

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

Due by March 31, 2010

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 2009. In addition, this form serves as the owner or operator's reapplication for permit coverage as required under s. NR 216.09, Wis. Adm. Code.

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 and reapplication 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, 2010, to the appropriate address indicated on the last page of this form.

SECTION I. Municipal Information

Name of Municipality		Facility ID No. (FIN)	
Mailing Address	City	State WI	Postal Code
County(s) in which Municipality is located	Type of Municipality: (check one) <input type="checkbox"/> County <input type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Town <input type="checkbox"/> Other (specify)		

SECTION II. Municipal Contact Information

Name of Municipal Contact Person		Title	
Mailing Address	City	State WI	Postal Code
E-mail Address	Telephone No. (including area code)	Fax No. (including area code)	

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	
Authorized Representative Signature		Date Signed	
E-mail Address	Telephone No. (including area code)	Fax No. (including area code)	

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.

b. Describe how elected and municipal officials and appropriate staff have been kept apprised of the municipal storm water discharge permit and its requirements.

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:

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

If yes, provide web address:

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

- Public Involvement and Participation

- Illicit Discharge Detection and Elimination

- Construction Site Pollutant Control

- Post-Construction Storm Water Management

- Pollution Prevention

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 _____ Version _____ Reduction (%) _____

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 2009 to help achieve the 40% standard by March 10, 2013.

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 2009, and the budget for 2009 and 2010. 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:
- 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.

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:

- 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.

SECTION IX. Department of Commerce Authority

Section 2.4.1.1.3 of the MS4 general permit requires a permittee that does not already have authority from the Wisconsin Department of Commerce (Commerce) to regulate erosion control at public buildings and places of employment to request such authority from Commerce within 18 months after the start date of permit coverage. However, as of January 1, 2010, responsibility for erosion control administration and enforcement for commercial building sites was transferred from Commerce to the Department of Natural Resources. This transfer took place due to 2009 Wisconsin Act 28, the 2009 state budget legislation, which moved s. 101.1205, Wis. Stats., commercial building construction site soil erosion and sediment control statutory language, to s. 281.33, Wis. Stats. As of January 1, 2010, the State's requirements for erosion control at commercial building construction sites will be administered by the Department of Natural Resources. Accordingly, a permitted municipality that was delegated to serve as an agent for Commerce will continue to serve as an agent for the Department of Natural Resources in accordance with the original agreement with Commerce unless this delegation is revoked by the Department of Natural Resources.

As of January 1, 2010, was the municipality granted authority from the Wisconsin Department of Commerce to regulate erosion control at public buildings and places of employment? Yes No

SECTION X. Reapplication for Permit Coverage

Provide a description of any proposed changes to the municipality's storm water management program and any other relevant change that the municipality plans or anticipates.

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

Program Element	Annual Expenditure		Budget		Source of Funds
	2009	2009	2010	2010	
Public Education and Outreach					
Public Involvement and Participation					
Illicit Discharge Detection and Elimination					
Construction Site Pollutant Control					
Post-Construction Storm Water Management					
Pollution Prevention					
Storm Water Quality Management (including pollutant-loading analysis)					
Storm Sewer System Map					
Other					

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

Village of North Prairie Storm Water Permit Compliance Summary

Public Education and Outreach (Section 2.1)

The Village has joined the Waukesha County Public Information and Education Program as outlined in the agreement dated January 16, 2009 and also helped shape the 2009/2010 plan by attending work plan meetings. The Village has also added a dedicated section on storm water management to their website with specific topics including general storm water issues, storm drain stenciling, newsletters, pet waste removal, household hazardous waste recycling, yard waste, the WPDES Permit, and the Village's 2008 Annual Report. The pet waste brochure is also currently handed out with all new dog license applications. The Village has also made the monthly news letters available to visitors at Village Hall. A detailed list of activities completed as part of the Waukesha County program is available upon request.

