

Due by March 31, 2015

Notice: Pursuant to s. NR 216.07(8), Wis. Adm. Code, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources (DNR) by March 31 of each year to report on activities for the previous calendar year. This form is being provided by the DNR for the user's convenience. Personal information collected will be used for administrative purposes and may be provided to the extent required by Wisconsin's Open Records Law [ss. 19.31-19.39, Wis. Stats.].

This form is for reporting on activities undertaken in calendar year 2014.

Instructions: Complete each section of the form that follows. If additional space is needed to respond to a question, attach additional pages. Provide descriptions that explain the program actions taken to comply with the general permit. Complete and submit the annual report by March 31, 2015, to the appropriate address indicated on the last page of this form.

SECTION I. Municipal Information

Name of Municipality Town of Genesee		Facility ID No. (FIN) 31266	
Mailing Address P.O. Box 242	City Genesee Depot	State WI	ZIP Code 53127
County(s) in which Municipality is located Waukesha	Municipality Type: (select one) <input type="radio"/> County <input type="radio"/> City <input type="radio"/> Village <input checked="" type="radio"/> Town <input type="radio"/> Other (specify)		

SECTION II. Municipal Contact Information

Name of Municipal Contact Person Jeff Herrmann		Title Town Administrator/Planner	
Mailing Address (if different from above) P.O. Box 242	City Genesee Depot	State WI	ZIP Code 53127
Email jeffh@towngenesee.org	Phone Number (include area code) (262) 968-3656	Fax Number (include area code) (262) 968-3809	

SECTION III. Certification

I hereby certify that I am an authorized representative of the municipality covered under MS4 General Permit No. WI-S050075-2 for which this annual report is being submitted and that the information contained in this document and all attachments were gathered and prepared under my direction or supervision. Based on my inquiry of the person or persons under my direction or supervision involved in the preparation of this document, to the best of my knowledge, the information is true, accurate, and complete. I further certify that the municipality's governing body or delegated representatives have reviewed or been apprised of the contents of this annual report. I understand that Wisconsin law provides severe penalties for submitting false information.

Authorized Representative Printed Name Sharon Leair	Authorized Representative Title Town Chairman		
Signature of Authorized Representative 	Date 3-27-15		
Email sharonl@towngenesee.org	Phone Number (include area code) (262) 968-3656	Fax Number (include area code) (262) 968-3809	

SECTION IV. General Information

- Describe what efforts the municipality has undertaken to invite the municipal governing body, interest groups, and the general public to review and comment on the annual report.
See attached.
- Describe how elected and municipal officials and appropriate staff have been kept apprised of the municipal storm water discharge permit and its requirements.
See attached.
- Has the municipality prepared its own municipal-wide storm water management plan? Yes No
If yes, title and date of storm water management plan:

SECTION IV. General Information (continued)

d. Has the municipality entered into a written agreement with another municipality or a contract with another entity to perform one or more of the conditions as provided under section 2.10 of the general permit? Yes No

If yes, describe these cooperative efforts:

Waukesha County administers Sections 2.1 & 2.2

e. Does the municipality have an internet website? Yes No

If yes, provide web address:

towngenesee.org

If the municipality has an internet website, is there current information about or links provided to the MS4 general permit and/or the municipality's storm water management program? Yes No

If yes, provide web address:

SECTION V. Permit Conditions

a. Minimum Control Measures: For each of the permit conditions listed below, provide a description of the implementation of each program element, the status of meeting measurable goals, and compliance with permit schedule in section 2.11 of the MS4 general permit. Provide an evaluation of program compliance with the general permit, the appropriateness of identified best management practices, and progress towards achieving identified measurable goals. Be specific in describing the actions that have been taken during the reporting year to implement each permit condition and whether measurable goals have been met, including any data collected to document a measurable goal. Also, explain the reasons for any variations from the compliance schedule in the MS4 general permit.

- Public Education and Outreach

See attached.

