



**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, Sabrina Christian-Bennett, Mike Kerrigan

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 Thursday, July 12, 2018 at 9:01 AM with the following members present:

Attendee Name	Title	Status
Vicki A. Kline	President	Present
Sabrina Christian-Bennett	Vice President	Present
Mike Kerrigan	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 Deerfield Township Trustee Ed Dean

**CONSENT AGENDA**

July 12, 2018

1. **Approval of Minutes July 3, 2018**
2. **Resolutions**
  - A. Approve the July 17, 2018 bills as presented by the County Auditor and reviewed by the Department of Budget and Finance./18-098
  - B. Approve the July 17, 2018 Journal Vouchers./18-099
  - C. Approve the July 17, 2018 Then & Now certification as presented by the County Auditor./18-100

**Motion To:** Approve the July 12, 2018 Consent Agenda for Solid Waste Management District

<b>RESULT:</b>	<b>ADOPTED</b>
<b>MOVED:</b>	Sabrina Christian-Bennett
<b>SECONDED:</b>	Vicki A. Kline
<b>AYES:</b>	Sabrina Christian-Bennett, Vicki A. Kline
<b>ABSENT:</b>	Mike Kerrigan

**Discussion:**

1. Personnel Policy Manual  
Commissioner Kline pointed out a typo on the June 14, 2018 memo under Section D. Letter of Resignation, which indicates the following:

*The letter of resignation shall be officially accepted on behalf of the District Board of Commissioners at the time when it is presented to the Director **of** Deputy Director.*

The **of** should be changed to an **or**.

The resolution to adopt the changes to the policy will be presented next week for Board consideration.

Recessed: 9:04 AM

Reconvened: 10:10 AM

Recessed: 10:10 AM

**PORTAGE COUNTY SOLID WASTE MANAGEMENT DISTRICT  
PROPOSED FY 2019 TAX BUDGET  
JULY 12, 2018  
AGENDA**

**Present:** Department of Budget & Financial Management Director Todd Bragg, Deerfield Township Trustee Ed Dean and Record Courier Reporter Matt Merchant

Commissioner Kline called the Public Hearing to order at 10:10 AM

- I.** Welcome and Introductions – Commissioner Kline
- II.** Reading of the Public Notice – Commissioner Kline

This public hearing is being held today to hear public comment regarding Portage County Solid Waste Management District's Proposed Fiscal Year 2019 Tax Budget.

The Tax Budget has been on display in the Portage County Commissioners' Offices and the Portage County Auditor's Office, and available for public viewing, since June 22, 2018.

Notice of this public hearing was published on June 21, 2018 in the Record-Courier Newspaper.

- III.** Public Comment and Questions

Director Bragg has not received any comments nor does he have any recommended changes. The tax budget reflects the last state mandated plan and the Solid Waste Management District is working diligently to get the new plan in place and ratified in the near future.

**Motion To:** Adjourn the Public Hearing at 10:11 AM

<b>RESULT:</b>	<b>ADOPTED</b>
<b>MOVED:</b>	Sabrina Christian-Bennett
<b>SECONDED:</b>	Vicki A. Kline
<b>AYES:</b>	Sabrina Christian-Bennett, Vicki A. Kline
<b>ABSENT:</b>	Mike Kerrigan

Reconvened: 10:11 AM

**Motion To:** Adopt the Portage County Solid Waste Management District Tax Budget for FY 2019./18-101

<b>RESULT:</b>	<b>ADOPTED</b>
<b>MOVED:</b>	Sabrina Christian-Bennett
<b>SECONDED:</b>	Vicki A. Kline
<b>AYES:</b>	Sabrina Christian-Bennett, Vicki A. Kline
<b>ABSENT:</b>	Mike Kerrigan

**RESOLUTION NO. 18-098 - 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 July 17, 2018 in the total payment amount of **\$13,289.95 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; Mike Kerrigan, Absent;

**RESOLUTION NO. 18-099**

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

**RESOLUTION NO. 18-100 - 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 **\$ 4,226.44** dated **July 17, 2018** 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;                      Mike Kerrigan, Absent;

**RESOLUTION NO. 18-101 - RE: ADOPT THE 2019 TAX BUDGET FOR THE PORTAGE COUNTY SOLID WASTE MANAGEMENT DISTRICT.**

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 2019 Tax Budget public hearing scheduled for July 12, 2018 was advertised in the Record Courier on June 21, 2018 and has been on display at the Portage County Commissioners’ Office and

in the Office of the Portage County Auditor since June 22, 2018, in compliance with ORC Section 5705; and

**WHEREAS,** the 2019 Tax Budget represents the best professional judgment as to the available resources and financial needs for the District’s funds; now therefore be it

**RESOLVED,** that the Board does hereby adopt the 2019 Tax Budget for the Portage County Solid Waste Management District; and be it further

**RESOLVED,** that two (2) copies shall be sent to the Portage County Auditor for processing; 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 A. Kline, Yea;                      Sabrina Christian-Bennett, Yea;                      Mike Kerrigan, Absent;

**Motion To:** Adjourn the Official Meeting of July 12, 2018 at 10:12 AM

<b>RESULT:</b>	<b>ADOPTED</b>
<b>MOVED:</b>	Sabrina Christian-Bennett
<b>SECONDED:</b>	Vicki A. Kline
<b>AYES:</b>	Sabrina Christian-Bennett, Vicki A. Kline
<b>ABSENT:</b>	Mike Kerrigan

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

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Sabrina Christian-Bennett, Vice President

-----ABSENT-----

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Mike Kerrigan, Board Member

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Amy Hutchinson, Clerk