

MEETING MINUTES

Meeting Date: October 16, 2018
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, Jim Greener, Mike Collins (Portage County Engineer); Amos Sarfo, Mary Helen Smith (Portage County Health District); James Bierlair, Lynn Vogel (Portage County SWCD); David Garnier (Portage County Prosecutor's Office); 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. July 2018 Steering Committee minutes - Approved
 - b. August 2018 STWF notes – no comments
 - c. Mickey to post both items on the PCE website.
2. Discussion on Active Construction Sites
 - a. Klaben site (I-76 & Mogadore Road) is seeded and stabilized.
 - b. Powdermill Road across from KSU Golf Course (Beck Energy Site) is seeded and moving towards stabilization.
 - c. SR 59 & 14 sites: Retention basin was constructed in the rear of the site. Site is also partially seeded. Artz is the contractor (site operator).
3. James stated that OEPA has changed representatives. Dan Bogoevski is now covering Portage County.
4. Stormwater Management Facility Maintenance Program:
 - a. Jim distributed a document detailing the inventory of residential stormwater management basins that were constructed after 2003 and include water quality controls.
 - b. Basins at King Ridge Subdivision (#4) and Forest Ridge Subdivision (#6) were under approval or construction in 2003 and were excluded from the maintenance program.
 - c. Approximately 25 subdivisions include stormwater facilities that require maintenance.
 - d. Mickey stated the Engineer's Office is developing a needs assessment for the stormwater facility maintenance program. Additional equipment purchase is likely required.
 - e. **Jim will develop a list of work tasks for each stormwater management facility to be maintained.**
 - f. **Jim and Amos will cross check the identified stormwater management facilities between the maintenance inventory and the BMP mapping.**

5. Storm Water District Website
 - a. Mike distributed screenshots of the website update.
 - b. Updates from prior Steering Committee minutes regarding outdated resolutions have also been completed.
 - c. Jim noted the website indicates Storm Water District funding cannot support sanitary sewer connections that are part of a County assessed project.
 - d. **Mike asked the attendees to review the website and provide comments.**
6. David discussed a draft MOU between the Board of Commissioners, Storm Water District, Board of Health, and Planning Commission regarding contract and funds administration for the various septic system programs. The MOU will memorialize the cooperative effort between the parties with the intent of streamlining the processes. Copies of the MOU have been submitted to Mary Helen and Todd for review. **David will provide Mickey with a copy for review.**
7. **Mary Helen noted a decision is needed regarding use of Storm Water District funds to support single connections to existing centralized sanitary sewers.** This was not the original intent of the funding assistance provided by the District.
8. Mary Helen asked if the Health District is able to join the Ohio Stormwater Association and obtain reduced registration to attend the annual conference. All agreed this was a good use of funds.
9. Amos provided a summary of IDDE inspection activities.
 - a. This quarter, 171 outfall points were identified and 231 outfall screenings were performed.
 - b. 69 STS in sanitary sewered areas have been eliminated so far this year.
10. Lynn provided a stormwater educational grant update
 - a. Windham: Proposal was distributed for Phase 1 (classroom supplies). Phase 2 proposal would be provided at a later date. Windham does not have an opportunity for an outdoor program. Motion approved for Phase 1 proposal.
 - b. Kent Roosevelt: Classroom supplies (waders, nets, boots, etc.) to assist study at the Cuyahoga River. Phase 2 (provide door from media center to courtyard, transform courtyard into outdoor learning lab). School maintenance staff will replace windows behind trophy case with a brick wall.
 - i. Proposal may be short for field trip to the Watershed Stewardship Center (x 3 years).
 - ii. Business Manager is on board with the proposal.
 - iii. Shawn noted additional costs may be incurred related to building permit and architectural plans for the building modifications.
 - iv. Proposal approved for \$25,100 including additional trip to Watershed Stewardship Center.
 - c. BIOMED: Outdoor Learning Lab with pavilion protected by shade sails. Raised planting beds will be constructed along the front of the school to study native plantings. Linked rain barrels will be provided on the building downspouts with overflow into rain gardens. Motion approved for the proposal contingent on information regarding who will install the shade sails.
 - d. **Mickey, James, and Lynn to discuss advancing the grant proposals to the Board of Commissioners for consideration.**

11. Follow Up From Last Meeting

- a. Status of IDDE Rule Update: **Mickey to advance the revised rules to the BOC for consideration.** Mary Helen to attend as well.
- b. Status of Stormwater Rule Update: **Jim and Eric are working on the revisions.**

12. OEPA sent the County notice of the MS4 annual fee covering 35 square miles.

13. Next Meeting: November 20, 2018; 10:00 am; SWTF Meeting at PCSWCD Garden Room

14. Future Meetings:

- a. Steering Committee: January 15, 2019 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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