

PortageRecycles.com

**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, Anthony J. Badalamenti, Vicki A. Kline

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, August 12, 2021 at 9:01 AM with the following members present:

Attendee Name	Title	Status
Sabrina Christian-Bennett	President	Present
Anthony J. Badalamenti	Vice President	Present
Vicki A. Kline	Board Member	Present

Also attending: Director Bill Steiner, Deputy Director Dawn Collins, Diane Smith, Barb Tittle, Ed Dean, Brian Ames, County Administrator Michelle Crombie and Department of Budget and Financial Management Director Joe Harris.

Approval of Minutes: August 5, 2021

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, Yea; Commissioner Christian-Bennett, Yea;

Motion Carries

Journal Entries:

1. In accordance with Section 305.30 of the Ohio Revised Code and this Board's Resolution 21-0396, including Part IX(I), the Board of Commissioners acknowledges and approves the County Administrator's approval to hire John Garretson as a CDL Driver, replacing Trenten Robinson for Portage County Solid Waste Management District effective August 23, 2021.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, Yea; Commissioner Christian-Bennett, Yea;

Motion Carries

2. The Board of Commissioners acknowledged receipt of the August 2, 2021 Official Certificate of Estimated Resources for the fiscal year beginning January 1, 2022 as determined by the Budget Commission of Portage County and presented by the County Auditor.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, Yea; Commissioner Christian-Bennett, Yea;
Motion Carries

Resolutions

1. Approve the August 12, 2021, bills as presented by the County Auditor./Resolution No. 21-107
2. Approve the August 12, 2021, Journal Vouchers as presented by the County Auditor./Resolution No. 21-108
3. Approve the August 12, 2021, Then & Now certification as presented by the County Auditor./Resolution No. 21-109
4. Approve the August 19, 2021, bills as presented by the County Auditor./Resolution No. 21-110
5. Approve the August 19, 2021, Journal Vouchers as presented by the County Auditor./Resolution No. 21-111
6. Approve the August 19, 2021, Then & Now certification as presented by the County Auditor./Resolution No. 21-112
7. Amendment to the 2021 Annual Appropriation Resolution 20-183 Adopted December 17, 2020./Resolution No. 21-113
 - Commissioner Christian-Bennett asked about the amendments and Deputy Director Collins noted the District had a claim for damage to a light pole and the second action is to moved funding to reimburse an overpayment.

Commissioner Badalamenti noted Ms. Tittle asked about the second set of bills, jv's and then and now certification for August 19th and he explained County business continues to move forward with the understanding that the Department of Budget and Financial Management reviews all housekeeping items before being released from the Commissioners' Office as indicated in the resolution verbiage.

Discussion

1. Palmyra Township.
Invoices have been mailed by the Department of Budget and Financial Management for the drop off containers and the Palmyra Township Trustees request an official document in writing. Director Steiner suggests a standard one year contract from January 1-December 31, 2021. Director Steiner will present the document to the Palmyra's Fiscal Officer today for a total cost for 5 containers at \$600.00 each for 2021.

2. District Update.

Ms. Collins presented the following synopsis:

- The District was created in 1989 in compliance with Ohio law that required each County to form a District, essentially take responsibility for the waste stream and providing recycling opportunities. The idea behind this was to divert recyclables from the landfill.
- Acceptable items placed into the District containers do not go into the landfill, but they are hauled to Waste Management for processing and recycling.
- Portage County does not own a landfill.
- The District operates under a Solid Waste Plan. The current plan states the District needs to provide access to 90% of the Portage County communities – through private or public means and through drop offs or curbside recycling.
- The District has 92% access and the only communities that do not have access are Deerfield, Freedom, Garrettsville, Windham Village and Township.

