

**Municipal Contact Information- Complete**

**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 (Department) by March 31 of each year to report on activities for the previous calendar year ("reporting year"). This form is being provided by the Department for the user's convenience for reporting on activities undertaken in each reporting year of the permit term. 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.].

**Note:** Compliance items must be submitted using the Attachments tab.

**Municipality Information****Name of Municipality** Combined Locks Village**Facility ID # or (FIN):** 31100**Updated Information:** ☐ Check to update mailing address information**Mailing Address:** 405 Wallace Street**Mailing Address 2:****City:** Combined Locks**State:** Wisconsin**Zip Code:** 54113      xxxxx or xxxxx-xxxx**Primary Municipal Contact Person (Authorized Representative for MS4 Permit)**

The "Authorized Representative" or "Authorized Municipal Contact" includes the municipal official that was charged with compliance and oversight of the permit conditions, and has signature authority for submitting permit documents to the Department (i.e., Mayor, Municipal Administrator, Director of Public Works, City Engineer).

☐ Select to **create new** primary contact**First Name:** Ryan**Last Name:** Swick☐ Select to **update** current contact information**Title:** DPW**Mailing Address:** 300 Park St**Mailing Address 2:****City:** Combined Locks**State:** WI**Zip Code:** 54113      xxxxx or xxxxx-xxxx**Phone Number:** 920-788-7744      **Ext:**      xxx-xxx-xxxx**Email:** swickr@combinedlocks.org**Additional Contacts Information (Optional)**☐ I&E Program

**Individual with responsibility for:  
(Check all that apply)**

- ☐ IDDE Program
- ☐ IDDE Response Procedure Manual
- ☐ Municipal-wide Water Quality Plan
- ☐ Ordinances
- ☐ Pollution Prevention Program
- ☐ Post-Construction Program
- ☐ Winter roadway maintenance

**First Name:**

**Last Name:**

**Title:**

**Mailing Address:**

**Mailing Address 2:**

**City:**

**State:**

**Zip Code:**

XXXXX or XXXXX-XXXX

**Phone Number:**

Ext:

XXX-XXX-XXXX

**Email:**

**1. Does the municipality rely on another entity to satisfy some of the permit requirements?**

☒ Yes ☐ No

☒ Public Education and Outreach NEWSC

☒ Public Involvement and Participation NEWSC

☒ Illicit Discharge Detection and Elimination McMahon Engineers/Architechs/NEWSC

☒ Construction Site Pollutant Control McMahon Engineers/Architechs/NEWSC

☒ Post-Construction Storm Water Management McMahon Engineers/Architechs/NEWSC

☒ Pollution Prevention

☒ Storm Water Management Facility Inspections: McMahon Engineers/Architechs

☒ Public Works Yards and Other Municipally Owned Properties: McMahon Engineers/Architechs

☐ Street Sweeping/Cleaning Program:

☐ Catch Basin Sump Cleaning Program:

☐ Leaf Collection Program:

☐ Winter Road Management:

☐ Internal Staff Education & Communication:

☒ Storm Sewer System Map: McMahon Engineers/Architechs

**2. Has there been any changes to the municipality's participation in group efforts towards permit compliances (i.e., the municipality has added or dropped consortium membership)?**

☐ Yes ☒ No

## Missing Information

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7.

Form 3400-224 (08/19)

## Minimum Control Measures- Section 1 : Complete

### 1. Public Education and Outreach

a. Complete the following information on Public Education and Outreach Activities related to storm water. Select the Delivery Mechanism that best describes how the topics were conveyed to your population. Use the Add Event to add additional entries.

|   |  |  |  |
|---|--|--|--|
| <b>Event Start Date</b>   | 2/11/2020  |  |  |
| <b>Project/Event Name</b>   | IDDE a great concern   |  |  |
| <b>Delivery Mechanism</b>   | <u>Targeted group training*</u>  |  | *Active  |
| <b>Topics Covered</b>   | <b>Target Audience</b>   | <b>Estimated People Reached (Optional)</b> | <b>Regional Effort (Optional)</b>                  |
| <input checked="" type="checkbox"/> Illicit discharge detection and elimination<br><input type="checkbox"/> Household hazardous waste disposal/pet waste management/vehicle washing<br><input type="checkbox"/> Yard waste management/pesticide and fertilizer application<br><input type="checkbox"/> Stream and shoreline management<br><input type="checkbox"/> Residential infiltration<br><input type="checkbox"/> Construction sites and post-construction storm water management<br><input type="checkbox"/> Pollution prevention<br><input type="checkbox"/> Green infrastructure/low impact development<br><input type="checkbox"/> Other: | <input type="checkbox"/> General Public<br><input checked="" type="checkbox"/> Public Employees<br><input type="checkbox"/> Residents<br><input type="checkbox"/> Businesses<br><input type="checkbox"/> Contractors<br><input type="checkbox"/> Developers<br><input type="checkbox"/> Industries<br><input type="checkbox"/> Other | <u>1 - 10</u>                              | <input type="radio"/> Yes <input type="radio"/> No |