Public Involvement and Participation (Section 2.2)

The Village has joined the Waukesha County Information and Education program as outlined in the previously mentioned agreement. A detailed list of activities completed as part of the Waukesha County program is available upon request. In addition to the work with the County, an Eagle Scout working with Village staff completed catch basin stenciling on all basins draining to Jericho Creek during the summer of 2009. The stenciling handout's are also available at Village Hall to interested persons. Additionally, the Friends of Jericho Creek appeared at a Village Board meeting and presented the importance of preserving the Village's water resources, and the current Village President has attended a Friends of the Mukwonago River meeting in the summer of 2009.

Illicit Discharge Detection and Elimination (Section 2.3)

The Village of North Prairie adopted Waukesha County's Illicit Discharge ordinance by reference at their April 9, 2009 meeting. A copy of the minutes from this board meeting were included in the July, 2009 report and are available upon request. In addition, the Village has a newly developed illicit discharge and spill response procedure as well as an illicit discharge field inspection form, both of which were included with the July, 2009 report. Village staff members completed the initial illicit discharge field screenings of all 7 major outfalls in October 2009. The results of this inspection, which were transmitted to the Department on October 26, 2009, showed no illicit discharges, but did identify two maintenance issues to be addressed in 2010. The Village intends to inspect all major outfalls and the Highway "E" infiltration facilities annually.

Construction Site Pollutant Control (Section 2.4)

The Village has adopted Waukesha County's construction site erosion control ordinance by reference at their April 9, 2009 meeting. Additionally, in accordance with the agreement entered between the Village and the County (January 2009), Waukesha County will complete all plan reviews, permit issuance, site inspections and enforcement actions to enforce the County's ordinance within the Village of North Prairie. The County has indicated they will inspect active construction sites at least two times per month to verify compliance. The Village will continue to have jurisdiction over those projects started prior to signing of the agreement. The construction site inspection summary is enclosed with this report.

Post Construction Storm Water Management (Section 2.5)

The Village has adopted Waukesha County's post-construction storm water management ordinance by reference at their April 9, 2009 meeting. This program provides a storm water facility maintenance procedure that aims to ensure proper long-term maintenance of storm water management facilities within the Village. The County will conduct periodic on-site inspections of storm water management facilities in the Village and produce a written report concerning the condition of each facility inspected. During the inspection the County may perform simple maintenance measures such as clearing debris from outlets or removal of trash or woody vegetation. If the County recommends additional inspection or maintenance, these needs will be discussed with the Village's Engineer and final recommendations will be included in a written report. If inspection or maintenance is needed prior to the County's availability, the Village of North Prairie will perform the inspection and maintenance in accordance with the included Village of North Prairie Storm Water Best Management Practice Inspection Form. Storm water best management practices will also be tracked on the County's GIS Website as County Staff time allows. No post-construction inspections were conducted in 2009.

Pollution Prevention (Section 2.6)

The existing water quality and pollution control management practices, as well as improvements to the existing system, are described in the attached Village of North Prairie Pollution Prevention Program. Also included is the Village's Snow Removal Policy and a map of the Village's Public Works Garage.

In December of 2009, the Village used 145 tons of de-icing salt and 20 tons of sand. In January and February of 2010, 105 tons of salt and no sand was used. The Village will begin filling out a log sheet for each storm event (attached) during the winter of 2010/2011 to begin tracking de-icing material application rates.

Village Staff also attended several training sessions in 2009 as summarized below:

- Center for Watershed Protection – Pollution Prevention Plan Development (Public Works Supervisor and Village Engineer)
- WCCA Floodplain Seminar (Village Engineer)
- Managing Storm Water in a Budget Crisis (Village Engineer)
- EPA Illicit Discharge Detection and Elimination (Village Engineer)
- Center for Watershed Protection Storm Water Retrofitting (Village Engineer)
- Annual Waukesha County Storm Water BMP Workshop (Village Engineer)