



NPDES Small MS4 General Permit (OHQ000003) Annual Reporting Form

Instructions for completing this form:

- OHQ000002 requires that this form be used when submitting annual reports. You may request approval to use your own reporting format.
- Annual Reports are due annually on or before April 1st.
- Complete the form and sign and date the certification statement below.
- If more space is needed than is provided, identify within the provided space that Attachment A, B, C, etc. has been attached.
- If an item of the form is not applicable for your program (such as street sweeping), fill in N/A in the space provided.
- Don't include attachments such as brochures, newspaper clips, sign-in sheets, etc. related to your program with this form. You only need to summarize these within this report. These records must be filed and will be needed during program audits.
- When complete, submit this Annual Report form to the following address:
Ohio Environmental Protection Agency
Division of Surface Water
Storm Water Program – Small MS4
P.O. Box 1049
Columbus, Ohio 43216-1049

Small MS4 Annual Report for Year: 2017

Ohio EPA Facility Permit Number: 0G00003*CG

Name of MS4: City of Belpre

Primary Contact: Ron Cross

Title: Safety Service Director

Mailing Address: Location: 715 Park Street Mailing: PO Box 160

City: Belpre

Zip Code: 45714

County: Washington

Telephone Number: 740-423-7592

Email Address: belpressd@lumos.net

Include or attach a Table of Organization. Indicate who (name and contact information) is responsible for overall management and implementation of your program, and if different, each minimum control measure of your program. Identify how development and implementation across multiple positions, agencies and departments occur. Also, identify any Memorandum of Understandings (MOUs) or other such agreements that exist.

Table of Organization for the City of Belpre: see attached.

Overall Management of SWMP: Ron Cross, Safety Service Director 740.423.7592 & Kathy Davis, Washington SWCD 740.885.3312

Responsible party of MCM Management & Implementation: See report to follow.

Development and implementation – across positions, agencies, departments: City Departments & agencies within the City of Belpre interact through weekly staff meetings and daily operations through supervisors, and the safety service director.

MOUs:

- An MOU exists as a contract with the Washington SWCD to provide technical services to implement the City of Belpre Storm Water Management Program. Currently, this is updated annually. This MOU was in effect for the 2017 calendar year.
- City of Belpre Health Dept. contracts with the Athens City – County Health Dept. to provide sanitarian services. The contract is updated annually.

I 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 possibility of fine and imprisonment for knowing violations.

Print Name: Ron Cross

Print Title: Safety Service Director

Signature: _____

Date: _____



PUBLIC EDUCATION & OUTREACH

Estimate Your Permit Area's Total Population: 6,441 as of 2010 Census

BMP (mechanism) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	% of Target Audience Reached	Summary of Results	Effective (Yes or No)
BMP: Classroom Presentations Responsible Party: Washington SWCD	Ground Water Model, Enviroscope Model, Aerial Mapping presentations 1 / year	Importance of water resource protection for potable water and stream life.	Students (target 5th - 7th)	95%	4 presentations, 83 students Using and Enviroscope Model, Water Quality in Rural & Urban 05/12/17	Yes, teacher reported many favorable comments.
				95%	4 presentations, 83 students toured Waste Water Treatment Plant in Belpre 05/15/17	
				95 %	6 sessions 90 students. Using mapping skills for natural resource planning & tracking storm water runoff pollution through aerial interpretation.	Yes, good feedback from students and college personnel.
BMP: Website Articles Responsible Party: Washington SWCD	Information & clean up events / Ongoing, info available by 2017	Benefits of recycling, proper disposal of wastes, proper landscaping procedures to reduce water contamination.	Homeowners & Businesses checking the website	50%	City of Belpre Web site storm water information regarding Lawn Care, Auto Equipment Care, Septic Systems, Pet Waste, Commercial Property, Disposal & Recycling Posted in August 2017	Yes
	Ongoing, info available by 2017	Construction structural & nonstructural BMPs protecting water resources.	Construction Industry checking the website	80%	City of Belpre Web site storm water information regarding Construction site requirements for Belpre. Posted in August 2017	Yes
BMP: Posters, Displays, Handouts, Newspaper Articles. Responsible Party: Washington SWCD	Reach attendees of County Fair, Municipal Bldg, Belpre Homecoming, Local Newspaper 1 / yr	Benefits of recycling, proper disposal of wastes, proper landscaping procedures to reduce water contamination.	Homeowners & Businesses attending the County Fair attending the Jr. Fair Bldg.	75%	Displayed with the SWCD annual display: Dog Waste Poster, Storm Drain Poster, both with messages about protecting storm water. Dog Waste Brochures were also made available. At the Washington County Fair.	Yes
			Known Charity Car Wash providers	100 %	Established a handout for Car Washing. Information provided as needed to Charity Car Wash providers. Fire Dept. Fast Food Restaurants, City website.	



