



State of Ohio Environmental Protection Agency

# NPDES Small MS4 General Permit (OHQ000002) Annual Reporting Form

**Instructions for completing this form:**

- OHQ000002 requires that this form be used when submitting annual reports. You may request approval to use your own reporting format.
- Annual Reports are due annually on or before April 1<sup>st</sup>.
- Complete the form and sign and date the certification statement below.
- If more space is needed than is provided, identify within the provided space that Attachment A, B, C, etc. has been attached.
- If an item of the form is not applicable for your program (such as street sweeping), fill in N/A in the space provided.
- Don't include attachments such as brochures, newspaper clips, sign-in sheets, etc. related to your program with this form. You only need to summarize these within this report.
- When complete, submit this Annual Report form to the following address:  
Ohio Environmental Protection Agency  
Division of Surface Water  
Storm Water Program – Small MS4  
P.O. Box 1049  
Columbus, Ohio 43216-1 049

Phase II MS4 Annual Report for Permit Year: <u>  2008  </u> <u>  X  </u> <u>  2009  </u> <u>  2010  </u> <u>  2011  </u> <u>  2012  </u>		
Ohio EPA Facility Permit Number: 3GQ10009*AG		
Name of MS4: City of North Ridgeville		
Primary Contact: Cathy Becker, P.E.	Title: Assistant City Engineer	
Mailing Address: 7307 Avon Belden Road		
City: North Ridgeville	Zip Code: 44039	County: Lorain
Telephone Number: 440-353-0842	Email Address: CBecker@NRidgeville.org	

Include or attach a Table of Organization. Indicate who (name and contact information) is responsible for overall management and implementation of your program, and if different, each minimum control measure of your program. Identify how development and implementation across multiple positions, agencies and departments occur. Also, identify any Memorandum of Understandings (MOUs) or other such agreements that exist. SEE ATTACHED SHEET.

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including possibility of fine and imprisonment for knowing violations.

Print Name: \_\_\_\_\_  
 G. David Gillock, Mayor

Print Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



State of Ohio Environmental Protection Agency

## SMALL MS4 ANNUAL REPORT FORM

### PUBLIC EDUCATION & OUTREACH

Estimate Your Permit Area's Total Population: 27,578 \_\_\_\_\_

BMP (mechanism) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	% of Target Audience Reached	Summary of Results	Effective (Yes or No)
Obtain educational mats. from Educ. Res. & Info. Exchange Safety Service Director	Obtain materials for distribution to general public	General storm water pollution prevention education	Residents, general public	5% estimated— Members of Lorain Co. Solid Waste District mailing list	Obtained Lorain Co. Solid Waste District Newsletter	Yes
Distribute educational matl. at City Hall Safety Service Director	Distribute educ. matl. to persons visiting the Engineering/Bldg. Departments.	General storm water pollution prevention education	Residents, general public, contractors	10% estimated	N/A	Yes
Inspectors distribute educ. matl. to residents/contractors @ field inspections Safety Service Director	Distribute erosion control educational materials	Storm water pollution prevention / erosion control	Residents and contractors	No materials distributed in 2008	No materials distributed in 2008	N/A
Storm water educational reports to City Council City Engineer	Educate general public viewing meeting on cable TV	General storm water Pollution prevention education	General public	100%	19 reports read by City Engineer at City Council meetings	Yes
Attach educ. mats. to residents' utility bills Safety Service Director	Educate general public	General storm water pollution prevention education	Residents / property owners	100%	6 educational messages attached to residents' / property owner utility bills	Yes



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## SMALL MS4 ANNUAL REPORT FORM

### PUBLIC EDUCATION & OUTREACH

Estimate Your Permit Area's Total Population: 27,578 \_\_\_\_\_

BMP (mechanism) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	% of Target Audience Reached	Summary of Results	Effective (Yes or No)
Publish educ. articles in local newspapers Safety Service Director	Educate general public	General storm water pollution prevention education	General public	100%	2 articles published in local newspapers	Yes
Publish educ. matls. in Mayor's Community Connection newsletter Mayor	Educate general public	General storm water pollution prevention education	General public	100%	1 article published in Mayor's Community Connection newsletter. 1 Recycling brochure Sent to all residents.	Yes
Play educational videos on city's cable TV channel Safety Service Director	Educate general public	General storm water pollution prevention education	General public	100%	3 educational videos Played—2 re septic tank maintenance 1 re Lake Erie water quality	Yes
Post educational articles on city website Safety Service Director	Educate general public	General storm water pollution prevention education	General public	10%	3 articles posted on City website	Yes



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## SMALL MS4 ANNUAL REPORT FORM

### PUBLIC EDUCATION & OUTREACH

- Summarize activities you plan to undertake during the next reporting cycle.

