

# MEETING MINUTES

**Meeting Date:** September 1, 2021  
**Meeting Time:** 1:30 pm-2:30 pm  
**Written By:** Shawn Arden, PE  
**Client:** Portage County

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**Location of Meeting:** Portage County Engineer's Office

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

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**Attendees:** Mickey Marozzi, Larry Jenkins, John Trew (Portage County Engineer's Office); Mary Helen Smith, Amos Sarfo (Portage County Health District); James Bierlair, Eric Long (Portage County SWCD); David Garnier (Portage County Prosecutor's Office); Todd Peetz (Portage County Regional Planning); Joe Reichlin, Zack Battaglia (Portage County Auditor's Office); Shawn Arden (EMH&T)

**Copies:**

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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. January 2020 Steering Committee minutes – approved
  - b. May 2021 Steering Committee minutes – revised year on page 1 to 2021. Approved as corrected.
2. Group Updates:
  - a. MCM 1 & 2 (SWCD):
    - i. SWCD is working with Ravenna HS. Proposal expected at next Steering Committee meeting.
    - ii. Adult education program scheduled for fall. PCHD looking into virtual options.
      1. HSTS workshop planning 9/4.
      2. Pollinator workshop.
    - iii. Additional workshops planned for the spring.
    - iv. PCHD board approved budget for billboards in Nov – Dec 2021 for salt usage.
    - v. PCHD also has deployed mosquito education messages on billboards and shopping cart messages.
  - b. MCM 3 (PCHD):
    - i. 2021 Second Quarter
      1. 9 IDDE inspections with 4 orders issues.
      2. 30 outfall points verified and dry weather screened.
      3. 7 surface water samples collected.
      4. Stormwater system maps presented to BOH members as education and outreach.
      5. Received 10 new HSTS nuisance complaints. 5 HSTS replacements are pending. Abated 9 nuisance complaints.
    - ii. Oakwood Acres – 4 to 6 houses remain unconnected to sanitary sewer.
    - iii. Foxwood Estates (nuisance complaint covering 11 houses)
      1. Water sampling pending at Bryn Mawr in Ravenna Township
    - iv. NEFCO requested information on County septic and sewer concerns.
      1. County hotspots and current sewer areas that may need to be sewer.
      2. List of manufactured housing parks and campgrounds.

- v. Coordination with PCE regarding Department of Development project ranking.
  - vi. H2Ohio funding discussion. Track for opportunities.
  - vii. PCHD participated with RPC in subdivision rule revision.
  - viii. Todd provided an overview of the PCSWD HSTS funding assistance program.
    - 1. \$48,827 recaptured through August 2021.
    - 2. 55 draws to date.
    - 3. Shawn noted that overall Storm Water District budget should be reviewed to address upcoming SWMP revisions. Mickey agreed and felt there was funding available to cover additional allocation to the HSTS funding program.
    - 4. Motion approved to request additional \$300k funding from the BOC for the HSTS funding assistance program administered by RPC.
  - c. MCM 4 (SWCD):
    - i. Heritage of Brimfield – Eric discussed clearing issue.
    - ii. Construction submittals have continued through the past year.
    - iii. Residential submittals have increased.
  - d. MCM 5/6 (PCE):
    - i. County has started maintaining post-construction WQ basins. 55 currently included. Need to discuss access and other issues at August Steering Committee meeting.
3. Imagery
- a. New aerial imagery was collected in the spring and to be delivered in fall 2021.
  - b. New GIS technician to be hired at Auditor's Office
  - c. New County website is coming as well.
4. David provided resolution (21-01) for PCSWD Steering Committee meeting dates. Motion and Second received. Resolution approved.
5. New OhioEPA MS4 Permit
- a. Shawn to continue editing SWMP.
  - b. Shawn to schedule MCM 4&5 discussion for later this month. County has submitted NOI.
  - c. Regulated townships and Sugar Bush Knolls to submit co-permittee NOI.
  - d. Shawn to work on updated Storm Water Management Plan with Steering Committee.
    - i. MCM 5: SWCD/PCE: September 2021
    - ii. MCM 6: PCE/SWCD: October and November 2021
    - iii. Steering Committee Review: January 2022
    - iv. SWTF Review: February 2022
    - v. BOC Approval: March 2022
    - vi. **Submittal to OhioEPA: by April 1, 2022**
6. Next Meeting: Steering Committee: November 16, 2021 at 1:30pm, Meeting at PCE Facility.

7. Future Meetings:

- a. Steering Committee: January 18, 2022 at 1:30pm, Meeting at PCE Facility.
- b. Storm Water Task Force: February 15, 2022 at 10:00am, Meeting at TBD.

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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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