BMP: Direct Mailing Responsible Party: Washington SWCD	Brochure with Water utility Bill mailing 1 / year	Chosen by SWTF	Homeowners & Businesses	100 %	Mailing to water bill customers. Full page Storm Water definition, preventing pollution, announcing web site information & available brochures. September 2017	Yes - have had inquiries from those receiving the information
	Maintenance Guidance Brochure mailing 1 / permit cycle in 2016 or by end of cycle.	Proper Maintenance of home Sewage Treatment Systems to reduce water contamination.	Home Sewage Treatment System (HSTS) owners	100%	Mailed HSTS Maintenance brochures to 5 of 5 homes with HSTS. 07/07/17	
	Dog Waste Disposal Brochure 1 / permit cycle in 2017 or by end of cycle	Proper disposal of pet waste to reduce water contamination.	Licensed Dog Owners in the City of Belpre	100 %	Sent 450 brochures to Dog Owners that represented 708 licensed dogs 05/05/17	Yes
	Information emailed / mailed on request.	Construction structural & nonstructural BMPs protecting water resources.	Construction Industry doing work in Belpre	100 %	7 sites provided info on design, & construction other than routine inspection reports. Elixir, Pm Associates, AT&T, Fresenius, Bobs Market, Wolf Creek, First Settlement	
BMP: Workshops Responsible Party: Washington SWCD	2 / permit cycle or as directed by the storm water task force. Completed by the end of the cycle.	Construction structural & nonstructural BMPs protecting water resources.	Construction industry doing work in Belpre.	100%	1 presentation in 2014, Second one planned for 2019	Yes
	1 / permit cycle of as directed by the storm water task force. Completed by the end of the cycle.	Use of rain barrels, composting, or landscaping to reduce nutrient loss & improve soil for better plant growth.	Homeowners registered for the workshop	85%	Completed in 2016 Rainbarrel and backyard conservation workshop.	Yes

PUBLIC EDUCATION & OUTREACH

Summarize activities you plan to undertake during the next reporting cycle.

BMP (mechanism) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	% of Target Audience to be Reached	Summary of Planned Activities	Proposed Schedule
BMP: Classroom Presentations Responsible Party: Washington SWCD	Ground Water Model, EnviroScape Model, Aerial Mapping presentations 1 / year	Importance of water resource protection for potable water and stream life.	Students (target 5th - 7th)	100 %	Presentations: Ground water model, EnviroScape model Aerial mapping	Spring & Fall 2018
BMP: Website Articles Responsible Party: Washington SWCD	Information & clean up events / Ongoing, info available by 2017	Benefits of recycling, proper disposal of wastes, proper landscaping procedures to reduce water contamination.	Homeowners & Businesses utilizing the City of Belpre web page	50%	City of Belpre Web site storm water information regarding Lawn Care, Auto Equipment Care, Septic Systems, Pet Waste, Commercial Property, Disposal & Recycling. Ongoing throughout 2018. Update as needed.	Ongoing
	Information ongoing by 2017	Construction structural & nonstructural BMPs protecting water resources.	Construction Industry	80%	City of Belpre Web site storm water information regarding Construction site requirements for Belpre. Update as needed.	Ongoing
BMP: Posters, Displays, Handouts, Newspaper Articles. Responsible Party: Washington SWCD	Reach attendees of County Fair, Municipal Bldg, Belpre Homecoming Local Newspaper 1 / yr	Benefits of recycling, proper disposal of wastes, proper landscaping procedures to reduce water contamination.	Attending Homeowners & Businesses	75%	Provide a display with the SWCD annual County Fair display. Theme with input from Storm Water Task Force.	Fall 2018
BMP: Direct Mailing Responsible Party: Washington SWCD	Brochure with water utility bill mailing 1 / year	Chosen by SWTF	Homeowners & Businesses	100%	Will provide a mailing to water bill customers that reflects storm water protection. Theme with input from the Storm Water Task Force.	One within 2018
	Maintenance guidance Brochure mailing 1 / permit cycle	Proper Maintenance of Home Sewage Treatment Systems to reduce water contamination.	Home Sewage Treatment System (HSTS) owners	100%	Completed in 2017, none needed unless new locations are identified	As needed
	Dog Waste Disposal Brochure 1 / permit cycle.	Proper disposal of pet waste to reduce water contamination.	Licensed Dog Owners in the City of Belpre	100%	Completed in 2017, none needed unless requested by the SWTF or Code Enforcement person	As needed
	Information mailed on request.	Construction structural & nonstructural BMPs protecting water resources.	Construction Industry doing work in Belpre.	100%	Provide by mail, email or meeting, information pertaining to Storm Water BMPs. Provide to every new permit or potential permit holder.	Ongoing



SMALL MS4 ANNUAL REPORT FORM

State of Ohio Environmental Protection Agency

BMP: Workshops Responsible Party: Washington SWCD	2 / permit cycle or as directed by the storm water task force. Completed by the end of the permit cycle.	Construction structural & nonstructural BMPs protecting water resources.	Construction Industry doing work in Belpre registered for the workshop.	100%	One planned for 2018 or 2019. (one completed in 2014)	One by the end of 2019
	1 / permit cycle of as directed by the storm water task force. Completed by the end of the cycle.	Use of rain barrels.	Homeowners registering for the workshop	95%	One planned with Backyard Conservation Workshop	Spring 2018