BMP (mechanism) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	% of Target Audience to be Reached	Summary of Planned Activities	Proposed Schedule
Obtain educational matls. from Educ. Res. & Info. Exchange  Safety Service Director	Obtain materials for distribution to general public	Obtain materials for distribution to general public	General storm water pollution prevention education	5% estimated— Members of Lorain Co. Solid Waste District mailing list	Obtain Lorain Co. Solid Waste District Newsletter	Continue with current program
Distribute educational matl. at City Hall  Safety Service Director	Distribute educ. matl. to persons visiting the Engineering/Bldg. Departments.	General storm water pollution prevention education	Residents, general public, contractors	10% estimated	N/A	Continue with current program
Storm water educational reports to City Council  City Engineer	Educate general public viewing meeting on cable TV	General storm water Pollution prevention education	General public	100%	10 reports to be read by City Engineer at City Council meetings	Continue with current schedule
Attach educ. matls. to residents' utility bills  Safety Service Director	Educate general public	General storm water pollution prevention education	Residents / property owners	100%	5 educational messages to be attached to residents' / property owner utility bills	Continue with current schedule
Publish educ. articles in local newspapers  Safety Service Director	Educate general public	General storm water pollution prevention education	General public	100%	3 articles to be published in local newspapers	Continue with current schedule



SMALL MS4 ANNUAL REPORT FORM

**PUBLIC EDUCATION & OUTREACH**

• Summarize activities you plan to undertake during the next reporting cycle.

BMP (mechanism) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	% of Target Audience to be Reached	Summary of Planned Activities	Proposed Schedule
Publish educ. matls. in Mayor's Community Connection newsletter	Educate general public	General storm water pollution prevention education	General public	100%	3 articles to be published in Mayor's Community Connection newsletter	Continue with current schedule
Mayor						
Play educational videos on city's cable TV channel	Educate general public	General storm water pollution prevention education	General public	100%	One video to be played on city cable TV channel	Continue with current schedule
Safety Service Director						
Post educational articles on city website	Educate general public	General storm water pollution prevention education	General public	10%	Post 2 articles on City website	Continue with current schedule
Safety Service Director						



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## SMALL MS4 ANNUAL REPORT FORM

### PUBLIC INVOLVEMENT/PARTICIPATION

BMP (Activity) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	Estimate of People Participated	Summary of Results	Effective (Yes or No)
Drainage/Flood Cntrl. Board (Storm Water Comm.)	Resident participation in storm water issues	Drainage, flood control, and water quality issues	Residents	10-15 residents at each of 3 meetings	Resident input on storm water quality issues	Yes
Mayor						
Pride Day 2008	Garbage collection, flower planting, park cleaning	Volunteer activities related to storm water quality	Residents, general public	227 volunteers	4 parks cleaned, 54 flats planted, 30 bags alum. cans collected.  4 trees planted. ¼ mi. of hiking trail cleaned.	Yes
Mayor						
Household Hazardous Waste Coll. @ N.R. City	Collect hazardous waste so it does not become storm water pollution	Protect storm water quality	Residents, general public	Approx. 222 participants* used tire coll. (February to May data missing)	Approx. 1,342 used tires collected.  Approx. 1,448 gallons of used oil collected.	Yes
Safety Service Director						
Household Hazardous Waste Coll. (Lorain Co.)	Collect hazardous waste so it does not become storm water pollution	Protect storm water quality	Residents, general public	4 Electronics, 1 Hazardous Waste and 1 Telephone Book Coll. Days	Collection days advertised at Council meetings and on residential sewer / water bills	Yes
Safety Service Director						
				* includes Residents of Other localities		



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## SMALL MS4 ANNUAL REPORT FORM

### PUBLIC INVOLVEMENT/PARTICIPATION

- Summarize activities you plan to undertake during the next reporting cycle.