- Public Involvement and Participation

See attached.

- Illicit Discharge Detection and Elimination

See attached.

- Construction Site Pollutant Control

See attached.

- Post-Construction Storm Water Management

See attached.

- Pollution Prevention

See attached.

b. Winter Road Management Activities (Optional reporting for 2014):

Provide the name, title, and phone number for the individual(s) with overall responsibility for winter roadway maintenance.

William Gibson, 262-888-2664, DPW Superintendent

Describe the types of products used for winter road management (e.g. deicing, pre-wetting, salting, etc.).

Pre-wetting salt and sand

SECTION V. Permit Conditions (continued)

Describe the type of equipment used to apply the products.

5 ton Dump Trucks with plows

Report the amount of product used per month.

01-623 tons salt; 02-185 tons salt & 122 tons sand; 03-36 tons salt & 112 tons sand; 11-189 tons salt; 12-100 tons salt

Report the snow disposal locations, if snow is hauled away.

N/A

Describe any anti-icing, equipment calibration, and salt reduction strategies considered.

N/A

Describe any other additional measurable data or information that the permittee used to evaluate its winter road management activities.

N/A

c. Municipal facility(s) (Optional reporting for 2014):

Provide an inventory of municipally owned or operated structural storm water management facility(s), include: Location of each facility and contact information for the individual(s) with overall responsibility for each facility.

N/A

Describe the housekeeping activities and best management practices installed to reduce or eliminate storm water contamination.

Check municipal BMPs daily

Discuss recommendations for improvements to current storm water management practices at the facility(s) and a timeline for installation and/or implementation of these recommendations.

TBD

Describe the municipal facility(s) employee training on storm water pollution prevention provided.

No formal training provided.

Describe the spill prevention and response procedures in place at the municipal facility(s).

Formal procedures being formulated.

d. Storm Water Quality Management: Has the municipality completed a pollutant-loading analysis to assess compliance with the 20% TSS reduction developed urban area performance standard?

Yes No

If yes, provide the following: Model used SLAMM Version 9.3 Reduction (%) 30.2

If no, include a description of any actions the municipality has undertaken during 2014 to help achieve the 20% standard.

Has the municipality completed an evaluation of all municipal owned or operated structural flood control facilities to determine the feasibility of retrofitting to increase TSS removal?

Yes No

If yes, describe:

SECTION V. Permit Conditions (continued)

- e. **Best Management Practices Maintenance:** Does the municipality have a maintenance program for installed storm water best management practices? Yes No
- If yes, describe the maintenance program and any maintenance activities that have occurred for best management practices in 2014. If available, attach any additional information on the maintenance program.
- All municipally owned/controlled structures are checked and monitored annually, at a minimum. Maintenance is scheduled as necessary.
- f. **Storm Sewer System Map:** Describe any changes or updates to the storm sewer system map made in the reporting year. Provide an updated map if any changes occurred during the reporting year.
- No updates or changes made during 2014.

SECTION VI. Fiscal Analysis

- a. Provide a fiscal analysis that includes the annual expenditures for 2014, and the budget for 2014 and 2015. A table to document fiscal information is provided on page 6.

See Page 6

- b. What financing/fiscal strategy has the municipality implemented to finance the requirements of the general permit?
- Storm water utility General fund Other _____
- c. Are adequate revenues being generated to implement your storm water management program to meet the permit requirements? Yes No

Please provide a brief summary of your financing/fiscal strategy and any additional information that will assist the Department in understanding how storm water management funds are being generated to implement and administer your storm water management program.

General Town funds are used to administer the permit.

SECTION VII. Inspections and Enforcement Actions

Note: If an ordinance listed below has previously been submitted and has not been amended since that time, a copy does not need to be submitted again. If the ordinance was previously submitted, indicate such in the space provided.

