RESOLUTION AUTHORIZING ASHTABULA COUNTY BOARD OF COMMISSIONERS TO APPLY FOR, ACCEPT AND ENTER INTO A WATER POLLUTION CONTROL LOAN FUND AGREEMENT ON BEHALF OF THE ASHTABULA COUNTY DEPARTMENT OF ENVIRONMENTAL SERVICES, FOR THE AIRPORT SEWER WWTP IMPROVEMENT PROJECT; FOR REPAIR, GROWTH AND OPERATIONS OF THE SEWER SYSTEM, ACDES

WHEREAS, the County of Ashtabula seeks to improve, repair and/or replace, and operate the sewer system; and

WHEREAS, the County of Ashtabula intends to apply to the Water Pollution Control Loan Fund (WPCLF) for the repair and/or replacement, improvement, and operation of the sewer treatment system at the Airport; and

WHEREAS, the Ohio Water Pollution Control Loan Fund requires the government authority to pass legislation for application of a loan and the execution of a WPCLF assistance agreement; now

THEREFORE, BE IT RESOLVED, by the Board of Commissioners of Ashtabula County, Ohio:

SECTION 1. That President Commissioner Casey Kozlowski, is hereby authorized to apply for a WPCLF assistance agreement, sign all documents for and enter into a Water Pollution Control Loan Fund Agreement with the Ohio Environmental Protection Agency for the improvement, repair and/or replacement of the sewage treatment systems, on behalf of the County of Ashtabula, Ohio.

SECTION 2. That this Resolution shall be in full force and effect from and after the earliest period allowed by law.

ASHTABULA COUNTY COMMISSIONERS

CERTIFICATION PAGE

Resolution No. 2026-404 **September 24, 2026**

RESOLUTION AUTHORIZING ASHTABULA COUNTY BOARD OF COMMISSIONERS TO APPLY FOR, ACCEPT AND ENTER INTO A WATER POLLUTION CONTROL LOAN FUND AGREEMENT ON BEHALF OF THE ASHTABULA COUNTY DEPARTMENT OF ENVIRONMENTAL SERVICES, FOR THE AIRPORT SEWER WWTP IMPROVEMENT PROJECT; FOR REPAIR, GROWTH AND OPERATIONS OF THE SEWER SYSTEM, ACDES

Upon the motion of Kathryn L. Whittington, seconded by J.P. Ducro IV.

VOTE:

Casey R. Kozlowski	**Aye**
Kathryn L. Whittington	**Aye**
J.P. Ducro IV	**Aye**

CERTIFICATE OF CLERK

IT IS HEREBY CERTIFIED that the foregoing is a true and correct transcript of a resolution acted upon and duly passed by the Board of County Commissioners of Ashtabula County, Ohio, on the date noted above.

Lisa Hawkins

Lisa Hawkins, Clerk of the Board
Board of County Commissioners
Ashtabula County, Ohio

1.0 Program Funding Selection

Please indicate what type of project funding is needed. *A selection must be made for the nomination form to be reviewed.*

☑	**Wastewater**	**Water Pollution Control Loan Fund (WPCLF)**	☐	**WPCLF *Re-Nomination***
☐	**Drinking Water**	**Water Supply Revolving Loan Account (WSRLA)**	☐	**WSRLA *Re-Nomination***
☐	**HSTS**	**Household Sewage Treatment System (HSTS)**		

2.0 Borrower's Information

Entity (County, City, Village, or District): **Ashtabula County Department of Environmental Services**

County: Ashtabula PWS ID: **OH** _____ Population served by the Project: _____ System Population: 25,000

3.0 Project Name and Description

Project Name: **Ashtabula County Airport WWTP Improvements**

In the box below, please provide a brief description of the project for which you are requesting funding. NOTE: 400 character limit

Based on recent soil survey, current flow data, and site constraints, an on-site wastewater system and continued land application are not practical long-term alternatives for the Ashtabula County Airport WWTP. ACDES is exploring converting the facility to a permitted direct discharge as the most feasible long-term solution to meet water quality requirements and accommodate current and future regional flows. This will include the design and construction of pumps, disinfection facilities, an outfall and miscellanous electrical and piping upgrades.