PUBLIC INVOLVEMENT/PARTICIPATION

BMP (Activity) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	Estimate of People Participated	Summary of Results	Effective (Yes or No)
BMP: Storm water task force Responsible Party: Washington SWCD	Discuss past report for effectiveness & address next year for plans, at least 1 / yr	Report on storm water activities, discuss program plans, and program changes.	11 members representing the City of Belpre	7	Met 05/22/17, reviewed SWMP, accident documentation, Construction compliance, Illicit Discharge discussion. Meet 1 - 2 times per year.	Yes
BMP: Solid Waste Disposal & Recycling Service Responsible Party: Safety Service Director	Record amount disposed & recycled, ongoing throughout the year, totals at end of year.	Proper handling of waste helps to keep storm water runoff clean, benefiting ground water supplies and streams.	Homeowners & Businesses	4000	Provided Solid Waste Disposal and curbside recycling for residents and businesses through a private contractor. J&J Solid Waste tonnage: 2,297 tons (residents) 1,990 tons (commercial) Recycled: 454.22 tons. (comingled residential) 55 ton (comingled commercial)	Yes
BMP: Solid Waste Clean-ups Responsible Party: Various Groups (info collected by Washington SWCD)	Record & report the number of volunteers, amount collected and properly disposed of 2 / year following special events & other events directed by the Storm Water Task Force.	Proper handling of waste helps to keep storm water runoff clean, benefiting ground water supplies and streams.	Homeowners, Businesses, Civic Organizations.	30	Homecoming Clean-up 4 cubic yard to landfill Mayor Lorentz	Yes
BMP: Special Collections Responsible Party: Southeast Ohio Joint Solid Waste Management District	Record amount collected from biennial household hazardous waste collection, & annual computer, TV & appliance collections (county) 1 / yr	Proper handling of waste helps to keep storm water runoff clean, benefiting ground water supplies and streams.	Homeowners & Businesses	No Count	Computer TV collections 123,768 lbs.; Appliances 270 (8.25 tons); tires 602	Yes
BMP: Landscape Practices Responsible Party: Belpre Tree Commission & Belpre N Bloom Chairperson	Maintain trees for healthier trees to better assimilate storm water. Prepare & maintain Landscape projects. Record volunteer hours and efforts.	Healthy trees & properly managed vegetation assimilate more storm water runoff.	Homeowners & Businesses	30	Tree Commission 14 trees planted, 172 pruned, 12 removed, 301 volunteers hrs.	Yes
				15	Belpre N Bloom 8 flower beds, 47 hanging baskets, 12 Large pots, 10 medium pots; total estimate 2.6 acres of plantings. 210.5 volunteer hrs.	

PUBLIC INVOLVEMENT/PARTICIPATION

- Summarize activities you plan to undertake during the next reporting cycle.

BMP (Activity) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	Estimate of People to Participate	Summary of Planned Activities	Proposed Schedule
BMP: Storm water task force Responsible Party: Washington SWCD	Discuss past report for effectiveness & address next year for plans, at least 1 / yr	Report on storm water activities, discuss program plans, and program changes.	11 members representing the City of Belpre	11	Meet annually or as needed to discuss past and future ventures.	Meeting Spring 2018 or as needed with individual members for advice.
BMP: Solid Waste Disposal & Recycling Service Responsible Party: Safety Service Director	Record amount disposed & recycled, ongoing throughout the year totals at end of year.	Proper handling of waste helps to keep storm water runoff clean, benefiting ground water supplies and streams.	Homeowners & Businesses	4000	Continue collections with a Solid Waste / Recycling Collection & Transport Company	Solid Waste: Ongoing in 2018 Recycle: Weekly – to 3 times per week.
BMP: Solid Waste Clean-ups Responsible Party: Various Groups (info collected by Washington SWCD)	Record & report the number of volunteers, amount collected and properly disposed of 2 / year following special events & other events directed by the Storm Water Task Force.	Proper handling of waste helps to keep storm water runoff clean, benefiting ground water supplies and streams.	Homeowners, Businesses, Civic Organizations.	30	Special clean ups for events.	On-going 2018
BMP: Special Collections Responsible Party: Southeast Ohio Joint Solid Waste Management District	Record amount collected from biennial household hazardous waste collection, & annual computer, TV & appliance collections (county) 1 / yr	Proper handling of waste helps to keep storm water runoff clean, benefiting ground water supplies and streams.	Homeowners & Businesses	No Count	Continue special collections for recycling. Hazardous Waste collections will occur in 2018.	April - Oct. 2018
BMP: Landscape Practices Responsible Party: Belpre Tree Commission & Belpre N Bloom Chairperson	Maintain trees for healthier trees to better assimilate storm water. Prepare & maintain Landscape projects. Record volunteer hours and efforts.	Healthy trees & properly managed vegetation assimilate more storm water runoff.	Homeowners & Businesses	30	Tree Commission Planting trees, seedlings, Pruning & removing trees	Spring - Fall 2018
				15	Belpre N Bloom - plant & maintain areas within the City	



