

Annual Report under MS4 General Permit No. WI-S050075-1

Form 3400-195 (R 01/2011)

Page 1

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

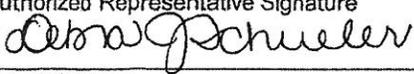
Name of Municipality Village of Summit		Facility ID No. (FIN) 31316	
Mailing Address 2911 N. Dousman Rd.	City Oconomowoc	State WI	Postal Code 53066
County(s) in which Municipality is located Waukesha	Type of Municipality: (check one) <input type="checkbox"/> County <input type="checkbox"/> City <input checked="" type="checkbox"/> Village <input type="checkbox"/> Town <input type="checkbox"/> Other (specify)		

SECTION II. Municipal Contact Information

Name of Municipal Contact Person Debra Schueler		Title Village Clerk	
Mailing Address 2911 N. Dousman Rd.	City Oconomowoc	State WI	Postal Code 53066
E-mail Address dschueler@summitvillage.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 Debra Schueler		Authorized Representative Title Village Clerk	
Authorized Representative Signature 		Date Signed 3/31/2011	
E-mail Address dschueler@summitvillage.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 participates in Waukesha County's Public Education and Outreach Program.

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

If yes, provide web address:

<http://www.summitvillage.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 WinSLAMM Version 9.3 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 (%) _____

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

The Village's consultant has attended several workshops and seminars in which updated modeling techniques have been discussed and likely will result in better results from modeling. The most recent version of the modeling software also will likely provide additional removal. It is expected that the Village will meet their goal utilizing their current system.

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:

Previously submitted.

- 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:

- 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:

- 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:

The Village has required a number of re-development projects to provide water quality as part of their approval process and therefore will help remove pollutants to the impaired waterbody.

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

See above.

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	2010	2010	2011	
Public Education and Outreach	\$1,318.25	\$1,500	\$1,500	\$1,500	General Funds
Public Involvement and Participation	\$1,157.50	\$1,250	\$1,250	\$1,250	General Funds
Illicit Discharge Detection and Elimination	\$1,277.90	\$870	\$870	\$870	General Funds
Construction Site Pollutant Control	\$0	\$0	\$0	\$0	Typically all costs are passed through to permit holders/developers
Post-Construction Storm Water Management	\$0	\$1,260	\$1,260	\$1,260	Costs associated with this will generally be assessed to responsible parties for maintaining facilities. Some extra costs are expected to develop the inspection program and will be funded by the General Town Funds.
Pollution Prevention	\$0	\$315	\$315	\$315	General Funds
Storm Water Quality Management (including pollutant-loading analysis)	\$0	\$630	\$630	\$630	General Funds
Storm Sewer System Map	\$0	\$630	\$630	\$630	General Funds
Other	\$1,133.85	\$3,130	\$3,130	\$3,130	General Funds

2010 Village of Summit Annual Report - Attachment

SECTION IV.

- a. The Village uses a variety of meetings and media to reach its citizens with current events and issues. Citizens are encouraged to attend and participate in Village Board, Plan Commission, and other Village meetings. The agenda for these are published on the Village's website and posted in public places. The Village will post the Annual Report at the Village Hall for the general public to view. The Village Board will also review and discuss this Annual Report during the April 7th Board meeting that follows the completion of the report in order to inform them of the past year's activities. Village staff is given the opportunity to review and provide input for the report prior to submittal to the DNR.
- b. The elected and municipal officials have been proactive in making sure they are familiar with the permit and its various requirements. The Village Board and Village's Plan Commission have been informed of the NR 151 & 216 permit programs and its goals. The Village Engineer has attended various seminars regarding the conditions of the general permit and works closely with DNR staff to ensure that the Village has access to the most recent developments and updates as it relates to the permit requirements. The Village Engineer meets with Village officials on a normal basis and keeps the Village apprised of any changes or issues that affect the Village. The Village 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 Village's budget. The Village is beginning to be more comfortable with the new Village status and the increased responsibilities that it brings.
- d. The Village utilizes Yaggy Colby Associates to assist in the compliance of this permit program and relies on them to stay updated and forward the information to the Village, as needed. Any new information obtained by the Village's Engineer typically is relayed to the Administrator and passed onto staff and elected officials through monthly Village Board meetings.

The Village 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 Village will encourage participation in the County provided programs and fulfill any of the Village's obligations.

