



**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 Tuesday, January 14, 2021 at 9:03 AM with the following members present via Zoom video conference:

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

**Approval of Minutes for December 17, 2020 and December 29, 2020**

**Motion: Commissioner Kline**

**Seconded: Commissioner Christian-Bennett**

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

**Motion Carries**

**1. Resolutions**

**RESOLUTION NO. 21-001 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.**

It was moved by Vicki A. Kline, seconded by Anthony J. Badalamenti 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 January 14, 2021 in the total payment amount of **\$134.95 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. 21-002**

This resolution was omitted. No Journal Vouchers submitted. This is for numbering purposes only.

**RESOLUTION NO. 21-003 - RE: ACCEPTANCE OF THEN AND NOW CERTIFICATIONS FOR PAYMENT.**

It was moved by Vicki A. Kline, seconded by Anthony J. Badalamenti 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 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 **\$134.95** dated **January 14, 2021** 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; Anthony J. Badalamenti, Yea;

**RESOLUTION NO. 21-004 - RE: RULE FOR NOTICE OF MEETINGS OF THE BOARD OF COUNTY COMMISSIONERS OF THE PORTAGE COUNTY SOLID WASTE MANAGEMENT DISTRICT**

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

**WHEREAS,** Pursuant to Ohio Revised Code Section 121.22 the Board of Portage County Commissioners has adopted rules relative to scheduling regular and special Board meetings and to provide notice of these meetings. See Exhibit "A" Resolution No. 21-

004 and its Attachment (both attached hereto and incorporated by reference); and

**WHEREAS**, the Board of County Commissioners maintains the **Portage County Solid Waste Management District (“PCSWMD”)** pursuant to, and without limitation Chapter 343. of the Revised Code; now therefore be it

**RESOLVED**, to the extent it may be necessary the Board of County Commissioners in its statutory role as the Board of County Commissioners of the PCSWMD provides notice that the regularly scheduled meetings of the Board of County Commissioners of the PCSWMD will be on Thursdays of every week and the last Tuesday of the month, and begin immediately after the Board begins its regular meetings at 9:00 AM in accordance with Resolution No. 21-004 (attached); and be it further

**RESOLVED**, to the extent necessary this Resolution is a supplement to Resolution No. 21-004, which shall remain in full force and effect; and be it further,

**RESOLVED**, persons interested in attending the regular meetings of the Board on Thursdays of every week and on the last Tuesday of a month are advised to be present at 9:00 AM in accordance with Resolution No. 21-004 (attached) for there may be days when there is no pending PCSWMD business (or solid waste management district business may be very brief) and any and all types of Portage County business therefore would begin at 9:00 AM; and be it further

**RESOLVED**, the meetings of the Board of County Commissioners of the **PCWMD** are to be held at the Portage County Administration Building, 7<sup>th</sup> Floor, 449 South Meridian Street, Ravenna, Ohio; **however**, in accordance with **Resolution No 21-004 and its Attachment** during the **present public health emergency related to COVID-19 the meetings will be held and conducted by electronic technology with the public being able to view the public meetings by accessing: [Meeting Live-Stream | Portage County OH \(portagecounty-oh.gov\)](#)** and members of the Board of County Commissioners of the PCSWMD may attend by electronic technology; and be it further,

**RESOLVED**, that notices of upcoming meetings regarding the PCSWMD will be published on the Portage County Commissioners’ Agenda and such meetings will be referenced something like “Solid Waste” on the Commissioners’ Agenda. The Portage County Commissioners’ Agenda is posted on the first floor and seventh floor bulletin boards in the Portage Administration Building, and on the Commissioners’ Calendar located at: <https://www.co.portage.oh.us/portage-county-board-commissioners>; and be it further

**RESOLVED**, that Executive Sessions will be held pursuant to Ohio Revised Code Section (G)(1)-(8); and be it further

**RESOLVED**, that special and emergency meetings of the Board of County Commissioners of the PCSWMD will be held at the call of the Board of County Commissioners of the PCSWMD in its statutory role; and be it further

**RESOLVED**, that the Clerk of the Board of County Commissioners of Portage County shall give notice on behalf of the Board of County Commissioners of the PCSWMD to the Record-Courier media of the date, time, location and purpose of a special meeting of the Board of County Commissioners of the PCSWMD no later than twenty-four hours before the special meeting is to start or, if not possible, as soon as the special meeting has been called; and be it further

**RESOLVED**, any person may request the time and place of all regularly scheduled meetings of the Board of County Commissioners of the Portage County Solid Waste Management District by submitting a request to the Clerk of the Board of County Commissioners of Portage County who also serves as the Clerk of the Board of County Commissioners of the Portage County Solid Waste Management District; and be it further,

