



**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 September 6, 2018 at 9:02 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: Director Bill Steiner, Deputy Director Dawn Collins, Water Resources Director Gene Roberts, Human Resources Department Director Janet Kovick, Clerk Amy Hutchinson, Deerfield Township Trustee Ed Dean, Tony Badalamenti and Matt Merchant, Record Courier

**CONSENT AGENDA**

September 6, 2018

**1. Approval of Minutes August 30, 2018**

**2. Resolutions**

- A. Approve the September 11, 2018 bills as presented by the County Auditor and reviewed by the Department of Budget and Finance. /18-127
- B. Approve the September 11, 2018 Journal Vouchers. /18-128
- C. Approve the September 11, 2018 Then & Now certification as presented by the County Auditor. /18-129
- D. Portage County Solid Waste Management District Board of Commissioners certifies to the Portage County Auditor unpaid charges for recycling collection services on all residential properties in the Portage County Solid Waste District. /18-130

**Motion To:** Approve the September 6, 2018 Consent Agenda for Solid Waste Management District

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

**PLEASE ADD TO YOUR AGENDA**

September 6, 2018

- 1. Resolution: Transfer from Fund 8300, SW G ADMIN to Fund 8301, LGFT \$1,000.  
 Director Steiner explained the Ohio Environmental Protection Agency (EPA) would like a financial assurance fund set up at the District as part of a new program in case the District begins taking municipal solid waste. Director Steiner further indicated to maintain the transfer station license, the District must show good cause they have established the account.

Commissioner Christian-Bennett made the motion to transfer from Fund 8300, SW G ADMIN to Fund 8301 LGFT \$1,000

**Comments on the motion:** Commissioner Kerrigan questioned the resolution wording of LGFT and Commissioner Christian Bennett pointed out the body of the resolution reads the District is moving \$1,000 from Fund 8300 to Fund 8301 – *Solid Waste General Administration*, not *LGFT*, like the heading of the resolution indicates. Director Bragg confirmed *Fund 8301 should be SW LGFT*.

**Amended Motion To:** Transfer from Fund 8300, SW G ADMIN to Fund 8301, LGFT \$1,000 with the technical correction to the line/18-131

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

**RESOLUTION NO. 18-127 - 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 11, 2018 in the total payment amount of **\$7,176.15 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. 18-128 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.**

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan 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

09/11/18	342	\$ 24,797.28
09/11/18	341	1,744.96
09/11/18	340	1,462.83
Total		\$ 28,005.07

**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;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-129**

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

**RESOLUTION NO. 18-130 - RE: PORTAGE COUNTY SOLID WASTE MANAGEMENT DISTRICT BOARD OF COMMISSIONERS CERTIFIES**

**TO THE PORTAGE COUNTY AUDITOR UNPAID  
CHARGES FOR RECYCLING COLLECTION SERVICES  
ON ALL RESIDENTIAL PROPERTIES IN THE  
PORTAGE COUNTY SOLID WASTE DISTRICT**

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

**WHEREAS,** the Board of Solid Waste Management District Commissioners certifies unpaid charges for residential curbside recycling collection services for: Franklin and Rootstown Townships from July 1, 2017 through June 30, 2018, Brimfield Township from June 14, 2017 through June 13, 2018, Hiram Township and Hiram Village from Sept. 1, 2017 to August 31, 2018, Mantua and Shalersville Townships from July 1, 2017 to June 30, 2018, City of Aurora from July 1, 2017 to December 31, 2018, Ravenna Township from December 1, 2017 to July 31, 2018, Suffield Township from July 30, 2017 to July 29, 2018, Atwater from June 15, 2017 to June 14, 2018, City of Streetsboro from July 16, 2017 to July 15, 2018 to be placed on the Portage County Real Property Tax Duplicates for collection on the 2019 Property taxes, and

**WHEREAS,** it is found and determined by this Board that through Ohio Revised Code, Section 343.08 the District Commissioners can certify to the Portage County Auditor those charges unpaid for recycling services provided on mandatory recycling collection programs, including but not limited to mobile home parks, multi-family homes, single family homes, apartment complexes and condominiums; now therefore be it

**RESOLVED,** that this Board certifies to the Auditor of Portage County said charges for recycling services in the Portage Solid Waste District, including but not limited to mobile home parks, multi-family homes, single family homes, apartment complexes and condominiums which have received collection service, to be placed on the real property duplicate against the lot or parcel as indicated on the attached list; and be it further

**RESOLVED,** that a copy of this Resolution be filed with the Portage County Auditor's office; 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;

**RESOLUTION NO. 18-131 - RE: TRANSFER FROM FUND 8300, SW G ADMIN, TO FUND 8301, SW LGFT.**

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

**WHEREAS,** Solid Waste must build up a reserve balance in case of plant closure, therefore be it

**RESOLVED,** that the following transfer shall be made, in the amount of \$1,000.00; as recommended by the Director of Budget and Financial-Management;

**FROM:** FUND 8300 SW GENERAL ADMN  
ORGCODE- 83009019 910000 Trans Out \$ 1,000.00

**TO:** FUND 8301 SOLID WASTE LGFT  
ORGCODE - 83019012 280000 Trans In \$ 1,000.00

; and be it further

**RESOLVED,** that the County Auditor is hereby requested to make said transfer by Journal Entry, and that a certified copy of this resolution be filed with the Portage 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; Mike Kerrigan, Yea;

9:07 AM In accordance with the Ohio Rev. Code Ann. 121.22(G)(1), it was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan that the Board of Commissioners move into executive session for discipline of a public employee or official, or licensee, or regulated individual. Also present: Director Bill Steiner, Deputy Director Dawn Collins, Human Resources Department Director Janet Kovick and Water Resources Department Director Gene Roberts. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea; Vicki A. Kline, Yea;

9:26 AM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan that the Board of Commissioners moves out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea; Vicki A. Kline, Yea;

After exiting executive session, the Board took no action.

Commissioner Christian-Bennett reminded Director Steiner and Director Roberts that a report was requested back in January for curbside recycling costs to the District. Director Roberts reported they can prepare a report of actual costs to collect, but to dispose of recyclables is dynamic and hard to track. Commissioner Christian-Bennett asked if the County should be in the recycling business at all. Director Steiner started keeping track by route and day, then several vehicles were taken out of service which made it very complicated. Director Steiner also mentioned if the District goes away, the Board should expect recycling rates to at least double, if not triple.

Commissioner Kerrigan observed keeping items out of the landfill and reusing products is the right thing to do, but Commissioner Christian-Bennett questioned whether it's the right thing to do for the District versus outsourcing. Director Steiner mentioned staying with the District is the best long term plan for the residents.

**Motion To:** Adjourn the Official Meeting of September 6, 2018 at 9:37 AM

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVED:</b>	Mike Kerrigan
<b>SECONDED:</b>	Sabrina Christian-Bennett
<b>AYES:</b>	Mike Kerrigan, Sabrina Christian-Bennett, 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.

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Vicki A. Kline, President

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Sabrina Christian-Bennett, Vice President

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Mike Kerrigan, Board Member

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Amy Hutchinson, Clerk