



**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, Maureen T. Frederick, Vicki A. Kline, CPA

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 12, 2017 at 9:02 AM with the following members present:

Attendee Name	Title	Status
Vicki A. Kline	President	Present
Sabrina Christian-Bennett	Vice President	Present
Maureen T. Frederick	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, Job and Family Services Director Kellijo Jeffries, Helene Leightner, Kim McClerdon, Mandy Berardinelli, Job and Family Services

**CONSENT AGENDA**

September 12, 2017

1. **Approval of Minutes of September 5, 2017**
2. **Resolutions**
  - A. Approve the September 12, 2017 bills as presented by the County Auditor and reviewed by the Department of Budget and Finance./17-145
  - B. Approve the September 12, 2017 Journal Vouchers./17-146
  - C. Approve the September 12, 2017 Then & Now certification as presented by the County Auditor./17-147

**Motion To:** Approve the September 12, 2017 Consent Agenda for Solid Waste Management District

<b>RESULT:</b>	<b>ADOPTED</b>
<b>MOVER:</b>	Sabrina Christian-Bennett, Board Member
<b>SECONDER:</b>	Vicki A. Kline, President
<b>AYES:</b>	Sabrina Christian-Bennett, Vicki A. Kline
<b>ABSENT:</b>	Maureen T. Frederick

**RESOLUTION NO. 17-145 - 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 September 12, 2017 in the total payment amount of **\$118,116.47 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; Maureen T. Frederick, Absent;

**RESOLUTION NO. 17-146**

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

**RESOLUTION NO. 17-147 - 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 \$ 1,150.00 dated **September 12, 2017** 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 Kline, Yea; Sabrina Christian-Bennett, Yea; Maureen T. Frederick, Absent;

3. **Discussion - Kent State Great Lakes Career Ready Internship Grant:**

Kent State University (KSU) was awarded a three year Great Lake Career Ready Internship Grant and is currently in their third school year of this program. The grant program allows eligible financial assistance students to receive \$1500 in salary, at a recommended rate of \$10 per hour for 10 hours a week for a 15 week time period, through paid internships with employers. The employer pays the student directly and then invoices KSU biweekly for reimbursement up to a total of \$1200. An overall salary cost of \$300 to the employer. To participate, the County would also be required to pay Ohio Public Employee Retirement System (OPERS) pension pay.

In September 2016, the Board established the Portage County Internship Program. Portage County Solid Waste Management District (SWMD) is therefore requesting permission to participate with KSU in the Great Lake Career Ready Internship Grant.

SWMD is requesting to hire up to two students. Interns will assist the District staff with various projects requiring statistical analysis and educational programs targeted toward residents, schools and the businesses in the County.

SWMD respectfully requests the Board's concurrence in participating in the KSU Internship program. Upon approval, the Board will need to sign the Kent State University, Great Lakes Career Ready Internship Grant Memorandum of Understanding, and SWMD will follow the procedures outlined in the Portage County Human Resources Department Policy No. 16-100-02.

#### 4. Journal Entries

- A. The Board of Commissioners signed the Personnel Action Form authorizing the full-time hire of Richard Rabatin as a Truck Driver, replacing Gary Gentry, for the Portage County Solid Waste Management District, presented by Janet Kovick, Human Resources Director. Anticipated start date is October 2, 2017. The Board of Commissioners agreed that this hire is contingent upon the applicant passing the required pre-employment testing./Journal Entry
  
- B. The Board of Commissioners signed the Personnel Action Form authorizing the full-time hire of Luke Chilson as a Truck Driver, replacing Drew Seneff, for the Portage County Solid Waste Management District, presented by Janet Kovick, Human Resources Director. Anticipated start date is October 2, 2017. The Board of Commissioners agreed that this hire is contingent upon the applicant passing the required pre-employment testing./Journal Entry

#### JOURNAL ENTRY

September 12, 2017

1. The Board of Commissioners signed the Personnel Action Form authorizing the full-time hire of Richard Rabatin as a Truck Driver, replacing Gary Gentry, for the Portage County Solid Waste Management District, presented by Janet Kovick, Human Resources Director. Anticipated start date is October 2, 2017. The Board of Commissioners agreed that this hire is contingent upon the applicant passing the required pre-employment testing.
  
2. The Board of Commissioners signed the Personnel Action Form authorizing the full-time hire of Luke Chilson as a Truck Driver, replacing Drew Seneff, for the Portage County Solid Waste Management District, presented by Janet Kovick, Human Resources Director. Anticipated start date is October 2, 2017. The Board of Commissioners agreed that this hire is contingent upon the applicant passing the required pre-employment testing.

Motion to approve the Journal Entry from September 12, 2017

<b>RESULT:</b>	<b>ADOPTED</b>
<b>MOVER:</b>	Sabrina Christian-Bennett, Vice President
<b>SECONDER:</b>	Vicki A. Kline, President
<b>AYES:</b>	Sabrina Christian-Bennett, Vicki A. Kline
<b>ABSENT:</b>	Maureen T. Frederick

**Motion To:** Adjourn the Official Meeting of September 12, 2017 at 9:06 AM

<b>RESULT:</b>	<b>ADOPTED</b>
<b>MOVER:</b>	Sabrina Christian-Bennett, Board Member
<b>SECONDER:</b>	Vicki A. Kline, President
<b>AYES:</b>	Sabrina Christian-Bennett, Vicki A. Kline
<b>ABSENT:</b>	Maureen T. Frederick

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 on September 12, 2017.

\_\_\_\_\_  
Vicki A. Kline, President

\_\_\_\_\_  
Sabrina Christian-Bennett, Vice President

-----ABSENT -----

\_\_\_\_\_  
Maureen T. Frederick, Board Member

\_\_\_\_\_  
Amy Hutchinson, Clerk