|   |  |  |  |
|---|--|--|--|
| <b>Event Start Date</b>   | 1/2/2020   |  |  |
| <b>Project/Event Name</b>   | good dog/good owner  |  |  |
| <b>Delivery Mechanism</b>   | <u>Distribution of print media</u>   |  | *Active  |
| <b>Topics Covered</b>   | <b>Target Audience</b>   | <b>Estimated People Reached (Optional)</b> | <b>Regional Effort (Optional)</b>                  |
| <input type="checkbox"/> Illicit discharge detection and elimination<br><input checked="" type="checkbox"/> Household hazardous waste disposal/pet waste management/vehicle washing<br><input type="checkbox"/> Yard waste management/pesticide and fertilizer application<br><input type="checkbox"/> Stream and shoreline management<br><input type="checkbox"/> Residential infiltration<br><input type="checkbox"/> Construction sites and post-construction storm water management<br><input type="checkbox"/> Pollution prevention<br><input type="checkbox"/> Green infrastructure/low impact development<br><input type="checkbox"/> Other: | <input checked="" type="checkbox"/> General Public<br><input checked="" type="checkbox"/> Public Employees<br><input checked="" type="checkbox"/> Residents<br><input type="checkbox"/> Businesses<br><input type="checkbox"/> Contractors<br><input type="checkbox"/> Developers<br><input type="checkbox"/> Industries<br><input type="checkbox"/> Other | <u>101 +</u>                               | <input type="radio"/> Yes <input type="radio"/> No |

|   |  |  |   |
|---|--|--|---|
| <b>Event Start Date</b> 1/2/2020  |  |  |   |
| <b>Project/Event Name</b> Perfect Lawn  |  |  |   |
| <b>Delivery Mechanism</b> <u>Passive print media</u>  |  | *Active                                    |   |
| <b>Topics Covered</b>   | <b>Target Audience</b>   | <b>Estimated People Reached (Optional)</b> | <b>Regional Effort (Optional)</b>                             |
| <input type="checkbox"/> Illicit discharge detection and elimination<br><input type="checkbox"/> Household hazardous waste disposal/pet waste management/vehicle washing<br><input checked="" type="checkbox"/> Yard waste management/pesticide and fertilizer application<br><input type="checkbox"/> Stream and shoreline management<br><input type="checkbox"/> Residential infiltration<br><input type="checkbox"/> Construction sites and post-construction storm water management<br><input type="checkbox"/> Pollution prevention<br><input type="checkbox"/> Green infrastructure/low impact development<br><input type="checkbox"/> Other: | <input checked="" type="checkbox"/> General Public<br><input checked="" type="checkbox"/> Public Employees<br><input checked="" type="checkbox"/> Residents<br><input type="checkbox"/> Businesses<br><input type="checkbox"/> Contractors<br><input type="checkbox"/> Developers<br><input type="checkbox"/> Industries<br><input type="checkbox"/> Other | 51-100                                     | <input type="radio"/> Yes <input checked="" type="radio"/> No |

|   |  |  |   |
|---|--|--|---|
| <b>Event Start Date</b> 8/3/2020  |  |  |   |
| <b>Project/Event Name</b> Garners creek   |  |  |   |
| <b>Delivery Mechanism</b> <u>Targeted group training*</u>   |  | *Active                                    |   |
| <b>Topics Covered</b>   | <b>Target Audience</b>   | <b>Estimated People Reached (Optional)</b> | <b>Regional Effort (Optional)</b>                             |
| <input type="checkbox"/> Illicit discharge detection and elimination<br><input type="checkbox"/> Household hazardous waste disposal/pet waste management/vehicle washing<br><input type="checkbox"/> Yard waste management/pesticide and fertilizer application<br><input checked="" type="checkbox"/> Stream and shoreline management<br><input type="checkbox"/> Residential infiltration<br><input type="checkbox"/> Construction sites and post-construction storm water management<br><input type="checkbox"/> Pollution prevention<br><input type="checkbox"/> Green infrastructure/low impact development<br><input type="checkbox"/> Other: | <input type="checkbox"/> General Public<br><input type="checkbox"/> Public Employees<br><input checked="" type="checkbox"/> Residents<br><input type="checkbox"/> Businesses<br><input checked="" type="checkbox"/> Contractors<br><input checked="" type="checkbox"/> Developers<br><input type="checkbox"/> Industries<br><input type="checkbox"/> Other | 1 - 10                                     | <input checked="" type="radio"/> Yes <input type="radio"/> No |

|  |  |  |  |
|--|--|--|--|
| <b>Event Start Date</b> 3/23/2020  |  |  |  |
| <b>Project/Event Name</b> rain barrels   |  |  |  |
| <b>Delivery Mechanism</b> <u>Distribution of print media</u>   |  | *Active                                    |  |
| <b>Topics Covered</b>  | <b>Target Audience</b>   | <b>Estimated People Reached (Optional)</b> | <b>Regional Effort (Optional)</b>                  |
| <input type="checkbox"/> Illicit discharge detection and elimination<br><input type="checkbox"/> Household hazardous waste disposal/pet waste management/vehicle washing | <input checked="" type="checkbox"/> General Public<br><input type="checkbox"/> Public Employees<br><input checked="" type="checkbox"/> Residents | 101 +                                      | <input type="radio"/> Yes <input type="radio"/> No |

|   |   |  |  |
|---|---|--|--|
| <input type="checkbox"/> Yard waste management/pesticide and fertilizer application<br><input type="checkbox"/> Stream and shoreline management<br><input checked="" type="checkbox"/> Residential infiltration<br><input type="checkbox"/> Construction sites and post-construction storm water management<br><input type="checkbox"/> Pollution prevention<br><input type="checkbox"/> Green infrastructure/low impact development<br><input type="checkbox"/> Other: | <input type="checkbox"/> Businesses<br><input type="checkbox"/> Contractors<br><input type="checkbox"/> Developers<br><input type="checkbox"/> Industries<br><input type="checkbox"/> Other |  |  |
|---|---|--|--|

