 21, 2017.

\_\_\_\_\_  
Vicki A. Kline, President

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Sabrina Christian-Bennett, Vice President

----- ABSENT -----

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Maureen T. Frederick, Board Member

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JoAnn Townend, Acting Clerk