- e. The Village has created a new website and they are trying to make it more interactive for their residents. While the website has been updated, the information that had been on the old one had been removed. The Village Clerk is working on creating a separate link for storm water information and getting the information back on it.

SECTION V. Permit Conditions

a. Minimum Control Measures

- *Public Education and Outreach*

The Village has entered into a contract with Waukesha County to provide this portion of the permit requirements. The Village 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 Village, 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 Village 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 Village 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 Village's consultant has participated in the County Work Plan meetings and has provided the Village with minutes from those meetings. The Village's consultant also routinely meets with the Village's administrator to discuss MS4 permit requirements, as it relates to the ongoing business of the Village. The Village administrator, as well as the consultant, updates the Village's staff on issues that affect the Village's business as it relates to the permit.

- *Illicit Discharge Detection and Elimination*

The Village 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.

As part of this year's requirements, dry weather screening was performed by the Village's engineering consultant on all of the required outfalls. The storm sewer system map was used to identify the outfalls required to be screened and the screener also identified various outfalls that were appropriate for screening. Each location was noted, photographed and comments drafted regarding the conditions and any repairs that were needed on a spreadsheet. A schedule/plan of action for future screenings has been created and is included was submitted to DNR staff. An updated map was created that identifies the outfalls by number that simplifies the screening. The schedule created was used to appropriately screen the outfall outlined for 2010. Each outfall was photographed and any comments regarding its condition were noted and saved on a prepared spreadsheet. This spreadsheet is available per request and filed. The Village's staff has been alerted to the illicit discharge ordinance and actively monitor's the

Village's conveyances through everyday work and understands that any illicit discharges need to be reported and sources determined.

- *Construction Site Pollutant Control*

The Village has created and adopted an ordinance for Construction Site Pollutant Control (Erosion and Sedimentation Control). The Village has taken this responsibility from the County and utilizes 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.

For projects begun prior to the Village implementing their ordinance, Waukesha County has continued to administer their ordinance. A list of the sites that were inspected by the County is shown below. For projects started this year, the Village's ordinance is being utilized. The Village's consulting engineer is responsible for review of plans and recommending approval of permits. They also inspect the sites with active erosion control permits and administer the erosion control and storm water management ordinance, including any enforcement. A summary of the projects inspected by the Village's consultant is included.

- *Post-Construction Storm Water Management*

The Village has created and adopted an ordinance for Post-Construction Storm Water Management. The same criteria for this ordinance applies as outlined above. Additionally, a storm water management facility maintenance program needs to be established and implemented. The Village's consultant is responsible for putting this program together and establishing it. The details of the program need to be worked out and it is expected that there will be progress made throughout next year.

- *Pollution Prevention*

The Village of Summit has limited municipally owned or operated structural storm water management facilities. A Village park has been developed recently; a sediment basin/trap was created to help control runoff from the park. This facility will be expanded and will include an infiltration basin once the next phase is developed. After installation, this basin will be monitored by Village staff during routine maintenance of the park lands. Any debris or trash that accumulates in the basin or forebay will be removed on an on-going basis. Inspection by a trained observer will need to be done on a yearly basis in order to note and schedule any non-routine maintenance required. The yearly inspection will be reported to both the Administrator and Village Engineer and appropriate action will be taken.

The Village has limited curb and gutter within the urbanized area. Therefore street sweeping and catch basin sump cleaning is very limited. The Village currently contracts out the street sweeping of the small area with curb and gutter within the Village. Village staff checks each of the sumps on a yearly basis and monitors the amount of debris collected. Village staff schedules the cleaning of the sumps on an as-needed basis. They again checked the sumps this past year and found very little accumulation and determined that no formal cleaning was necessary. They plan to again check the sumps this upcoming spring. When the need to clean them becomes necessary, a disposal contractor collects and disposes of the waste collected in an appropriate landfill.

Street sweeping was done in the Town on April 12th by the contractor Sweep All. The roadways swept were Stonegate Trail, Aurora Drive and Boulevard area, and Silver Maple.

The Village tracks the use of all salt and sand used on the Village's roads during the snow season. The Village prides itself in conserving their resources and using only as much as absolutely necessary. It also utilizes 2 parts sand to 1 part salt mix on their roads. For 2010, the Village used a total of 419 tons of the sand/salt mixture. This is a decrease from both 2009 and 2008. For 2009, the Village used a total of 699 tons of material on their 52 miles of roads (104 lane miles). This compares to 961 tons of total material in 2008.

