

**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, September 23, 2021 at 9:01 AM with the following members present:

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

Also attending: Acting Director Dawn McIntyre, Diane Smith, Frank Voss, Brian Ames, Ed Dean, County Administrator Michelle Crombie, Department of Budget and Financial Management Director Joe Harris, and Rebecca Armstrong, State Treasurer's Office

**Approval of Minutes: September 16, 2021**

**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 September 23, 2021, bills as presented by the County Auditor./Resolution No. 21-133
2. Approve the September 23, 2021, Journal Vouchers as presented by the County Auditor./Resolution No. 21-134
3. Approve the September 23, 2021, Then & Now certification as presented by the County Auditor./Resolution No. 21-135

Acting Director Collins explained the following Journal Entry contains a list of commercial accounts serviced once a week by the District. All commercial accounts were terminated effective April 1, 2021 and once notices were sent; invoices were not paid even after personal phone calls were made.

**Journal Entry:**

1. The Board of Commissioners authorized a one-time write off of uncollectible Commercial accounts as recommended by the Acting Director Dawn Collins as follows:

Date	Account No.	Invoice No.	Commercial Customer	Service Date	Amount
2-11-21	250089	007888	GE Healthcare	1515 Danner Drive, Aurora	\$ 390.00
2-11-21	250095	007891	Montrose Real Estate	1127 W. Main St., Kent	\$ 165.00
2-12-21	250243	007954	Coleman Professional Services	15 E. Main St., Ravenna	\$150.00
2-12-21	250257	007965	Kent Psychological Associates	190 Currie Hall Pkwy., Suite A, Kent	\$ 75.00
2-12-21	250283	007983	Each & Every LLC	156 N. Water St., Kent	\$ 150.00
2-12-21	250300	007989	Treno Ristorante	152 Franklin St., Kent	\$ 165.00
2-12-21	250326	008001	Cellar Door	8138 Water St., Garrettsville	\$ 150.00

**Motion: Commissioner Badalamenti**

**Seconded: Commissioner Kline**

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

**Motion Carries**

## Discussion

### 1. Standardized contract

Acting Director Collins presented a draft agreement template for the collection of recyclables in 2022 for Board review.

- The biggest difference with the contract is the addition of a termination clause for both sides and it requires 60 days written notice.
- It's a standard 1-year contract and can renew annually.
- Annual rates are reviewable every year.

Acting Director Collins would like to send letters to terminate any existing agreements effective December 31, 2021.

Commissioner Badalamenti asked if the fuel surcharge is included in the contract and Acting Director Collins explained the surcharge is not listed in the contract, but language for an annual rate renewal is included.

Commissioner Christian-Bennett asked when negotiations will begin regarding the rates for future contracts, and will all contracts be negotiated at once? Acting Director Collins noted the processing costs will be \$5.50 across the board for next year. Commissioner Christian-Bennett explained there's really no negotiation, communities just need time to decide whether they want to accept the rate or terminate. Administrator Crombie indicated she will work with Acting Director Collins on the process.

Commissioner Christian-Bennett asked about the agreement between Solid Waste and the supplier and Acting Director Collins noted it's a 1-year agreement with 2 additional 1-year options. When that contract ends, the District will need to do a new Request for Proposal next year.

Commissioner Christian-Bennett noted that Acting Director Collins mentioned if processing costs increase in the middle of the year, the District will provide notice to communities indicating they can either choose to accept the increase or terminate, and asked what's the point of having a contract with a rate in it? It would also make it very difficult to budget and the 60 day 'out clause' should only apply for renewals. Administrator Crombie believes that is how the draft contract is written, but Acting Director Collins noted the verbiage doesn't say that in the contract. Commissioner Badalamenti noted there are really 2 issues: one deals with an entity that would like to end service because they are unhappy and the second is a renewal with a rate increase that an entity doesn't want to sign. Administrator Crombie noted the contract is an automatic renewal for 3 years and if an entity doesn't want an automatic renewal, it has 60 days prior to January 1<sup>st</sup> to opt out.

Commissioner Christian-Bennett asked Administrator Crombie to work with Acting Director Collins on the process and it might involve moving the start date.

\*

\*

\*

\*

**RESOLUTION No. 21-133 - 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 September 23, 2021 in the total payment amount of **\$14,149.69 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. 21-134 - 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:

9/23/21	1167	3,192.92
<b>Total</b>		<b>\$3,192.92</b>

;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
09/23/21	COMMISSIONERS	AUDITOR	1041	9,932.07
09/23/21	COMMISSIONERS	AUDITOR	1045	5,477.05
09/23/21	COMMISSIONERS	AUDITOR	1048	2,266.00
09/23/21	COMMISSIONERS	AUDITOR	1241	5,624.08
09/23/21	COMMISSIONERS	AUDITOR	1268	26,114.70
09/23/21	COMMISSIONERS	AUDITOR	1302	224.00
09/23/21	COMMISSIONERS	AUDITOR	1304	13,077.75
			TOTAL	62,715.65
09/23/21			1167	3,192.92
		SOLID WASTE	TOTAL	3,192.92

21-134

\_\_\_\_\_  
COUNTY AUDITOR

9/23/21  
DATE

COMMISSIONERS RES # 210717

\* \* \* \*

**RESOLUTION NO. 21-135**

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

\* \* \* \*

**Journal Entries**

1. The Board of Commissioners authorized a one-time write off of uncollectible Commercial accounts as recommended by the Acting Director Dawn Collins as follows:

Date	Account No.	Invoice No.	Commercial Customer	Service Date	Amount
2-11-21	250089	007888	GE Healthcare	1515 Danner Drive, Aurora	\$ 390.00
2-11-21	250095	007891	Montrose Real Estate	1127 W. Main St., Kent	\$ 165.00
2-12-21	250243	007954	Coleman Professional Services	15 E. Main St., Ravenna	\$150.00
2-12-21	250257	007965	Kent Psychological Associates	190 Currie Hall Pkwy., Suite A, Kent	\$ 75.00
2-12-21	250283	007983	Each & Every LLC	156 N. Water St., Kent	\$ 150.00
2-12-21	250300	007989	Treno Ristorante	152 Franklin St., Kent	\$ 165.00
2-12-21	250326	008001	Cellar Door	8138 Water St., Garrettsville	\$ 150.00

**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 September 23, 2021 at 9:25 AM

**Motion: Commissioner Christian-Bennett**

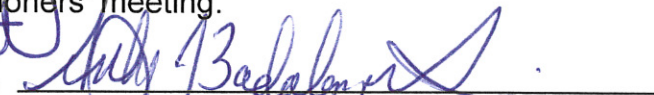
**Second: Commissioner Kline**


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