4.0 Funding Type, Estimated Project Amounts, and Proposed Loan Award Date

Enter an estimated loan award date and amount. Enter the date as the 1st of the month in which the loan will be awarded. The estimated loan date will autofill the Project Schedule on TAB 5. ***No loans are awarded in November.*** **For HSTS projects, the schedule is predefined; enter May for the Loan Award month along with the upcoming calendar year (i.e., May/2025). Enter the amount of HSTS principal forgiveness requested in the estimated loan amount column.**

		Estimated Loan Award Date (month/year)	Estimated Loan Amount
☐	Planning Loan		
☑	Design Loan	**Jan-27**	**$65,000.00**
☑	Construction Loan	**Dec-27**	**$500,000.00**
☐	Household Sewage Treatment Systems		

5.0 Contact Information

Using the check boxes below, indicate the best project contact for addressing project related questions.

☐ **Borrower's Authorized Representative**

Name: Casey R. Kozlowski Title: President, Ashtabula Co Commissioners
Telephone: 440-573-3757 Mobile: _____
Email: crkozlowski@ashtabulacounty.us

☐ **Authorized Representative's Designee and Additional Contact**

Name: Raymond Nevison Title: Environmental Services Dept. Director
Telephone: 440-576-3722 Mobile: 440-969-4925
Email: rjnevison@ashtabulacounty.us

☐ **System Operator**

Name: Noah Pierce Title: Wastewater Superintendent
Telephone: 440-576-3179 Mobile: _____
Email: npierce@ashtabulacounty.us

☐ **Consulting Engineer**

Name: Tony Mancari Title: AVP Department Leader
Firm: Verdantas
Telephone: 440-530-2215 Mobile: _____
Email: tony.mancari@verdantas.com

☐ **WRRSP Program Outreach**

If your organization is interested in learning more about the WRRSP discount or sponsoring a project, please provide a contact name and e-mail below. Program staff will reach out to coordinate a meeting.

Contact Name: _____ Email: _____

6.0 Available Programmatic Discounts

Check all that may be applicable to this project: If you wish to apply for a discount not listed below, please describe the proposed discount in the cover letter for the nomination. Principal Forgiveness eligibility is determined separately from discounts.

Wastewater Incentives and Discounts:

☒	Regionalization Discount	**0% interest rate funding for regionalization projects**
☐	Household Sewage Treatment Systems	**Local Health Districts may be eligible for up to $150,000 in principal forgiveness for HSTS repair and replacement**
☐	Back-up Power	**Up to $50,000 in principal forgiveness for back-up power equipment purchase**
☐	WRRSP	**Water Resource Restoration Sponsor Program (WRRSP) sponsorship discount up to 0.1%**
☐	Water Reuse Discount	**Water Reuse Discount - 0% interest rate**
☐	Green Project Reserve Discount	**0.25% interest rate discount; A minimum 25% of total costs in one or more GPR category 1) Green Infrastructure; 2) Water Efficiency/Reuse; 3) Energy Efficiency; or 4) Environmentally Innovative**

Wastewater Emerging Contaminant Funding:

☐	Emerging Contaminants (EC)	**For projects that address emerging contaminants, please provide estimated EC costs. Nominations may be submitted throughout the program year.**

Est EC Cost _____

Drinking Water Discounts:

☐	Regionalization	**0% interest rate funding for regionalization projects**
☐	Emerging Contaminants	**0% interest rate funding up to $10M for projects that address (EC) Emerging Contaminants. Nominations may be submitted throughout the program year.**

Est EC Cost _____

☐	Harmful Algal Bloom (HAB)	**0% interest rate funding for HAB projects. Nominations may be submitted throughout the program year**
☐	LSL Replacement	**0% interest rate funding for LSL (Lead Service Line) replacement projects. Nominations may be submitted throughout the program year.**

Est LSL Cost: _____

Please note: Estimated costs are required for Emerging Contaminant and Lead Service Line projects!

7.0 Source of Pledged Revenues

To obtain a loan from Ohio EPA, the Borrower is required to pledge the user revenues derived from the ownership and operation of their system (i.e. user charge system) as security for the loan. It can also be used as the dedicated source of repayment. The user revenues, after deductions for the operating and maintenance and previous debt obligations, must be able to support the repayment of the loan. However, unless prohibited by law, the Borrower can also choose an alternate source(s) of loan repayment, with the user rates remaining as the security.

