

Due by March 31, 2016

**Notice:** Pursuant to s. NR 216.07(8), Wis. Adm. Code, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources (DNR) by March 31 of each year to report on activities for the previous calendar year. This form is being provided by the DNR for the user's convenience. Personal information collected will be used for administrative purposes and may be provided to the extent required by Wisconsin's Open Records Law [ss. 19.31-19.39, Wis. Stats.].

This form is for reporting on activities undertaken in calendar year 2015.

**Instructions:** Complete each section of the form that follows. If additional space is needed to respond to a question, attach additional pages. Provide descriptions that explain the program actions taken to comply with the general permit. Complete and submit the annual report by March 31, 2016, to the appropriate address indicated on the last page of this form.

SECTION I. Municipal Information			
Name of Municipality		Facility ID No. (FIN)	
City of Muskego		31280	
Mailing Address	City	State	ZIP Code
W182S8200 Racine Avenue, PO Box 749	Muskego	WI	53150
County(s) in which Municipality is located	Municipality Type: (select one)		
Waukesha	<input type="radio"/> County <input checked="" type="radio"/> City <input type="radio"/> Village <input type="radio"/> Town <input type="radio"/> Other (specify)		

SECTION II. Municipal Contact Information			
Name of Municipal Contact Person		Title	
David Simpson, PE		Director of Public Works/City Engineer	
Mailing Address (if different from above)	City	State	ZIP Code
W182S8200 Racine Avenue, PO Box 749	Muskego	WI	53150
Email	Phone Number (include area code)	Fax Number (include area code)	
dsimpson@cityofmuskego.org	(262) 679-5686	(262) 679-5614	

**SECTION III. Certification**

*I hereby certify that I am an authorized representative of the municipality covered under MS4 General Permit No. WI-S050075-2 for which this annual report is being submitted and that the information contained in this document and all attachments were gathered and prepared under my direction or supervision. Based on my inquiry of the person or persons under my direction or supervision involved in the preparation of this document, to the best of my knowledge, the information is true, accurate, and complete. I further certify that the municipality's governing body or delegated representatives have reviewed or been apprised of the contents of this annual report. I understand that Wisconsin law provides severe penalties for submitting false information.*

Authorized Representative Printed Name	Authorized Representative Title		
David Simpson, P.E.	Director of Public Works/City Engineer		
Signature of Authorized Representative	Date		
	03/24/2016		
Email	Phone Number (include area code)	Fax Number (include area code)	
dsimpson@cityofmuskego.org	(262) 679-5686	(262) 679-5614	

**SECTION IV. General Information**

a. Describe what efforts the municipality has undertaken to invite the municipal governing body, interest groups, and the general public to review and comment on the annual report.

The City of Muskego has published its Annual Report on the City's website to notify the public of permit compliance activities. Any public comment is reported to the Public Works Committee who would then report to the Common Council by way of minutes approval.

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

The permit requirements as well as every public improvement project and Engineering Study is discussed and/or reported to the Public Works Committee.

c. Has the municipality prepared its own municipal-wide storm water management plan?  Yes  No

If yes, title and date of storm water management plan:

City of Muskego Comprehensive Stormwater Management Plan Phase 2, July 1999

**SECTION IV. General Information (continued)**

- d. Has the municipality entered into a written agreement with another municipality or a contract with another entity to perform one or more of the conditions as provided under section 2.10 of the general permit?  Yes  No

If yes, describe these cooperative efforts:

The City has grouped with the Waukesha Stormwater Education Program to combine efforts related to public education. Implementation of specific program items began in November of 2008 and has continued since.

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

If yes, provide web address:

[www.cityofmuskego.org](http://www.cityofmuskego.org)

If the municipality has an internet website, is there current information about or links provided to the MS4 general permit and/or the municipality's storm water management program?

Yes  No

If yes, provide web address:

<http://www.cityofmuskego.org/index.aspx?nid=156>

**SECTION V. Permit Conditions**

- a. **Minimum Control Measures:** For each of the permit conditions listed below, provide a description of the implementation of each program element, the status of meeting measurable goals, and compliance with permit schedule in section 2.11 of the MS4 general permit. Provide an evaluation of program compliance with the general permit, the appropriateness of identified best management practices, and progress towards achieving identified measurable goals. Be specific in describing the actions that have been taken during the reporting year to implement each permit condition and whether measurable goals have been met, including any data collected to document a measurable goal. Also, explain the reasons for any variations from the compliance schedule in the MS4 general permit.

• **Public Education and Outreach**

The City uses its existing website to educate its residents on stormwater management and water quality issues. It has also agreed to participate in the Waukesha County Stormwater Education Program which it joined in November of 2008. Specific program items include developer and contractor workshops, storm drain stenciling, educational newsletters, community educational presentations, tours and demonstrations for the public, as well as training and teaching resources for schools.

• **Public Involvement and Participation**

The City Conservation Coordinator led groups through a wetland restoration area and explained the benefits of storm water management. Also, the City completed another wetland restoration project and will be including public involvement activities as part of the preservation area. The City publishes its NR216 Annual Report on the City's website to notify the public of permit compliance activities. The City accepts comments from the public via phone, e-mail or in writing.

