



**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 August 30, 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	Present

Also Present: Water Resources Director Gene Roberts; Internal Services Director JoAnn Townend; Human Resources Department Director Janet Kovick; Clerk Amy Hutchinson, and WIC Director Amy Cooper and Deerfield Township Trustee Ed Dean

CONSENT AGENDA

August 30, 2018

1. **Approval of Minutes August 23, 2018**
2. **Resolutions**
 - A. Approve the September 4, 2018 bills as presented by the County Auditor and reviewed by the Department of Budget and Finance./18-123
 - B. Approve the September 4, 2018 Journal Vouchers./18-124
 - C. Approve the September 4, 2018 Then & Now certification as presented by the County Auditor./18-125
 - D. Amend Resolution 18-106 to update the District Personnel Policy Manual./18-126

Motion To: Approve the August 30, 2018 Consent Agenda for Solid Waste Management District

RESULT:	ADOPTED [UNANIMOUS]
MOVED:	Sabrina Christian-Bennett
SECONDED:	Mike Kerrigan
AYES:	Sabrina Christian-Bennett, Vicki A. Kline, Mike Kerrigan

**RESOLUTION NO. 18-123 - RE: BILLS APPROVED AND CERTIFIED TO THE
PORTAGE COUNTY AUDITOR FOR PAYMENT.**

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan 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 September 4, 2018 in the total payment amount of **\$38,733.57 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, Yea;

RESOLUTION NO. 18-124

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

RESOLUTION NO. 18-125 - RE: ACCEPTANCE OF THEN AND NOW CERTIFICATIONS FOR PAYMENT.

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan 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 \$ **5,341.48** dated **September 4, 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, Yea;

RESOLUTION NO. 18-126 - RE: AMEND RESOLUTION 18-106 TO UPDATE THE PERSONNEL POLICY MANUAL FOR THE PORTAGE COUNTY SOLID WASTE MANAGEMENT DISTRICT

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

WHEREAS, the Portage County Solid Waste Management District Board of Commissioners adopted the District's Personnel Policy Manual by Resolution 11-057 on July 21, 2011; and

WHEREAS, the Board of District Commissioners has reviewed updated Section 10 (B) (6); now therefore be it

RESOLVED, that the Solid Waste Management District Board of Commissioners adopts the Portage County Solid Waste Management District Personnel Policy Manual; 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 Kline, Yea; Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea;

REGULAR AGENDA
August 30, 2018

3. Discussion

A. Refreshment request for the September 12, 2018 meeting.

The Portage County Solid Waste Management District will be hosting a meeting on Wednesday, September 12, 2018 with the Solid Waste Districts in Northeast Ohio. The purpose of this meeting is to collectively address the contamination issues facing all Solid Waste Districts. We have agreed to make our literature, education and awareness programs the same. The goals are to decrease the amount of contamination being sent to the processing facilities and send the same message to the public regardless of where they reside. The area processors have been invited to this meeting, so the group can work with them to ensure their list of acceptable materials are clearly conveyed to the public.

Director Steiner is asking for Board authorization to spend no more than one hundred dollar (\$100.00) for refreshments for the meeting and the Board agreed. Director Roberts will return next week with the necessary resolution.

Motion To: Adjourn the Official Meeting of August 30, 2018 at 9:02 AM

RESULT:	ADOPTED [UNANIMOUS]
MOVED:	Sabrina Christian-Bennett
SECONDED:	Mike Kerrigan
AYES:	Sabrina Christian-Bennett, Vicki A. Kline, 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

Sabrina Christian-Bennett, Vice President

Mike Kerrigan, Board Member

Amy Hutchinson, Clerk