

State of Wisconsin
Department of Natural Resources
dnr.wi.gov

Due by March 31, 2011

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. This form is for reporting on activities undertaken in calendar year 2010.

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. 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.].

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, 2011, 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 jherrmann@townoconomowoc.com	Telephone No. (including area code) 920-474-4449	Fax No. (including area code) 920-474-3014	

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 3/29/11		
E-mail Address LEXVNO1@ATT.NET	Telephone No. (including area code) 920-474-4449	Fax No. (including area code) 920-474-3014	

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:

www.service-life.com/wi/townonomowoc/

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

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. 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 (%) 43.5

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 _____ Version _____ Reduction (%) _____

If no, include a description of any actions the municipality has undertaken during 2010 to help achieve the 40% standard by March 10, 2013.

Based on previous modeling it appears that the Town will meet the future requirement.

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.

SECTION VI. Fiscal Analysis

a. Provide a fiscal analysis that includes the annual expenditures for 2010, and the budget for 2010 and 2011. A table to document fiscal information is provided on 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.

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:

The Town of Oconomowoc utilizes Waukesha County's ordinance and relies on their staff to administer their ordinance within the Town of Oconomowoc.

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:

The Town of Oconomowoc utilizes Waukesha County's ordinance and relies on their staff to administer their ordinance within the Town of Oconomowoc.

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:

The Town of Oconomowoc utilizes Waukesha County's ordinance and relies on their staff to administer their ordinance within the Town of Oconomowoc.

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 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/orwerw/>) ☒ 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 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:

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.

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

Program Element	Annual Expenditure		Budget		Source of Funds
	2010	2011	2010	2011	
Public Education and Outreach	\$1,213		\$1,445	\$1,250	General Tax Fund
Public Involvement and Participation	\$1157.50		\$1,445	\$1,250	General Tax Fund
Illicit Discharge Detection and Elimination	\$301.25		\$1,525	\$500	General Tax Fund
Construction Site Pollutant Control	\$0		\$105	\$0	Typically costs are passed onto permittee
Post-Construction Storm Water Management	\$0		\$105	\$0	Typically costs are passed onto permittee
Pollution Prevention	\$0		\$210	\$0	General Tax Fund
Storm Water Quality Management (including pollutant-loading analysis)	\$0		\$1,410	\$5,000	General Tax Fund
Storm Sewer System Map	\$236.25		\$1,560	\$500	General Tax Fund
Other	\$918.75		\$4,600	\$1,500	General Tax Fund

2010 Town of Oconomowoc 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 Annual Report at the Town Hall for the general public to view. The Town's website has a Storm Water link that includes information regarding the MS4 permit and information provided by the County. MS4 related activities available for the Town's residents are posted on the Town's website when applicable.

- 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 and Town's Plan Commission have been informed of the NR 151 & 216 permit programs and its goals. The Town Engineer has attended various seminars regarding the conditions of the general permit and works closely with DNR staff to ensure that the Town has access to the most recent developments and updates as it relates to the permit requirements. The Town Engineer 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 a website?*

The Town has created a new website and they are trying to make it more interactive for their residents. The Town is making an effort to put applicable information regarding storm water and the MS4 permit on the website to provide the residents with past and current information.

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. 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 is 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, as well as the consultant, updates 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 concerns is detected.

A comprehensive dry weather screening of all the identified outfalls was performed in 2009. A schedule was also created that outlines the outfalls that need to be screened every three years (approximately 1/3 of all are done each year in order to screen them every 3 years). For the overall screening, the Town's engineering consultant performed the screening with Town staff in order to educate on the process and allow the Town to perform future screenings. For 2010, the Town staff did perform the task and prepared a report that was submitted to the consultant for organizing and filing. This report is available per request and will be kept on file. No illicit discharges were noted. Some minor deficiencies have been noted and the Town staff will utilize the screening to schedule maintenance where needed.

- Construction Site Pollutant Control - The Town utilizes Waukesha County's construction site pollutant control ordinance. The Town works with and communicates with the County in order to better understand the status of work being done within the Town. A list of the construction sites with permits has been compiled by the County and 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. A standardized checklist form is being created by the Town's consulting engineer that will be used to inspect the facilities within the Town. This basin inspection process is still being developed and no storm water facilities, other than the municipally owned ones were formally inspected. The procedures outlined in last year's report are still valid but the inspections have not yet begun. The goal is to have process in-place and functioning by 2013 or sooner.
- *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's Highway Superintendent or staff performs routine inspection and maintenance on municipally owned or operated structural storm water management facilities. There are currently four municipally owned storm water proprietary devices that collect and separate pollutants prior to entering Okauchee Lake. The Town contracts the vacuuming and removal of the collected debris with Environmental Services. The structures are routinely monitored and serviced at least once per year. In 2010 the structures were serviced once in the fall.

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

The Town both contracts out sweeping to Sweep All and also does some of the sweeping themselves. In 2010, the Town swept in April and picked up around 25 tons of material, mostly sand from the snow removal process. A second sweeping was completed by Sweep All in the mid-summer; this effort only resulted in approximately 5 tons of material collected. The downtown Okauchee area is the primary area that is done.

All catch basins within the Town are inspected once per year. Town staff determines if hand removal or vacuuming is necessary. Typically the catch basins are inspected prior to Environmental Services coming to Town for the services described above, if catch basins are in need of vacuuming then Environmental Services will do it in the same service trip

as removing the debris from the municipally owned structures. The Town has not recorded the debris collected by either themselves or Environmental Services.

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. The generally clean sand collected by the Town was used for fill on Town property.

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. The Town plows approximately 82 lane miles of roadway.

In 2010, 1,044 tons of salt & 430 tons of sand were used.

In 2009, 1,200 tons of salt & 581 tons of sand were 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.

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.

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 does conduct routine maintenance inspections of their yard in order to ensure proper pollution prevention measures are being taken and followed. The Town contracts to Environmental Services for vacuuming the shop floor drains; this was done once in 2010 which is typical for each year.

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. The Town's consulting engineer also discusses various elements of the program with the Administrator and when applicable also meets with the Town's personnel.

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 is fortunate that rural nature of their conveyances are efficient at removing sediment and therefore the Town is not in a position to budget extra funds for creating or amending additional storm water management facilities to achieve the required 40% total suspended solids reduction. Based on past modeling, the Town is already achieving this level. The Town also utilizes their own staff to perform as many of the required tasks as possible and works with their consultant to train their staff to be efficient and well educated. They also attend workshops provided by the County and other local agencies (such as the Metropolitan Builder's Association) to stay abreast of updates to regulations and technology. It is anticipated that by utilizing these cost saving measures that the Town will be able to adequately fund the program without creating a large burden on their taxpayers.

SECTION VII. Inspections and Enforcement Actions

- c. 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.*

2010 Construction Site Inspections and Enforcement Action Summary – see attached.