

MINUTES--NEFCO GENERAL POLICY BOARD MEETING held Wednesday, June 26, 2024, at the City of Green Council Chambers.

1a. Call to Order

The meeting was called to order by Chair Marion at 8:30 a.m. in the presence of a quorum.

1b. Approval of the Agenda

A motion was made by Ms. Kiper, seconded by Mr. Bennett, to approve the agenda. The motion carried.

1c. Pledge of Allegiance

Mr. Marion led the Board in the Pledge of Allegiance.

1d. Audience Participation (members of the public)

Mr. Marion asked if there was anyone from the audience who had any comments.

Mr. Marion welcomed to the Board meeting Suzie Graham Moore, City of Akron Mayor's Office.

2. Consideration of the draft minutes of the regular meeting of the NEFCO General Policy Board on May 15, 2024

A motion was made by Mr. Bennett, seconded by Ms. Moore, to accept the May meeting minutes. The motion carried.

3. Financial Status Report - month of May

Mr. Hadley said that \$76,053.22 was received as income during May, receipts to date were \$473,817.00, disbursements to date were \$498,812.73, and cash on hand at the end of May was \$184,530.59.

A motion was made by Ms. Sumego, seconded by Ms. Kiper, to approve the financial status report subject to audit. The motion carried.

3a. May Bank Reconciliations

Mr. Hadley asked for acceptance of the May bank reconciliations.

A motion was made by Mr. Peetz, seconded by Ms. Sumego, to accept the May bank reconciliations. The motion carried.

4. Adoption of the FY2025 Revenues and Expenditures Budget, and Work Program; Recommendation of the Budget and Work Program Committee

Mr. Hadley said that the attached budget information is unchanged from what was mailed a week ago. He said that the revenues are the same, with confirmation of NEFCO's two major sources of income: the Economic Development Administration (EDA) and Ohio EPA. The primary recommendation or major difference that was also discussed last month and recommended by the Budget Committee was to increase the dues by two cents per capita using the 2020 decennial census as the base. He said that the dues assessments for the eight dues-paying members are shown in Table 2. He stated that a notable change from past budgets is under 'Administrative Expenses': a new line item 'Employee Liability' which is indicated to help build a supply of funds for employee departures and retirements. He noted that the FY2025 Work Program is unchanged from last month. The water quality contracts have been received from Ohio EPA. Mr. Hofstetter thanked the Budget Committee for participating in two budget meetings this year. He stated that this budget wasn't taken lightly. The Committee crunched numbers and discussed the best way to try to make the budget work for next year with some retirements or employees leaving. Ms.

Sumego asked if Agenda Item No. 5 should be approved before approving the budget? Mr. Hadley said no, because a budget needs to be created to cover the position that is listed in Item 5.

A motion was made by Ms. Christian-Bennett, seconded by Mr. Peetz, to adopt the FY2025 Revenues and Expenditures Budget, and Work Program. The motion carried.

5. Consideration of the continuation of the part-time employment position for: Watershed Planner/Geographic Information System Specialist

Mr. Hadley said that part time employees are important to the agency. He stated that NEFCO's Accountant is a permanent part-time employee. Over the years, it was found that it is advantageous for the organization to have part-time employees who work under an employment contract. These part-time employees are not contractors. They are employees who pay into the Public Employees Retirement System (PERS). Annually, in the last several years, the Board has been asked for approval for Maia Peck's position. He mentioned that Ms. Peck has worked full time for NEFCO in the past, and when the grant ended, Ms. Peck went back to part time. He said that Ms. Peck is NEFCO's full-time on a part-time basis geographic information system (GIS) person. He said that much of the staff's core function for NEFCO is the maintenance of the 208 plan. As Board Members know, several times a year we have updates or amendments to the 208 Plan. He said that he checks frequently during the year with Ms. Peck regarding her interest in becoming a full time employee but, as of now, she is comfortable in her part-time position. He stated that Ms. Peck works less than 30 hours a week. Her holiday pay is prorated based on the number of hours worked in the previous quarter for the days of the week on which the holidays occur. He said that since this memo was not transmitted to the Board at least seven (7) days prior to the meeting, as per NEFCO's bylaws, a two-thirds (2/3) majority vote of those members present is required for passage. Ms. Sumego asked if this position was written specifically for a GIS person, or is it tied to Ms. Peck? Mr. Hadley said that it is not tied to Ms. Peck.