- a. As of the date of this annual report, has the municipality updated or revised its construction site pollutant control ordinance in accordance with subsection 2.4.1 of the general permit? Yes No If yes, attach copy or provide web link to ordinance:
- b. As of the date of this annual report, has the municipality updated or revised its post-construction storm water management ordinance in accordance with subsection 2.5.1 of the general permit? Yes No
- If yes, attach copy or provide web link to ordinance: The Town utilizes Waukesha County's post-construction SW ordinance.
- c. As of the date of this annual report, has the municipality updated or revised its illicit discharge detection and elimination ordinance in accordance with subsection 2.3.1 of the general permit? Yes No If yes, attach copy or provide web link to ordinance:
- The Town utilizes Waukesha County's construction site pollutant control ordinance.
- d. As of the date of this annual report, has the municipality adopted any other ordinances it has deemed necessary to implement a program under the general permit (e.g., pet waste ordinance, leaf management/yard waste ordinance, parking restrictions for street cleaning, etc.)? Yes No If yes, attach copy or provide web link to ordinance:
- e. Provide a summary of available information on the number and nature of inspections and enforcement actions conducted during the reporting period to ensure compliance with the ordinances described in a. to d. above.
- See attachment.

SECTION VIII. Water Quality Concerns

a. Does any part of the MS4 discharge to an outstanding resource water (ORW) or exceptional resource water (ERW) listed under s. NR 102.10 or 102.11, Wis. Adm. Code? (A list of ORWs and ERWs may be found on the Department's Internet site at: <http://dnr.wi.gov/topic/surfacewater/orwerw.html>) Yes No If yes, list:

Genesee Creek (ERW)

b. Does any part of the MS4 discharge to an impaired waterbody listed in accordance with section 303(d)(1) of the federal Clean Water Act, 33 USC § 1313(d)(1)(C)? (A list of the most current Wisconsin impaired waterbodies may be found on the Department's Internet site at: <http://dnr.wi.gov/water/impairedsearch.aspx?status=303d>) Yes No If yes, complete the following:

- Impaired waterbody to which the MS4 discharges:
- Description of actions municipality has taken to comply with section 1.5.2 of the MS4 general permit for discharges of pollutant(s) of concern to an impaired waterbody:

c. Identify any known water quality improvements in the receiving water to which the MS4 discharges during the reporting period.
None known.

d. Identify any known water quality degradation in the receiving water to which the MS4 discharges during the reporting period and what actions are being taken to improve the water quality in the receiving water.
None known.

SECTION IX. Proposed Program Changes

Describe any proposed changes to the storm water management program being contemplated by the municipality for 2015 and the schedule for implementing those changes. Proposed program changes must be consistent with the requirements of the general permit.

Town of Genesee is not affected by the new TMDL requirements but will need to provide more detailed information regarding pollution prevention. A SWPPP will be created for the municipally owned areas and included in next year's report.

SECTION X. Other

Any other additional information the permittee would like to provide in the Annual Report regarding their storm water program?

None.

Fiscal Analysis Table. Complete the fiscal analysis table provided below.

Program Element	Annual Expenditure		Budget		Source of Funds
	2014	2014	2014	2015	
Public Education and Outreach	1,250	1,250	1,250	1,250	General Fund
Public Involvement and Participation	1,250	1,250	1,250	1,250	General Fund
Illicit Discharge Detection and Elimination	1,125	1,750	1,750	1,750	General Fund
Construction Site Pollutant Control	0	0	0	0	Pass through costs to permittee
Post-Construction Storm Water Management	0	0	0	0	Pass through costs to permittee
Pollution Prevention	0	850	850	850	General Fund
Storm Water Quality Management (including pollutant-loading analysis)	0	300	300	300	General Fund
Storm Sewer System Map	0	850	850	850	General Fund
Other:	550	1,500	1,500	1,500	General Fund

