

# MEETING MINUTES

**Meeting Date:** May 18, 2021  
**Meeting Time:** 1:30 pm-2:30 pm  
**Written By:** Shawn Arden, PE  
**Client:** Portage County

---

**Location of Meeting:** Video Conference

---

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

---

**Attendees:** Mickey Marozzi, Larry Jenkins, John Trew, Mike Collins (Portage County Engineer's Office); Joe Diorio, 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 (Portage County Auditor'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. January 2020 Steering Committee minutes – Shawn to route for acceptance at next meeting
2. Group Updates:
  - a. MCM 1 & 2 (SWCD):
    - i. Outreach and education meetings held over the last year via Zoom.
    - ii. State COVID orders to be lifted June 2<sup>nd</sup>.
    - iii. Stormwater educational billboards deployed October 2020 to January 2021. Intend to use again in 2021.
    - iv. SW Task Force Meetings: possible restart in July outside as Good Housekeeping training.
  - b. MCM 3 (PCHD):
    - i. Foxwood Estates (nuisance complaint covering 11 houses)
      1. PCHD working with PCWR, PCBOC, City of Aurora, and Ravenna Township
      2. Eligible for funding if designated as unsanitary.
    - ii. Chin Allotment: Design underway at PCWR.
    - iii. Coordination with RPC regarding current HSTS and NPDES regulations.
    - iv. Amos provided MCM #3 Annual Report
    - v. 2021 First Quarter
      1. No dry weather screening and outfall verification performed in Q1 due to adverse weather conditions.
      2. Abated five nuisance complaints.
      3. Oakwood Acres – project is almost complete. 26/56 houses connected to sanitary sewer at end of 2020.
    - vi. WPCLF
      1. Five HSTS replacements completed in Q1 2021. Contracted in Round 4 of 2020 grant year.
      2. Round 5 projects released in Q1 2021: 2 HSTS replacement and 1 sanitary sewer connection.
    - vii. County Loan Program (RPC)
      1. Spent \$326,000 since 2015. \$124,000 remaining in the initial budget.

2. \$40,000 returned to the PCSWD account.
    3. List of properties assisted is being tracked by PCHD.
    4. PCHD is tying pollutants removed by TMDL and watershed.
  - c. MCM 4 (SWCD):
    - i. Construction submittals have continued through the past year.
    - ii. 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. County has submitted NOI.
  - b. Regulated townships and Sugar Bush Knolls to submit co-permittee NOI.
  - c. Shawn to work on updated Storm Water Management Plan with Steering Committee.
    - i. MCM 1 & 2: SWCD: June to August 2021
    - ii. MCM 3: PCHD: June to August 2021
    - iii. MCM 4 & 5: SWCD/PCE: August and September 2021
    - iv. MCM 6: PCE/SWCD: October and November 2021
    - v. Steering Committee Review: January 2022
    - vi. SWTF Review: February 2022
    - vii. BOC Approval: March 2022
    - viii. Submittal to OhioEPA: by April 1, 2022**
6. Next Meeting: July 20, 2021 10:00am; SWTF Meeting at PCE Facility (Good Housekeeping Training)
7. Future Meetings:
- a. Steering Committee: August 17, 2021 at 1:30pm, location TBD.

---

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.

Q:\TEMP\SWA\Portage\2021-05-18 PCSWD Steering Committee Meeting Minutes.doc