**RESOLVED**, any person, upon written request, as provided herein, may obtain reasonable advance notification of all meetings of the Board of County Commissioners of the Portage County Solid Waste Management District at which any specific items regarding the Portage County Solid Waste Management District appears on the Portage County Commissioners' Agenda, as well as requesting notice when any other specific item of business regarding the Portage County Solid Waste Management District is to be discussed. Each person shall file, with the Clerk of the Board of County Commissioners a written request specifying the person's name, address, telephone number and/or e-mail address, along with specific type of Portage County Solid Waste Management District public business that is of interest, and the amount of time this request covers (not to exceed three months); and be it further,

**RESOLVED**, that the Board of County Commissioners and in its statutory role as the Board of County Commissioners of the Portage County Solid Waste Management District, 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 such Board and that all deliberations of said Board that resulted in 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;

ATTACHMENT TO RESOLUTION NO. 21-004

During the present public health emergency the BOARD OF PORTAGE COUNTY SOLID WASTE COMMISSIONERS (“Board”) will continue to hold its public meetings by electronic technology. The public meetings may be accessed by the public at: [Meeting Live-Stream | Portage County OH \(portagecounty-oh.gov\)](https://www.co.portage.oh.us/portage-county-board-commissioners) Board members may attend the public meetings by electronic technology.

This public meeting procedure by electronic technology is pursuant to Act(s) of the General Assembly in response to the declared pandemic and global health emergency related to COVID-19 and for which such Act(s) declared an emergency.

The BOARD OF PORTAGE COUNTY SOLID WASTE COMMISSIONERS’ public meetings will be held on the days and times described below, albeit by electronic technology, during this time of a public health emergency.

**REGULAR SCHEDULED MEETINGS** (also referred to as **REGULAR SESSIONS**) of the **BOARD OF SOLID WASTE COMMISSIONERS** will be held as follows:

**TIME**

**EVERY THURSDAY** of each week commencing at **9:00 AM** and concluding at the end of business.

**PLACE**

**PORTAGE COUNTY ADMINISTRATION BUILDING, 7<sup>TH</sup> FLOOR  
449 SOUTH MERIDIAN STREET  
RAVENNA, OHIO 44266  
(330) 297-3600**

**\*\*\*Members of the Board may attend by electronic technology during the present public health emergency related to COVID-19\*\*\***

**\*\*\*Members of the public may view the public meetings during the present public health emergency by electronic technology by accessing:  
[Meeting Live-Stream | Portage County OH \(portagecounty-oh.gov\)](https://www.co.portage.oh.us/portage-county-board-commissioners)**

**NOTICES** of upcoming regularly scheduled meetings will be published on the Portage County Commissioners’ Solid Waste agenda, which is posted on the First Floor and Seventh Floor Bulletin Boards in the Portage County Administration Building, and on the Commissioners’ Calendar at: <https://www.co.portage.oh.us/portage-county-board-commissioners>

**SEE PAGE 2 CONCERNING SPECIAL MEETINGS**

During the present public health emergency **SPECIAL MEETINGS** of the Board will also be conducted by electronic technology and the public may view special meetings by accessing: [Meeting Live-Stream | Portage County OH \(portagecounty-oh.gov\)](#). Board members may attend by electronic technology.

**SPECIAL MEETINGS** (also referred to as **SPECIAL SESSIONS**) of the **BOARD OF PORTAGE COUNTY SOLID WASTE COMMISSIONERS** will be held as follows:

### **HELD ON THE CALL OF THE BOARD**

**NOTICES** of special meetings will be published on the Portage County Solid Waste Commissioners' agenda, which is posted on the First Floor and Seventh Floor Bulletin Boards in the Portage County Administration Building, and on the Commissioners' calendar located at: <https://www.co.portage.oh.us/portage-county-board-commissioners>

The Clerk of the Board will also direct the Record-Courier to publish in its newspaper notice of the time, place and purpose of a special meeting at least 24 hours in advance of the special meeting. If any other news media have requested notification, the Clerk shall give at least twenty-four hours' advance notice to any other news media that may have requested notification.

In the event of an emergency, the Clerk, on behalf of the member or members calling the meeting, shall notify the Record-Courier newspaper, and any other news media that have requested notification immediately of the time, place and purpose of the meeting.

**\*\* SEE PAGE 3 CONCERNING ANY PERSON, UPON REQUEST,  
OBTAINING ADVANCE NOTIFICATION OF MEETINGS (SESSIONS)**

ATTACHMENT TO RESOLUTION NO. 21-004

**PERSONS MAY REQUEST ADVANCE NOTIFICATION OF REGULAR MEETINGS AND/OR ALL MEETINGS AT WHICH ANY SPECIFIC TYPE OF BUSINESS IS TO BE DISCUSSED**

Any person may request the time and place of all regularly scheduled meetings by submitting a request to the clerk of the Board of Commissioners.