• **Illicit Discharge Detection and Elimination**

The City adopted a new Illicit Discharge Detection and Elimination ordinance in November of 2008 following the requirements of the MS4 permit. The ordinance prohibits the discharge, spilling or dumping of non-storm water substances or materials into waterways, details the identification protocols for non-storm water discharge or flow that is not considered illicit discharge, and establishes inspection and enforcement authority. In 2015, all major outfalls were evaluated by a consulting firm with none requiring further investigation.

• **Construction Site Pollutant Control**

The Community Development Department is responsible for the enforcement of the erosion and sediment control ordinance including review of erosion control permits and plans. In 2015 76 new home permits were issued and all are inspected for erosion control devices.

• **Post-Construction Storm Water Management**

The City requires compliance and is responsible for enforcing the provisions of this ordinance through the stormwater management plan reviews performed by the Engineering Department. Maintenance agreements are required for all privately owned BMPs constructed in the City of Muskego.

• **Pollution Prevention**

The City's Pollution Prevention Program was developed in 2008, which includes stormwater facility inspection and maintenance, street and catch basin cleaning protocols, road salt and yard waste management, municipal garage and yard inspections and maintenance, and municipal staff education. All roads were cleaned a minimum

**SECTION V. Permit Conditions** (continued)

of two times in 2015. Road salt was kept to a minimum by calibrating application rates to a minimum for arterials and collectors and only salting minor and local intersections.

b. Winter Road Management Activities:

Provide the name, title, and phone number for the individual(s) with overall responsibility for winter roadway maintenance.

Wayne Delikat, Public Works Superintendent, 262-679-4148

Describe the types of products used for winter road management (e.g., deicing, pre-wetting, salting, etc.).

Salting and occasional sand if it is too cold for salt to work

Describe the type of equipment used to apply the products.

Patrol Trucks with Spreaders

Report the amount of product used per month.

Approximately 2,500 Tons over the whole 2015-16 winter season

Report the snow disposal locations, if snow is hauled away.

None

Describe any anti-icing, equipment calibration, and salt reduction strategies considered.

We recalibrate annually and train driver to only utilize minimum required.

Describe any other additional measurable data or information that the permittee used to evaluate its winter road management activities.

Driver Experience

c. Municipal facility(s):

Provide an inventory of municipally owned or operated structural storm water management facility(s), include: Location of each facility and contact information for the individual(s) with overall responsibility for each facility.

City Garage- W189 S8235 Mercury Dr- Muskego, WI 53150- David Simpson- 262-679-5686

Describe the housekeeping activities and best management practices installed to reduce or eliminate storm water contamination.

We clean the yard often and make sure our leaf pile and salt piles all stay on paved surfaces. We have installed a concrete basin that allows us to store debris that may be wet on that then drains into the sanitary system. We can then haul this to the landfill once it has dried.

Discuss recommendations for improvements to current storm water management practices at the facility(s) and a timeline for installation and/or implementation of these recommendations.

We are planning to remodel our existing building and buy an adjacent building that will allow us to store all equipment inside. All floor drains go to the sanitary sewer so if there are any vehicle leaks there will be no risk of contaminating the ground. We will also install a stone drive so no sediment can be washed away.

Describe the municipal facility(s) employee training on storm water pollution prevention provided.

We have completed an educational video that discusses prevention and what to do if something happens. This has paid off on multiple occasions with our employee base reporting unusual incidents around the City on private property that we are then able to follow up with the DNR on.

**SECTION V. Permit Conditions (continued)**

Describe the spill prevention and response procedures in place at the municipal facility(s).

We stock an entire pallet of floor dry that we use immediately if we have any spills. This allows for immediate clean up so spills can't spread. We then clean the floor dry and dispose of it.

d. **Storm Water Quality Management:** Has the municipality completed a pollutant-loading analysis to assess compliance with the 20% TSS reduction developed urban area performance standard?  Yes  No

If yes, provide the following: Model used SLAMM Version 9.4 Reduction (%) 31.2

If no, include a description of any actions the municipality has undertaken during 2015 to help achieve the 20% standard.

Has the municipality completed an evaluation of all municipal owned or operated structural flood control facilities to determine the feasibility of retrofitting to increase TSS removal?  Yes  No

If yes, describe:

The retrofit evaluation was completed in 2008, which concluded that three municipally owned dry ponds could potentially be retrofitted to increase TSS removal. These potential retrofits will be examined further when new guidance is received for future permit requirements.

