

MEETING MINUTES

Meeting Date: January 17, 2023
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: Larry Jenkins, John Trew (Portage County Engineer's Office); Amos Sarfo, Joe Diorio, Emily Speck (Portage County Health District); Lynn Vogel, Eric Long (Portage County SWCD); Zach Battaglia (Portage County Auditor's Office); David Garnier (Portage County Prosecutor's Office); Shawn Arden, James Akins (EMH&T); Todd Peetz (Portage County Regional Planning)

Copies: Mickey Marozzi, Mike Collins (Portage County Engineer's Office); Mary Helen Smith, (Portage County Health District); Joe Reichlin (Portage County Auditor's Office)

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 2022 Steering Committee minutes – approved
 - b. Resolution to follow 2022 resolution format to establish steering committee meeting dates for 2023. Dates to be January 17, April 18, July 18, and October 17. Motion passed. David to provide Resolution.
2. Group Updates:
 - a. MCM 1 & 2 (SWCD):
 - i. Ag Education – cover crops.
 - ii. Invasive species education program: June-August.
 - iii. Salt use – September program.
 - iv. Septic Scaping Workshop September 23
 - v. Education Grants:
 1. Still meeting with Ravenna High School to finalize plans with the new program lead.
 2. Rootstown: Training scheduled at West Creek Watershed Center in Parma
 - vi. River cleanups: Mogadore, Roosevelt HS (Chase Park)
 - vii. Rain barrel workshop: Ravenna and Ravenna Townships
 - b. MCM 3 (PCHD):
 - i. Outfall screening Q4 2022 activities:
 1. Staff performed 21 stormwater file reviews, 8 office research, 100 GIS and IDDE data collections.
 2. Staff conducted 1 IDDE inspection
 3. 23 new outfall locations identified.
 4. 43 existing outfalls were verified and 127 dry-weather screenings conducted.
 - ii. HSTS Nuisance Complaint Inspections:
 1. Received 5 new HSTS nuisance complaints.
 2. Performed 10 nuisance complaint inspections.
 3. Conducted 16 nuisance complaint monitoring or surveillance.

4. Issued 4 BOH orders to fix faulty septic systems or obtain service contract.
5. 3 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 – PTI issued from OEPA.
- iv. WPCLF:
 1. Applied for \$150K of 2023 funds for HSTS improvements.
 2. Four HSTS repair/replacement improvement contracts awarded.
 3. Three of four households approved for HSTS repair/replacement 2022 funding completed.
- v. Education and Community Outreach:
 1. Reviewed septic systems survey for workshop planned for Sept 2023.
 2. PCHD attended NEOPipe meetings – planning and working on calendar for 2024.
 3. Update cartvertising message in April 2023 (chemical overuse).
 4. Coordination with SWCD on Septic Scaping grant.
- vi. Wet Outfall Points Sampling:
 1. Received lab test results for 18 outfalls. Sample analytical report provided.
 2. SWMP indicates testing to be performed when necessary. Permit does not specify explicit pollutant thresholds. Discussed referencing data published in TMDL studies. EMH&T to forward links to applicable TMDL studies to Amos.
- c. MCM 4 (SWCD):
 - i. Dollar General on Portage Line Road.
 - ii. FirstEnergy Utility Line Project – Ravenna near Powdermill
 - iii. Hickory Creek site meeting with OhioEPA. Findings and Recommendations provided.
- d. MCM 5 (SWCD):
 - i. SWCD to finish remaining 2022 basin inspections before February SWTF meeting.
- e. MCM 6 (SWCD/PCE):
 - i. Eric is receiving facility inspection reports from the townships.

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. 55 basins were identified for County inspection and maintenance (Dry = 30, Wet = 25)
 - 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.

- v. EMH&T has preliminary prioritization and cost estimate dataset built for the basins. Draft information for review next week. EMH&T to setup video call to walk County staff through the material.
 - vi. Larry would like to have the report finalized by the April Steering Committee meeting.
- 4. PCWR
 - a. Nothing new to add
- 5. Legal:
 - a. Nothing new to add
- 6. PCE Stormwater Basin Maintenance Program:
 - a. John discussed basin mowing and outlet structure maintenance completed. PCE to file bill with Storm Water District for 2022 maintenance work.
- 7. GIS ERU Review
 - a. Oblique imagery has been released to the County website.
 - b. County is cutting condos into the GIS parcel layer.
 - c. Reviewing new projects against permit list given to the Auditor's Office.
- 8. RPC HSTS Program
 - a. Three septic system replacement projects in progress.
 - b. \$96k returned to the program.
 - c. Program currently has \$30k-\$40k remaining balance. To discuss resolution for BOC to allocate additional funds for the program.
- 9. Miscellaneous
 - a. IDDE Rules: Need to review Section XII Watercourse Protection. Make sure language is consistent with expectations and Ohio Water Laws.
- 10. Next Steering Committee Meeting: April 18, 2023 at 1:30pm, Meeting at PCE Facility.
- 11. Future Meetings:
 - a. Storm Water Task Force: February 21, 2023 at 10:00am, Meeting at PCSWCD facility

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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