Current Status:

- Staff is essential and there's no option to work from home.
- CDL drivers are in high demand and are heavily recruited.
- District drivers are paid \$20.12/hr. with really good health benefits.
- The District lost several drivers and a mechanic within the last few weeks due to higher wages (above \$25.00/hr.), equal or better benefits (such as a 40 hour work week), 100% medical coverage, and a take home vehicles.
- Many CDL jobs are offering sign on bonuses.
- The District still has to reach the access goal under the Solid Waste plan.
- With the loss of employees, the District needed to consider the safety of the drivers, and citizens on the road, so the District converted every community to every other week service.

Looking Forward:

- Kimble will begin to pick up recycling for the City of Streetsboro on October 1, 2021, the City of Aurora's contract ends December 31, 2021 and they should be going out to bid their recycling costs and the District does not intend to bid on Aurora.
- Townships currently serviced by curbside recycling include: Atwater, Brimfield, Franklin, Hiram, Mantua, Ravenna, Rootstown, Shalersville, and Suffield. The District also services Hiram Village, the City of Kent, Ravenna City, and Sugar Bush Knolls.
- These communities will have the option to sign a standardized contract with every other weeks service for \$5.50 per month or bid out their recycling services with an effective date of January 1, 2022. If they choose to not have curbside recycling, the District could place drop off containers to meet their access goals.
- The District has 4 Townships with contracts at the rate of \$5.50 per month for every other week service in support of the District.
- Financially speaking, the District is not funded through the County's General Fund; however for the first time, it borrowed \$400,000 from the General Fund.
- In researching the average cost of curbside recycling, it seems the District is on target with the cost of \$5.50 per month for every other week service.
- Recent bids from the local area have shown pricing up to \$7.00 per month.

- If a community does not have a single hauler for trash, historically they won't bid on curbside.
- In 2023, the District will begin to write a Solid Waste Plan update. The new format of this plan will require the District to hit an access goal of 80%.
- Commissioner Christian-Bennett asked why they require 90% now and will reduce to 80%? Director Steiner explained with the markets falling and foreign markets disappearing, many District have expressed concerns about being unable to keep up, so the EPA recognized that the 90% could be lowered to 80%.
- Commissioner Christian-Bennett noted the year the District did not ratify its plan, so there was a higher percentage they had to reach due to the Generation Fees and is that still the case? Director Steiner replied the District is obligated to make sure 80% of the population have access to recycling in some shape or form whether it's curbside or drop off, public or private. Depending upon how your plan is written, whether it's based on access or diversion as access is separate from plan approval because the Generation Fee is \$5.00/ton, so the District must have a higher ratification.
- Commissioner Christian-Bennett noted she remembered the year when the District did not ratify and the EPA wrote the Plan and put the District into single stream. The District had a higher percentage because the Generation Fee was higher.

In Closing:

- The District will continue to work on increasing the efficiency and lowering overtime costs.
- There will be a strong need to reevaluate the pay structure for CDL drivers, which is done during the wage reopener this fall, based upon Board approval.
- Commissioner Christian-Bennett asked if the revenue generates from recycling offset the debt and expenses for the District and what's the minimum the District needs to sustain itself.
- Deputy Director Collins noted they must maintain 90% access, whether it's private or public sector. If the private sector doesn't want to provide service, the District either needs to establish a drop off location or provide curbside.
- The District still has one more round of billing to those communities who have stopped service and with every other week service, the need for drivers become lower and could be sufficient with about 7 drivers.
- Director Steiner suggested the idea of 4 ten hour days to entice current drivers and attract new drivers, as well and a review of their pay scale.
- Commissioner Christian-Bennett reported she received an email from Rootstown Township and asked if Director Stiner talked to the Prosecutor's Office about breach of contract and Commissioner Kline noted a lawsuit for safety would be worse.
- County Administrator Crombie pointed out in order for the District to remain competitive and profitable, its rate would need to be \$5.50 per month for every other week service and several communities have signed on. The District is working on a capital improvement plan that included a switch out program for the trucks. Every other week services was due to an immediate change for the drivers due to an extreme shortage and Townships and Cities weren't willing to change, but regardless the change needs to happen because it's a safety issue. If the District isn't providing full service, the service is cut in half and the community is charged accordingly. The District may not be providing the contracted service originally agreed upon 3-5 years ago, but a breach of contract is better than a life safety issue.

