



Rule 13 - MS4 ANNUAL REPORT

State Form 51278 (R6 / 7-12)
INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

For questions regarding this form, contact:

IDEM Office of Water Quality , Storm Water Program
MS4 Coordinator
100 North Senate Avenue, Room 1255
MC 65-42
Indianapolis, IN 46204-2251

Telephone: (317) 234-1601 or
(800) 451-6027, ext. 41601 (within Indiana)

Web Access: <http://www.IN.gov/idem/4900>

- NOTE:**
- Annual reports must be submitted to the Indiana Department of Environmental Management. **Failure to submit the annual report is considered noncompliance with your permit.**
 - For the **first five** (5)-year permit term, this completed form must be submitted by 1 year from the SWQMP – Part C submittal date and, thereafter, 1 year from the previous report (i.e., in years two (2) through five (5) of permit coverage).
 - In the **second and subsequent** five (5)-year permit terms, this completed form must be submitted in years two (2) and four (4) of permit coverage.
 - Please type or print in ink.**
 - Please answer all questions thoroughly and return the form by the due date.
 - Return this form and any required attachments to the IDEM Storm Water Program, MS4 Coordinator at the address listed in the box on the upper-right.

Five Year Permit Term	Reporting Year
<input type="checkbox"/> 1st Permit Term	Permit Year <u>2013</u>
<input checked="" type="checkbox"/> Second and subsequent five (5) Year Permit Terms	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5

MS4s in their first permit term must submit reports annually. MS4s that are in subsequent permit terms must submit in years 2 and 4 of the permit term.

PART A: GENERAL INFORMATION – MS4 OPERATOR

1. Permit Number: INR 0 4 0 038	Type of MS4: <input checked="" type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> County <input type="checkbox"/> Non-traditional
2. MS4 Entity: <u>City of New Castle</u> <i>(Name of permit holder)</i>	
3. MS4 Operator: <u>Greg York, Mayor</u>	
4. Mailing Address: <u>227 N. Main Street</u> <u>New Castle, IN</u> ZIP: <u>47362</u> County: <u>Henry</u>	
5. Email Address: <u>greg-york@cityofnewcastle.net</u>	

PART B: GENERAL INFORMATION – MS4 COORDINATOR

6. MS4 Coordinator <i>(please print)</i> : <u>Ed Hill</u>	
7. Person's Title: <u>GIS/MS4 Coordinator</u>	
8. Mailing Address: <u>227 N. Main Street</u> <u>New Castle, IN</u> ZIP: <u>47362</u>	
9. Telephone Number: <u>765-529-7605</u>	
10. E-mail Address: <u>ed-hill@cityofnewcastle.net</u>	

PART C: GENERAL INFORMATION – REPORT PREPARER

11. Name: <u>Ed Hill</u> <i>(Provide this information if someone other than MS4 Operator or Coordinator completed this report.)</i>	
12. Affiliation with the MS4:	
13. Mailing Address: <u>, IN</u> ZIP: _____	
14. Telephone Number: _____	Extension: _____
15. E-mail Address:	

16. Provide a summary of the following program management activities performed during the reporting period:

- a) If this is a co-permit, list all permittees and operators responsible for permit implementation for each entity.
Not applicable
- b) Identify changes to the MS4 area boundaries, including areas added to or lost to the MS4 area via annexation or other similar means. Provide a current map (8.5" X 11" or 8.5" X 14")
No changes
- c) Identify follow-up or additional water quality characterizations completed during the reporting period if applicable.
None
- d) Provide updated receiving water information completed during the reporting period if applicable.
No changes
- e) Identify funding sources (utility fees, grants, enforcement fines etc) utilized for MS4 program implementation during this reporting period.
A user fee is assessed to each property owner within the MS4 service area.
- f) Provide a list of new active industrial sites identified during this reporting period.
None
- g) Provide a list of facilities owned and operated by the MS4 that require Rule 6 (industrial storm water) permits.
 - 1. New Castle Auto Parts, 2815 Broad Street
 - 2. Grede Foundry, 2700 Plum Street
- h) Provide a summary of complaints received and follow-up investigation results related to storm water quality issues during this reporting period.
- i) Other:

17. Identify the best management practices (BMPs) for public education and outreach included in your Storm Water Quality Management Plan (SWQMP) Part C and then respond to the following:

- a) Identify progress made towards development and implementation of each BMP for this minimum control measure (MCM) including timetables and measurable goals during this reporting period.