BMP (Activity) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	Estimate of People to Participate	Summary of Planned Activities	Proposed Schedule
Drainage/Flood Cntrl. Board (Storm Water Comm.) Mayor	Resident participation in storm water issues	Drainage, flood control, and water quality issues	Residents	10	Resident input on storm water quality issues	Continue with current schedule of four meetings per year
Pride Day 2007 Mayor	Garbage collection, flower planting, park cleaning	Volunteer activities related to storm water quality	Residents, general public	150 volunteers	4 parks to be cleaned, 25 bags of trash to be collected, 25 flats to be planted	One Pride Day to be planned
Household Hazardous Waste Coll. @ N.R. City Safety Service Director	Collect hazardous waste so it does not become storm water pollution	Protect storm water quality	Residents, general public	50% of residents	Household hazardous waste collection by Lor. Co. Solid Waste District	Continue with current schedule
Household Hazardous Waste Coll. (Lorain Co.) Safety Service Director	Collect hazardous waste so it does not become storm water pollution	Protect storm water quality	Residents, general public	4 Electronics, 1 Hazardous Waste and 1 Telephone Book Coll. Days	Collection days advertised at Council meetings and on residential sewer / water bills	Continue with current schedule



# SMALL MS4 ANNUAL REPORT FORM

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## ILLICIT DISCHARGE DETECTION & ELIMINATION (IDDE)

BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Cite Local Code(s) Being Used (If available, web link for code(s))		Summary of Results or Activities		Effective (Yes or No)
Ordinance or Other Regulatory Mechanism	Prohibit illicit discharges	Yes	660.11, 660.18, 1028.06		See attached summary of illicit discharges		Yes
Safety Service Director							
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Activities or Updates				Effective (Yes or No)
Storm Sewer System Map	Map storm sewer system	Substantially complete	Mapping substantially complete.				Yes
Engineering Department							
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Activities or Updates				Effective (Yes or No)
HSTS Mapping and List	N/A – mapping already complete	100%	Mapping completed in 2006 by Bramhall Engineering & Surveying Co. Lorain Co. General Health District mapping is also available. In 2008, septic tanks were eliminated on 21 properties which were tied into a sanitary sewer main.				Yes
Engineering Department							
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Activities or Updates				Effective (Yes or No)
IDDE Plan	Create an IDDE plan to provide source tracking of illicit discharges to storm water	No	Odor complaint forwarded from Engineering Dept. to Lorain Co. General Health District. Lorain Co. General Health District sent 18 letters to residents on Case Rd. regarding maintenance/replacement of septic tanks.				Yes
Engineering Department							
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	# of Outfalls Screened	# of Dry-Weather Flows Identified	Identified*	# of Illicit Discharges Eliminated	Effective (Yes or No)
Dry-Weather Screening of Outfalls Total # of Outfalls 601	Screen 100% of outfalls and sample 25% of outfalls annually	Yes	60% (343 outfalls) screened in 2008	29 Outfalls Sampled of 79 flowing	None	None	Effective for future planning
Engr. Dept. / Cuyahoga Co. Board of Health							

\* Include an attachment which provides schedules for elimination of illicit connections that have been identified but have yet to be eliminated.



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### ILLICIT DISCHARGE DETECTION & ELIMINATION (IDDE)

BMP & Responsible Party	Measurable Goal	Completed (Yes or No)		Summary of Results or Activities	Effective (Yes or No)
Ordinance or Other Regulatory Mechanism	Document Fire Dept. response to hazardous spills to waters of State	Yes		Collected documentation for 9 Fire Dept. Hazmat Reports regarding possible spills to waters of State	Yes
Safety Service Director					

Include an attachment which provides schedules for elimination of illicit connections that have been identified but have yet to be eliminated.



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## SMALL MS4 ANNUAL REPORT FORM

### ILLCIT DISCHARGE DETECTION & ELIMINATION (IDDE)

• Summarize activities you plan to undertake for the next reporting cycle.