- Director Steiner will reach out for the second time to Rootstown Township Trustee Joe Paulus.
- Director Steiner received a letter yesterday regarding an increase of 5% in processing costs as they are paying more for staff to sort material.
- Commissioner Badalamenti suggested the District consider adding a fuel surcharge to its billing.
- Commissioner Badalamenti asked how many Counties have a Solid Waste District and Director Steiner replied there were 52 Solid Waste Districts when the law was set up, either stand alone or combined, and currently there are 2 Solid Waste Districts that have 6 Counties combined, several that include 2 Counties and 1 standalone which is Portage County. Mr. Ames responded there are 33 single county Solid Waste Districts.
- Commissioner Christian-Bennett asked about Hiram and Director Steiner noted they would prefer staying with the District for weekly service, but he hasn't heard back on their decision.
- Commissioner Christian-Bennett pointed out the lack of notice to residents for the shift in services has been a problem and are there any extra carts available? Director Steiner replied there's a very limited supply of carts with a 4-6 week lead time for an additional \$30,000 for a truckload of carts (683 carts). Replacement parts for existing carts are available through the District.
- Commissioner Badalamenti asked if Director Steiner will include a fuel surcharge and Director Steiner replied yes and he's been in contact with the Prosecutor's Office and once they've been reviewed, they will return for a resolution. For existing customers, a mid September deadline is the goal to send out the new contracts in order to allow those who do not wish to stay with the District time to find another hauler.
- Ms. Tittle asked about access and Deputy Director Collins explained in accordance with the Plan, residents need to have access to recycling within the community.

* * * *

RESOLUTION No. 21-107 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

It was moved by Anthony J. Badalamenti, 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 Board of Commissioners, Department of Budget and Financial Management, Department of Internal Services or other designee on August 12, 2021 in the total payment amount of **\$12,422.09 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.

PORTAGE COUNTY AUDITOR
JANET ESPOSITO

JOURNAL VOUCHER ROUTING SLIP

DATE	SENT TO	RETURN TO	JV #	AMOUNT
08/12/21	COMMISSIONERS	AUDITOR	661	27,133.47
08/12/21	COMMISSIONERS	AUDITOR	670	3,695.86
08/12/21	COMMISSIONERS	AUDITOR	717	981,486.05
08/12/21	COMMISSIONERS	AUDITOR	733	5,463,340.93
			TOTAL	6,475,658.31
08/12/21			660	514.80
08/12/21			697	528.46
08/12/21			744	435,265.69
		SOLID WASTE	TOTAL	436,308.95

21-108

COUNTY AUDITOR _____ DATE _____

COMMISSIONERS RES # 21-0585

*

*

*

*

RESOLUTION NO. 21-109 - RE: ACCEPTANCE OF THEN AND NOW CERTIFICATIONS FOR PAYMENT.

This resolution was omitted. No Then & Now certifications submitted. This is for numbering purposes only.

*

*

*

*

RESOLUTION No. 21-110 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

It was moved by Anthony J. Badalamenti, 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 Board of Commissioners, Department of Budget and Financial Management, Department of Internal Services or other designee on August 19, 2021 in the total payment amount of **\$16,883.53 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; Anthony J. Badalamenti, Yea;

*

*

*

*

RESOLUTION NO. 21-111 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.