|   |  |  |  |
|---|--|--|--|
| <b>Event Start Date</b>   | 3/17/2020  |  |  |
| <b>Project/Event Name</b>   | MS4  |  |  |
| <b>Delivery Mechanism</b>   | Government Event (Public Hearing, Council Meeting, etc)*   |  | *Active  |
| <b>Topics Covered</b>   | <b>Target Audience</b>   | <b>Estimated People Reached (Optional)</b> | <b>Regional Effort (Optional)</b>                  |
| <input type="checkbox"/> Illicit discharge detection and elimination<br><input type="checkbox"/> Household hazardous waste disposal/pet waste management/vehicle washing<br><input type="checkbox"/> Yard waste management/pesticide and fertilizer application<br><input type="checkbox"/> Stream and shoreline management<br><input type="checkbox"/> Residential infiltration<br><input checked="" type="checkbox"/> Construction sites and post-construction storm water management<br><input type="checkbox"/> Pollution prevention<br><input type="checkbox"/> Green infrastructure/low impact development<br><input type="checkbox"/> Other: | <input type="checkbox"/> General Public<br><input checked="" type="checkbox"/> Public Employees<br><input type="checkbox"/> Residents<br><input type="checkbox"/> Businesses<br><input type="checkbox"/> Contractors<br><input type="checkbox"/> Developers<br><input type="checkbox"/> Industries<br><input type="checkbox"/> Other | 1 - 10                                     | <input type="radio"/> Yes <input type="radio"/> No |

|   |   |  |  |
|---|---|--|--|
| <b>Event Start Date</b>   | 1/2/2020  |  |  |
| <b>Project/Event Name</b>   | pollution control   |  |  |
| <b>Delivery Mechanism</b>   | Distribution of print media   |  | *Active  |
| <b>Topics Covered</b>   | <b>Target Audience</b>  | <b>Estimated People Reached (Optional)</b> | <b>Regional Effort (Optional)</b>                  |
| <input type="checkbox"/> Illicit discharge detection and elimination<br><input type="checkbox"/> Household hazardous waste disposal/pet waste management/vehicle washing<br><input type="checkbox"/> Yard waste management/pesticide and fertilizer application<br><input type="checkbox"/> Stream and shoreline management<br><input type="checkbox"/> Residential infiltration<br><input type="checkbox"/> Construction sites and post-construction storm water management<br><input checked="" type="checkbox"/> Pollution prevention<br><input type="checkbox"/> Green infrastructure/low impact development<br><input type="checkbox"/> Other: | <input checked="" type="checkbox"/> General Public<br><input checked="" type="checkbox"/> Public Employees<br><input checked="" type="checkbox"/> Residents<br><input checked="" type="checkbox"/> Businesses<br><input type="checkbox"/> Contractors<br><input type="checkbox"/> Developers<br><input type="checkbox"/> Industries<br><input type="checkbox"/> Other | 101 +                                      | <input type="radio"/> Yes <input type="radio"/> No |

b. Brief explanation on Public Education and Outreach reporting. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

see attached Ms4 summary and NEWSC annual report

## Missing Information

Do not close your work until you **SAVE**.

**Note:** For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (09/20)

## Minimum Control Measures - Section 2 : Complete

### 2. Public Involvement and Participation

a. Permit Activities. Complete the following information on Public Involvement and Participation Activities related to storm water. Select the Delivery Mechanism that best describes how the permit activities were conveyed to your population. Use the Add Event to add additional entries.

|   |  |  |   |
|---|--|--|---|
| <b>Event Start Date</b>   | 3/17/2020  |  |   |
| <b>Project/Event Name</b>   | MS4 report   |  |   |
| <b>Delivery Mechanism</b>   | Government Event (Public Hearing, Council Meeting, etc)  |  |   |
| <b>Topics Covered</b>   | <b>Target Audience</b>   | <b>Estimated People Reached (Optional)</b> | <b>Regional Effort (Optional)</b>                             |
| <input checked="" type="checkbox"/> MS4 Annual Report<br><input type="checkbox"/> Storm Water Management Program<br><input type="checkbox"/> Storm Water related ordinance<br><input type="checkbox"/> Other: | <input checked="" type="checkbox"/> General Public <input checked="" type="checkbox"/><br>Public Employees<br><input checked="" type="checkbox"/> Residents<br><input type="checkbox"/> Businesses<br><input type="checkbox"/> Contractors<br><input type="checkbox"/> Developers<br><input type="checkbox"/> Industries<br><input type="checkbox"/> Other | 1 - 10                                     | <input type="radio"/> Yes <input checked="" type="radio"/> No |

|   |  |  |   |
|---|--|--|---|
| <b>Event Start Date</b>   | 4/7/2020   |  |   |
| <b>Project/Event Name</b>   | creek cleanup  |  |   |
| <b>Delivery Mechanism</b>   | Government Event (Public Hearing, Council Meeting, etc)  |  |   |
| <b>Topics Covered</b>   | <b>Target Audience</b>   | <b>Estimated People Reached (Optional)</b> | <b>Regional Effort (Optional)</b>                             |
| <input type="checkbox"/> MS4 Annual Report<br><input checked="" type="checkbox"/> Storm Water Management Program<br><input type="checkbox"/> Storm Water related ordinance<br><input type="checkbox"/> Other: | <input checked="" type="checkbox"/> General Public <input checked="" type="checkbox"/><br>Public Employees<br><input type="checkbox"/> Residents<br><input type="checkbox"/> Businesses<br><input type="checkbox"/> Contractors<br><input type="checkbox"/> Developers<br><input type="checkbox"/> Industries<br><input checked="" type="checkbox"/> Other | 11-50                                      | <input type="radio"/> Yes <input checked="" type="radio"/> No |