A motion was made by Ms. Sumego, seconded by Mr. Peetz, to continue the part-time employment position for: Watershed Planner/Geographic Information System Specialist. The motion carried.

6. Preliminary NEFCO Continuity of Operations Plan

Mr. Hadley said that the State Auditor has several items that are checked when an audit is being prepared. He said that a disaster recovery plan was recommended a couple of years ago by the State Auditor's Office. He stated that the Auditors are not interested in a traditional emergency management type of plan. The State Auditors are looking for the entity to be able to set up shop somewhere else, recover and move forward with the daily work of computer processing and financial data, with a minimum of downtime. He stated that no action is being requested today. He said that staff are currently in the disaster recovery plan mode by working remotely since COVID hit. He said that NEFCO didn't have a "continuity of operations plan" (COOP) in place before the COVID disaster hit the nation. He said that the COOP consists of a series of nine worksheets. In the event of an emergency, a person in charge can go in and review the COOP and see what the priority activities should be, who oversees those activities, and what equipment is needed to conduct that function. He said that Summit County uses the assumption that a department's base of operations is down for two weeks, and the base must be set up somewhere else. In NEFCO's case, the COOP can be much more general and simpler than one would be for a county or municipality. He explained that during COVID, staff patterned its operation with what the County of Summit Executive recommended for each of the county offices. He said that this required NEFCO to purchase laptops and related equipment. This allowed staff to set up operations within their homes. But NEFCO's approach hadn't been codified in any manner for the State Auditors to refer to. He explained that he has identified NEFCO's primary activities which are regional economic development and regional water quality management planning. He said that maintenance of the NEFCO Comprehensive Economic Development Strategy (CEDS) and the

EDA grant are NEFCO's primary activities, and are listed in the draft COOP. Similarly, the water quality activities and the maintenance of the Clean Water Plan (208 Plan) are high priorities for the organization. He said that staff will finalize the COOP and provide copies to the staff as well as to the NEFCO board officers. He said that in the event of an emergency, the COOP will help direct everyone to the activities assigned. He stated that he is also preparing for the chair's reference what should happen if an employee is not available for a period. This is another type of continuity of operations. Ms. Hartigan asked what request is Mr. Hadley seeking with the COOP? Mr. Hadley said that the memo presented is for information only, no approval is being requested. Mr. Wilder asked if the COOP corresponds with the Ohio Water/Wastewater agency response? Mr. Hadley said that NEFCO isn't part of that network. He said that he thinks it is prudent for the Board to know that in the event of an emergency NEFCO has a process in place.

7. NEFCO FY2024 Work Program – status

a. Economic Development

Mr. Lautzenheiser said that there are two funding opportunities currently available with the EDA: Public Works Economic Adjustment Assistance, and FY2021-2023 Planning and Local Technical Assistance.

Mr. Lautzenheiser said that NEFCO received a letter of support request from the Portage Area Regional Transportation Authority (PARTA) for a grant proposal that is being submitted to the Ohio Department of Transportation (ODOT). He said that the application is for the SFY2025 Ohio Workforce Mobility Partnership's program. PARTA is requesting funding for some long-term planning for a transit feasibility study, a transit development plan, and additional funding to upgrade its intelligent transportation systems, equipment, facility cameras, and to update the CNG fuel pumps. He stated that this application is consistent with the NEFCO CEDS. He said attached is a copy of the support letter

Mr. Lautzenheiser said that NOACA was awarded \$1 million in supplemental funding from the USEPA for its brownfields revolving loan fund. He also mentioned that six other projects in the State of Ohio received funding through the USEPA Brownfields Grants program. One applicant was from the NEFCO region: the City of Barberton received a \$500,000 Community-Wide Assessment Grant.

