

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

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 Summit		Facility ID No. (FIN) 31316	
Mailing Address 2911 N. Dousman Road	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 Henry Elling		Title Town Manager/Planner	
Mailing Address 2911 N. Dousman Road	City Oconomowoc	State WI	Postal Code 53066
E-mail Address ellingh@summittown.org	Telephone No. (including area code) 262-567-2757	Fax No. (including area code) 262-567-4115	

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 Henry Elling		Authorized Representative Title Town Manager/Planner	
Authorized Representative Signature		Date Signed	
E-mail Address ellingh@summittown.org	Telephone No. (including area code) 262-567-2757	Fax No. (including area code) 262-567-4115	

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.

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.

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:

The Town of Summit has contracted the Public Education and Outreach portion of the permit with Waukesha County.

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

If yes, provide web address:

<http://www.summittown.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 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 SLAMM Version _____ Reduction (%) 29.1

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 (%) _____

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:

The municipality does not own any that could be retrofitted at this time, other options will need to be explored in the future.

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.

The Town's consultant is working with the DNR to update the map and a revised re-submittal 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.

See attached.

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:

See attached copy.

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:

See attached.

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:

Above ordinance includes the illicit discharge detection and elimination 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 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:

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:

Bark River

- 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.

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.

See attached.

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		\$1,650	\$920	\$1,250	\$1,500	General Tax Fund
Public Involvement and Participation		\$0	\$690	\$1,250	\$1,250	General Tax Fund
Illicit Discharge Detection and Elimination		\$0	\$115	\$5,000	\$3,500	General Tax Fund
Construction Site Pollutant Control		\$2,400 (YCA created new ordinance)	\$0	\$0	\$0	Costs passed through to developers
Post-Construction Storm Water Management		\$2,400 (YCA created new ordinance)	\$0	\$0	\$0	Costs passed through to developers
Pollution Prevention		\$250	\$460	\$500	\$500	General Tax Fund
Storm Water Quality Management		\$7,650	\$11,830	\$1,000	\$2,000	General Tax Fund
Storm Sewer System Map		\$3,000	\$0	\$1,360	\$1,500	General Tax Fund
Other		\$2,750	\$0	\$500	\$2,500	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	Marathon	DNR Service Center
Barron	Lincoln	1401 Tower Ave.	Buffalo	Monroe	5301 Rib Mountain Rd.
Bayfield	Oneida	Superior, WI 54880	Clark	Portage	Wausau, WI 54401
Burnett	Polk	Phone: (715) 392-7988	Crawford	Trempealeau	Phone: (715) 359-4522
Douglas	Price		Jackson	Vernon	
Florence	Rusk		Juneau	Wood	
Forest	Sawyer		La Crosse		
Iron	Taylor				
	Vilas				
	Washburn				
			Chippewa	Pepin	DNR Service Center
			Dunn	Pierce	890 Spruce St.
			Eau Claire	St. Croix	Baldwin, WI 54002
					Phone: (715) 684-2914
NORTHEAST REGION COUNTIES			SOUTH CENTRAL REGION COUNTIES		
Brown	Marquette	DNR Northeast Region	Columbia	Jefferson	DNR South Central Region
Calumet	Menominee	2984 Shawano Ave.	Dane	LaFayette	3911 Fish Hatchery Rd.
Door	Oconto	Green Bay, WI 54313	Dodge	Richland	Fitchburg, WI 53711
Fond du Lac	Outagamie	Phone: (920) 662-5100	Grant	Rock	Phone: (608) 275-3266
Green Lake	Shawano		Green	Sauk	
Kewaunee	Waupaca		Iowa		
Manitowoc	Waushara				
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			

2008 Town of Summit Annual Report - Attachment A

SECTION IV.

- a. 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. MS4 related activities available for the Town's residents will also be posted on the Town's website, as applicable. The Town Board will also review and discuss this annual report in its April 2nd meeting so that everyone understands what was done in the past year and what it expect for this upcoming year.
- b. 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 NR216 permit program and its goals. The Town Engineer has attended various seminars regarding the conditions of the general permit. The Town will continue to be a part of the permit process and focus on meeting the goals of the permit. The officials have also been very inquisitive as to how the permit affects projects, as well as the Town's budget. The Town created their erosion control and post-construction storm water management ordinance in 2008, the review and approval process of this exercise provided the Board members insight into what this program and storm water management as a whole is about. Each aspect of the permit is monitored closely as it affects the budget and the development of the Town.
- d. The Town utilizes Yaggy Colby Associates to assist in the compliance of this permit program and relies on them to stay updated on all its updated aspects. The Town's Administrator is also very active in the implementation of the program and typically alerts Town staff of changes and procedures necessary for compliance of the permit program. Any new information collected by the Town's Engineer typically is relayed to the Administrator and passed onto staff and elected officials through monthly Town Board meetings.

The Town entered into an agreement with Waukesha County for Stormwater Education Program Services and therefore that portion of the program is being taken care of by the County. The Town will encourage participation in the County provided programs and fulfill any of the Town's obligations.

- e. The Town has a website but it is not very interactive. The Town is limited in the amount of information that they can post on their website and their ability to constantly update and post announcements and information is limited. The Town will attempt to make information available to their residents via their website but this will be limited.

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.
- *Illicit Discharge Detection and Elimination* – The Town has created their own ordinance that includes a section for illicit discharge detection and elimination. The ordinance meets the several requirements of the permit, as outlined in the permit.

