



**PORTAGE COUNTY SOLID WASTE  
MANAGEMENT DISTRICT**

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

Solid Waste Management District Commissioners  
Director  
Vicki A. Kline, Kathleen Clyde, Sabrina Christian-Bennett

William G. Steiner II,

***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 7, 2019 at 9:02 AM with the following members present:

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

Also Present: Director Bill Steiner, Brian Ames, Barb Tittle, Dovenne Spicer, Dan Spicer, Brenda Tawney, Amanda Griffiths, Department of Budget and Financial Management Director Todd Bragg, Clerk Amy Hutchinson and Diane Smith, Record Courier

**CONSENT AGENDA**

November 7, 2019

1. **Approval of Minutes October 31, 2019**
2. **Resolutions**
  1. Approve the November 7, 2019 bills as presented by the County Auditor. /19-162
  2. Approve the November 7, 2019 Journal Vouchers as presented by the County Auditor. /19-163
  3. Approve the November 7, 2019 Then & Now certification as presented by the County Auditor. /19-164
  4. Approve the Resolution to modify Resolution #18-079./19-165
  5. Amendment to the 2019 Annual Appropriation Resolution No 18-185 Adopted December 13, 2018./19-166
  6. Transfer from Fund 8300, Solid Waste General Administration, to Fund 8355, SW Loan 17./19-167

**Motion To:** Approve the Consent Agenda for November 7, 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

**RESOLUTION NO. 19-162 - 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 November 7, 2019 in the total payment amount of **\$7,003.85 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. 19-163**

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

**RESOLUTION NO. 19-164**

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

**RESOLUTION NO. 19-165 - RE: ENTER INTO A MEMORANDUM OF UNDERSTANDING BETWEEN THE PORTAGE COUNTY SOLID WASTE MANAGEMENT DISTRICT BOARD OF COMMISSIONERS AND FREIGHT DRIVERS, DOCKWORKERS AND HELPERS, TEAMSTERS LOCAL UNION #24 AMENDING RESOLUTION #18-079.**

It was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde that the following resolution be adopted:

**WHEREAS,** the Portage County Solid Waste Management District and Freight Drivers, Dockworkers and Helpers, Teamsters Local Union #24 entered into a Collective Bargaining Agreement via Resolution #18-079, and

**WHEREAS,** the Portage County Solid Waste Management District was recently informed that the processor of recyclable materials was changing the hours of operation and District trucks could not dump after 5pm; and

**WHEREAS,** the Portage County Solid Waste Management District met with Freight Drivers, Dockworkers and Helpers, Teamsters Local Union #24 to discuss the new hours for the afternoon driver, changing from 2pm-10:30pm to now 9pm to 4:30am, and the request to add a shift differential for any driving position for work that begins at 8 pm of an additional one (\$1.00) dollar per hour, and

**WHEREAS,** the Memorandum of Understanding attached hereto as Exhibit A will be used to detail the terms of the modification of Article 30 of the Collective Bargaining Agreement between the Portage County Solid Waste Management District and Freight Drivers, Dockworkers and Helpers, Teamsters Local Union #24; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby enter into a Memorandum of Understanding between the Portage County Solid Waste Management District Board of Commissioners and Freight Drivers, Dockworkers and Helpers, Teamsters Local Union #24; and be it further

**RESOLVED,** that the 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 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. 19-166**

**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
<b>Fund:</b> 8300	Solid Waste General Admin		
	<b>901 Solid Waste Management District</b>		
	83004	\$10,000	
	83005	\$35,850	
	83009		\$45,850
	<b>MEMO TOTAL</b>	<b>\$45,850</b>	<b>\$45,850</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;

**RESOLUTION No. 19-167 - RE: TRANSFER FROM FUND 8300, SOLID WASTE GENERAL ADMINISTRATION, TO FUND 8355, SW LOAN 17.**

It was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde 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 \$69,187.88 for the 1<sup>st</sup> half payment of 2020 (due in Dec. 2019); as recommended by the Director of Budget and Financial-Management;

**FROM:** FUND 8300 SW GENERAL ADMN  
 ORGCODE- 83009019 910000 Trans Out \$ 69,187.88

**TO:** FUND 8300 SOLID WASTE GENERAL ADMINISTRATION

ORGCODE – 83559012 280000 Trans In \$ 69,187.88

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

## **REGULAR AGENDA**

November 7, 2019

### **Discussion**

1. Pending

- Contamination Policy
- Citizens Workgroup
- Hiring Process

2. Outside County Travel

When the District encounters an emergency with one of the trucks, sometimes it's faster to drive to Columbus or Newark to get a part so that the truck is back in service sooner. He would like to work with Human Resources to create a policy for emergency purposes only, to send an e-mail to the Board advising that an employee is going out of County to pick-up a spare part (ie. Columbus, Newark or even Tallmadge), rather than completing a travel form. The Board agreed to move forward with the request and Director Steiner will work with Human Resources to create a policy.

3. Designation Agreement Process

As part of the Solid Waste plan, the District will begin the designation process which allows the District to contract with a transfer station or landfill to accept solid waste and in return, they will provide access to records on the haulers. Director Steiner will work with the Commissioners' Clerk to set up the required public hearings.

4. Proposed New Rate Structure

Commissioner Christian-Bennett asked if Commissioner Clyde heard from any political subdivisions about the new rate structure and Commissioner Clyde responded yes. Commissioner Christian-Bennett is not ready to move forward today and she would like Director Steiner to attend the Township meeting to explain the plan and answer questions

because political entities are feeling like the County is monopolizing the recycling services. Commissioner Christian-Bennett also mentioned entities could opt out of the program and still assist with ratifying the plan. Director Steiner does not want the District to be the monopoly and 'flow control' is not permitted for recyclables. The goal of the program is to be able to offer better pricing to encourage entities to stay with the District so that everyone is paying the same rate at the same time.

Director Steiner asked what the Board would like to do with Brimfield Township as their contract expires December 31<sup>st</sup> and they've made 2 demands – to take the recycling charge off the property taxes (which the District could do, but an additional fee would be charged for the paper invoices) and implement a subscription service. Commissioner Christian-Bennett noted subscription is not something the District can do.

Next Saturday's the Township dinner and Director Steiner will inquire whether he can get on the agenda to discuss.

**Motion To:** Adjourn the Official Meeting of November 7, 2019 at 9:17 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