Please indicate the intended user charge revenue to be pledged as security for the loan:

- ☑ User charges collected by the borrower
- ☐ User charges collected by another entity - identify the entity _____
- ☐ New system - indicate timeframe for establishment of a user rate structure and schedule for collection of fees. Also, identify the entity responsible for collection:

_____

8.0 Other Funding Sources

Indicate any other loans and/or grants the entity may be securing for this project. Please include the estimated award date and amount.

	Est. Award Date	Est. Amount
Appalachian Regional Commission (ARC)	_____	_____
Community Development Block Grant (CDBG)	_____	_____
Community Directed Spending (Federal)	_____	_____
ODOD Water & Wastewater Infrastructure Grant	_____	_____
Ohio Public Works Commission	_____	_____
USDA-Rural Development Loans	_____	_____
Other (Specify Other Funding Source below)	_____	_____

Other funding source: _____

9.0 WPCLF Required Environmental Information

Do any of the following apply to your project? If so, please attach the corresponding data or information that indicates how the following items will be addressed by the project. *A detailed description of the items listed below can be reviewed in the loan nomination instructions.*

- ☐ Sewage Backups*
- ☐ Dry Weather Overflows*
- ☐ Wet Weather Overflows*
- ☑ Regionalization
- ☐ Failing Household Sewage Treatment Systems (HSTS)*
- ☑ Potential Impacts to Ground Water
- ☑ Potentially Impacted Surface Waters
- ☐ Surface Water Exceeds WQS for Bacteria

10.0 Sewage Overflow Control and Failing HSTS Information

If you checked any of the items with an asterisk (*) in the section above then your project is intended to address public health or water quality impacts due to either dry or wet weather overflows from either sanitary sewers, or combined sewers or failing HSTS.

This project will reduce the number of backup events by 50% or more, or eliminate occurrences of backups into buildings due to inadequate capacity of sewers or equalization basins to handle flows during wet weather conditions. **Answer Question 1** _____

This project will eliminate dry weather overflows (these are not WWTP bypasses) due to inadequate capacity of sewers to carry flows during dry weather conditions from either a sanitary sewer system or a combined sewer system. **Answer Question 2** _____

This project will reduce or eliminate the volume or frequency of one or more wet weather overflows (not WWTP bypasses) by constructing separate sewers (installing new storm and/or sanitary sewers). **Answer Question 3** _____

This project will reduce or eliminate the volume or frequency of one or more wet weather overflows (not WWTP bypasses) by either constructing additional storage of wet weather flow or by eliminating sources of infiltration and inflow. **Answer Question 3** _____

This project will reduce or eliminate the volume or frequency of one or more wet weather overflows (not WWTP bypasses) by constructing additional treatment at combined sewer overflows (CSO) outfalls (e.g. swirl concentrators). **Answer Question 3** _____

This project will reduce or eliminate the volume or frequency of one or more wet weather overflows (not WWTP bypasses) by constructing express sewers to route sanitary flow out of the combined sewer directly to the WWTP. **Answer Question 3** _____

This project will reduce or eliminate the number of failing HSTS within the project area. **Answer Question 4** _____

Question #1: Sewage Backups in Basements or onto Streets or Properties

Number of basement/residential street/property backup occurrences due to inadequate capacity of sewers that have activated within the past two calendar years. _____

Number of expected backup occurrences due to inadequate capacity of sewers after construction of this project is completed **(must achieve 50% or greater reduction in occurrences to be awarded these points).** _____

Question #2: Dry Weather Overflows

Number of dry weather overflow occurrences due to inadequate capacity of sewers that have activated within the past two calendar years. **(Attach a list of locations of dry weather overflows due to inadequate capacity of sewers)** _____

Question #3: Wet Weather Overflows (indicate only one overflow point per line - attach additional info)

Name/ID of sewer overflow(s) impacted by the project	Has this overflow been active in the past two years?	Will this overflow be eliminated?	Stream to which the sewer overflow(s) discharges

Question #4: Failing HSTS

Number of HSTS to be eliminated by connecting properties to public sewer _____

Number of failing HSTS documented by the local health department, bacterial sampling, or DFFO to be eliminated (must demonstrate a 30% or greater failure rate of HSTS in the project area). _____

11.0 Wastewater Rate Information

Is sewer service currently provided to residents in the project service area? _____