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

The Village continuously looks to reduce or eliminate sources of pollution on municipally owned property. The storage areas are protected per current erosion control standards. The Village strives to abide by all the same erosion control requirements and ordinances that private developments are required and their personnel constantly learning and understanding the permit and Village ordinance requirements.

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

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

b. Storm Water Quality Management

- Currently the Village 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. The previous Town of Summit incorporated in

2010 and therefore the borders of the municipality did alter. Updated modeling will include changes that the incorporation may have affected. Additionally, the revisions requested by the DNR after review of the initial submittal to determine 20% reduction compliance will also be integrated, as well as any updates that the newest version of WinSLAMM allows. It is anticipated that increased removal rates will be realized. The Town anticipates using field testing to use higher infiltration rates for its vast network of grass swales within the municipality's urbanized area.

c. Storm Sewer System Map

- As noted above, the Town of Summit did incorporate on October 31, 2010 and with that incorporation the boundaries of municipality did change. A revised map has been created and will be forwarded to the DNR under separate cover. Additionally, any revisions previously requested will be incorporated.

SECTION VI. Fiscal Analysis

Currently the Village funds this program with general tax funds. It is anticipated that the Village will continue to fund the program in this way. The Village anticipates that costs will be kept at a minimum once the program is established and running efficiently. It is anticipated that the majority of the costs for this program have already been spent on engineering to develop the necessary maps and modeling. It is anticipated that some more funds will need to be spent to update modeling to prove that the Village meets their 40% reduction in total suspended solids and it is anticipated that existing facilities will be utilized in order to achieve this goal. These extra funds will need to be budgeted for 2012 although the Village's engineering consultant will try to first utilize the already budgeted funds to complete this task and then determine the extra funds that are needed. If found after updated modeling is completed and all existing facilities are utilized that the Village is still below the 40% reduction goal, then a plan will need to be developed that achieves that goal. The Village will attempt to find the most cost effective methods for achieving their suspended solids reduction goals and will try to avoid creating new fees or taxes to achieve this goal.

SECTION VII. Inspections and Enforcement Actions

- 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 in a. to d. above.

Beginning in 2010, the Village has the responsibility of administering their erosion control and storm water management ordinance. Previously, Waukesha County had this responsibility. Since there were a number of projects that were already permitted through the County prior to 2010, the County has continued to administer and enforce the County's ordinance for these projects. The County has

provided a summary of the projects that continue to have active permits. This summary is provided below. Additionally, the summary included below lists the sites that the Village has granted permits and still active for at least a portion of 2010.

2010 Village of Summit Erosion Control Inspection Summary

4 sites were inspected during 2010 construction season;

- the Genesee Lake Rd. Park project was inspected by Village staff (total of 5 inspections conducted by Village staff)

23 (not including the 5 commented on above) inspections were made to the various sites;

2 site/project erosion control permits were closed throughout the year;

- Burke's Lakeside
- Genesee Lake Rd. Park

5 site/project erosion control permits were still open at the end of the year.

- Rogers Memorial Hospital – phase 1 construction has been on-going and nearly complete & a second permit has been issued for phase 2 that will carry into 2011;
- ODTC (suspended inspections in November since site was adequately stabilized going into the winter but measures still in-place and inadequate vegetation growth for terminating permit-inspection shall commence in spring);
- We Energies – CTH P project – no work had begun in 2010 but permit granted in December 2010;
- We Energies – Sullivan Sub-Station – no work had begun in 2010 but permit granted in December 2010.

Projects with erosion control permits in the Village of Summit during 2010

1. Rogers Memorial Hospital – OPEN;
2. ODTC – OPEN;
3. Genesee Lake Road Park – closed August 2010;
4. Burke's Lakeside Restaurant – closed September 2010;
5. We Energies – CTH P – OPEN;
6. We Energies – Sullivan Sub-Station – OPEN.

Enforcement

No enforcement was necessary on any of the sites.

The continued County inspections conducted and summarized below:

2010 Construction Site Inspections and Enforcement Action Summary

Village of Summit

26 construction inspections by Waukesha County staff

Sites Inspected:

Aurora Medical Center

Herrington Residential Center at Rogers Memorial Hospital

Lake Country Trail

Pabst Farms Health and Wellness Center

Ravinia Park

Stonehedge Trail thorough PEC

Summit Village Commons

Waterville Commons Condominium

Permits

4 Sites passed final inspection

5 Sites failed final inspection

3 Sites received permit termination letters

Enforcement Actions Taken

None