



**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 June 6, 2019 at 9:01 AM with the following members present:

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

Also Present: Director Bill Steiner, Deerfield Township Trustee Ed Dean, Water Resources Deputy Director Laura Weber, Internal Services Director JoAnn Townend, Department of Budget and Financial Management Director Todd Bragg, Attorney Chris Meduri, Sidney Fimiani, Kent State University, Barb Tittle, Clerk Amy Hutchinson and Diane Smith, Record Courier

CONSENT AGENDA

June 6, 2019

1. Approval of Minutes May 30, 2019

2. Resolutions

- A. Approve the June 11, 2019 bills as presented by the County Auditor and reviewed by the Department of Budget and Finance./19-079
- B. Approve the June 11, 2019 Journal Vouchers./19-080
- C. Approve the June 11, 2019 Then & Now certification as presented by the County Auditor./19-081

Motion To: Approve the Consent Agenda for June 6, 2019

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

RESOLUTION NO. 19-079 - 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 June 11, 2019 in the total payment amount of **\$10,222.98 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. 19-080 - 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

06/11/19	179	\$ 145.04
06/11/19	180	547.25
Total		\$ 692.29

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, Yea;

RESOLUTION NO. 19-081 - RE: ACCEPTANCE OF THEN AND NOW CERTIFICATIONS FOR PAYMENT.

It was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde 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 **\$ 900.00** dated **June 11, 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, Yea;

REGULAR AGENDA
June 6, 2019

3. Journal Entries

- A. Personnel Action Form accepting the resignation of John D. Salvino, CDL Truck Driver effective June 7, 2019./Journal Entry

- B. Personnel Requisition authorizing the posting of the full time permanent CDL Truck Driver replacing John D. Salvino./Journal Entry

Director Steiner noted this position may be hard to fill as it is for an evening driver, but the District may have to consider part time drivers to fill it because current drivers are working 11+ hour days to complete the routes.

4. Discussion

- A. Check from the City of Kent for Recycling
The District has not received a check for services provided from September 1, 2018 through March 1, 2019 for approximately \$140,000 and Commissioner Kline noted she will contact the City.

JOURNAL ENTRY

June 6, 2019

1. Personnel Action Form accepting the resignation of John D. Salvino, CDL Truck Driver effective June 7, 2019./Journal Entry
2. Personnel Requisition authorizing the posting of the full time permanent CDL Truck Driver replacing John D. Salvino./Journal Entry

JOURNAL ENTRY II

June 6, 2019

1. The Board of Commissioners signed the Personnel Action Form accepting the resignation of John D. Salvino, CDL Truck Driver, for Portage County Solid Waste Management District, effective June 7, 2019, presented by Bill Steiner, SWMD Director, and Janet Kovick, Human Resources Director.

Motion To: Approve Journal Entry II for June 6, 2019

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

JOURNAL ENTRY III

June 6, 2019

1. The Board of Commissioners signed the Personnel Requisition authorizing the posting of the full time permanent CDL Truck Driver replacing John D. Salvino for Portage County Solid Waste Management District, as presented by Bill Steiner, Solid Waste Management District Director, and Janet Kovick, Human Resources Director. The department will review employment applications received from the current external posting dated 5/23/19-6/7/19 to fill this vacancy and will re-post externally if no appointment is made.

Motion To: Approve Journal Entry III for June 6, 2019

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

Motion To: Adjourn the Official Meeting of June 6, 2019 at 9:05 AM

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

Vicki A. Kline, President

Kathleen Clyde, Vice President

Sabrina Christian-Bennett, Board Member

Amy Hutchinson, Clerk