ILLCIT DISCHARGE DETECTION & ELIMINATION (IDDE)

BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Cite Local Code(s) Being Used (If available, web link for code(s))		Summary of Results or Activities		Effective (Yes or No)
BMP: Ordinance or Other Regulatory Mechanism Responsible Party: Safety Service Director (SSD)	Implement Ordinances concerning Storm Water Quality. Review and update as needed.	Yes	City of Belpre Codified Ordinance Chapters 1337 http://www.cityofbelpre.com follow prompt for Codified Ordinances Construction Site and Post Construction Soil Erosion, Sediment and Other Wastes and Storm Water Runoff		Implemented Codified Ordinance Chapter 1337 and is identified by the same number.		Yes
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Activities or Updates				Effective (Yes or No)
BMP: Storm Sewer System Map Responsible Party: Streets Dept. / Washington SWCD	Updates to the Storm Sewer Map.	Yes	The Streets Dept. kept records of changes due to construction and corrections to the current map. No updates to GIS Maps.				Yes
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Activities or Updates				Effective (Yes or No)
BMP: HSTS Mapping and List Responsible Party: City of Belpre Health Dept. / Washington SWCD	Update HSTS map and list. Document the number of HSTSs.	Yes	No additional HSTS locations reported. 100% of HSTS locations are located on the GIS by address.				Yes
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Activities or Updates				Effective (Yes or No)
BMP: IDDE Plan Responsible Party: Washington SWCD	Detect and resolve Illicit discharges to the storm drain system. Document verified discharges & resolutions.	Yes	City Departments detected and reported illicit discharges to appropriate personnel for resolution. Detections, identifications, clean up & reporting procedures are a part of the Operation & Maintenance Programs and annual training. Citizens also call in complaints. Illicit Discharges include spills by city personal, HSTS complaints, trash complaint, grass complaints. Total 25 – 25 resolved. Breakdown: City Departments 1(sts); Health Dept. 0 HSTS, 0 laterals; Code Enforcement 12 grass in street, 10 trash, 0 lateral, 2 dog waste – all resolved.				Yes
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	# of Outfalls Screened	# of Dry-Weather Flows Identified	# Of Illicit Discharges:		Effective (Yes or No)
					Identified*	Eliminated	
BMP: Dry-Weather Screening of Outfalls Total # of Outfalls <u>60</u> Responsible Party: Washington SWCD	Investigate outfalls by Ward over the permit cycle and on complaint. Resolve verified complaint as an illicit discharge. Ward 3 in 2017 has 22 outfalls	Yes	22 / 22	2	None	NA	Yes

*Include an attachment which provides schedules for elimination of illicit connections that have been identified but have yet to be eliminated. – See IDDE Plan section of report. – Not needed for 2016 report year.



ILLICIT DISCHARGE DETECTION & ELIMINATION (IDDE)

- Summarize activities you plan to undertake for the next reporting cycle.

BMP & Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
BMP: Ordinance or Other Regulatory Mechanism Responsible Party: Safety Service Director / Washington SWCD	Implement ordinances concerning Storm Water Quality.	Implement ordinances concerning Storm Water Quality.	Jan. 1 – Dec. 31, 2018
BMP: Storm Sewer System Map Responsible Party: Streets Dept. / Washington SWCD	Document needed updates to the Storm Sewer Map. Update annually beginning in 2017 as funds allow.	The Streets Dept. & the Public Works Superintendent will keep records of changes to the current map. The SWCD will assist in arranging updates to the Map GIS map as city funding allows.	Ongoing: Sts. Dept. updates.
BMP: HSTS Mapping and List Responsible Party: City of Belpre Health Dept. / Washington SWCD	Update HSTS map and list. Document the number of HSTSs. Create a GIS layer of HSTS locations.	Continue to work with health dept. for updates of HSTS locations. Update the maps & lists. Work with Buckeye Hills RC&D to create an HSTS GIS layer of permitted sites. Assist Sanitarian with determining unpermitted locations. Add to mapping.	By December 2018: Potential additional HSTS - ongoing Update lists - ongoing GIS layer to system - complete in 2018
BMP: IDDE Plan Responsible Party: Washington SWCD	Detect and resolve Illicit discharges to the storm drain system. Document verified discharges & resolutions. <i>(Includes recorded city depts.)</i>	City Departments detecting illicit discharges will report illicit discharges to appropriate personnel for resolution. Detections, identifications & reporting procedures will remain a part of the Operation & Maintenance Programs and annual training. Report specific instances using O&M Guidelines.	Ongoing: Detecting & reporting illicit discharges to appropriate personnel. Spring 2018: Review detecting and reporting procedures in the annual employee storm water training.
BMP: Dry-Weather Screening of Outfalls Responsible Party: Washington SWCD	Complete dry-weather screening of outfalls, determine origin, work to eliminate illicit discharges. Record findings.	Check all outfalls for discharge in Ward 4. Identify source of discharge. If needed, start proceedings to eliminate discharge.	Dry Weather screening schedule: Complete by the end of 2019.