Formal procedures for responding to known or suspected illicit discharges are attached. The Town previously relied on the County to administer their ordinance but since the Town created their own, a formal response procedure has been established.

- *Construction Site Pollutant Control* - The Town has created and adopted an ordinance for Construction Site Pollutant Control (Erosion and Sedimentation Control). The Town has taken this responsibility from the County and will utilize its engineering consultant to perform inspections and administer the ordinance. The adopted ordinance covers all the aspects of the permit that are required and was established under the guidance of Waukesha County. As required, the Town's ordinance is as restrictive as the County's and therefore meets the requirements of the DNR, since the County's ordinance must meet their criteria.

Waukesha County was responsible for administering this portion of the Town's permit throughout 2008. A list of the sites that were permitted and inspected is attached to this report and referred to later in the inspections and enforcement actions portion of the report.

- *Post-Construction Storm Water Management* - The Town has created and adopted an ordinance for Post-Construction Storm Water Management. The same criteria for this ordinance applies as outlined above.

Waukesha County was responsible for administering this portion of the Town's permit throughout 2008. The County's ordinance covered each of the permit's requirements.

- *Pollution Prevention*

The Town of Summit has limited municipally owned or operated structural storm water management facilities. A Town park has been developed recently; an infiltration basin was created to help control runoff from the park. This basin will be inspected by Town staff during routine maintenance of the park lands. Any debris or trash that accumulates in the basin or forebay will be removed. Any maintenance required will be scheduled and reported on to both the Administrator and Town Engineer.

The Town has limited curb and gutter within the urbanized area. Therefore street sweeping and catch basin sump cleaning is very limited. The Town currently contracts out the street sweeping of the small area with curb and gutter within the Town. Town staff checks each of the sumps on a yearly basis and monitors the amount of debris collected. Town staff schedules the cleaning of the sumps on an as-needed basis. A disposal contractor would be hired to collect and dispose of any waste collected. It was determined that no sumps required cleaning in 2008 and therefore no records of amount removed are available. Records will be kept for future maintenance.

All street sweeping is done by an independent contractor that is responsible for all disposal of the waste material.

The Town tracks the use of all salt and sand used on the Town's roads during the snow season. The Town prides itself in conserving their resources and using only as much as absolutely necessary. Please see the attached.

The Town of Summit provides monthly yard waste pick-up services. The Town encourages alternative methods of managing leaves and yard waste.

The Town continuously looks to reduce or eliminate sources of pollution on municipally owned property. The storage areas are protected per current erosion control standards all municipal projects are subject to the same standards expected by private developments.

The Town of Summit does not use any fertilizers on municipally owned lands.

The Town of Summit's engineering consultant is responsible for providing the Town with updates to the program and provides assistance to the Town for program implementation. The Town Engineer and Administrator both are well versed in the details of the permit program and will continuously provide the

Town Board and staff with the necessary information to comply with the permit's requirements.

b. Storm Water Quality Management

- Currently the Town of Summit meets their 20% reduction requirement, as the modeling predicts 29.1% reduction. At this time no facilities located within the urbanized area are being modeled. Upon incorporating into a Village, it is anticipated that the mapping will be updated and revised. Additionally, it is anticipated that the 2010 census will introduce more areas in the "urbanized area". This will likely include a number of existing basins that, upon receiving long-term maintenance agreements (LTMA), can be used for future modeling and increase the reduction amount near or above the 40% reduction level necessary in 2013. If after additional facilities does not improve the reduction to the 40% level, further measures may need to be sought.
- The modeling for the Town of Summit is not yet finalized. Several assumptions had been made by the Town's consultant based on preliminary determinations made by DNR staff that is no longer valid. Therefore it became necessary to update the modeling to be more consistent with other municipalities. The Town's consultant is working with the DNR to make these corrections and will be re-submitted at a mutually agreed upon deadline.

c. Storm Sewer System Map

- A storm sewer system map was submitted to the DNR prior to the deadline for submittal. Upon review of the map, the DNR requested numerous revisions to better meet their expectations and requirements based on updated interpretations and errata. A number of assumptions had been made by our consultant that was based on preliminary interpretations made by DNR staff. Some of these assumptions have now been interpreted differently, and therefore the mapping and modeling must be revised. The Town's consultant is working with the DNR to make these corrections and will be re-submitted at a mutually agreed upon deadline.

2008 Construction Site Inspections and Enforcement Action Summary

Town of Summit

57 construction inspections by Waukesha County staff

Sites Inspected

Aurora Medical Center
Brightwater on Upper Genesee Lake
Genesee Lake Road Park Phase I
Genesee Lake Road Park Phase II
Herrington Residential Complex at Rogers Memorial Hospital
Kremer Grading
Lake Country Health and Rehabilitation Center
Lake Country Trail
Lower Lake Road Berm
Pabst Farms Health and Wellness Center
Ramiah Residence
Ravinia Park
Stonehedge Trail through PEC
Summit Village Commons
Trinity Development Fill
Waterville Commons Condominiums

Permits

11 Permits were issued
7 Sites passed final inspection
3 Sites failed final inspection
6 Sites received permit termination letters

Enforcement Actions Taken

Ramiah Residence	Conducted Investigation (2)
Ramiah Residence	Satisfaction of Enforcement
Summit Village Commons	Conducted Investigation