BMP & Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
Ordinance or Other Regulatory Mechanism	Prohibit illicit discharges	N/A	N/A
Safety Service Director			
Storm Sewer System Map	N/A – mapping substantially complete.	N/A – mapping substantially complete.	N/A – update map as software and information become available.
Engineering Department			
HSTS Mapping and List	N/A – Mapping already complete	Continue with elimination of septic tanks on properties with new sanitary sewer mains on S.R. 83 (Avon Belden Road), Dyke Avenue and S. Case Road.	N/A
Engineering Department			
IDDE Plan	Create an IDDE plan to provide source tracking of illicit discharges to storm water	Complete draft of IDDE plan	Complete draft in 2009
Engineering Department			
Dry-Weather Screening of Outfalls	Screen 25% of storm sewer outfalls in Spring/Summer 2009. Sample 30+/- of storm sewer outfalls in Spring/Summer 2009.	Enter into contract with Cuyahoga County Board of Health to screen/sample storm sewer outfalls.	Screen/sample one quarter of outfalls annually.
Engineering Department / Cuyahoga County Board of Health			



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## ILLICIT DISCHARGE DETECTION & ELIMINATION (IDDE)

<b>BMP &amp; Responsible Party</b>	<b>Measurable Goal</b>	<b>Summary of Planned Activities</b>	<b>Proposed Schedule</b>
Ordinance or Other Regulatory Mechanism	Document Fire Dept. response to hazardous spills to waters of State	Continue to collect documentation from Fire Dept. regarding possible spills to waters of State	N/A
Safety Service Director			

Include an attachment which provides schedules for elimination of illicit connections that have been identified but have yet to be eliminated.



# SMALL MS4 ANNUAL REPORT FORM

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## CONSTRUCTION SITE RUNOFF CONTROL

BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Cite Local Code(s) Being Used (If available, web link for code(s))			Summary of Results or Activities	Effective (Yes or No)
Ordinance or Other Regulatory Mechanism	Eliminate/reduce construction site storm water pollution	Yes	1056			Ordinance revised in 2006	Yes
City Engineer							
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Standards Being Used			Summary of Results or Activities	Effective (Yes or No)
Sediment and Erosion Control Requirements	Eliminate/reduce construction site storm water pollution	Yes	City of North Ridgeville Ord. 1056 reflects OEPA statewide general permit standards			N/A	Yes
City Engineer							
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Complaints		Summary of Results or Activities	Effective (Yes or No)	
			Received	Followed-Up On			
Complaint Process	Resolve construction site erosion control complaints	Yes	2	2	Complaints involved mud on streets and catch basins and rear yard drains plugged with sediment	Yes	
City Engineer							
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	# of Applicable Sites Requiring Plans	# of Plans Reviewed	Summary of Results or Activities	Effective (Yes or No)	
Site Plan Review Procedures	Review plans to ensure compliance with Ord. 1056	Yes	13	15	All plans submitted were reviewed for construction site erosion control	Yes	
City Engineer							
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Site Inspections Performed			Summary of Results or Activities	Effective (Yes or No)
			# of Applicable Sites	# Performed	Avg. Frequency		
Site Inspection Procedures	Inspect construction sites to prevent storm water pollution	Yes	18+/- subdvs., 10 comm. Sites, 8 city projects	71 documented	Active sites visual insp. 1/week	All applicable sites were inspected for construction site erosion control	Yes
City Engineer							
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Violations		Summary of Results or Activities	Effective (Yes or No)	
			# of Violation Letters	# of Enforcement Actions			
Enforcement Procedures	Enforce compliance of storm water erosion control measures	Yes	25	5 stop work orders, no citations	All, except one, stop work orders were complied with.	Yes	
City Engineer							

Include an attachment which identifies applicable sites within your jurisdiction for this reporting period.



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## SMALL MS4 ANNUAL REPORT FORM

### CONSTRUCTION SITE RUNOFF CONTROL

• Summarize activities you plan to undertake during the next reporting cycle.

BMP & Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
Ordinance or Other Regulatory Mechanism	N/A	N/A	N/A
City Engineer			
Sediment and Erosion Control Requirements	Continue with current program	Continue with current program	Continue with current program
City Engineer			
Complaint Process	Investigate 100% of complaints	Continue with current program	Continue with current program
City Engineer			
Site Plan Review Procedures	Review 100% of construction plans	Continue with current program	Continue with current program
City Engineer			
Site Inspection Procedures	Inspect 100% of construction sites	Continue with current program	Continue with current program
City Engineer			
Enforcement Procedures	Achieve 100% compliance	Continue with current program	Continue with current program
City Engineer			



# SMALL MS4 ANNUAL REPORT FORM

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## POST-CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT

BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Cite Local Code(s) Being Used (If available, web link for code(s))		Summary of Results or Activities	Effective (Yes or No)
Ordinance or Other Regulatory Mechanism	Provide permanent storm water quality protection	Yes	1056		Ordinance revised in 2006	Yes
City Engineer						
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Structural and/or Non-Structural Standards Being Used		Summary of Results or Activities	Effective (Yes or No)
Post-Construction Requirements	Provide permanent storm water quality protection	Yes	Riparian setback, treat water quality volume per statewide OEPA standards		N/A	Yes
City Engineer						
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	# of Applicable Sites Requiring Post-Const. BMPs	# of Plans Reviewed	Summary of Results or Activities	Effective (Yes or No)
Site Plan Review Procedures	Review plans to ensure compliance with Ord. 1056	Yes	11	15	All plans submitted were reviewed for post-construction water quality requirements	Yes
City Engineer						
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Site Inspections Performed		Summary of Results or Activities	Effective (Yes or No)
			# Performed	Avg. Frequency		
Site Inspection Procedures	Inspect construction sites to ensure permanent water quality structures are built	Yes	71 (performed with erosion control inspections)	1/week per site	All sites were inspected for post-construction water quality structures	Yes
City Engineer						
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Violations		Summary of Results or Activities	Effective (Yes or No)
			# of Violation Letters	# of Enforcement Actions		
Enforcement Procedures	Enforce construction of permanent water quality structures	Yes	One (no riser in storm water basin)	None	N/A	N/A
City Engineer						
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	# of Sites Requiring Plans/Agreements	# of Plans Developed/Agreements in Place	Summary of Results or Activities	Effective (Yes or No)
Long-Term O&M Plans/Agreements	Obtain maintenance agreements for permanent water quality structures	No	11	4 +/- Noted on Plans. 2 Subdivision Agreements.	N/A	N/A
City Engineer						



**POST-CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT •**

Summarize activities you plan to undertake for the next reporting cycle.

BMP & Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
Ordinance or Other Regulatory Mechanism	Add maintenance requirements (agreements and bonding to ordinance.	Add maintenance requirements (agreements and bonding to ordinance.	Revise Ordinance 1056 in 2008
City Engineer			
Post-Construction Requirements	No changes planned to current ordinance requirements for water quality structures.	N/A	N/A
City Engineer			
Site Plan Review Procedures	No changes planned for review procedures.	Continue with current program.	Continue with current program and review 100% of construction plans.
City Engineer			
Site Inspection Procedures	Inspect 100% of construction sites.	Continue with current program.	Continue with current program.
City Engineer			
Enforcement Procedures	All water quality structures to be constructed as planned.	Continue with current program.	Continue with current program.
City Engineer			
Long-Term O&M Plans/Agreements	Obtain maintenance agreements for water quality structures for all construction sites.	Storm water quality structure maintenance required by property owner/developer per plan notes and developer's agreements.	Continue with current program.
City Engineer			



# SMALL MS4 ANNUAL REPORT FORM

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## POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Topic(s)	Targeted Audience	# of Employees Attended	Summary of Activity	Effective (Yes or No)
Employee Training Program	Pollution Prevention Good Housekeeping	Yes	Good Housekeeping topics (spills cleanup and prevention)	All Service Dept. employees *	2 sessions: attendance = 38 and 30	Presentations by Cuyahoga County Board of Health	Yes
Safety Service Director							
<b>List of Municipal Facilities Subject to Program</b>					<b>O&amp;M Procedures Developed for Facilities (Yes or No)</b>	<b># of Facility Inspections Performed</b>	<b>Frequencies of Such Inspections</b>
Service Department Complex Shady Drive Complex French Creek Waste Water Treatment Plant -- EPA permit 3PD00043*JD Westfield Waste Water Treatment Plant EPA -- permit 3PA00024*BD					In process	N/A	N/A
<b>Summarize Maintenance Activities and Schedules</b>				<b>Summarize Activities Performed</b>			
<b>MS4 Maintenance</b>	Street sweeping, sewer vacuuming, ditch cleaning, and catch basin rebuilding throughout the year			1,054 miles of streets swept, 52 cubic yards of debris vacuumed from sewers, 6.46 miles of ditches cleaned, 2,399 hours of catch basin cleaning and rebuilding.			
Procedures Developed (Yes or No)		Document Amounts of Wastes Properly Disposed					
Disposal of Wastes	Yes	222.75 Tons of Street Sweeping Debris & 52 Cubic Yards of Sewer Vacuuming Debris disposed of by Allied Waste. Used antifreeze recycled by private contractor. Five 40 C.Y. dumpsters of scrap metal recycled by Allied Waste. Service Dept. used oil is re-used for heating the garage.					
Covered (Yes or No)		Tons Used	Summarize Measures Taken to Minimize Usage				
Road Salt	Yes	2,016.78	Only main streets are salted, local streets are salted only at intersections and horizontal curves				
Procedures Developed (Yes or No)		Gallons Used	Summarize Measures Taken to Minimize Usage				
Pesticide & Herbicide Usage	Procedures by subcontractor		Unknown	Herbicides are applied by a subcontractor contracted to care for the parks. This is a lump sum contract.			
Procedures Developed (Yes or No)		Pounds Used	Summarize Measures Taken to Minimize Usage				
Fertilizer Usage	Procedures by subcontractor		15,550	Fertilizer applied by a subcontractor contracted to care for the parks. This is a lump sum contract. Sites include City Hall, Root Rd. Soccer Complex, Frontier Park and Shady Dr. Baseball Complex			
Procedures Developed (Yes or No)		Document Amount of Material Collected and Properly Disposed					
Street Sweeping	Yes	1,054 miles of streets swept and 222.75 tons of debris collected and properly disposed. Service Dept. attempts to sweep all curbed streets two times per year.					
Flood Management Projects	Summarize any New or Existing Flood Management Projects that were Assessed for Impacts on Water Quality						
	N/A						