CONSTRUCTION SITE RUNOFF CONTROL

BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Cite Local Code(s) Being Used (If available, web link for code(s))			Summary of Results or Activities	Effective (Yes or No)
BMP: Ordinance or Other Regulatory Mechanism Responsible Party: City of Belpre Safety Service Director / Law Director	Maintain and implement an ordinance for construction site runoff control that is acceptable to the Ohio EPA Storm Water Program.	Yes	City of Belpre Codified Ordinance Chapters 1337 Construction Site and Post Construction Soil Erosion, Sediment and Other Wastes and Storm Water Runoff" http://www.cityofbelpre.com follow prompt for Codified Ordinances			Maintained and implemented the current permit that requires construction site runoff control. Permits issued: Four Fresenius Medical Care; Bobs Market; Citizens Bank; First Settlement	Yes
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	BMP Standards Being Used			Summary of Results or Activities	Effective (Yes or No)
BMP: Sediment and Erosion Control Requirements Responsible Party: City of Belpre Safety Service Director	Maintain and implement sediment erosion control BMPs for construction site runoff that is acceptable to the Ohio EPA Storm Water Program.	Yes	Sediment erosion control BMP standards identified in the <i>Ohio Dept. of Natural Resources Rainwater & Land Development Guide 2006</i>			Maintained and implemented sediment erosion control BMPs for construction site runoff within Chapter 1337 of the City of Belpre Codified Ordinances.	Yes
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Complaints		Summary of Results or Activities	Effective (Yes or No)	
			Received	Followed-Up On			
BMP: Complaint Process Responsible Party: City of Belpre Safety Service Director	Address complaints for construction site runoff acceptable to the Ohio EPA Storm Water Program.	Yes	One	One	Addressed complaints for construction site runoff according to Chapter 1337 of the City of Belpre Codified Ordinances. Complaints addressed: First Settlement. Addressed excessive sediment on the street. Resolved.	Yes	
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	# of Applicable Sites Requiring Plans	# of Plans Reviewed	Summary of Results or Activities	Effective (Yes or No)	
BMP: Site Plan Review Procedures Responsible Party: City of Belpre Safety Service Director	Complete site plan reviews of construction site BMP acceptable to the Ohio EPA Storm Water Program.	Yes	Two	Two	Completed site plan reviews of construction site BMPs according to Chapter 1337 of the City of Belpre Codified Ordinances. The Ohio EPA checklist was utilized for the review. Site Plans reviewed: Two: Citizens Bank; First Settlement Medical Facility	Yes	
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Site Inspections Performed			Summary of Results or Activities	Effective (Yes or No)
			# of Applicable Sites	# Performed	Avg. Frequency		
BMP: Site Inspection Procedures Responsible Party: City of Belpre Safety Service Director	Complete site inspections of construction site BMPs acceptable to the Ohio EPA Storm Water Program.	Yes	7	69	Monthly and as needed.	Completed site inspections of construction site BMPs according to Chapter 1337 of the City of Belpre Codified Ordinances. Inspections completed: The Storing Place; Elixir; PM; AT&T; Fresenius; Bobs Mkt; Citizens Bank; First Settlement	Yes



SMALL MS4 ANNUAL REPORT FORM

State of Ohio Environmental Protection Agency

BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Violations		Summary of Results or Activities	Effective (Yes or No)
			# of Violation Letters	# of Enforcement Actions		
BMP: Enforcement Procedures Responsible Party: City of Belpre Safety Service Director	Complete enforcement procedures for construction site runoff acceptable to the Ohio EPA Storm Water Program.	Yes	None	None	Completed enforcement procedures for construction site runoff according to Chapter 1337 of the City of Belpre Codified Ordinances. Monthly inspections outlined necessary actions to be taken by the City of Belpre.	Yes

*Include an attachment which identifies applicable sites within your jurisdiction for this reporting period. – see attached list.



CONSTRUCTION SITE RUNOFF CONTROL

- Summarize activities you plan to undertake during the next reporting cycle.

