



**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 April 25, 2017 at 9:15 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, Department of Budget & Financial Management Director Todd Bragg, Clerk Amy Hutchinson and Matt Merchant, Record Courier

Director Bragg presents a revised Amendment to the 2017 Annual Appropriation resolution and explained the Budget Commission did not meet this morning so the last two entries removed from the Resolution on the Consent Agenda.

**CONSENT AGENDA**

April 25, 2017

1. **Approval of Minutes April 18, 2017**
2. **Resolutions**
  - A. Approve the April 25, 2017 bills as presented by the County Auditor and reviewed by the Department of Budget and Finance./17-062
  - B. Approve the April 25, 2017 Journal Vouchers./17-063
  - C. Approve the April 25, 2017 Then & Now certification as presented by the County Auditor./17-064
  - D. Declare the necessity to purchase one (1) new automated side load truck for the Portage County Solid Waste Management District./17-065

Commissioner Christian-Bennett asked if the District is getting one new side load truck now and when additional funding comes it, the District would purchase the second truck and Director Bragg responded yes.

- E. Amend Resolution 14-027 Authorizing the contract between the Portage County Solid Waste Management District, to provide recycling collection services, and Franklin Township/17-066

Commissioner Kline asked when the bi-weekly service will take effect and Director Roberts believes it's June, but didn't think it was finalized yet. Later in the morning Director Roberts reported it takes effect May 23, 2017.

- F. Cash Advance from fund 8300, Solid Waste General Administration to fund 8372, SW OWDA Trucks and Carts/17-067

Commissioner Christian-Bennett asked about the cash advance and Director Bragg noted the County can resubmit for reimbursement once the funding comes in.

Commissioner Christian-Bennett asked if the District has received any revenue from the new communities such as Rootstown and Director Bragg explained Rootstown and Suffield are going to be assessed, but you can only assess after the service has been provided. For Rootstown, next year's first half will be the first time the District will collect. The City of Aurora is still receiving invoices so the revenues will be coming in for one year and then they will move to assessments, along with Suffield. This is why the loan was necessary to cover the gap with assessments.

- G. **REVISED** Amendment to the 2017 annual appropriation resolution no 16-207 adopted December 1, 2016/17-068

**Motion To:** Approve the April 25, 2017 Consent Agenda for Solid Waste Management District

<b>RESULT:</b>	<b>ADOPTED</b>
<b>MOVER:</b>	Sabrina Christian-Bennett, Board Member
<b>SECONDER:</b>	Vicki A. Kline, President
<b>AYES:</b>	Sabrina Christian-Bennett, Vicki A. Kline
<b>ABSENT:</b>	Maureen T. Frederick

**RESOLUTION NO. 17-062 - 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 April 25, 2017 in the total payment amount of **\$29,505.41 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. 17-063 - 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

04/25/17	584	\$ 478.28
04/25/17	591	58.26
04/25/17	671	449.03
04/25/17	679	40.29
Total		\$ 1,025.86

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

**RESOLUTION NO. 17-064 - 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 **\$ 16,982.60** dated **April 25, 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. 17-065 - RE: DECLARE THE NECESSITY TO PURCHASE ONE (1) NEW AUTOMATED SIDE LOAD TRUCK FOR THE PORTAGE COUNTY SOLID WASTE DISTRICT.**

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

**WHEREAS,** pursuant to ORC 307.41, the Portage County Solid Waste District Board of Commissioners declares it necessary to purchase one (1) new side load truck to be used by the Portage County Solid Waste Management District; and

**WHEREAS,** it is the intent of the District to replace two (2) curbside trucks with one (1) new side load automated truck to be paid from a loan from the Ohio Water Development Authority, and

**WHEREAS,** it is the recommendation of the Portage County Solid Waste Management District Director that this truck be purchased from Best Equipment, through the National Joint Powers Alliance,  
Best Equipment  
12359 Abbey Road  
North Royalton, Ohio 44133  
Total price of \$294,941.00  
now, therefore be it

