

Due by March 31, 2013

Notice: Pursuant to s. NR 216.07(8), Wis. Adm. Code, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources (DNR) by March 31 of each year to report on activities for the previous calendar year. This form is being provided by the DNR for the user's convenience. 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.].

This form is for reporting on activities undertaken in calendar year 2012.

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 comply with the general permit. Complete and submit the annual report by March 31, 2013, to the appropriate address indicated on the last page of this form.

SECTION I. Municipal Information

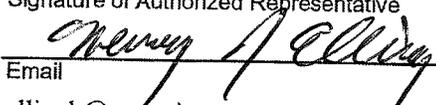
Name of Municipality		Village of Summit		Facility ID No. (FIN)	
				31316	
Mailing Address		City	State	ZIP Code	
2911 N. Dousman Rd.		Oconomowoc	WI	53066	
County(s) in which Municipality is located		Municipality Type: (select one)			
Waukesha		<input type="radio"/> County <input type="radio"/> City 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

SECTION II. Municipal Contact Information

Name of Municipal Contact Person		Title			
Henry Elling		Village Administrator			
Mailing Address		City	State	ZIP Code	
2911 N. Dousman Rd.		Oconomowoc	WI	53066	
Email		Phone Number (include area code)	Fax Number (include area code)		
ellingh@summittown.org		(262) 567-2757	(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		Authorized Representative Title			
Henry Elling		Village Administrator			
Signature of Authorized Representative		Date			
		3/25/13			
Email		Phone Number (include area code)	Fax Number (include area code)		
ellingh@summittown.org		(262) 567-2757	(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:

SECTION IV. General Information (continued)

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 Village contracts out its Engineering to Yaggy Colby Associates (YCA) . Mike Court (YCA) is the Village Engineer. Brian Pehl (YCA) generally administers the permit program. The Village also 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. Provide an evaluation of program compliance with the general permit, the appropriateness of identified best management practices, and progress towards achieving identified measurable goals. 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 WinSLAM Version 9.3 Reduction (%) 29.3

If no, include a description of any actions the municipality has undertaken during 2012 to help achieve the 20% standard.

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:

SECTION V. Permit Conditions (continued)

- c. **Best Management Practices Maintenance:** Does the municipality have a maintenance program for installed storm water best management practices? Yes No

If yes, describe the maintenance program and any maintenance activities that have occurred for best management practices in 2012. If available, attach any additional information on the maintenance program.

- d. **Storm Sewer System Map:** Describe any changes or updates to the storm sewer system map made in the reporting year. Provide an updated map if any changes occurred during the reporting year.
None.

SECTION VI. Fiscal Analysis

- a. Provide a fiscal analysis that includes the annual expenditures for 2012, and the budget for 2012 and 2013. A table to document fiscal information is provided on page 5.

- 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.

Funds for this program are budgeted through the General Village Funds, as well as pass through costs to permit and land owners as appropriate.

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:
- 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/topic/SurfaceWater/orwerw.html>) 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/water/impairedsearch.aspx?status=303d>) 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 continues to look for ways to improve water quality and has required recently re-developed projects to provide additional storm water quality where there was none required previously. Much of the Village is also within the Rock River watershed, which now has an approved TMDL, and the Village will be evaluating the watershed and find more ways to improve water quality within the municipality.
- c. Identify any known water quality improvements in the receiving water to which the MS4 discharges during the reporting period.
None known but there continues to very little construction within the Village and therefore less degradation due to construction runoff is a result.
- 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.

SECTION IX. Proposed Program Changes

Describe any proposed changes to the storm water management program being contemplated by the municipality for 2013 and the schedule for implementing those changes. Proposed program changes must be consistent with the requirements of the general permit.

The Village continues to pursue implementation of a storm water management facility inspection and reporting program. It is anticipated that part of the TMDL compliance program will include a more aggressive program and this will put into implementation over the next 5 years.

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

Program Element	Annual Expenditure 2012	Budget		Source of Funds
		2012	2013	
Public Education and Outreach	1,328.75	1,500	1,500	General Funds
Public Involvement and Participation	1,250	1,250	1,250	General Funds
Illicit Discharge Detection and Elimination	667	2,500	2,500	General Funds
Construction Site Pollutant Control	0	0	0	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 Village Funds.
Post-Construction Storm Water Management	0	2,200	0	General Funds
Pollution Prevention	52.5	400	1,500	General Funds
Storm Water Quality Management (including pollutant-loading analysis)	0	6,300	5,000	General Funds
Storm Sewer System Map	460	500	5,000	General Funds
Other:	1,990	3,475	2,500	General Funds