BMP & Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
BMP: Ordinance or Other Regulatory Mechanism Responsible Party: City of Belpre Safety Service Director / Law Director	Maintain and implement an ordinance for construction site runoff control acceptable to the Ohio EPA Storm Water Program.	Maintain and implement Chapter 1337 of the City of Belpre Codified Ordinances for construction site runoff control. List permits issued	Ongoing throughout 2018
BMP: Sediment and Erosion Control Requirements Responsible Party: City of Belpre Safety Service Director	Maintain and implement sediment erosion control requirements for construction site runoff acceptable to the Ohio EPA Storm Water Program.	Maintain and implement sediment erosion control requirements within Chapter 1337 of the City of Belpre Codified Ordinances.	Ongoing throughout 2018
BMP: Complaint Process Responsible Party: City of Belpre Safety Service Director	Address complaints for construction site runoff acceptable to the Ohio EPA Storm Water Program.	Address complaints for construction site runoff according to Chapter 1337 of the City of Belpre Codified Ordinances. List complaints addressed.	Ongoing throughout 2018
BMP: Site Plan Review Procedures Responsible Party: City of Belpre Safety Service Director	Complete site plan reviews of construction site BMPs acceptable to the Ohio EPA Storm Water Program.	Complete site plan reviews for construction site BMPs according to Chapter 1337 of the City of Belpre Codified Ordinances. The Ohio EPA checklist will be utilized for the review. List site plans reviewed.	Ongoing throughout 2018
BMP: Site Inspection Procedures Responsible Party: City of Belpre Safety Service Director	Complete site inspections of construction site BMPs acceptable to the Ohio EPA Storm Water Program.	Complete site inspections of construction site BMPs according to Chapter 1337 of the City of Belpre Codified Ordinances. List sites inspected. Seek procedures to update inspection frequency.	Ongoing throughout 2018
BMP: Enforcement Procedures Responsible Party: City of Belpre Safety Service Director	Complete enforcement procedures for construction site runoff acceptable to the Ohio EPA Storm Water Program.	Complete enforcement procedures for construction site runoff according to Chapter 1337 of the City of Belpre Codified Ordinances. List enforcements taken.	Ongoing throughout 2018



POST-CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT

BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Cite Local Code(s) Being Used (If available, web link for code(s))		Summary of Results or Activities	Effective (Yes or No)
BMP: Ordinance or Other Regulatory Mechanism Responsible Party: City of Belpre Safety Service Director / Law Director	Maintain and implement an ordinance for post - construction site runoff control acceptable to the Ohio EPA Storm Water Program.	Yes	City of Belpre Codified Ordinance Chapters 1337 http://www.cityofbelpre.com follow prompt for Codified Ordinances		Maintained and implemented the current permit requiring post-construction site runoff control. Permits issue requiring Post Construction: Four Fresenius Medical Care; Bobs Market; Citizens Bank; First Settlement	Yes
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Structural and/or Non-Structural Standards Being Used		Summary of Results or Activities	Effective (Yes or No)
BMP: Post-Construction Requirements Responsible Party: City of Belpre Safety Service Director	Maintain and implement post-construction BMPs acceptable to the Ohio EPA Storm Water Program.	Yes	Structural BMPs used are identified in the <i>Ohio Dept. of Natural Resources Rainwater & Land Development Guide 2006</i> . Nonstructural standards are addressed in the City of Belpre Codified Ordinance Chapters 1337		Maintained and implemented post-construction BMPs within Chapter 1337 of the City of Belpre Codified Ordinances.	Yes
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	# of Applicable Sites Requiring Post-Const. BMPs	# of Plans Reviewed	Summary of Results or Activities	Effective (Yes or No)
BMP: Site Plan Review Procedures Responsible Party: City of Belpre Safety Service Director	Complete site plan reviews of post-construction BMPs acceptable to the Ohio EPA Storm Water Program	Yes	Two	Two	Completed site plan reviews of post-construction BMPs according to the Chapter 1337 of the City of Belpre Codified Ordinances. Site plans reviewed with Post Construction: Two: Citizens Bank; First Settlement Medical Facility	Yes
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Site Inspections Performed		Summary of Results or Activities	Effective (Yes or No)
			# Performed	Avg. Frequency		
BMP: Site Inspection Procedures Responsible Party: City of Belpre Safety Service Director	Complete site inspections of post-construction BMPs acceptable to the Ohio EPA Storm Water Program.	Yes, during construction phase	69	1 / month	Completed site inspections of post-construction BMPs according to the Chapter 1337 of the City of Belpre Codified Ordinances. The Storing Place; Elixir; PM; Fresenius; Bobs Mkt; Citizens Bank; First Settlement	Yes
0	No Post Construction Projects are not in the complete phase.					
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Violations		Summary of Results or Activities	Effective (Yes or No)
			# of Violation Letters	# of Enforcement Actions		
BMP: Enforcement Procedures Responsible Party: City of Belpre Safety Service Director	Complete enforcement procedures for post-construction BMPs acceptable to the Ohio EPA Storm Water Program.	Yes	None	None	Completed enforcement procedures for post-construction BMPs acceptable Chapter 1337 of the City of Belpre Codified Ordinances. Enforcements taken: None for Post Construction. Monthly inspections outlined necessary actions to be taken by the City of Belpre.	No



SMALL MS4 ANNUAL REPORT FORM

State of Ohio Environmental Protection Agency

BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	# of Sites Requiring Plans/Agreements	# of Plans Developed/Agreements in Place	Summary of Results or Activities	Effective (Yes or No)
BMP: Long-Term O&M Plans/Agreements Responsible Party: City of Belpre Safety Service Director / Law Director	Maintain long-term O&M Plans / Agreements for post-construction BMPs acceptable to the Ohio EPA Storm Water Program	N/A	None	None	Maintained long-term O&M Plans / Agreements for post-construction BMPs according to Chapter 1337 of the City of Belpre Codified Ordinances. Plans with agreements: None for 2017 – sites are not complete to this point.	No



POST-CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT

- Summarize activities you plan to undertake for the next reporting cycle.

