

Due by March 31, 2009

This form is for the purpose of annual reporting on activities undertaken pursuant to the Municipal Separate Storm Sewer System (MS4) General Permit No. WI-S050075-1. An owner or operator of a municipal separate storm sewer system covered by the general permit under Chapter NR 216, Wis. Adm. Code, is required to submit an annual report to the Department of Natural Resources by March 31 of each year to report on activities for the previous calendar year. A municipality that received its initial permit coverage in 2006 needs only to report on activities undertaken in calendar year 2008. A municipality that received its initial permit coverage in 2007 needs to report on activities undertaken in both calendar years 2007 and 2008.

Use of this specific form is optional. The Department of Natural Resources has created this form for the user's convenience and believes that the information requested on this form meets the reporting requirements for an owner or operator of a municipal separate storm sewer system covered by the general permit.

**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-date to comply with the general permit. Complete and submit the annual report by March 31, 2009, to the appropriate address indicated on the last page of this form.

**SECTION I. Municipal Information**

Name of Municipality Town of Oconomowoc	Facility ID No. (FIN) 31285		
Mailing Address W359 N6812 Brown Street	City Oconomowoc	State WI	Postal Code 53066
County(s) in which Municipality is located Waukesha	Type of Municipality: (check one) <input type="checkbox"/> County <input type="checkbox"/> City <input type="checkbox"/> Village <input checked="" type="checkbox"/> Town <input type="checkbox"/> Other (specify)		

**SECTION II. Municipal Contact Information**

Name of Municipal Contact Person Jeff Hermann	Title Town Administrator		
Mailing Address W359 N6812 Brown Street	City Oconomowoc	State WI	Postal Code 53066
E-mail Address jhermann@townoconomowoc.com	Telephone No. (including area code) 262-567-0251	Fax No. (including area code) 262-567-0252	

**SECTION III. Certification**

*I hereby certify that I am an authorized representative of the municipality covered under MS4 General Permit No. WI-S050075-1 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 Robert Hultquist	Authorized Representative Title Town Chairman	
Authorized Representative Signature	Date Signed	
E-mail Address	Telephone No. (including area code) 262-567-0251	Fax No. (including area code) 262-567-0252

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.

Please see attached

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

Please see attached

c. Has the municipality prepared its own municipal-wide storm water management plan? ☐ Yes ☒ No

If yes, title and date of storm water management plan:

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 of the general permit as provided under Section 2.10 of the general permit? ☒ Yes ☐ No

If yes, describe these cooperative efforts:

Waukesha County for sections 2.1 and 2.2. Yaggy Colby Associates for sections 2.6 through 2.9

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

If yes, provide web address:

<http://townoconomowoc.com/>

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 status of implementation of program elements, the status of meeting measurable goals, and compliance with permit schedule in section 3 of the MS4 general permit. 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  
Please see attached

- Public Involvement and Participation  
Please see attached

- Illicit Discharge Detection and Elimination  
Please see attached

- Construction Site Pollutant Control  
Please see attached

- Post-Construction Storm Water Management  
Please see attached

- Pollution Prevention  
Please see attached

b. 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 WinSLAMM Version 9.3 Reduction (%) Please see attached

Has the municipality completed a pollutant-loading analysis to assess compliance with the 40% TSS reduction developed urban area performance standard? ☒ Yes ☐ No

If yes, provide the following: Model used WinSLAMM Version 9.3 Reduction (%) Please see attached

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:

c. Storm Sewer System Map: Describe any changes or updates to the storm sewer system map made in the reporting year. Provide an updated map.

An updated map and SLAMM modeling will be provided to the DNR on the mutually agreed upon date

**SECTION VI. Fiscal Analysis**

a. Municipalities that received initial permit coverage in 2006: Provide a fiscal analysis that includes the annual expenditures for 2008, and the budget for 2008 and 2009. Municipalities that received initial permit coverage in 2007: Provide a fiscal analysis that includes the annual expenditures for 2007 and 2008; and the budget for 2007, 2008, and 2009. A table to document fiscal information is provided on page 6 (Municipalities that received initial permit coverage in 2006 do not need to complete expenditure and budget information for 2007.).

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.

**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 adopted a 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:

<http://www.waukeshacounty.gov/WorkArea/showcontent.aspx?id=8888>

b. As of the date of this annual report, has the municipality adopted a 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:

<http://www.waukeshacounty.gov/WorkArea/showcontent.aspx?id=8888>

c. As of the date of this annual report, has the municipality adopted an 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:

<http://www.waukeshacounty.gov/WorkArea/showcontent.aspx?id=8888>

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.