NORTHERN REGION COUNTIES

Ashland	Langlade	DNR Service Center Attn: Storm Water Program 5301 Rib Mountain Rd. Wausau, WI 54401 Phone: (715) 359-4522
Barron	Lincoln	
Bayfield	Oneida	
Burnett	Polk	
Douglas	Price	
Florence	Rusk	
Forest	Sawyer	
Iron	Taylor	
	Vilas	
	Washburn	

WEST CENTRAL REGION COUNTIES

Adams	Marathon	DNR Service Center Attn: Storm Water Program 5301 Rib Mountain Rd. Wausau, WI 54401 Phone: (715) 359-4522
Buffalo	Monroe	
Chippewa	Pepin	
Clark	Pierce	
Crawford	Portage	
Dunn	St. Croix	
Eau Claire	Trempealeau	
Jackson	Vernon	
Juneau	Wood	
La Crosse		

NORTHEAST REGION COUNTIES

Brown	Marquette	DNR Northeast Region Attn: Storm Water Program 2984 Shawano Ave. Green Bay, WI 54313 Phone: (920) 662-5100
Calumet	Menominee	
Door	Oconto	
Fond du Lac	Outagamie	
Green Lake	Shawano	
Kewaunee	Waupaca	
Manitowoc	Waushara	
Marinette	Winnebago	

SOUTH CENTRAL REGION COUNTIES

Columbia	Jefferson	DNR South Central Region Attn: Storm Water Program 3911 Fish Hatchery Rd. Fitchburg, WI 53711 Phone: (608) 275-3266
Dane	LaFayette	
Dodge	Richland	
Grant	Rock	
Green	Sauk	
Iowa		

SOUTHEAST REGION COUNTIES

Kenosha	Sheboygan	DNR Service Center Attn: Storm Water Program 141 NW Barstow Street, Room 180 Waukesha, WI 53188 (262) 574-2100
Milwaukee	Walworth	
Ozaukee	Washington	
Racine	Waukesha	

2014 Town of Genesee Annual Report - Attachment

SECTION IV. General Information

- a. *Describe what efforts the municipality has undertaken to invite the municipal governing body, interest groups, and the general public to review and comment on the annual report.*

The Town uses a variety of meetings and media to reach its citizens with current events and issues. Citizens are encouraged to attend and participate in Town Board, Plan Commission, and other Town meetings. The agenda for these are published on the Town's website and posted in public places. The Town will post the current Annual Report at the Town Hall for the general public to view and a link to it on their website.

- b. *Describe how elected and municipal officials and appropriate staff have been kept apprised of the municipal storm water discharge permit and its requirements.*

The elected and municipal officials have been proactive in making sure they are familiar with the permit and its various requirements. The Town Board is involved with setting the budget for the program each year and also interested in how the goals of the permit are being met. The Town Engineer, and Town staff when appropriate, attends seminars and workshops that relate to the permit and storm water quality in general to stay abreast of any new developments regarding storm water and the permit. The Town Engineer also actively participates in the County's I&E program and meets with Town officials on a normal basis and keeps the Town apprised of any changes or issues that affect the Town.

- e. *Does the municipality have an internet website?*

Yes, the Town posts information on their website as provided by the County and plans to promote other programs and educational opportunities in this area.

SECTION V. Permit Conditions

- a. Minimum Control Measures

- *Public Education and Outreach* - The Town has entered into a contract with Waukesha County to provide this portion of the permit requirements. The Town will encourage its residents and officials to participate in the activities developed by the County and also provide its residents with information developed by the County through its website. The Town, through its consultant and officials, will actively stay informed on the County's program and provide positive examples for their residents.

- *Public Involvement and Participation* – The Town entered into the Waukesha County agreement and this portion of the program is also part of that agreement. The above paragraph describes how the Town intends to encourage both their residents and officials to participate in the County’s program. The County’s report has been submitted to the DNR for review, as well as reported in Work Plan meetings. The Town’s consultant has participated in the County Work Plan meetings and has provided the Town with minutes from those meetings. The Town’s consultant also routinely meets with the Town’s administrator to discuss MS4 permit requirements, as it relates to the ongoing business of the Town. The Town administrator and the consultant update the Town’s staff on issues that affect the Town’s business as it relates to the permit.
- *Illicit Discharge Detection and Elimination* – The Town utilizes Waukesha County’s illicit discharge ordinance. Town staff has been made aware of the issues and actively observe the Town’s various storm sewer conveyances and will take note and take proper actions if anything of concern is detected.