BMP & Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
BMP: Ordinance or Other Regulatory Mechanism Responsible Party: City of Belpre Safety Service Director / Law Director	Maintain and implement an ordinance for post-construction site runoff control acceptable to the Ohio EPA Storm Water Program.	Maintain and implement the current permit requiring post –construction site runoff control according to Chapter 1337 of the City of Belpre Codified Ordinances. List permits issued.	Ongoing throughout 2018
BMP: Post-Construction Requirements Responsible Party: City of Belpre Safety Service Director	Maintain and implement post-construction site runoff requirements acceptable to the Ohio EPA Storm Water Program.	Maintain and implement post-construction site runoff requirements according to Chapter 1337 of the City of Belpre Codified Ordinances. Update the list of the total Post Construction sites in Belpre.	Ongoing throughout 2018
BMP: Site Plan Review Procedures Responsible Party: City of Belpre Safety Service Director	Complete site plan reviews for post-construction BMPs acceptable to the Ohio EPA Storm Water Program.	Complete site plan reviews for post-construction BMPs according to Chapter 1337 of the City of Belpre Codified Ordinances. List plans reviewed.	Ongoing throughout 2018
BMP: Site Inspection Procedures Responsible Party: City of Belpre Safety Service Director	Complete site inspections for post-construction BMPs acceptable to the Ohio EPA Storm Water Program.	Complete site inspections for post-construction BMPs according to Chapter 1337 of the City of Belpre Codified Ordinances. List inspections completed. Seek updates to inspection program for completed sites, update list of completed sites.	Ongoing throughout 2018
BMP: Enforcement Procedures Responsible Party: City of Belpre Safety Service Director	Complete enforcement procedures for post-construction BMPs acceptable to the Ohio EPA Storm Water Program.	Complete enforcement procedures for post-construction BMPs according to Chapter 1337 of the City of Belpre Codified Ordinances. List enforcements taken. Seek procedures to update inspection frequency.	Ongoing throughout 2018
BMP: Long-Term O&M Plans/Agreements Responsible Party: City of Belpre Safety Service Director	Maintain long-term O&M Plans / Agreements as they occur for post-construction practices acceptable to the Ohio EPA Program.	Maintain long-term O&M Plans / Agreements for post-construction BMPs acceptable to the Chapter 1337 of the City of Belpre Codified Ordinances. List permits with plans.	Ongoing throughout 2018



POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Topic(s)	Targeted Audience	# of Employees Attended	Summary of Activity	Effective (Yes or No)
BMP: Employee Training Program Responsible Party: Washington SWCD	Train all employees within specified departments (Streets; Water & Sewer; Belpre Pool) Document %.	Yes	Video: Storm Water Pollution Prevention Storm Water "Rain Check" Reviewed O&M Programs Reviewed O&M Program with Belpre Pool Supervisor	All Employees of the following Department: Streets; Water & Sewer 10 employees Pool Supervisor (O&M Program)	9/10 90% Streets; Water & Sewer. Mike Bishman – Pool Manager incorporated Storm Water BMPs with supervisors and staff 100% trained	One training: 06/19/17 Water & Sewer 4/4 Streets 5/6 Total 9/10 = 90% Pool Management held training for employees in May 2017	Yes
List of Municipal Facilities Subject to Program					O&M Procedures Developed for Facilities (Yes or No)	# of Facility Inspections Performed	Frequencies of Such Inspections
Departments: Streets; Water & Sewer; Belpre Pool					Yes	3	Routine according to O&M Programs
MS4 Maintenance	Summarize Maintenance Activities and Schedules			Summarize Activities Performed			
	Vehicles & Equip Maintenance & Inspection Park / Grounds Maintenance Dept. Location Maintenance Street, Sidewalk & Parking Lot Maintenance Storm Drain Maintenance & Inspection Water/Well Field Maintenance & Inspection Sewer Line Maintenance & Inspection Disposals Spills & Illicit Discharge Detection			Vehicles: Inspect weekly for leaks. Wash water to municipal waste. Routine maintenance. Parks / Grounds: Directional mowing discharging clippings to grassy areas. Trees trimmed as needed. Herbicides not used within 300 feet of potable public water well. Dept. Location: Storage areas inspected. Dumpsters inspected. Streets Sidewalk Parking: Streets & Parking Lots are swept year round as needed. Snow removal /salt application as needed. Storm Drains: Storm drains inspected annually or on complaint. Cleaned & repaired as needed. Water/Well Field: Inspect equipment daily for leaks. Discharge / erosion controlled during line maintenance. Sewer: Inspect equipment 3 times/wk for leaks. Discharge / erosion controlled during line maintenance. Disposals: Recycled (metal, oil, antifreeze, fluorescent bulbs) ; Reused (soil, clean hard fill): Landfill (solid waste) Spill & Illicit Discharge: Reported detected spills& discharge to appropriate personnel.			



