

MEETING MINUTES

Meeting Date: April 18, 2023
Meeting Time: 1:30 pm-2:30 pm
Written By: James Akins, EMH&T
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, John Trew (Portage County Engineer's Office); Amos Sarfo, Joe Diorio, (Portage County Health District); Lynn Vogel, Eric Long (Portage County SWCD); Zach Battaglia, Joe Reichlin (Portage County Auditor's Office); James Akins (EMH&T); Todd Peetz (Portage County Regional Planning)

Copies: Mike Collins (Portage County Engineer's Office); Mary Helen Smith, (Portage County Health District); David Garnier (Portage County Prosecutor'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. January 2023 Steering Committee minutes – approved
2. Group Updates:
 - a. MCM 1 & 2 (SWCD):
 - i. Education Grants – no updates to report:
 1. Rootstown – attempting to schedule, still have 2-5 years
 2. Windham date: April 28
 3. Ravenna – no progress made
 4. Overall challenge – staff turnover
 5. Maplewood – tabled
 6. Progress made with Townships
 - b. MCM 3 (PCHD): Reference Meeting Handout
 - i. Outfall screening Q1 2023 activities:
 1. Staff performed 43 stormwater file reviews, 8 office research, 12 GIS and IDDE data collections.
 2. Staff conducted 14 IDDE inspection
 3. 1 new outfall locations identified.
 4. 76 existing outfalls were verified and 60 dry-weather screenings conducted.
 - ii. HSTS Nuisance Complaint Inspections:
 1. Received 6 new HSTS nuisance complaints.
 2. Performed 9 nuisance complaint inspections.
 3. Conducted 5 nuisance complaint monitoring or surveillance.
 4. Issued 3 BOH orders to fix faulty septic systems or obtain service contract.
 5. 8 existing nuisance complaints were abated.
 - iii. Priority Area Facility Planning:
 1. PCHD assisted PCWR with sanitary sewer connection projects.
 - a. Oakwood Acres, Brimfield – all but two connections completed.
 - b. Foxwood Estate, Ravenna – has not started, 9 homes to be connected to sewer.

- c. Chinn Allotment – County Engineer sent comments back to plan designer.
 - iv. WPCLF:
 - 1. Paperwork to receive \$150K of 2023 funds awarded for HSTS improvement completed.
 - 2. Four HSTS repair/replacement improvement contracts were released for bid.
 - 3. All 4 HSTS repair/replacement improvement contracts awarded in the 2nd half of 2022 completed.
 - v. Education and Community Outreach:
 - 1. Prepared a new survey for homeowners who have septic systems to help inform STS education.
 - 2. PCHD stormwater health education staff attended NEOPipe Meetings to raise funds of 2024.
 - 3. Completed cart advertising nose ad – started in April
 - 4. Signed contract with Lamar and reserved locations for 2023 – Don't Overuse Chemicals (8 locations).
 - vi. 2022 Stormwater IDDE Annual Report:
 - 1. Report completed during the 1st quarter of 2022.
 - c. MCM 4 (SWCD):
 - i. Two new storage unit projects.
 - ii. Dayton Freight
 - iii. Inspections – one problem site: property owner complaint
 - 1. Utility and water extension
 - 2. Water Resources project
 - iv. SWCD currently exploring the use of GIS based inspection programs.
 - 1. SWPPP Tracker
 - 2. MS4 Web
 - 3. Approximately \$7K per year
 - 4. SWCD to start Chagrin's review – inspection fees to offset costs.
 - d. MCM 5 (SWCD):
 - i. County Basin Maintenance Program – Eric is meeting with James Akins, EMH&T, after meeting to provide additional information to assist with completing the Basin Maintenance Program Report.
 - 1. Todd – Recommended for the County to post signs near the basins after the completion of maintenance activities to indicated who maintained the basin and the funding source.
 - ii. John Trew – County is currently renting a remote-control mower. Can cut cattails near water surface. Safer and less labor intensive.
 - e. MCM 6 (SWCD/PCE):
 - i. Eric is receiving facility inspection reports from the townships.
3. PCWR
- a. N/A - Nothing new to add
4. Legal:
- a. N/A - nothing new to add
5. GIS ERU Review
- a. ERU repeals – no applications submitted.
 - b. Mapping updates

- c. Website updates
 - d. Scanner – large format capabilities
 - e. Assisting Water Resources
- 6. RPC HSTS Program
 - a. Replacement program – two additional homeowners want to participate.
- 7. Miscellaneous
 - a. OEPA NPDES Construction Stormwater General Permit renewal – James Akins
 - i. NPDES General Permit to be renewed on April 23, 2023
 - ii. Developers with current NPDES permit coverage will be required to renew coverage under the new permit if construction activities will extend beyond October 2023.
 - iii. Reference the attached OEPA Fact Sheet for permit renewal requirements and new permit requirements.
- 8. Next Steering Committee Meeting: July 18, 2023 at 1:30pm, Meeting at PCE Facility.
- 9. Future Meetings:
 - a. Storm Water Task Force: May 16, 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.