Mr. Lautzenheiser said that the AMATS Policy Committee accepted the AMATS Areawide Roundabout Study, which looked at the twenty-eight roundabouts located in Summit and Portage Counties and a portion in Wayne County. He said that the Committee studied the safety benefits and analysis from pre, and post construction and the data showed that there is clear improvement in safety, and the reduction and severity of accidents.

Mr. Lautzenheiser said that AMATS also approved a new Active Transportation Plan which is in concert with the NEFCO CEDS. He stated that these documents will be incorporated into AMATS' upcoming Transportation Outlook 2050 Plan.

Mr. Lautzenheiser discussed some upcoming funding opportunities with fast approaching deadlines. He said if anyone has any questions or requests to please contact him.

Mr. Hadley asked if there was any progress on the two pending EDA grants in the NEFCO region? Mr. Lautzenheiser said that there hasn't been any progress to date.

b. Environmental Planning

Mr. LaPlante said that the deadline for the participating management agencies (MAs) to submit changes to the facilities planning areas (FPA) is today (June 26th). He said that six of the eight MAs submitted draft FPA update maps. Staff has reviewed the maps and suggested some

revisions. He said that staff is in the process of submitting a third revision to those six MAs that submitted maps. He said that he and NEFCO's GIS Specialist have produced a common set of comments that will be sent to the MAs. He stated that the MAs that still need to revise their maps, will be allowed an extra week or two. He said that Ms. Peck will need to construct the online interactive online draft update map that will be used for public notification. He mentioned that more areas are being updated compared to last year's update. He stated that it was suggested to the MAs to group together their updated areas that will be presented to the ERTAC and the Board to reduce the number of pages that will be distributed. He said that on July 1st Ms. Peck will begin working on the online interactive draft update map. Staff anticipates that in September 2024 NEFCO Board approval will be requested to release the draft update for public review. In October/November staff will respond to any comments received and hopefully in December staff will be requesting the NEFCO Board's approval of the update. After Board approval, the update will then be submitted to Ohio EPA during the Areawides 208 Plan updates.

Mr. LaPlante said that NEFCO received the fully executed FY2025 Water Quality Management Planning contracts from Ohio EPA.

Mr. LaPlante said that Ohio EPA will hold a 45-day public comment period from late June 2024 into August 2024 for the Board approved 208 Plan updates from March 2023 through December 2023. He said that Ohio EPA will hold a public hearing in July or August 2024. He stated that State certification of these updates by Governor DeWine is expected in September 2024. After state certification, Ohio EPA will submit the updates to USEPA for approval consideration. He mentioned that once USEPA approves them, the updates will be incorporated into the state's water quality management plan.

Mr. LaPlante said that Governor DeWine awarded more than \$2 million in H2Ohio grants for public drinking water distribution system equipment, including over \$125,000 to communities in the NEFCO region.

Mr. LaPlante said that Ohio EPA announced that a Service Line Inventory Assistance Program is now available. He said that request forms will be accepted until June 28, 2024. For more information about this assistance program, please contact the NEFCO staff.

8. Federal and State legislation or information of importance to local governments

Mr. Hadley said that the FY2025 appropriations process began on June 4th in Congress. He stated that there is a lot of information available regarding the Farm Bill, which is a very important piece of legislation. Mr. Hadley said that the Water Resources Development Act is being reauthorized. He said that this legislation provides funding to the Army Corps of Engineers for several projects.

Mr. Hadley said that the Biden Administration made an announcement recently on grants to modernize the following airports in the NEFCO region: Akron (Akron Fulton and Akron-Canton Regional Airports); Kent (KSU); Ravenna (Portage County); and Wooster (Wayne County).

Mr. Hadley said that the National Transportation Safety Board held two community meetings. He said that these meetings were held to report on the findings from the East Palestine railroad accident. He stated these meetings were very comprehensive to the community, with a lot of good coverage nationally on this rail incident. He said that he also included some information on rail safety and/or legislation.

Mr. Hadley said that the Northeast Midwest Institute (NEMWI) provided information on PFAS. He said that the NEMWI released a scorecard and report on state legislation and environmental agency PFAS response. He said that Ohio ranked the lowest out of the three regions covered. He

stated that the state has an approach to collecting information about PFAS, but there isn't any legislation to enforce any changes. He said that attached are a list of bills introduced in the House and Senate in the General Assembly.