\* Five USEPA Storm Water Webcasts were viewed by Engineering Dept. / Service Dept. Employees: Attendance = 5, 1, 8, 5, 6



State of Ohio Environmental Protection Agency

## SMALL MS4 ANNUAL REPORT FORM

### POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS •

Summarize activities you plan to undertake for the next reporting cycle.

BMP & Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
Employee Training Program <b>Safety Service Director</b>	Continue with training of Service Dept. re Good Housekeeping / Storm Water Pollution Prevention procedures.	Contract with Cuyahoga Co. Board of Health to provide training.	As available.
List of Facilities Subject to Program Service Dept. Complex Shady Drive Complex	Preparation of storm water pollution prevention plan for the Service Dept. Complex	Continue preparation of storm water pollution prevention plan for the Service Dept. Complex	2009
MS4 Maintenance	Prevent sediment from entering waters of the state	Sweep streets, vacuum sewers, clean ditches, and rebuild catch basins	Throughout the year
Disposal of Wastes	Prevent waste products from entering storm sewer system and waters of state.	Track amount of Street Sweeping and Sewer Vacuuming Debris. Dispose of used motor oil, antifreeze, refuse and scrap metal through private contractor.	Throughout the year
Road Salt	Minimize the amount of road salt entering the storm sewer system and waters of the state.	Minimize salt entering waters of state by salting entirety of main streets and local streets only at intersections and horizontal curves	As required
Pesticide & Herbicide Usage	Minimize the amount of pesticides and herbicides entering the storm sewer system and waters of the state.	Herbicide & pesticide are applied by a subcontractor. This is a lump sum contract. The amount used will continue to be documented.	N/A—as needed
Fertilizer Usage	Minimize the amount of fertilizer entering the storm sewer system and waters of the state.	Fertilizer is applied by a subcontractor contracted to care for the parks. This is a lump sum contract. The amount used will be documented in 2009.	N/A—as needed
Street Sweeping	Sweep all streets in City twice per year to minimize the amount of debris entering the storm sewer system and waters of the state.	Sweep all streets in City twice per year	2009
Flood Management Projects	Retrofit existing storm water detention basins to provide more storage capacity	1) Expand West Point Detention Basin, 2) Expand CEI Easement Detention Basins	2009



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## SMALL MS4 ANNUAL REPORT FORM

### **PROPOSED CHANGES TO YOUR SWMP (IF ANY)**

- Summarize any proposed changes to your SWMP, including changes to any BMPs or any identified measurable goals that apply to the program elements. If you fail to satisfy measurable goals for the reporting year, please explain why.

1) Draft an Illicit Discharge Detection and Elimination Plan.

### **VARIANCES GRANTED (IF ANY)**

- Identify and summarize any variances granted under your storm water program.

Kalt Manufacturing, 36700 Sugar Ridge Rd., variance granted for parking/drive installed within riparian setback.