**b. Volunteer Activities.** Complete the following information on Public Involvement and Participation Activities related to storm water. Select the Delivery Mechanism that best describes how volunteer activities were conveyed to your population. Use the Add Event to add additional entries.

|                           |   |  |   |
|---------------------------|---|--|---|
| <b>Event Start Date</b>   | 8/22/2020   |  |   |
| <b>Project/Event Name</b> | Fox Wolf Watershed cleanup along Garner Creek   |  |   |
| <b>Delivery Mechanism</b> | <u>Clean up event</u>   |  |   |
| <b>Topics Covered</b>     | <b>Target Audience</b>  | <b>Estimated People Reached (Optional)</b> | <b>Regional Effort (Optional)</b>                             |
| Volunteer Opportunity     | <input checked="" type="checkbox"/> General Public<br><input type="checkbox"/> Public Employees<br><input checked="" type="checkbox"/> Residents<br><input type="checkbox"/> Businesses<br><input type="checkbox"/> Contractors<br><input type="checkbox"/> Developers<br><input type="checkbox"/> Industries<br><input type="checkbox"/> Other | 11-50                                      | <input checked="" type="radio"/> Yes <input type="radio"/> No |

**c. Brief explanation on Public Involvement and Participation reporting.** *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

see attached MS4 program summary and NEWSC annual report

### Missing Information

**Do not close** your work until you **SAVE**.

**Note:** For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (09/20)

## Minimum Control Measures - Section 3 : Complete

### 3. Illicit Discharge Detection and Elimination

|   |    |                                 |
|---|----|---------------------------------|
| a. How many total outfalls does the municipality have?  | 55 | <input type="checkbox"/> Unsure |
| b. How many outfalls did the municipality evaluate as part of their routine ongoing field screening program?  | 12 | <input type="checkbox"/> Unsure |
| c. From the municipality's routine screening, how many were confirmed illicit discharges?   | 1  | <input type="checkbox"/> Unsure |
| d. How many illicit discharge complaints did the municipality receive?  | 0  | <input type="checkbox"/> Unsure |
| e. From the complaints received, how many were confirmed illicit discharges?  | 0  | <input type="checkbox"/> Unsure |
| f. How many of the identified illicit discharges did the municipality eliminate in the reporting year (from both routine screening and complaints)? | 0  | <input type="checkbox"/> Unsure |

(If the sum of 3.c. and 3.e. does not equal 3.f., please explain below.)



Additional Information:

- h. Brief explanation on Illicit Discharge Detection and Elimination reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

See Attached MS4 program summary. The Villages illicit discharge, detection and elimination field screening program is done by McMahon Associates is on file.

## Missing Information

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (09/20)

### Minimum Control Measures - Section 4 : Complete

#### 4. Construction Site Pollutant Control

- a. How many total construction sites with one acre or more of land disturbing construction activity were active at any point in the reporting year? 1 ☐ Unsure
- b. How many construction sites with one acre or more of land disturbing construction activity did the municipality issue permits for in the reporting year? 1 ☐ Unsure
- c. How many erosion control inspections did the municipality complete in the reporting year? 178 ☐ Unsure
- d. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year. ☐ Unsure
- |   |   |
|---|---|
| <input type="checkbox"/> No Authority                                 |   |
| <input checked="" type="checkbox"/> Verbal Warning                    | 4 |
| <input checked="" type="checkbox"/> Written Warning (including email) | 0 |
| <input checked="" type="checkbox"/> Notice of Violation               | 0 |
| <input type="checkbox"/> Civil Penalty/ Citation                      |   |
| <input checked="" type="checkbox"/> Stop Work Order                   | 0 |
| <input type="checkbox"/> Forfeiture of Deposit                        |   |
| <input type="checkbox"/> Other - Describe below                       |   |

- e. Brief explanation on Construction Site Pollutant Control reporting . *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

See attached MS4 program summary. All inspections for the village are completed by McMahon and Associates

## Missing Information

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (09/20)

### Minimum Control Measures - Section 5 : Complete

#### 5. Post-Construction Storm Water Management

- a. How many sites with new structural storm water management facilities\* have received local approval ?  ☐ Unsure  
\*Engineered and constructed systems that are designed to provide storm water quality control such as wet detention ponds, constructed wetlands, infiltration basins, grassed swales, permeable pavement, catch basin sumps, etc.
- b. Does the municipality utilize privately owned storm water management facilities in its pollutant reduction analysis? ☒ Yes ☐ No ☐ Unsure
- c. If Yes, How many privately owned storm water management facilities were inspected in the reporting year ?  ☐ Unsure  
Inspections completed by private land owners should be included in the reported number.
- d. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year. ☐ Unsure
- |   |                                |
|---|--------------------------------|
| <input type="checkbox"/> No Authority                                 |                                |
| <input checked="" type="checkbox"/> Verbal Warning                    | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Written Warning (including email) | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Notice of Violation               | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Civil Penalty/ Citation           | <input type="text" value="0"/> |
| <input type="checkbox"/> Forfeiture of Deposit                        | <input type="text"/>           |
| <input checked="" type="checkbox"/> Complete Maintenance              | <input type="text" value="0"/> |
| <input type="checkbox"/> Bill Responsible Party                       | <input type="text"/>           |
| <input type="checkbox"/> Other - Describe below                       | <input type="text"/>           |

- e. Brief explanation on Post-Construction Storm Water Management reporting . *If*

marked 'Unsure' on any questions above, justify your reasoning. Limit your response to 250 characters and/or attach supplemental information on the attachments page.

