

MEETING MINUTES

Meeting Date: July 19, 2022
Meeting Time: 1:30 pm-2:30 pm
Written By: Shawn Arden, PE
Client: Portage County

Location of Meeting: Portage County Engineer's Office

Purpose of Meeting: Portage County Storm Water District Steering Committee Meeting

Attendees: Mickey Marozzi, Larry Jenkins, John Trew (Portage County Engineer's Office); Mary Helen Smith, Amos Sarfo (Portage County Health District); Lynn Vogel, Eric Long (Portage County SWCD); Joe Reichlin, Zach Battaglia (Portage County Auditor's Office); David Garnier (Portage County Prosecutor's Office); Shawn Arden, James Akins (EMH&T)

Copies: Mike Collins (Portage County Engineer's Office), Joe Diorio, (Portage County Health District); Todd Peetz (Portage County Regional Planning)

Listed below are general discussion topics. Items noted in **bold** require follow-up discussions.

1. Steering Committee and Storm Water Task Force Meeting Minutes
 - a. April 2022 Steering Committee minutes – approved
 - b. May 2022 Storm Water Task Force minutes – accepted
2. Group Updates:
 - a. MCM 1 & 2 (SWCD):
 - i. Education grants
 1. Teachers for Ravenna HS & Rootstown HS stormwater projects recently resigned. School districts have stated they intend to move forward with the project.
 - b. MCM 3 (PCHD):
 - i. Outfall screening Q2 2022 activities:
 1. 14 file reviews, 7 office research investigations, and 31 GIS/IDDE data collection events.
 2. 13 new outfall points were identified
 3. 92 outfalls were verified, 222 were dry weather screened.
 - ii. HSTS Assistance
 1. WPCLF
 - a. Received \$115,000 from 2022 H2Ohio funds for HSTS improvement.
 - b. Four new households approved for HSTS repair/replacement with 2022 H2Ohio funds. Contracting is in progress.
 - c. Four households funded under 2021 WPCLF funds completed.
 - d. Eight households funded for replace/repair HSTS or connect to sanitary sewer completed under 2021 WPCLF funds.
2. Nuisance complaint inspections
 - a. Nine new complaints received in Q2.
 - b. Four HSTS replacements are pending
 - c. Four existing nuisance complaints were abated

- iii. PCHD continues to coordinate with PCWR for Oakwood Acres project in Brimfield Township. One additional sewer connection completed.
- c. MCM 4 (SWCD):
 - i. Rootstown – new large development off SR 44 north of I-80. Includes improvements to Beck Rd (also under review with PCE). Initial development is 1M+ square foot facility.
 - ii. Brimfield two self-storage sites. Holiday Drive and Highwayview Drive.
 - iii. Ravenna self-storage site.
 - iv. DermaMed site on Progress Blvd.
 - v. Rootstown Industrial Park – approved many years ago. Just getting under way.
- d. MCM 5 (SWCD):
 - i. EMH&T to move forward with updating the post-construction BMP spreadsheet. The spreadsheet was last updated in 2016. EMH&T to coordinate with SWCD.
 - ii. SWCD to inspect 50% of basins each year. Attempt to complete 2022 inspections by 8/16 for data transfer to EMH&T.
- e. MCM 6 (SWCD/PCE):
 - i. Township facility inspections.
 - 1. Dry weather checklist from OhioEPA
 - 2. Eric will have met with all five townships by end of next week.
 - 3. Wet weather screening requires visual assessment for sample of surface runoff at outfalls
 - 4. Facilities know to inspect and send reports to Eric quarterly.
 - 5. Mary Helen noted importance of tracking and profiling waste.
 - ii. Eric is coordinating with co-permittees to sign NOI on OhioEPA e-business site.
 - iii. No additional response received from OhioEPA for the MCM6 audit.
 - iv. Larry, Lynn, and Eric to develop a plan to move forward with facility SWPPP updates. Approach to be discussed at the August SWTF meeting.
- 3. EMH&T
 - a. Post-Construction Basin Maintenance Program – Kickoff Mtg held today with County Engineer’s office staff
 - b. Post-Construction BMP Spreadsheet (2016 to present) – to do
 - c. Need information for above items from SWCD by August 16.
- 4. PCWR
 - a. Larry to invite new PCWR Director to attend the next Steering Committee meeting.
- 5. Legal:
 - a. Discussion regarding implementation of bonding requirements for erosion and sediment control installation.
- 6. PCE Stormwater Basin Maintenance Program:
 - a. John discussed first round of mowing was completed. Second round of mowing to be completed in September.
 - b. Joe to setup Connect Viewer account for EMH&T.

7. ERU Appeal
 - a. One appeal under review. Parcel is likely not eligible for exemption. Eric to provide documentation to Mickey.

8. GIS ERU Review
 - a. New website is coming.
 - b. ERU review is almost complete.
 - c. Billing dataset to be presented to the BOC for approval in Mid-August. Billing dataset needs to be provided to the Auditor's office by first Monday in September.

9. RPC HSTS Program
 - a. \$93k has returned to the program.

10. Next Steering Committee Meeting: October 18, 2022 at 1:30pm, Meeting at PCE Facility.

11. Future Meetings:
 - a. Storm Water Task Force: August 16, 2022 at 10:00am, Meeting at Suffield Twsp.

The summary provided herein represents the preparer's best understanding of the items discussed during the subject meeting. Please review for accuracy and completeness and advise EMH&T of any errors or omissions within five (5) business days of issuance.

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