An updated dry weather screening schedule and map were created in 2010 that identifies the outfalls and conveyances that require screening every third year. This screening is done on a rotating basis. Dry weather screening was performed on December 17th and 18th of 2014. No illicit discharges were detected, but notes were made where maintenance issues should be addressed. The collected information is organized and filed with the Town Engineer at Short Elliot Hendrickson (SEH).

- *Construction Site Pollutant Control* – The Town utilizes Waukesha County’s construction site pollutant control ordinance. The Town works and communicates with the County in order to better understand the status of work being done within the Town. The County has provided a list of the active permits for construction sites and the inspections that have been conducted. This is included in this report.
- *Post-Construction Storm Water Management* – The Town utilizes Waukesha County’s post-construction storm water management ordinance. The Town does recognize the need for proper storm water management facility maintenance and therefore is developing inspection procedures for the facilities located within the Town and as to taking credit for suspended solids removal. A standardized checklist form is being created by the Town’s consulting engineer that will be used to inspect the facilities within the Town. Town staff will be trained to inspect the facilities and comment on the status and condition of each one. They will note any deficiencies and determine if immediate maintenance is required or suggest when maintenance should be considered.

- *Pollution Prevention*

Routine inspection and maintenance of municipally owned or operated structural storm water management facilities to maintain their pollutant removal operating efficiency.

The Town currently does not have any municipally owned or operated structural storm water management facilities at this time. The Town does maintain their cross culverts and ditches.

Routine street sweeping and cleaning of catch basins with sumps where appropriate.

For 2014, 95 cubic yards of material were collected. The sweeping was done in May throughout the month. Wolf Paving provided the service and disposed of the material per their contract with the Town.

For 2013, 37 yards of material were collected. The sweeping was done in May and June. Wolf Paving provided this service and disposed of the material properly per their contact with the Town.

For 2012, 42 cubic yards of material were collected. The sweeping was done in May between the 11th and 25th of 2012. Wolf Paving provided this service and disposed of the material properly per their contract with the Town.

For 2011, 32 cubic yards of material were collected. The sweeping was done in May and June of 2011.

For 2010, 114 cubic yards of material were collected. The sweeping was done in May and June of 2010.

Proper disposal of street sweeping and catch basin cleaning waste.

See above.

If road salt or other deicers are applied by the permittee, no more shall be applied than necessary to maintain public safety.

The Town tries to limit and reduce the amount of road salt and sand that is used to keep costs down and to limit the negative effects that salt and sand have on the environment but must maintain a certain level in order to maintain public safety. The Town typically tries to use a 50/50 mixture of sand & salt but for certain types of conditions salt is needed to maintain safe driving conditions.

There was a huge reduction in material use beginning in 2010 and reduced material use was realized for a couple of years but is starting to trend upwards again. The weather obviously plays a large part in the amount of material used but the Town will work towards trying to minimize and limit the material used but needs to keep the roadways safe for the public. Application rates of sand and salt are strictly monitored and generally has resulted in less material being placed, saving the Town a substantial amount of money and reducing the effects on the environment. Another positive effect was that there is also less material to collect during street sweeping operations. This also resulted in Town savings (as described above). The winter of 2013 was harsher than normal and it resulted in higher material usage and more collected with the sweeping operations.

A total of 1367 tons of material was used in 2014.

- Salt used = 1133 tons
- Sand used = 234 tons

A total of 1793.65 tons of material was used in 2013.

- Salt used = 1793.65 tons
- Sand used = 0 tons

A total of 938 tons of material was used in 2012.