See attached MS4 program summary

## Missing Information

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (09/20)

### Minimum Control Measures - Section 6 : Complete

#### 6. Pollution Prevention

Storm Water Management Facility Inspections ☐ Not Applicable

- a. Enter the total number of municipally owned or operated structural storm water management facilities ? 8 ☐ Unsure
- b. How many new municipally owned storm water management facilities were installed in the reporting year ? 0 ☐ Unsure
- c. How many municipally owned storm water management facilities were inspected in the reporting year? 8 ☐ Unsure
- d. What elements are looked at during inspections (250 character limit)?  
See attached MS4 summary program
- e. How many of these facilities required maintenance? 6 ☐ Unsure
- f. Brief explanation on Storm Water Management Facility inspection reporting. If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.

See attached MS4 summary program & inspection checklist is included

Public Works Yards & Other Municipally Owned Properties (SWPPP Plan Review) ☐ Not Applicable

- g. How many municipal properties require a SWPPP? 4 ☐ Unsure
- h. How many inspections of municipal properties have been conducted in the reporting year? 4 ☐ Unsure
- i. Have amendments to the SWPPPs been made?  
☒ Yes ☐ No ☐ Unsure
- j. If yes, describe what changes have been made. Limit response to 250 characters and/or attach supplemental information on the attachment page:  
Training for employees regarding use of spill kit materials and temporary containment.Moved all wooden pallets from outdoors to indoors.
- k. Brief explanation on Storm Water Pollution Prevention Plan reporting. If you marked

*Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

DPW Director tracks and files all quarterly visual inspections, annual facility site inspections and educational material in his SWPPP binder located in the office.

Collection Services - *Street Sweeping / Cleaning Program* ☐ Not Applicable

- l. Did the municipality conduct street sweeping/cleaning during the reporting year?  
☒ Yes ☐ No ☐ Unsure
- m. If known, how many tons of material was removed? 69 ☐ Unsure
- n. Does the municipality have a low hazard exemption for this material? ☐ Yes ☒ No
- o. If street cleaning is identified as a storm water best management practice in the pollutant loading analysis, was street cleaning completed at the assumed frequency?  
☒ Yes - Explain frequency entire village once and DNR section twice/month  
☐ No - Explain \_\_\_\_\_  
☐ Not Applicable

Collection Services - *Catch Basin Sump Cleaning Program* ☒ Not Applicable

Collection Services - *Leaf Collection Program* ☐ Not Applicable

- u. Does the municipality conduct curbside leaf collection? ☒ Yes ☐ No ☐ Unsure
- v. Does the municipality notify homeowners about pickup? ☒ Yes ☐ No ☐ Unsure
- w. Where are the residents directed to store the leaves for collection?  
☒ Pile on terrace ☒ Pile in street ☐ Bags on terrace ☐ Unsure  
☒ Other - Describe residents can bring them to the yard waste site
- x. What is the frequency of collection?  
Weekly from the end of September-  
beginning of December
- y. Is collection followed by street sweeping/cleaning? ☒ Yes ☐ No ☐ Unsure
- z. Brief explanation on Collection Services reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page*  
entire village is picked up on weekly basis sometimes we make it through a second time.

Winter Road Management ☐ Not Applicable

\*Note: We are requesting information that goes beyond the reporting year, answer the best you can.

- aa. How many lane-miles of roadway is the municipality responsible for doing snow and ice control? 34 ☐ Unsure
- ab. Provide amount of de-icing products used by month last winter season?

### Solids (tons) (ex. sand, or salt-sand)

| <i>Product</i> | <i>Oct</i> | <i>Nov</i> | <i>Dec</i> | <i>Jan</i> | <i>Feb</i> | <i>Mar</i> |
|----------------|------------|------------|------------|------------|------------|------------|
| <u>Salt</u>    | 2          | 13         | 41         | 38         | 21         | 0          |

### Liquids (gallons) (ex. brine)

|              | <i>Oct</i> | <i>Nov</i> | <i>Dec</i> | <i>Jan</i> | <i>Feb</i> | <i>Mar</i> |
|--------------|------------|------------|------------|------------|------------|------------|
| <u>Brine</u> | 0          | 0          | 1200       | 3900       | 900        | 0          |

ac. Was salt applying machinery calibrated in the reporting year? ☒ Yes ☐ No ☐ Unsure

ad. Have municipal personnel attended salt reduction strategy training in the reporting year? ☒ Yes ☐ No ☐ Unsure

| <i>Training Date</i> | <i>Training Name</i>                      | <i># Attendance</i> |
|----------------------|---|---------------------|
| 12/10/2020           | salt your fries not your fresh water      | 4                   |
| 8/6/2020             | smart, salt training                      | 2                   |
| 3/27/2020            | new season for winter road maint. tren... | 5                   |

ae. Brief explanation on Winter Road Management reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page*

DPW director has the employees document how much brine or salt was used during each weather occurrence and is kept an a excel spreadsheet. All winter road maintenance training and educational meetings are documented by the director.

