

MEETING MINUTES

Meeting Date: October 18, 2022
Meeting Time: 1:30 pm-2:30 pm
Written By: James Akins, CPESC
Client: Portage County

Location of Meeting: Portage County Engineer's Office

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

Attendees: Larry Jenkins, John Trew (Portage County Engineer's Office); Mary Helen Smith, Amos Sarfo, Joe Diorio, Emily Speck (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); James Akins (EMH&T); Todd Peetz (Portage County Regional Planning)

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. July 2022 Steering Committee minutes – approved
 - b. August 2022 Storm Water Task Force minutes – accepted
 - c. Set meeting dates for 2023 Steering Committee meetings
 - i. Jan 17th – approved
 - ii. Remaining proposed dates of April 18th, July 18th, October 17th to be confirmed
2. Group Updates:
 - a. MCM 1 & 2 (SWCD):
 - i. Still meeting with Ravenna High School to finalize plans with the new program lead. Looking for a different contractor based upon the schedule.
 - ii. Maplewood Career Center – working on grant with land lab improvements.
 - b. MCM 3 (PCHD):
 - i. Outfall screening Q3 2022 activities:
 1. Staff performed 13 stormwater file reviews, 12 office research, 17 GIS and IDDE data collections.
 2. Staff conducted 14 IDDE inspections
 3. Two new outfall locations identified.
 4. Seven existing outfalls were verified and 25 dry-weather screenings conducted.
 - ii. HSTS Nuisance Complaint Inspections:
 1. Received 6 new HSTS nuisance complaints.
 2. Performed 18 nuisance complaint inspections.
 3. Conducted 15 nuisance complaint monitoring or surveillance.
 4. Issued 3 BOH orders to fix faulty septic systems or obtain service contract.
 5. Five existing nuisance complaints were abated.
 - iii. Priority Area Facility Planning:
 1. Staff attended PCHD-PCWR Working Group Quarterly meeting.
 2. PCHD assisted PCWR with sanitary sewer connection projects.

- a. Oakwood Acres, Brimfield – all but two connections completed.
 - b. Foxwood Estate, Ravenna – possibly receiving grant funding through the City of Ravenna.
 - c. Chinn Allotment – currently submitting plans/PTI to the OEPA.
 - iv. WPCLF:
 - 1. Applied for \$150K of 2023 funds for HSTS improvements.
 - 2. Four HSTS repair/replacement notice to complete issued. Two of the four have been completed.
 - 3. Three households approved for HSTS repair/replacement 2022 funding. Still have 2022 loans available.
 - v. Education and Community Outreach:
 - 1. Educational activities along with handouts were distributed at the County Fair.
 - 2. Billboard advertising approved for payment in advance.
 - vi. Wet Outfall Points Sampling:
 - 1. Visited 30 locations in October. 12 locations noted with dry-weather flows. Samples obtained and are being analyzed at the lab. Results to be included within the next quarterly report.
 - c. MCM 4 (SWCD):
 - i. Rootstown – two new projects (daycare facility and a commercial facility). Currently in plan approval phase.
 - ii. Industrial park off of Crystal Parkway – two projects to start construction.
 - iii. Beck Road project resubmittal
 - iv. Inspections and violations have been addressed.
 - d. MCM 5 (SWCD):
 - i. EMH&T updated the post-construction BMP spreadsheet. The spreadsheet was last updated in 2016.
 - 1. 100 plans reviewed
 - 2. 80 additional BMP's identified needing to be mapped
 - a. 5 BMPs noted prior to 2016 resulting from plan reviews
 - b. 6 BMP locations estimated – not identified on aerial photos
 - c. 1 BMP assumed not constructed (Wartko Property 2020)
 - e. MCM 6 (SWCD/PCE):
 - i. Township facility inspections.
 - 1. Eric indicated Franklin Township has a new Superintendent.
 - 2. Eric is expecting to see additional inspection reports before next scheduled Task Force meeting.
 - ii. Eric indicated nothing new to report at this time for facility plan updates.
 - iii. Eric indicated nothing new to report resulting from the OhioEPA for the MCM6 audit.
3. EMH&T
- a. Post-Construction Basin Maintenance Program
 - i. EMH&T reviewed plans provided by the County to identify stormwater management basins within subdivisions.
 - ii. 52 basins were identified for County inspection and maintenance (Dry = 26, Wet = 26)
 - iii. Relevant plan sheets scanned for each project

- iv. EMH&T preparing a Basin Maintenance Program Database to identify assumed maintenance needs and associated costs for each basin. This will assist the County with estimating an overall program budget.
 - b. Post-Construction BMP Spreadsheet
 - i. Reference Sec. 2.d above for results of BMP mapping needs
- 4. PCWR
 - a. Nothing new to add
- 5. Legal:
 - a. Nothing new to add
- 6. PCE Stormwater Basin Maintenance Program:
 - a. John indicated all stormwater management basins were mowed at least once and outlet structures maintained.
- 7. ERU Appeal
 - a. Received a request for an ERU evaluation from the Treasurer's Office located in Ravenna.
- 8. GIS ERU Review
 - a. Website updates in process
 - b. \$45k increase
 - c. Condo process different
 - d. Auditor's Office provides list of land use change each year
- 9. RPC HSTS Program
 - a. County to provide septic system records to Joe
 - b. New contract agreement needed
 - i. \$450K septic + \$50K administration = \$500k
- 10. Next Steering Committee Meeting: January 17, 2023 at 1:30pm, Meeting at PCE Facility.
- 11. Future Meetings:
 - a. Storm Water Task Force: November 15, 2022 at 10:00am, Meeting at PCSWCD facility

12. Emily Speck (Portage County Health District) presentation – Using ArcGIS Field Application

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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