Disposal of Wastes	Procedures Developed (Yes or No)	Document Amounts of Wastes Properly Disposed	
	Yes	Recycle Oil: 0 gallons (Sts) Recycle Antifreeze: 0 gallons Solid Waste: 1990 tons (commercial)	Recycled Metal: 3.27 tons Recyclables: 55 (all commercial) Fluorescent bulbs: 0
Road Salt	Covered (Yes or No)	Tons Used	Summarize Measures Taken to Minimize Usage
	Yes	450 tons	Salt is used sparingly depending on road conditions.
Pesticide & Herbicide Usage	Procedures Developed (Yes or No)	Gallons Used	Summarize Measures Taken to Minimize Usage
	Yes	0	Employees are trained to be aware that employees must be ODA approved to spray herbicides. This includes no spraying within 300 feet of a potable well. Leslie Pettinger is license holder. No measures followed as no spraying took place.
Fertilizer Usage	Procedures Developed (Yes or No)	Pounds Used	Summarize Measures Taken to Minimize Usage
	Yes	N/A	Liquid Concentrate used hanging baskets of flowers. Mixed to manufactures guidelines. Used sparingly. Not applied to ground vegetation.
Street Sweeping	Procedures Developed (Yes or No)	Document Amount of Material Collected and Properly Disposed	
	Yes	70 cubic yards collected and disposed	
Flood Management Projects	Summarize any New or Existing Flood Management Projects that were Assessed for Impacts on Water Quality		
	No new flood management projects were planned. Current Clean Ohio Project is in good order.		



POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

- Summarize activities you plan to undertake for the next reporting cycle.

BMP & Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
BMP: Employee Training Program Responsible Party: Washington SWCD	Train all employees within specified departments. Attempt to train at least 50% of full time employees. Document % trained. Train Pool Management. Document training of responsible party.	City Depts. - Annual storm water training for departments. Pool management – review O&M Program needs to be passed on to seasonal employees.	Late Spring, Early Summer for both trainings.
BMP: List of Facilities Subject to Program Departments: Streets; Water & Sewer; Pool Responsible Party: Washington SWCD	Maintain a list of facilities subject to the Storm Water Program. Add additional facilities as needed.	Add Fire Dept. and Police Department to the list of facilities subject to the Storm Water Program. Prepare O&M Plans for each Dept. & provide training.	By Dec. 31, 2019
BMP: MS4 Maintenance Responsible Party: Safety Service Director	Maintain current maintenance schedules & activities identified in the Operation & Maintenance Programs.	Review, with the dept. supervisor, the current maintenance schedules & activities identified in the Operation & Maintenance Programs. Update as needed.	Prior to annual storm water training.
BMP: Disposal of Wastes Responsible Party: Safety Service Director	Maintain current disposal of wastes procedures identified in the Operation & Maintenance Programs.	Review, with the dept. supervisor, the current disposal of wastes procedures identified in the Operation & Maintenance Programs. Update as needed.	Prior to annual storm water training.
BMP: Road Salt Responsible Party: Safety Service Director	Maintain the procedure for keeping road salt covered and to minimize usage.	Review, with the dept. supervisor, that the practices of keeping road salt covered and to minimize usage are maintained in the Operation & Maintenance Program for the Streets Dept.	Prior to annual storm water training.
BMP: Pesticide & Herbicide Usage Responsible Party: Safety Service Director	Maintain procedures for employee training and usage of herbicides as needed.	Review, with the dept. supervisor, training requirements and usage in the Operation & Maintenance Programs. Update as needed.	Prior to annual storm water training.
BMP: Fertilizer Usage Responsible Party: Safety Service Director	Develop and maintain procedures for employee training and usage of fertilizer as needed.	Review, with the dept. supervisor, procedures to safely utilize fertilizer. Update Operation & Maintenance Programs.	Prior to annual storm water training.
BMP: Street Sweeping Responsible Party: Safety Service Director	Maintain Street Sweeping procedures.	Review, with the dept. supervisor, street sweeping procedures in the Operation & Maintenance Programs. Update as needed.	Prior to annual storm water training.



SMALL MS4 ANNUAL REPORT FORM

State of Ohio Environmental Protection Agency

BMP: Flood Management Projects Responsible Party: Safety Service Director	Assess new and existing projects for water quality practices. Document # of flood management projects and # of water quality practices for each.	Summarize projects in progress and review projects in place. In place: Clean Ohio	Once Jan 1 – Dec 31 2018
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PROPOSED CHANGES TO YOUR SWMP (IF ANY)

- Summarize any proposed changes to your SWMP, including changes to any BMPs or any identified measurable goals that apply to the program elements. If you fail to satisfy measurable goals for the reporting year, please explain why.

- The BMPs listed above follow the flow of those listed on the updated SWMP that was submitted with the 2016 report.
- Salt and sand no longer mixed - only salt is used.
- Enforcement Procedures and Long term Plans for Post Construction BMPs are being addressed.

VARIANCES GRANTED (IF ANY)

- Identify and summarize any variances granted under your storm water program.

NA