

MEETING MINUTES

Meeting Date: January 21, 2020
Meeting Time: 1:30 pm-3:30 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 (Portage County Engineer's Office); Mary Helen Smith, Amos Sarfo (Portage County Health District); James Bierlair (Portage County SWCD); David Garnier (Portage County Prosecutor's Office); Todd Peetz (Portage County Regional Planning); Jim Greener (Alternate for Portage County Board of Commissioners); Shawn Arden (EMH&T)

Copies:

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. October 2019 Steering Committee minutes – Motion and second to approve. Motion approved.
 - b. August 2019 SWTF notes – accepted
 - c. November 2019 SWTF notes – accepted
2. Shawn provided an update on the OhioEPA MS4 permit update. The OhioEPA permit has expired, but the new permit has not been released by OhioEPA. A draft version may be released before the end of the year. County should continue to operate under the terms of the expired permit.
3. Jim will continue representing the BOC for an additional year.
4. James noted that Eric continues reviewing SWP3 plans for development projects. Larry noted two power projects in the County that require SWP3 review by SWCD.
5. Larry distributed proposed CY 2020 meeting dates for the Steering Committee and SWTF. Mickey read proposed Resolution 20-1 to establish the CY 2020 meeting dates for the Steering Committee. Motion and second was received to adopt Resolution 20-1. Motion was approved.
6. Mary Helen provided an update on PCHD efforts:
 - a. PCHD allocated all of the 2019 WPCLF funds.
 - b. \$950k allocated to date.
 - c. Application submitted to receive additional \$150k in 2020.
 - d. Waiting list currently exceeds projected 2020 funds.
 - e. Assisted approximately 67 parcels to date. **Mary Helen is working on list of properties for Mickey.**
 - f. 3 houses connected to sanitary sewer in 2019.
 - g. 7 connections are pending
 - h. Stormwater map updates were performed.
 - i. Chinn Allotment: Engineering plan to be prepared in May 2020.
 - j. Oakwood Acres: sanitary sewer is constructed. Connections are in progress.
 - k. Bryn Mawr: PCWR and Prosecutor's office to coordinate

- l. Paris Twp nuisance complaint: Under review. Potential need for STS replacements.
 - m. Windham Twp nuisance complaint: Under review. Second meeting pending.
 - n. Annual Report: In progress.
 - o. Need to revise resolution number for PCHD 2020 contract.
 - p. PCHD will update scope for 2020 contract to focus on dry weather screening and identify any outfall changes that are observed during the screening.
 - q. PCHD will continue dry weather screening for 20% of outfalls per year.
 - r. Amos to work with EMH&T on GIS tablet acquisition & programming. **Shawn to coordinate discussion.**
 - s. **PCHD and PCE to coordinate on tire amnesty event.**
7. Todd provided an update from Regional Planning:
- a. Will work on new agreement with Storm Water District for CY 2020.
 - b. Current HSTS support program is not a revolving fund. Repayment goes into the overall Stormwater District account, and not to the HSTS fund. Consider changing in the 2020 contract.
 - c. Todd sees additional need for the HSTS support program and suggests an increase in the program funding. Discussion regarding potentially allocating more of the current program funds, and then proposing increase in program funding to \$500k.
 - d. Mary Helen reiterated she expects to fully allocate the PCHD HSTS program funds this summer. RPC program would then engage to provide 100% support for eligible applicants.
8. Alpha Road (Hiram):
- a. Permit issued for off-lot discharge HSTS. HSTS discharges to roadway ditch.
 - b. PCE and PCHD met with Hiram Twp to discuss the situation. Boring a 1-1/2" lateral under the road appears to be the best solution for the owner.
 - c. Discussion regarding property owner's eligibility for assistance funds, assuming owner meets other eligibility requirements. Motion and second to affirm.
9. Discussion regarding allowing HSTS repairs under Storm Water District HSTS funding programs. Motion and second to affirm. Motion approved.
10. Next Meeting: February 18, 2020; 10:00 am; SWTF Meeting at PCSWCD Garden Room
11. Future Meetings:
- a. Steering Committee: April 21, 2020 at 1:30pm, PCE office.

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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