### Internal (Staff) Education & Communication

af. Has training or education been held for municipal or other personnel involved in implementing each of the pollution prevention program elements? ☒ Yes ☐ No ☐ Unsure

If yes, describe what training was provided (250 character limit):

reviewed storm water pollution and prevention (rain check video and test) see ms4 attachment.

When: 2/1/20

How many attended: 5

ag. Describe how the municipality has kept the following local officials and municipal staff aware of the municipal storm water discharge permit programs and its requirements.

Elected Officials

Updated during board meetings that are held the first and third Tuesday's of each month. A cooperative agreement among neighboring communities Administrators exists for future storm water projects.

Municipal Officials

McMahon Engineers/Architects update elected officials of any planned storm water activities and meets on an at need basis with department heads. Topics are also discussed inter departmentally and at public meetings.

Appropriate Staff ( such as operators, Department heads, and those that interact with public)

DPW staff participates in yearly training of leaf collection, yard waste operations, sweeping guidelines, salting and brining operations and techniques, BMP's and illicit discharge detection and elimination. Village is an active member of NEWSC.

- ah. Brief explanation on Internal Education reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

DPW director schedules and logs when our five employees attend, watch or read about educational training.

## Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (09/20)

## Minimum Control Measures - Section 7 : Complete

### 7. Storm Sewer System Map

- a. Did the municipality update their storm sewer map this year?

☒ Yes ☐ No ☐ Unsure

If yes, check the areas the map items that got updated or changed:

☐ Storm water treatment facilities

☒ Storm pipes

☐ Vegetated swales

☒ Outfalls

☐ Other - Describe below

- b. Brief explanation on Storm Sewer System Map reporting. *If you marked Unsure for an question for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

The village's DPW staff sends any changes of it's storm sewer system to McMahon's GIS staff, who then incorporates the changes into our GIS and will print any new wall maps when needed.

## Missing Information

Do not close your work until you SAVE.

Form 3400-224 (09/20)

### Final Evaluation - Complete

#### Fiscal Analysis

Complete the fiscal analysis table provided below. For municipalities that do not break out funding into permit program elements, please enter the monetary amount to your best estimate of what funding may be going towards these programs.

| Annual<br>Expenditure<br>Reporting Year | Budget<br>Reporting Year | Budget<br>Upcoming<br>Year | Source of Funds |
|---|--------------------------|----------------------------|-----------------|
|---|--------------------------|----------------------------|-----------------|

**Element:** Public Education and Outreach

|     |     |     |                            |
|-----|-----|-----|----------------------------|
| 500 | 500 | 500 | <u>Storm water utility</u> |
|-----|-----|-----|----------------------------|

**Element:** Public Involvement and Participation

|     |     |    |                            |
|-----|-----|----|----------------------------|
| 350 | 350 | 50 | <u>Storm water utility</u> |
|-----|-----|----|----------------------------|

**Element:** Illicit Discharge Detection and Elimination

|      |      |      |                            |
|------|------|------|----------------------------|
| 6490 | 6000 | 6500 | <u>Storm water utility</u> |
|------|------|------|----------------------------|

**Element:** Construction Site Pollutant Control

|      |      |      |                            |
|------|------|------|----------------------------|
| 1500 | 2000 | 2000 | <u>Storm water utility</u> |
|------|------|------|----------------------------|

**Element:** Post-Construction Storm Water Management

|      |      |      |                            |
|------|------|------|----------------------------|
| 2500 | 2500 | 2500 | <u>Storm water utility</u> |
|------|------|------|----------------------------|

**Element:** Pollution Prevention

|       |       |        |                            |
|-------|-------|--------|----------------------------|
| 29601 | 28000 | 29,000 | <u>Storm water utility</u> |
|-------|-------|--------|----------------------------|

**Other (describe)**

Storm Water Quality Management

|        |        |        |                            |
|--------|--------|--------|----------------------------|
| 148320 | 108158 | 159285 | <u>Storm water utility</u> |
|--------|--------|--------|----------------------------|

**Other (describe)**

Storm Sewer System Map

|      |      |      |                            |
|------|------|------|----------------------------|
| 1500 | 1000 | 1500 | <u>Storm water utility</u> |
|------|------|------|----------------------------|

**Other (describe)**

Rip Rap Erosion Control Project

22605

77034

132,000

Grants

Please provide a justification for a "0" entered in the Fiscal Analysis. *Limit response to 250 characters.*

**Water Quality**

**a:** Were there any known water quality improvements in the receiving waters to which the municipality's storm sewer system directly discharges to?

☒ Yes ☐ No ☐ Unsure If Yes, explain below:

Village swept streets and collected leaves, did some stream bank stabilization



**b:** Were there any known water quality degradation in the receiving waters to which the municipality's storm sewer system directly discharges to?

☐ Yes ☒ No ☐ Unsure If Yes, explain below:

**c:** Have any of the receiving waters that the municipality discharges to been added to the impaired waters list during the reporting year?