Please see attached



**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/org/water/wm/wqs/orw/enw/>) ☒ Yes ☐ No If yes, list:  
Oconomowoc River (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/org/water/wm/wqs/303d/303d.html>) ☒ Yes ☐ No If yes, complete the following:

- Impaired waterbody to which the MS4 discharges:

Lac La Belle, Fowler Lake, Oconomowoc River, and Oconomowoc Lake

- 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:

Oconomowoc Lake: Mercury

Lac La Belle: PCBs

It is believed that the Town will meet the 40% sediment removal requirement for 2013. This will help reduce the sediment getting to the waterbodies and hope to reduce the amount of PCBs and Mercury found. However, it should be noted that the Town of Oconomowoc is one of many municipalities in both these waterbody watersheds. The Town will do their part to reduce sediment to these waterbodies.

c. Identify any known water quality improvements in the receiving water to which the MS4 discharges during the reporting period.

N/A

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.

N/A

**SECTION IX. Department of Commerce Authority**

Does the municipality currently have authority from the Wisconsin Department of Commerce to regulate erosion control at public buildings and places of employment? ☒ Yes ☐ No

If no, has the municipality requested such authority from the Department of Commerce pursuant to s. 101.1205(4), Wis. Stats., within 18 months after the municipality's permit coverage start date? ☐ Yes ☐ No If no, explain:

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

Program Element	Annual Expenditure		Budget			Source of Funds
	2007*	2008	2007*	2008	2009	
Public Education and Outreach	\$920	\$1,500	\$920	\$1,500	\$1,445	General Tax Fund
Public Involvement and Participation	\$690	\$1,500	\$690	\$1,500	\$1,445	General Tax Fund
Illicit Discharge Detection and Elimination	\$115	\$0	\$2,365	\$4,000	\$1,690	General Tax Fund
Construction Site Pollutant Control	\$0	\$500	\$0	\$500	\$95	General Tax Fund
Post-Construction Storm Water Management	\$0	\$500	\$0	\$500	\$95	General Tax Fund
Pollution Prevention	\$460	\$500	\$460	\$500	\$190	General Tax Fund
Storm Water Quality Management	\$4,000	\$1,500	\$12,960	\$1,500	\$0	General Tax Fund
Storm Sewer System Map	\$3,000	\$1,500	\$3,000	\$1,500	\$0	General Tax Fund
Other	\$2,850	\$1,000	\$2,850	\$1,000	\$1,540	General Tax Fund

\* Municipalities that received initial permit coverage in 2006 do not need to complete expenditure and budget columns for 2007



NORTHERN REGION COUNTIES		WEST CENTRAL REGION COUNTIES	
Ashland	Langlade	DNR Service Center	Adams
Barron	Lincoln	1401 Tower Ave.	Buffalo
Bayfield	Oneida	Superior, WI 54880	Clark
Burnett	Polk	Phone: (715) 392-7988	Crawford
Douglas	Price		Jackson
Florence	Rusk		Juneau
Forest	Sawyer		La Crosse
Iron	Taylor		
	Vilas		
	Washburn		
		Chippewa	Pepin
		Dunn	Pierce
		Eau Claire	St. Croix
			DNR Service Center
			890 Spruce St.
			Baldwin, WI 54002
			Phone: (715) 684-2914
NORTHEAST REGION COUNTIES		SOUTH CENTRAL REGION COUNTIES	
Brown	Marquette	DNR Northeast Region	Columbia
Calumet	Menominee	2984 Shawano Ave.	Dane
Door	Oconto	Green Bay, WI 54313	Dodge
Fond du Lac	Outagamie	Phone: (920) 662-5100	Grant
Green Lake	Shawano		Green
Kewaunee	Waupaca		Iowa
Manitowoc	Wausara		
Marinette	Winnebago		
SOUTHEAST REGION COUNTIES			
Kenosha	Sheboygan	DNR Service Center	
Milwaukee	Walworth	141 NW Barstow Street,	
Ozaukee	Washington	Room 180	
Racine	Waukesha	Waukesha, WI 53188	
		Phone: (262) 884-2300	

Town of Oconomowoc Annual Report Addendum  
Revised 7/17/2009 per DNR comments and request for additional information  
(Added information is shown in bold italics)

#### **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 of Oconomowoc has made the governing body aware of the permit and annual report as stated below. In the future the Town will make the Annual Report available at the Town Hall for review and comment. The Town will post notices at the City of Oconomowoc Library and contact local Lake Associations about the availability of the Annual Report for review and comments.