BMP 1 - Public Attitude/Educational Surveys

No surveys of the constituent groups (residential, city employees, commercial & industrial, construction) were performed during this reporting period.

BMP 2 - Newspaper Ads and Articles

A public information ad is published annually in the local newspaper (Courier-Times) to provide information on available education materials

Friends of the Big Blue River publish annual results from their river clean-ups.

Three Rivers Solid Waste Management District publish an annual report efforts to divert recyclables from the landfill, as well as articles and reports throughout the year on their activities, particularly the annual "Tox Away Day", drop off points, and general education.

BMP 3 - Storm Water Web Site

Storm water education information is available on the City's website.

BMP 4 - Proper Disposal of Hazardous Household Waste (HHW)

Three Rivers SWMD perform an annual "Tox Away Day" and is well utilized by county residents. In addition HHW and electronics can be dropped off at their office location throughout the year.

BMP 5 - Trash Management

Two Vactor trucks are employed to clean sanitary, combination and storm sewers, including catch basins, on a regular basis throughout the city.

The city provides weekly trash pickup for area residents

City streets are swept on a rotating schedule throughout the year.

Anti-littering and illegal dumping ordinances are strictly enforced.

BMP 6 - Classroom education for School Age Children

No educational material or curriculum guidelines were distributed.

BMP 7 - Brochures for Visitors

The City provides and restocks as necessary, stormwater related handouts to the Visitor's Bureau, Mayor's Office, Utility Office, Building Commissioner's Office, NC/HC Public Library, and Three Rivers SWMD.

- b) Describe implementation problems encountered and changes made due to ineffectiveness or infeasibility during this reporting period.

No changes

- c) Describe program BMPs that went beyond those identified in the SWQMP.

None

- d) Identify storm water BMPs installed or initiated for this MCM during this reporting period.

None

- e) Describe program implementation partnerships and explain successes and barriers during this reporting period.

The City enjoys working relationships with Three Rivers SWMD, The Friends of the Big Blue River, and the Henry County Soil and Conservation District.

- f) Other:

PART F: PUBLIC PARTICIPATION AND INVOLVEMENT - MINIMUM CONTROL MEASURE

18. Identify the best management practices for public participation and involvement included in your SWQMP Part C and then respond to the following:

- a) Identify progress made towards development and implementation of each BMP for this MCM including timetables and measurable goals during this reporting period.

BMP 1 - DNR Adopt-a-river program

The City does not participate in this program, however the Friends of the Big Blue River have been very successful for years in organizing and accomplishing river clean-up in and along the Big Blue River.

BMP 2 - Public Attitude/Education Surveys

The city did not implement surveys, but there is a robust level of volunteerism associated with the Friends of the Big Blue River, Three Rivers SWMD, and community clean-up projects such as Day of Caring.

BMP 3 - Community Hotlines

The MS4 Coordinator's contact information is included on the handouts distributed throughout the community, on the city website, and in the annually published public information ad. A citizen's complaint form is available on the City's website.

BMP 4 - Restoration Program

A few areas have been identified for minor stream scouring conditions, but no plan has been implemented in this reporting period.

BMP 5 - Stream Clean up and Volunteer Monitoring

The volunteer program have been very effective, and although the City does not directly monitor these activities, the Coordinator is made aware of the results.