- Salt used = 899.5 tons
- Sand used = 38.5 tons

A total of 681 tons of material was used in 2011.

- Salt used = 529 tons
- Sand used = 152 tons

A total of 780 tons of material was used in 2010.

- Salt used = 685 tons
- Sand used = 95 tons

A total of 3,443 tons of material was used in 2009.

- Salt used = 2,112 tons
- Sand used = 1,331 tons

A total of 6,882 tons of mixed material was used in 2008.

- Salt used = 3,441 tons
- Sand used = 3,441 tons

Proper management of leaves and grass clippings, which may include on-site beneficial reuse as opposed to collection.

The Town collects leaves and grass clippings twice a year. The grass and clippings are composted. The Town is in the process of developing a program to encourage on-site composting for the Town's residents.

Storm water pollution prevention planning for municipal garages, storage areas and other sources of storm water pollution from municipal facilities.

The Town has created a storm water prevention plan for municipal facilities (Town Hall). The Town began implementation of this plan and also instructs their contractors to abide by the pollution prevention principles that the Town has adopted.

2.6.7 Application of lawn and garden fertilizers on municipally controlled properties, with previous surfaces over 5 acres each, in accordance with a site-specific nutrient application schedule based on appropriate soil tests.

The Town does apply lawn and garden fertilizers on municipally controlled properties at this time. None of the areas that are fertilized are along a waterway.

2.6.8 Education of appropriate municipal and other personnel involved in implementing this program.

The Town trains its staff that is involved with the pollution practices mentioned above. The Town's Administrator (Jeff Herrmann) has met with the DNR regarding the requirements of the MS4 permit and their consultant provides updates as they become available and applicable. The Town has a new Public Works Supervisor and he is less familiar with

2.6.9 Measures to reduce municipal sources of storm water contamination within source water protection areas.

Not applicable within this community.

SECTION VI. Fiscal Analysis

The Town budgets money towards this program each year and uses the Town's General Fund to do so. The Town was not affected by the Rock River TMDL requirements and therefore does not need to perform any updated modeling and the additional funds required to perform that work. Their budget has remained fairly static over the past several years. They will begin to address storm water maintenance in the near future and dedicate staff and resources for doing that.

SECTION VII. Inspections and Enforcement Actions

f. *Provide a summary of available information on the number and nature of inspections and enforcement actions conducted during the reported period to ensure compliance with the ordinances described in a. to d. above.*

Town of Genesee

2014 Construction Site Inspections and Enforcement Action Summary

Permitted Sites

- Carroll University Research Station
- Generac East Parking Lot Expansion
- Interstate Tree
- Purple Cow Composting Facility
- Riverglen Christian Church Phase 2
- St. Paul’s Church
- Thelen Funeral Home
- Town of Genesee – 2014 Road Program

Projects that passed final inspection

- Fryatt Ct. Gas Main
- Generac Customer Service Warehouse
- Generac East Parking Lot Expansion
- Interstate Tree
- Lot 3 of Kettlefield Subdivision (Swenson)
- Schubert Landscaping
- STH 83 Gas and Electric
- Thelen Funeral Home
- Town of Genesee – 2014 Road Program
- Woods Road Reconstruction

Projects that require inspection in 2015

- Carroll University Research Center
- CTH “D” Gas Main
- Riverglen Christian Church Phase 2
- Turowski Residence

Inspections

32 construction inspections by Waukesha County staff
10 Sites passed final inspection (included in total above)
3 Sites failed final inspection (included in total above)

Permits

6 Permit applications received
6 Permits issued
8 Permits terminated

Enforcement Actions Taken

Thelen Funeral Home

Sent Notice of Violation (not following erosion control plan)
Set Compliance Deadline
Conducted Inspection
Satisfaction of Enforcement (following erosion control plan)

Schubert Landscaping

Conducted Inspection (land disturbance without a permit)
Notice of Violation
Satisfaction of enforcement (applied for permit)