Any person, upon written request, may obtain reasonable notification of all meetings at which any specific type of public business is to be discussed. Each person shall file with the Clerk a written request specifying the person’s name, address, telephone number and/or e-mail address, along with the specific type of public business that is of interest, and the amount of time this request covers (not to exceed three months).

- 5. The Board of Commissioners agrees to amend the 2021 annual appropriation Resolution No. 20-183, adopted December 17, 2020./Resolution No. 2021-005
  - Director Steiner indicated the original budget did not include the OWDA payment.

**RESOLUTION NO. 21-005 - RE: AMENDMENT TO THE 2021 ANNUAL APPROPRIATION RESOLUTION NO 20-183 ADOPTED DECEMBER 17, 2020**

It was moved by Vicki A. Kline, seconded by Anthony J. Badalamenti 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 viewed and recommended by the Director of the Dept. of Budget & Financial Management:

	Increase	Decrease
Solid Waste General Admin		
<b>Fund: 8355</b>		
<b>901 Solid Waste Management District</b>		
83558		\$675.00
<b>MEMO TOTAL</b>		<b>\$675.00</b>

; 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;

## 2. Discussion

1. Recyclable items for 2021 and contamination.
  - Director Steiner presented a list of acceptable recyclable items to be distributed and posted on the website. There was discussion last year about the contamination and the policy. We cannot enforce unless it is written in the contract.
2. Commercial Rates for 2021.
  - Director Steiner will continue to work with Director Bragg and Ms. Collins on adjusting the commercial rates. The agencies that were free non-profits are now receiving their notices due to the mail delay and the holiday. Ms. Collins said we will continue servicing these commercial agencies. Commissioner Badalamenti asked if agencies were discontinuing services because it is no longer free. Director Steiner said that was the reason. The Board agreed to table this at this time.
3. Drop off rates for 2021.
  - Director Steiner indicated the cost per container is \$600 per year times the number of containers at each location. This is a very low rate. He will continue working with Director Brag to increase the rates.
4. Rates for voluntary service.
  - Director Steiner indicated they no longer take new accounts for voluntary service for recycling. It is too much for the driver's with their regular routes. Director Steiner said the current cost is currently \$5.50 per month and suggesting increasing it to \$6.00. Commissioner Badalamenti said it seemed low. Director Steiner said we may have to adjust it later. Commissioner Christian-Bennett asked how many people use the voluntary service. Ms. Collins said no more than 25 residents. Director Steiner said they are currently on an existing route, so far, they have not been out of the way.
5. Shredding services.
  - Director Steiner indicated since the pandemic no public is allowed in the District for shredding services. Their current shredder was bought in 2008 and is not in good shape. He suggested to discontinue the program altogether. This is not a good use of their resources. Commissioner Christian-Bennett said there are a lot of communities that offer shredding such as Brimfield Township. Commissioner Kline indicated that the county may need to contract the shredding service. Director Steiner offered the use of their containers



to save on the cost since they will no longer need them. Commissioner Christian-Bennett said some of the county department use Iron Mountain. She suggested asking Director Townend to research our shredding options.

### 3. Executive Session

9:21 AM In accordance with the Ohio Revised Code 121.22(G)(4), it was moved by Vicki A. Kline, seconded by Anthony J. Badalamenti that the Board of Commissioners move into executive session to discuss preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees. Also present: Director Bill Steiner, Deputy Director Dawn Collins, and Human Resources Director Janet Kovick. Roll call vote: Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea; Vicki A. Kline, Yea;

9:35 AM Upon conclusion of the above referenced discussion, it was moved by Vicki A. Kline, seconded by Anthony J. Badalamenti that the Board of Commissioners move out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea; Vicki A. Kline, Yea;

After exiting executive session, the Board took no action.

9:36 AM In accordance with the Ohio Revised Code 121.22(G)(1), it was moved by Vicki A. Kline, seconded by Anthony J. Badalamenti that the Board of Commissioners move into executive session to discuss compensation of a public employees. Also present: Director Bill Steiner, Deputy Director Dawn Collins, and Human Resources Director Janet Kovick. Roll call vote: Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea; Vicki A. Kline, Yea;

9:45 AM Upon conclusion of the above referenced discussion, it was moved by Vicki A. Kline, seconded by Anthony J. Badalamenti that the Board of Commissioners move out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea; Vicki A. Kline, Yea;

After exiting executive session, the Board took no action.

Adjourn the Official Meeting January 14, 2021 at 9:45 AM.

**Motion: Commissioner Christian-Bennett**

**Second: Commissioner Kline**

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

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Sabrina Christian-Bennett, President

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Anthony J. Badalamenti, Vice President

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Vicki A. Kline, Board Member

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Julie Gonzales, Acting Clerk