☐ Yes ☒ No ☐ Unsure

**d:** Has the municipality evaluated their storm water practices to reduce the pollutants of concern?

☒ Yes ☐ No ☐ Unsure

**Storm Water Quality Management**

**a.** Has the municipality completed or updated modeling in the reporting year (relating to developed urban area performance standards of s. NR 151.13(2)(b)1., Wis. Adm. Code)? ☒ Yes ☐ No

**b.** If yes, enter percent reduction in the annual average mass discharging from the entire MS4 to surface waters of the state as compared to implementing no storm water management controls:

Total suspended solids (TSS) 50

Total phosphorus (TP) 40

**Status of Total Maximum Daily Loads (TMDLs) Implementation**

The permittee Combined Locks Village is subject to the following approved TMDLs: Lower Fox River Basin and Lower Green Bay

The permittee intends to comply with the following permit requirements to show progress towards meeting the TMDL:

**[A.3.1] The Permittee is following the TMDL Compliance Plan, which received Department concurrence prior to April 30, 2019.**



The permittee is confirming that all planned efforts are on schedule.

☒ Agree ☐ Disagree

**[A.6.3] Final Documentation.**

The permittee is confirming that all planned efforts are on schedule to submit the final documentation materials [updates to mapping, modeling, tabular summary, and Implementation Plan] under section A.6.3 by October 31, 2023.

☒ Agree ☐ Disagree

**Additional Information**

Based on the municipality's storm water program evaluation, describe any proposed changes to the municipality's storm water program. *If your response exceeds the 250 character limit, attach supplemental information on the attachments page.*

Do not close your work until you SAVE.

Form 3400-224 (09/20)

### Requests for Assistance on Understanding Permit Programs

Would the municipality like the Department to contact them about providing more information on understanding any of the Municipal Separate Storm Sewer Permit programs?

Please select all that apply:

- ☐ 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
- ☐ Storm Sewer System Map
- ☐ Water Quality Concerns
- ☐ Compliance Schedule Items Due
- ☐ MS4 Program Evaluation

## **Public Education and Outreach MS4 GP Section 2.1**

The Village continues to implement the Public Education and Outreach outlined in **Chapter 3** of the Village's Stormwater Management Plan. This includes, but not limited to, storm water topics in the quarterly newsletter to residents, maintaining and updating the Village Stormwater Management webpage, displaying educational flyers at Village Hall, Parks and Department of Public Works, passively distributing flyers at various Village Hall displays, giving presentations to general public and elected officials, and participating in NEWSC with panels, trainings, and regular meetings. Public Education action items for 2020 include:

Stormwater topics in the quarterly newsletter to residents:

- Household Hazardous Waste
- Yard Waste
- Pet Waste
- Leaf Pick-up
- Water Quality
- Storm Water Charge
- Good Dog Good Owner
- Rain Barrels
- The Perfect Lawn
- Stormwater Educational points From Renew Our Waters

Stormwater Management webpage posts:

- Village MS4 Annual Report
- MS4 General Permit
- Northeast Wisconsin Stormwater Consortium
- Village ordinance- Stormwater
- Renew Our Waters
- Fox Wolf Watershed Alliance
- Illicit discharge Information

Passive Flyers and Hand-Outs

- The Perfect Landscape/The Perfect Lawn
- Household Hazardous Waste
- Good Dog/Good Owner
- Fish Don't Swim in Chlorine
- Kids can Help Too
- Ice and Snow Control
- Stormwater Pollution Door Hangers for Grass Clippings

Talked to 12 homeowners educating them not to blow grass clippings into the streets.

## **Public Involvement and Participation MS4 GP Section 2.2**

The Village continues to implement the Public Involvement program outlined in **Chapter 4** of the Village's Stormwater Management Plan. This includes, but is not limited to, considering information submitted by the public relating to stormwater topics, promoting river clean ups and other training and volunteer activities in the area, giving presentations to general public and elected officials, promoting educational opportunities and participating and promoting NEWSC panels, trainings, and regular meetings. Public Involvement action items for 2020 include:

### **Presentations/Discussions at Public Meetings**

- MS4 Annual Report
- Stream Bank Erosion & Cooperative Projects
- Total Maximum Daily Loading (TMDL)
- Stormwater Utility Fees
- Lawn Clippings/yard waste in the street
- Yard Waste Site
- Muskrat trapping

### **Volunteer Opportunities**

- Fox Wolf Watershed River Clean-Up August 22, 2020- 15 volunteers that picked up 5 bags of trash, 75 plastic bags, 2 bags of recyclable material, 1 balloon and 5 straws of along Garners Creek.
- Kimberly High School students picked up litter along Garners Creek in the fall of 2020. Two bags of garbage were collected along with 1 tire.

### **Trainings/Classes Promoted:**

- Stormwater Pond Vegetation Management & Maintenance Workshop
- Outreach Plan Development Training Through NEWSC
- Smart Salting Training
- Leaf Collection Study
- Salt your Fries Not Our Waters
- New Season for Winter Road Maintenance Trends & Technologies

#### **Construction Site Pollution Control MS4 GP Section 2.4**

The Village's Construction Site Pollution Control program includes review of permit applications and erosion control plans, conducting municipal site inspections, and enforcing the erosion control ordinance. McMahon Associates was hired by the Village to conduct these inspections and enforcing the ordinances. The program also includes an educational component including educating permit applicants, designers, contractors, inspectors and ordinance violators about Village and DNR design and site management standards. Construction Site Pollution Control action items for 2020 include:

- Reviewed and issued 1 construction permit greater than 1 acre
- Reviewed and issued 4 single family construction permits
- Discussed ordinances and environmental design considerations with 8 site designers
- Inspected 1 construction site greater than 1 acre (10 inspections).
- Inspected 16 total construction sites, including some 2019 permitted sites still under construction.
- 178 total inspections, including single family home sites and sites greater than 1 acre, were completed during 2020.
- Issued 13 verbal warnings, 0 written warnings and 0 "Stop Work" orders to sites in violation of erosion control ordinances.