It was moved by Anthony J. Badalamenti, 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 recommended by the County Auditor's Office for review and approval by the Board of Commissioners; now therefore be it

RESOLVED, that the District Board of Commissioners approves the following Journal Vouchers/Entries, as presented by the County Auditor's Office:

8/19/21	1182	3,821.33
8/19/21	1183	120.00
8/19/21	1259	518.14
8/19/21	1260	461.51
Total		\$4,920.98

;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; Anthony J. Badalamenti, Yea;

PORTAGE COUNTY AUDITOR
JANET ESPOSITO

JOURNAL VOUCHER ROUTING SLIP

DATE SENT TO RETURN TO JV # AMOUNT

08/19/21	COMMISSIONERS	AUDITOR	979	18,860.38
08/19/21	COMMISSIONERS	AUDITOR	1156	2,636.88
08/19/21	COMMISSIONERS	AUDITOR	1157	11,358.22
08/19/21	COMMISSIONERS	AUDITOR	1159	47.00
08/19/21	COMMISSIONERS	AUDITOR	1261	31,261.48
08/19/21	COMMISSIONERS	AUDITOR	1262	9,125.41
			TOTAL	73,288.37
08/19/21			1182	3,821.33
08/19/21			1183	120.00
08/19/21			1259	518.14
08/19/21			1260	461.51
		SOLID WASTE	TOTAL	4,920.98

21-111

COUNTY AUDITOR _____

DATE _____

COMMISSIONERS RES #

21-0589

* * * *

RESOLUTION NO. 21-112 - RE: ACCEPTANCE OF THEN AND NOW CERTIFICATIONS FOR PAYMENT.

This resolution was omitted. No Then and Now Certificates submitted. This is for numbering purposes only.

* * * *

RESOLUTION NO. 21-113 - RE: AMENDMENT TO THE 2021 ANNUAL APPROPRIATION RESOLUTION NO 20-183 ADOPTED DECEMBER 17, 2020

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the following resolution be adopted:

RESOLVED, that it has become necessary to amend the 2021 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
Fund:	8300 Solid Waste General Admin		
	9014 Contractual Services		\$30,000
Fund:	83004		
Fund:	8300 9019 Claims	\$5,500	
	90000		
Fund:	8300 9017 Reimbursements/Overpayments	\$24,500	
MEMO TOTAL		\$30,000	\$30,000

; 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 A. Kline, Yea; Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea;
* * * *

Journal Entries

August 12, 2021

1. In accordance with Section 305.30 of the Ohio Revised Code and this Board's Resolution 21-0396, including Part IX(l), the Board of Commissioners acknowledges and approves the County Administrator's approval to hire John Garretson as a CDL Driver, replacing Trenten Robinson for Portage County Solid Waste Management District effective August 23, 2021.

Motion: **Commissioner Badalamenti**

Seconded: **Commissioner Kline**

All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, Yea;
 Commissioner Christian-Bennett, Yea;

Motion Carries

2. The Board of Commissioners acknowledged receipt of the August 2, 2021 Official Certificate of Estimated Resources for the fiscal year beginning January 1, 2022 as determined by the Budget Commission of Portage County and presented by the County Auditor.

Motion: **Commissioner Badalamenti**

Seconded: **Commissioner Kline**

All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, Yea; Commissioner
 Christian-Bennett, Yea;

Motion Carries

* * * *

Adjourn the Official Meeting of August 12, 2021 at 9:35 AM

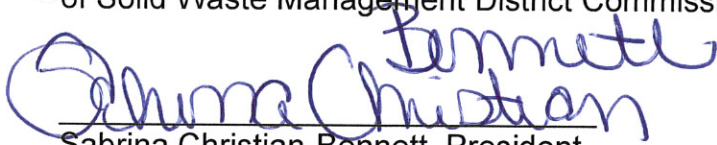
Motion: **Commissioner Badalamenti**

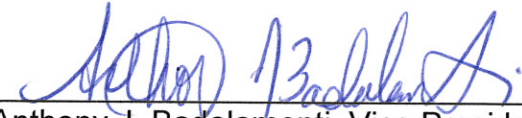
Second: **Commissioner Kline**

All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, Yea; Commissioner
 Christian-Bennett, Yea;

Motion Carries

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.


Sabrina Christian-Bennett, President


Anthony J. Badalamenti, Vice President


Vicki A. Kline, Board Member


Amy Hutchinson, Clerk