If Yes, attach a copy of the Sewer Rate Ordinance, Resolution, current rates and user charges. Be sure to specify the basis (i.e., ft^3 or 1,000s of gallons) as well as the billing period (i.e., monthly or quarterly). If no, explain how residents will be charged:

12.0 Project Schedules for Planning, Design, Construction, and HSTS

PLANNING SCHEDULE

1. Submit a complete Loan Application with dedicated source of repayment and draft engineering agreement with scope of planning activities to be funded through this loan (no later than 60 days prior to #3)	
2. Sign loan documents and return to DEFA (no later than 15 days prior to #3)	
3. We request a Planning Loan by (indicate the 1st of the Month in which Loan is requested)	
4. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December – no November scheduled awards)	

DESIGN SCHEDULE

1. Submit approvable Project Planning information, including complete I/I Analysis (generally 120 days prior to #4)	9/3/2026

WSRLA design loans for water treatment plant projects must have an approvable General Plan submitted to Division of Drinking and Ground Waters through e-plan portal.

WPCLF design loans for a New WWTP, Plant Expansion, Major WWTP Improvements or Extension to Unsewered Areas projects must include a Regionalization Evaluation as part of project planning.

2. Submit a complete Loan Application which should include the borrower's financial information, a certified copy of legislation authorizing the borrower to enter into a Loan Agreement with Ohio EPA and OWDA, a copy of the utility's User Charge System & Use ordinance and the engineering agreements. (90 days prior to #4)	10/3/2026
3. Sign loan documents and return to DEFA (no later than 15 days prior to #4)	12/17/2026
4. We request a Design Loan by (1st of Month in which Loan is Awarded)	1/1/2027
5. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December – no November scheduled awards)	1/28/2027

CONSTRUCTION SCHEDULE

1. Submit approvable Project Planning information and Director's General Plan approval (if applicable), including complete I/I Analysis (generally 200 days prior to #8)	5/15/2027

Note: For WSRLA construction loan for water treatment plant projects must have an approved General Plan and approvable Detailed Plans submitted to Division of Drinking and Ground Waters through e-plan portal.

WPCLF construction loans for a New WWTP, Plant Expansion, Major WWTP Improvements or Extension to Unsewered Areas projects must include a Regionalization Evaluation as part of project planning.

2. Submit complete Permit-to-Install / Plan Approval application *(if applicable)*, including application, review fee, detail plans, contract documents, and specifications (170 days prior to #8)	6/14/2027
2a. If the project requires a General Plan and review of detailed plans by DDAGW Engineering section (typically plant improvement projects), submit detailed plans to DDAGW (210 days prior to #8)	5/5/2027
3. Submit a complete Loan Application which should include the borrowers financial information, a certified copy of legislation authorizing the Borrower to enter into a Loan Agreement with Ohio EPA and OWDA, a copy of the utility's User Charge System & Use ordinance and the engineering agreements. (150 days prior to #8)	7/4/2027
4. Advertise for construction bids (no later than 60 days prior to #8)	10/2/2027
5. Open construction bids (no later than 30 days prior to #8) Be sure to allow for a minimum of 60 days to award contracts	11/1/2027
6. Submit bid information to DEFA (no later than 21 days prior to #8)	11/10/2027
7. Sign loan documents and return to DEFA (no later than 7 days prior to #8)	11/24/2027
8. We request a Construction Loan by (1st of Month in which Loan is Awarded)	12/1/2027
9. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December – no November scheduled awards)	12/9/2027

13.0 Preparer Information

This Nomination was prepared by (Name & Title): Phyllis Dunlap, Grants/Funding Specialist

Signature: Phyllis A. Dunlap

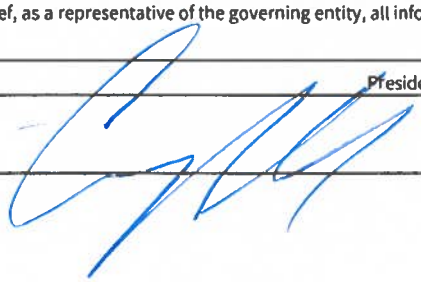
Date: 17-Sep-2026 Email pdunlap@verdantas.com

14.0 Authorized Representative Approval

To the best of my knowledge and belief, as a representative of the governing entity, all information contained in this nomination for is true and correct.

Entity's Representative: Casey R. Kozlowski

Title: President, Ashtabula County Commissioners

Signature: 

Date: September 24, 2026
Nomination Form Date