## **Post-Construction Storm Water Management MS4 GP Section 2.5**

The Village's Post-Construction Site Pollution Control program includes review of permit applications, plans, maintenance agreements, tracking long-term maintenance of stormwater management facilities, and educating permit applicants, designers, contractors, inspectors, and facility owners. Post-Construction Site Pollution Control action items for 2020 include:

- 1 site (Kwik Trip) was issued a Village post-construction stormwater management permit during 2020. This site drained to a Village-owned regional stormwater pond (Coonen Pond D) and did not install a new structural stormwater management facility.
- Village staff inspected two privately-owned stormwater ponds at Christ the King Church and at The Villas of Combined Locks.
- Village inspected two privately-owned bio-filters at Janssen Elementary School and St. Paul's Church.
- The Village is in the process of obtaining maintenance agreements with the owners of these four privately owned facilities. The DPW director currently inspects the ponds and bio-filters after rainfall events, as they are located adjacent to the road right of way.

### **Illicit Discharge Detection and Elimination MS4 GP Section 2.3**

The Village's IDDE program includes outfall field screenings, cross connection inspections, documenting resident complaints and follow-up actions.

- Completed field screenings of 12 outfalls
- Two outfalls showed signs of non-illicit discharge concerns.
  - o One outfall was characterized as suspect for illicit discharge due to the presence of ammonia. This outfall has been a source of elevated ammonia levels in the past but the Village continues to be proactive in trying to eliminate this discharge. The flow has been tracked back to the next upstream storm inlet manhole along Wallace Street. An abandoned storm sewer pipe drains into the storm inlet manhole from a parcel owned by the Kimberly School District to the south and is believed to be the source of ammonia. In 2019, the Village bulkheaded the abandoned storm sewer pipe with concrete in an effort to eliminate flow from entering the storm inlet manhole, but the outfall was still found to be a source of ammonia in Oct, 2019. In August of 2020, the Village had a company grout the joints and epoxy-lined the entire storm inlet manhole in an effort to solve the problem. When the outfall was screened in October of 2020, it was again a source of ammonia. Along with our engineers, McMahon Associates, the Village will continue to screen and monitor this outfall. Replacing this outfall and installing new pipe may be considered in the future but would be a larger capital cost that the Village would need to budget for.
  - o One other outfall was characterized as potential for illicit discharge because it had conductivity above the benchmark. The flow was tracked to the next upstream manhole where the conductivity level was below the benchmark level. The source of the elevated conductivity could not be determined.
- Updated Village SWMP IDDE Goals to reflect current/ongoing field screenings and inspections
- Continued to hang IDDE door hangers to address common issues including grass clippings
- Completed field screenings of 12 outfalls
- Updated the Village MS4 map within the Villages GIS system with new BMPs, outfall locations and new storm sewers that were installed.

## **Pollution Prevention MS4 GP Section 2.6**

The Village's Pollution Prevention program includes conducting routine inspections and maintenance of municipally and privately owned structural BMPs, managing leaf pick up and disposing of grass clippings, apply road salt and deicers only as necessary to maintain public safety, street sweeping on a routine and regular basis, conduct pollution prevention planning for municipal garage and storage areas (Storm Water Pollution Prevention Plan or SWPPP), and educate municipal employees about pollution prevention. Pollution prevention action items for 2020 include:

- Inspected all 8 Village-owned and operated structural stormwater management facilities:
  - o Coonen Pond A
  - o Coonen Pond B
  - o Coonen Pond C
  - o Coonen Pond D
  - o Coonen Pond E
  - o Ruys Woods Pond
  - o Riverview Ridge Pond
  - o Public Works Garage Stormceptor
- Coonen Pond D was dredged during 2020 to remove accumulated sediment. As part of the project, the safety shelf was also re-shaped to enhance aesthetics. The Village plans on installing emergent wetland plantings on the safety shelf and a native prairie seed mix on the pond slopes during 2021.
- Contracted for wildlife management at 6 of the Village-owned ponds (61 total muskrats were removed).
- Worked with McMahon Associates on creek cleanup and stability projects.
- McMahon Associates continued to monitor the prairie/wetland plantings at the Ruys Woods Stormwater Pond and spot herbicide wild parsnip, remnant brush and other invasive species around the Coonen Ponds and Ruys Woods Pond.
- Conducted quarterly inspections at Department of Public Works and daily routine inspections of the yard waste site.
- Updated street sweeping maps, schedules, and leachate controls to help meet TMDL goals
- Street Sweeper removed approximately 66 tons of material from streets and parking lots
- Conducted 9 weeks of leaf collection throughout the Village, followed by street sweeping when appropriate. Spring of 2020 the village picked leaves curbside for village residents because of the early snowfall in October and November of 2019.
- Yard waste drop-off is open to all residents with a permit.
- Provided snow and ice control on approximately 34 lane miles
- Managed deicer usage with calibration, pre-treating with brine, and proper timing of salt applications.
- Watched video supplied by NEWC titled Rain check Stormwater Pollution Prevention for MS4s
- Conducted Municipal SWPPP site inspection training with staff members
- Revised the map of storm sewer system areas which require frequent maintenance and inspections, including inlets, outfalls and ponds
- Met with staff regarding spill response and clean up.
- Staff attend NEWSC meetings and is a long time member