**RESOLVED,** that the District Board of Commissioners does hereby authorize the Portage County Solid Waste Management District Director Steiner to purchase of a front load automated truck from Best Equipment through the National Joint Powers Alliance; and be it further

**RESOLVED,** that the Ohio Water Development Authority loan in the amount of two hundred, ninety four thousand, nine hundred forty one dollars and 00/100 dollars (\$294,941.00) shall be used to the purchase the truck; and be it further

**RESOLVED,** that the Board of Portage County 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 A. Kline, Yea;                      Sabrina Christian-Bennett, Yea;                      Maureen T. Frederick, Absent;

**RESOLUTION NO. 17-066                      -                      RE:    AMEND RESOLUTION 14-027 AUTHORIZING  
THE CONTRACT BETWEEN THE PORTAGE  
COUNTY SOLID WASTE MANAGEMENT  
DISTRICT, TO PROVIDE RECYCLING  
COLLECTION SERVICES, AND FRANKLIN  
TOWNSHIP**

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 Board of Commissioners adopted Resolution 14-027 on February 20, 2014, authorizing the Portage County Solid Waste Management District to enter into a contract to provide recycling collection services to Franklin Township; and

**WHEREAS,**                      the Board of Commissioners and the Franklin Township Trustees wish to amend the contract to convert from weekly service to bi-weekly service as outlined in Amendment No. 1; now therefore be it

**RESOLVED,**                      that the Portage County Solid Waste Management District Board of Commissioners does agree to amend the contract to approve the amendment to the contract between the District and Franklin Township; and be it further

**RESOLVED,**                      that the Portage County Solid Waste Management 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. 17-067 - RE: CASH ADVANCE FROM FUND 8300, SOLID WASTE GENERAL ADMINISTRATION TO FUND 8372, SW OWDA TRUCKS AND CARTS.**

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

**WHEREAS,** Fund 8372, SW OWDA Trucks and Carts, is in need of interim cash until loan revenues are received from O.W.D.A.; now therefore be it

**RESOLVED,** that the following cash advance be made in the amount of \$400,000.00; as recommended by the Director of Budget and Financial-Management;

**FROM:**

FUND 8300 SOLID WASTE GENERAL ADMINISTRATION

ORGCODE- 83009019

Debit Expense Account

Object - 920000 - Advances-Out \$ 400,000.00

**TO:**

FUND 8372 SW OWDA TRUCKS AND CARTS

ORGCODE - 83729012

Credit Revenue Account

Revenue Source 290000 - Advances-In \$ 400,000.00

and be it further;

**RESOLVED,** that the cash advance will be repaid to Fund 8300, Solid Waste General Administration when loan funds are received, and be it further

**RESOLVED,** that the County Auditor is hereby requested to make said cash advance 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, Yea;

Sabrina Christian-Bennett, Yea;

Maureen T. Frederick, Absent;

**RESOLUTION NO. 17-068 - 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		
	901 <i>Solid Waste Management District</i>		
	83004	\$ 0.00	57,684
	83009	\$ 400,000	
	<b>MEMO TOTAL</b>	<b>\$ 400,000</b>	<b>\$ 57,684</b>

Note: Grant match and 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 April 25, 2017 at 9:18 AM

<b>RESULT:</b>	<b>ADOPTED</b>
<b>MOVER:</b>	Sabrina Christian-Bennett, Board Member
<b>SECONDER:</b>	Vicki A. Kline, President
<b>AYES:</b>	Sabrina Christian-Bennett, Vicki A. Kline
<b>ABSENT:</b>	Maureen T. Frederick

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 April 25, 2017

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

\_\_\_\_\_  
Sabrina Christian-Bennett, Vice President

-----ABSENT-----

\_\_\_\_\_  
Maureen T. Frederick, Board Member

\_\_\_\_\_  
Amy Hutchinson, Clerk