NORTHERN REGION COUNTIES

Ashland	Langlade	DNR Service Center
Barron	Lincoln	Attn: Storm Water Program
Bayfield	Oneida	5301 Rib Mountain Rd.
Burnett	Polk	Wausau, WI 54401
Douglas	Price	Phone: (715) 359-4522
Florence	Rusk	
Forest	Sawyer	
Iron	Taylor	
	Vilas	
	Washburn	

WEST CENTRAL REGION COUNTIES

Adams	Marathon	DNR Service Center
Buffalo	Monroe	Attn: Storm Water Program
Chippewa	Pepin	5301 Rib Mountain Rd.
Clark	Pierce	Wausau, WI 54401
Crawford	Portage	Phone: (715) 359-4522
Dunn	St. Croix	
Eau Claire	Trempealeau	
Jackson	Vernon	
Juneau	Wood	
La Crosse		

NORTHEAST REGION COUNTIES

Brown	Marquette	DNR Northeast Region
Calumet	Menominee	Attn: Storm Water Program
Door	Oconto	2984 Shawano Ave.
Fond du Lac	Outagamie	Green Bay, WI 54313
Green Lake	Shawano	Phone: (920) 662-5100
Kewaunee	Waupaca	
Manitowoc	Waushara	
Marinette	Winnebago	

SOUTH CENTRAL REGION COUNTIES

Columbia	Jefferson	DNR South Central Region
Dane	LaFayette	Attn: Storm Water Program
Dodge	Richland	3911 Fish Hatchery Rd.
Grant	Rock	Fitchburg, WI 53711
Green	Sauk	Phone: (608) 275-3266
Iowa		

SOUTHEAST REGION COUNTIES

Kenosha	Sheboygan	DNR Service Center
Milwaukee	Walworth	Attn: Storm Water Program
Ozaukee	Washington	141 NW Barstow Street,
Racine	Waukesha	Room 180
		Waukesha, WI 53188
		(262) 574-2100

2012 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 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 Plan Commission have been informed of the NR 151 & 216 permit programs and goals. The Village Engineer has attended various seminars/informational workshops regarding the MS4 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 actively involved with 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, and staff, is now more comfortable with their relatively 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 or general correspondence.

The Village entered into an agreement with Waukesha County for the Education & Outreach portion of the permitting requirements. The Village encourages staff and residents participation in the County programs. Village staff also consistently attends County planning and workshop events when topics are appropriate for their participation.

- e. The Village has created a new website and trying to make it more interactive for their residents. The Village has created an entire tab on their site devoted to the MS4 Permit and has placed previous Annual Reports on it for review. They are also planning to add links to the DNR's General Permit and Waukesha County's website for more information.

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 encourages 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 encourages 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 Administrator also attended the Work Plan meeting and takes an active role in implementing the permit requirements. The Village's Engineer/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 Engineer, 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 requirements of the permit, as outlined in the general permit.

A schedule/plan of action for screenings has been created that outlines the required outfalls that need to be screened each year. Based on the permitting requirements, all outfalls need to be screened at least once every 3 years and the schedule provides an outline to accomplish this requirement. A dry weather screening map was also created that identifies the outfalls within each three year rotation and a spreadsheet has been created that describes each outfall and is color coded to further assist the screener during the inspection process. Generally, each outfall is photographed and comments provided regarding the condition of the outfall and/or conveyance, as well as any updates/changes from the previous

screening. After the screening is complete, a list of maintenance issues is created and provided to the Village for their use in scheduling future conveyance and/or outfall maintenance. The spreadsheet is available per request and filed. Village staff is aware of the illicit discharge ordinance and actively monitor the conveyances and/or outfalls while completing their daily work and general maintenance operations. They understand that any illicit or unusual discharges need to be reported and source determined.

This year's illicit discharge screening was conducted on October 5, 2012. No illicit discharges were found. As described above, the condition of the various outfalls is noted and there were two outfalls are in need of maintenance. This information has been shared with the Village road maintenance staff and will be scheduled for work the spring of 2013.

- *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. Most, if not all, the projects started under the County's permit have been completed and projects should now be under the Village's permit. 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 Engineer/ 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 debris accumulation. 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.

The catch basins within the Stillwaters Subdivision were checked, as well as the ones in the Aurora area, those basins with more than 4" of accumulated sediment were cleaned in mid-August. Approximately 1-1/2 yards of material were removed.