- b) Describe implementation problems encountered and changes made due to ineffectiveness or infeasibility during this reporting period.

Due to a lack of manpower, and split duties this MCM is minimally attended to by the Coordinator. The City relies heavily on the volunteer programs, and other organizations for its implementation.

- c) Describe program BMPs that went beyond those identified in the SWQMP.

None

- d) Identify storm water BMPs installed or initiated for this MCM during this reporting period.

None

- e) Describe program implementation partnerships and explain successes and barriers during this reporting period.

Working relationships exist with the Friends of the Big Blue River, and by association the Hoosier Riverwatch program, and Three Rivers SWMD

- f) Other:

PART G: ILLICIT DISCHARGE DETECTION AND ELIMINATION - MINIMUM CONTROL MEASURE

19. Identify the best management practices for illicit discharge detection and elimination (IDDE) included in your SWQMP Part C and then respond to the following:

- a) Identify progress made towards development and implementation of each BMP for this MCM including timetables and measurable goals during this reporting period (mapping, screening, etc.).
- BMP 1 - Failing Septic Systems
Through a sewer issue complaint, one previously unknown - and failing - septic system was detected and remediated by connecting the house to the public sewer system.
- BMP 2 - Identifying Illicit Connections
Using visual inspections, and citizens complaints illicit connections are detected. None have been detected in this reporting period.
- BMP 3 - Illegal Dumping
The City has maintained vigorous enforcement of illegal dumping ordinances. The Mayor has called upon the City Council to educate themselves on current ordinances and to look for ways to improve the City's efforts to end this practice.
- BMP 4 - Industrial/Business Connections
No detected illicit connections to the City's storm sewer system have been reported this reporting period.
- b) Describe implementation problems or challenges encountered, particularly as it relates to mapping and screening of outfalls during this reporting period.
A lack of manpower, and split duties has hampered the field inspections for this MCM. It is hoped through conversation and an understanding of the urgency, this can be rectified.
- c) Identify changes made to the IDDE Plan during this reporting period if applicable.
Changes to the City's SWQMP were made to streamline and clarify the performance of this MCM
- d) Identify updates or revisions to IDDE ordinance or other regulatory mechanism made during this reporting period.
None
- e) Describe level of mapping and screening completed to date. If there are unmapped or unscreened outfalls, provide a plan and a timetable for completion.
Mapping of streams and outfalls were completed many years ago. The City, in implementing our LTCP, have begun constructing separate storm sewers. As a result, new outfalls have been constructed. These have been tentatively mapped, but will require a field inspection and GPS location to meet the accuracy requirements of the base map. Dry weather screenings of these new outfalls have not occurred.
- f) Other:

PART H: CONSTRUCTION SITE STORM WATER RUN-OFF CONTROL - MINIMUM CONTROL MEASURE

20. List the best management practices for the construction site storm water run-off program identified in your SWQMP Part C and then respond to the following:

- a) Identify progress made towards development and implementation of each BMP for this MCM including timetables and measurable goals during this reporting period.
- BMP 1 - Develop and Adopt an Erosion and Sediment Control Ordinance
The City has passed Ordinance 3436 controlling Construction Site Erosion and Sediment Control.
- BMP 2 - Required BMPs per the Indiana Storm Water Quality Manual
All plans are reviewed and must meet the requirements of the Storm Water Quality Manual.
- BMP 3 - Provide Training for Construction Site Contractor
As a part of the review process, and in pre-construction meetings, the contractor is made aware of the expectations required to meet compliance.
- BMP 4 - Train MS4 inspectors and Plan Reviewers
The MS4 Coordinator has trained and achieved certification in construction site inspection (CESSWI). The certification is kept current through continuing education.
- BMP 5 - The City maintains a citizen complaint form on the City website. Citizens have direct access to the Water Pollution Control Facility and the Mayor's Office.
- b) Describe program implementation partnerships and explain successes and barriers during this reporting period.
None
- c) Identify the number of construction sites permitted during this reporting period and identify the number and type of enforcement actions taken against construction site operators during the same period.
One site was permitted. The initial site inspection revealed minor infractions that were corrected within the time limit specified. During construction the contractor's were warned over tracking of sediment on to the streets. The problem was corrected.
- d) Identify the number and types of training opportunities that were provided to contractors, developers, and builders during this permit period.
No training was provided during this reporting period.
- e) MS4 personnel responsible for plan review, inspection, and enforcement of construction activities shall receive, at a minimum, annual training addressing appropriate control measures, inspection protocol, and enforcement procedures. Identify training provided to MS4 personnel responsible for these activities during this reporting period.
The MS4 Coordinator is a Certified Erosion, Sediment, and Stormwater Inspector (CESSWI) and maintains the certification through continuing education.
- f) Identify updates or revisions to the storm water construction ordinance or other regulatory mechanism made during this reporting period.
None
- g) Other:

PART I: POST-CONSTRUCTION STORM WATER RUN-OFF CONTROL - MINIMUM CONTROL MEASURE

21. List the best management practices for post-construction storm water run-off control identified in your SWQMP Part C and then respond to the following:

- a) Identify progress made towards development and implementation of each BMP in the SWQMP including timetables and measurable goals during this reporting period.
BMP 1 - Files are maintained of inspections of post-construction BMPs.
- b) Describe implementation problems encountered and changes due to ineffectiveness or infeasibility during this reporting period.
Lack of manpower, and split duties has hampered timely inspections.
- c) Describe program implementation partnerships and explain successes and barriers.
None
- d) MS4 area personnel responsible for implementation of the post-construction minimum control measure shall receive, at a minimum, annual training. Identify training provided for this minimum control measure during this reporting period.
Training is sought at the annual MS4 Seminar event.
- e) Identify updates or revisions to the post-construction storm water ordinance or other regulatory mechanism made during this reporting period.
None
- f) Other:

PART J: MUNICIPAL OPERATIONS POLLUTION PREVENTION AND GOOD HOUSEKEEPING - MINIMUM CONTROL MEASURE

22. List the best management practices for municipal operations pollution prevention and good housekeeping identified in your SWQMP Part C and respond to the following:

- a) Identify progress made towards development and implementation of each BMP in the SWQMP including timetables and measurable goals during this reporting period.
BMP 1 - Annual Training for Municipal Employees on Pollution Prevention and Good Housekeeping
Training material has been obtained, but planned annual training has not occurred.
BMP 2 - Standard Operating Procedures for Spill prevention and Clean-up
SOP's are being reviewed and updated. Spill kits have been ordered and deployed to all maintenance facilities and fuel stations of City Departments.
- b) Describe implementation problems encountered and changes due to ineffectiveness or infeasibility as it relates to pollution prevention and good housekeeping at MS4 owned and operated facilities during this reporting period.
A lack of manpower and split duties has prevented full compliance with this MCM.
- c) Identify storm water BMPs installed or initiated at MS4 owned and operated facilities.
New spill kits have been deployed.
- d) Identify and describe appropriate storm water training provided to MS4 employees. Employees are required to have a minimum training once per year.
None
- e) Other:

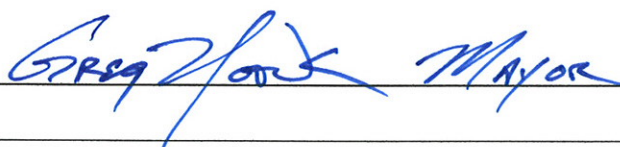
PART K: CERTIFICATION AND SIGNATURE

The individual listed in "PART A: GENERAL INFORMATION – MS4 OPERATOR" must sign the following certification statement:

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

Type or Print Name: Greg York, Mayor

Signature: _____



1-15-16
(mm/dd/yyyy)