- 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 Town has appointed the Administrator (Jeff Herrmann) to be the main contact for the MS4 permit. He has kept the elected and municipal officials informed of the requirements of the MS4 permit.

The elected and municipal officials have been proactive in making sure they are familiar with the permit and its various requirements. The Town Board and Town's Plan Commission have been informed of the MS4 permit program and its goals.

The Town Planner has also met with the DNR to go over the different conditions of the permit. The Town staff and elected officials will continue to be a part of the permit process and goals.

#### **Section V. Permit Conditions**

- a. Public Education and Outreach*
- b. Public Involvement and Participation*
- c. Illicit Discharge Detection and Elimination*
- d. Construction Site Pollutant Control*
- e. Post Construction Storm Water Management*

The Town has entered into an Intergovernmental Agreement with Waukesha County for items a-e. The Town will ensure that Waukesha County fulfills their agreement with the Town to provide the services listed above. The Town contact will be Jeff Herrmann. The Town will forward any complaints to Waukesha County for enforcement.



*f. Pollution Prevention:*

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

The Town's Highway Superintendent performs any routine inspection or maintenance on municipally owned or operated structural storm water management facilities.

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

*The Town contracts with Sweep All to sweep and dispose of the materials swept. Approximately 10 miles of roadway are swept once every year. The sweeping is typically done mid-May. The downtown Okachee area is the primary area that is done. Approximately 10 cu. ft. of material was collected and disposed of properly. No information is available regarding collected material in 2007 but this information will be tracked beginning in 2008.*

*All Catch basins are also cleaned once per year. This is done in the fall after the majority of leaves have fallen. Approximately 5 cu. ft. of material was removed from the catch basins in 2008. No information is available for the amount collected in 2007 but will be tracked beginning this year.*

2.6.3 *Proper disposal of street sweeping and catch basin cleaning waste. As mentioned above, Sweep All is contracted to perform sweeping and disposal. Sweep All is contracted to properly dispose of the waste.*

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

The Town limits the amount of road salt and sand that is applied to the roads to whatever is necessary to maintain public safety. *The Town typically uses a 50/50 mixture of sand & salt. It should be noted that the Town tends to use more sand in the mix in extremely cold weather and more salt when the temperature is closer to freezing. The Town strives to use the best mixture for the conditions and minimize the amount of material used.*

*In 2008, 1,200 tons of salt & 500 tons of sand were used.  
In 2007, 1,150 tons of salt & 500 tons of sand were used.*

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

The Town utilizes its transfer site for leaves and grass clippings. The leaves and clippings are composted. The compost is then available for Town and community members use.

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

The Town currently keeps their salt and/or sand under cover. The Town is in the process of developing a storm water prevention plan for municipal facilities. *The municipal garage is inspected once a year by an independent inspector hired by the Town's insurance carrier. No issues were reported as part of their inspection. The Town maintains all of their own equipment and kept in very good condition.*

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 soccer club in the Town fertilizes the soccer fields. The Town has a no phosphorous fertilizer ordinance.

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.

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

Not applicable within this community.

## **Miscellaneous Extra Information**

### *Summary of Fiscal Strategy*

*The Town attempts to anticipate the costs associated with this program and the needs of the Town in regards to winter road maintenance, leaf collection, etc. The Town creates a budget based on past costs and known, future expenditures. Appropriate amounts are budgeted for the various aspects of the program. The Town also relies on their consultant to provide them with accurate costs for budgeting.*

### *Inspection details*

*The Town of Oconomowoc relies on Waukesha County to perform inspections and enforcement for active construction sites. The Town is in the process of creating an inspection schedule for all existing basins within the Town. The Town will require basins to be inspected on a yearly basis and results reported. Any maintenance that is required will be subject to further review and inspection. The Town intends to require the party responsible for long-term maintenance to provide the inspections and coordinate any required maintenance. If the responsible party does not fulfill their obligations, the*



*Town will provide inspection, at the responsible party's cost, and the results of the inspection will be provided to the responsible party. Any non-emergency maintenance required will be the responsible party's obligation and they will need to provide the Town a schedule for repair and proof of completion. If the repairs are not satisfactorily completed, the Town will coordinate the repairs, at the responsible party's cost. Any emergency repairs will be immediately scheduled and repaired, at the responsible party's cost.*