Street sweeping was done in the Village 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 2.5 parts sand to 1 part salt mix on their roads. For 2012, the Village used a total of 468 tons of the sand/salt mixture. The amount of materials used is directly related to the severity of the weather conditions for that year with conservation of materials being considered but not as important as public safety. The previous 4 years are as follows:

2012 – 468 tons
2011 – 726 tons
2010 – 419 tons
2009 – 699 tons
2008 – 961 tons

52 miles of roads (104 lane miles) are maintained.

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 reports a 29.1% reduction. At this time no facilities located within the urbanized area are being modeled. The municipality was incorporated to Village status in 2010 therefore the borders of the municipality have been altered. Updated modeling was planned for 2012 to accommodate these changes and to also determine the Village's status for achieving the previous 40% suspended solids reduction requirement but with the change in requirements introduced by the current administration, this modeling is so no longer required and no longer scheduled. It is anticipated that the new TMDL requirements will soon go into effect but no actions relating to this are required for 2012.

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 with new updated Village boundary. Several of the previously modeled watersheds have been removed due to the annexation of the prior Town lands into the City of Oconomowoc. Revised maps will be provided when required by the updated, renewed permit.

SECTION VI. Fiscal Analysis

Currently the Village funds this program with general tax funds. In anticipation of the upcoming TMDL requirements, the Village is preparing an Urban Non-Point Source Planning Grant that would be used to help offset the costs for meeting the new permit requirements.

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.*

The Village administers their erosion control and storm water management ordinance. A summary is provided below.

2012 Village of Summit Erosion Control Inspection Summary

11 permits were active during the 2012 construction season;

7 sites were inspected during 2012 construction season;

15 inspections were done;

Projects with open erosion control permits in the Village of Summit during 2012

1. Rogers Memorial Hospital – OPEN; a new parking lot addition was proposed and built during 2012 and this new work was added to the existing permit. The lot addition included expanding the rain garden adjacent to the lot and modeling was done to prove water quality was being met; the construction on the lot was started prior to gaining the necessary approvals and some additional inspection was required to make sure the site was in compliance. No formal enforcement was taken.
2. ODTc – OPEN but not active. The site is fully stabilized but the Owner has kept the permit open because another phase is projected for the near future.
3. Bill Check Property – OPEN – site has on-going small scale work that needs to be permitted. The site is being monitored by Village staff and reports to Village Engineer if any issues are observed.
4. Anderson Property – OPEN – single family residence near lake that required EC permit as part of the conditional use permit.
5. SE Arterial – OPEN – The site became active during the 2012 construction season however the site is mostly on City of Oconomowoc property and the City has their own consultant conducting inspections. An agreement was made that the City would cover all the inspections for the project to eliminate duplication of work. No inspections were conducted by the Village but the City did forward their inspection reports for Village affected areas.
6. Burke's Lakeside Restaurant – Closed 05/29/2012; the site was nearly complete and stabilized at the end of the 2011 construction season however final vegetation of the site, as well as record drawings were needed prior to permit termination. There was some concern that drainage patterns had been altered during the course of the construction but the field data collected showed that the

- construction plans had been followed relatively closely and the grading and facilities installed still met substantial conformance and the permit was closed.
7. McNamara Property – OPEN; the area that was proposed to be disturbed near the water's edge was completed and properly restored by the end of the 2011 construction season however the haul route on the side slope of the hill leading to the lake was not properly restored and needed additional work prior to closing the permit. The landowner and contractor provided some photos of the site but temporary erosion control measures had remained and therefore the permit had remained open. The Village will request additional photos and a summary of the work completed in the spring prior to the anticipated permit closure.
 8. Keller Property – closed 04/17/2012.
 9. We Energies Nashotah Sub-Station – OPEN – permit opened on 08/16/2012; the site was disturbed while removing the sub-station. The site was restored and temporary erosion control measures removed however the roadside swales adjacent to the property, as well as the site itself, are extremely flat and poorly drained. Prior to permit closure the Village will need County approval of the swale grading and restoration since the right-of-way is theirs.
 10. We Energies US 18 Gas Main Installation – OPEN – permit opened on 09/12/2012 – Project is utility installation along the right-of-way of US 18. The project has a full-time inspector that agreed to provide inspection reports to the Village. An initial site inspection was conducted but monthly inspections had been suspended due to the on-site inspector. The project began prior to giving proper notice to the Village and some issues with the wetlands has occurred. The site will need to be visited this spring and permit left open until proper vegetation is established.
 11. 2020 Timber Trail Lane – OPEN – permit opened on 12/06/2012 – the project is primarily a drive/road re-alignment project. The permit was opened this year since the landowner wanted to do some of the clearing this fall. The primary construction is expected to take place in 2013.

Enforcement

No enforcement was necessary on any of the sites.