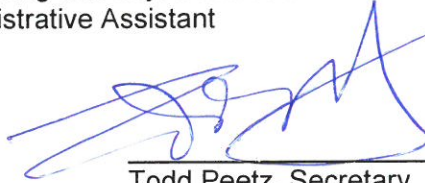
9. For the Good of the Order: an opportunity for members to share news about their community/county/agency/company, or to list a prominent issue affecting them

No one at the Board meeting had anything to comment about for their community/county/agency.

10. Other Business

THERE BEING NO OTHER BUSINESS, the meeting was adjourned at 9:24 a.m.

Submitted by Rebecca L. Morgan, Administrative Assistant



Todd Peetz, Secretary
NEFCO General Policy Board
July 17, 2024

NEFCO GENERAL POLICY BOARD 2024 ATTENDANCE SHEET

Member (alternate)	1/17	2/21	3/20	4/17	5/15	6/26	7/17	8/21	9/18	10/16	11/20	12/18
PORTAGE COUNTY												
Sabrina Christian-Bennett (Mike Tinlin)	X	X			X	X						
Daniel Blakely (Tia Rutledge)	A	A	A		A	A						
Joseph Diorio (Justin Rechichar)		X	X	X	X	A						
Rochelle Hartigan (2/1/2024)					X	X						
Todd Peetz (Gail Gifford)	X	X			X	X						
Amos Sarfo (Eric Long)	X	X	X	X	X	X						
CITY OF KENT												
Kailyn Cyrus (Bridget Susel)	X	X	X	X	X	X						
STARK COUNTY												
Keith Bennett	X	X	X		X	X						
Alfredo Carranza	X		X									
Kirt Conrad			X	X								
David Maley	X	X	X		X	X						
Dan Moeglin (Sarah Buell)		A	X		X							
Mike Naso (Helene Papczun)		A	X		X	X						
Bob Nau (Curtis Bungard)	X	X	X		X							
Richard Regula (Bill Smith)	X				X	X						
Jim Troike (Tom Davis and Jeff Lonzrick)	X	A	X		X	X						
Stephan Wilder (Ben Young)	X			X		X						
Vacant												
Vacant												
CITY OF CANTON												
Jim Benekos (John Highman Jr. and Chris Barnes)	X		X	A	X	X						
COUNTY OF SUMMIT												
Jim Balogh	X	X	X	X		X						
Alan Brubaker (Larry Fulton and Chuck Hauber)	A		A		A	A						
Caitlin Elrad	X	X		X								
David Kohlmeier (Zak Kaczor)		X	X	X	X	X						
David Lukas	X				X							
Sam Scaffide	X	X		X		X						
Ilene Shapiro (Craig Stanley & Joe Eckenrode)		A		A	A							
Dianne Sumego			X	X	X	X						
Michael Vinay (Matt Calcei)	X	X	X	X	X							
CITY OF AKRON (3/25/2024)												
Tina Boyes				A								
Jan Davis												
Kyle Julien (Dylan Garritano)				X	A	A						
Chris Ludle (Michelle DiFiore)	A	A	A	A								
Shammas Malik (David Messner)				A	A	A						
Margo Sommerville (Joan Williams & Sara Biviano)					X							
Helen Tomic (Kurt Mulhauser)	A	A		X	X							
WAYNE COUNTY												
Jonathan Hofstetter (Sue Smail)	X	X		X	X	X						
Jennifer Kiper (Rob Kastner)	X	X	X	X	X	X						
Steven Wheeler (Kevin Givins)	A	A	A	A	A							
CITY OF WOOSTER												
Robert Reynolds (Vince Marion & Joel Montgomery)	A	A	A	A	A	A						
OHIO EPA-NEDO^a												
David Emerman (Allen Tyler)	A		A		A							
CITIZENS COUNCIL												
Vacant (2)												
X = member present A = alternate present												

^aex officio

See reverse side for a list of guests who attended last month's Board meeting

Guests in Attendance at the June 26, 2024 meeting

Pete Wearstler, City of Alliance