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

If yes, describe the maintenance program and any maintenance activities that have occurred for best management practices in 2015. If available, attach any additional information on the maintenance program.  
City crews inspected all City owned ponds and cleared debris from all outlet structures to prevent any potential clogging.

f. **Storm Sewer System Map:** Describe any changes or updates to the storm sewer system map made in the reporting year. Provide an updated map if any changes occurred during the reporting year.  
The City now has an updated interactive Storm Sewer System Map available to the public at the following web-site: <http://www.mapmuskego.com/arcimswebsite/MainInternet/viewer.htm>

**SECTION VI. Fiscal Analysis**

a. Provide a fiscal analysis that includes the annual expenditures for 2015, and the budget for 2015 and 2016. A table to document fiscal information is provided on page 7.

b. What financing/fiscal strategy has the municipality implemented to finance the requirements of the general permit?  
 Storm water utility  General fund  Other Special Revenue Account (from landfill host agreement)

c. Are adequate revenues being generated to implement your storm water management program to meet the permit requirements?  Yes  No

Please provide a brief summary of your financing/fiscal strategy and any additional information that will assist the Department in understanding how storm water management funds are being generated to implement and administer your storm water management program.

The City of Muskego has a fund generated by the active landfill operations that may appropriate monies toward the City's storm water management goals.

**SECTION VII. Inspections and Enforcement Actions**

**Note: If an ordinance listed below has previously been submitted and has not been amended since that time, a copy does not need to be submitted again. If the ordinance was previously submitted, indicate such in the space provided.**

a. As of the date of this annual report, has the municipality updated or revised its construction site pollutant control ordinance in accordance with subsection 2.4.1 of the general permit?  Yes  No

If yes, attach copy or provide web link to ordinance:

**SECTION VII. Inspections and Enforcement Actions (continued)**

- b. As of the date of this annual report, has the municipality updated or revised its post-construction storm water management ordinance in accordance with subsection 2.5.1 of the general permit?  Yes  No  
If yes, attach copy or provide web link to ordinance:
- c. As of the date of this annual report, has the municipality updated or revised its illicit discharge detection and elimination ordinance in accordance with subsection 2.3.1 of the general permit?  Yes  No  
If yes, attach copy or provide web link to ordinance:  
Previously Submitted
- d. As of the date of this annual report, has the municipality adopted any other ordinances it has deemed necessary to implement a program under the general permit (e.g., pet waste ordinance, leaf management/yard waste ordinance, parking restrictions for street cleaning, etc.)?  Yes  No  
If yes, attach copy or provide web link to ordinance:
- e. Provide a summary of available information on the number and nature of inspections and enforcement actions conducted during the reporting period to ensure compliance with the ordinances described in a. to d. above.  
Inspections are completed as permits are applied for and as violations occur. Should a complaint come to the City's attention, we will inspect the situation and issue orders for compliance. If a permit is issued, inspection will occur prior to new home permit issuance and throughout the home building process. In 2015, the City issued 76 new home permits.

**SECTION VIII. Water Quality Concerns**

- a. Does any part of the MS4 discharge to an outstanding resource water (ORW) or exceptional resource water (ERW) listed under s. NR 102.10 or 102.11, Wis. Adm. Code? (A list of ORWs and ERWs may be found on the Department's Internet site at: <http://dnr.wi.gov/topic/surfacewater/orwerw.html>)  Yes  No  
If yes, list:
- b. Does any part of the MS4 discharge to an impaired waterbody listed in accordance with section 303(d)(1) of the federal Clean Water Act, 33 USC § 1313(d)(1)(C)? (A list of the most current Wisconsin impaired waterbodies may be found on the Department's Internet site at: <http://dnr.wi.gov/water/impairedsearch.aspx?status=303d>)  Yes  No  
If yes, complete the following:
- Impaired waterbody to which the MS4 discharges:  
Little Muskego Lake
  - Description of actions municipality has taken to comply with section 1.5.2 of the MS4 general permit for discharges of pollutant (s) of concern to an impaired waterbody:  
The main pollutant of concern for Little Muskego Lake is Total Phosphorus, which is categorized as low priority. Actions to reduce Total Phosphorus may include educational activities or resources that focus on limiting the use of residential and municipal lawn fertilizers as well as limiting the use of manure in agricultural areas. Educational information can be found on the City's web-site.
- c. Identify any known water quality improvements in the receiving water to which the MS4 discharges during the reporting period.  
None
- d. Identify any known water quality degradation in the receiving water to which the MS4 discharges during the reporting period and what actions are being taken to improve the water quality in the receiving water.  
No known degradation occurred in 2014.

**SECTION IX. Proposed Program Changes**

Describe any proposed changes to the storm water management program being contemplated by the municipality for 2016 and the schedule for implementing those changes. Proposed program changes must be consistent with the requirements of the general permit.

We plan to update our ordinances to be consistent with the DNR model ordinances for Erosion and Post Construction. We are completing a re-codification now, so our update will likely be past the May 7th deadline, however, if this is a problem we can do a separate update before May 7th, just let me know. We would like to wait though so that we don't confuse anyone by doing an update to our current code shortly before our re-codification is approved.

**SECTION IX. Proposed Program Changes** (continued)

**SECTION X. Other**

Any other additional information the permittee would like to provide in the Annual Report regarding their storm water program?

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

Program Element	Annual Expenditure		Budget		Source of Funds
	2015	2016	2015	2016	
Public Education and Outreach	1,953	2,000	1,953	2,000	Special Revenue Account
Public Involvement and Participation	1,953	2,000	1,953	2,000	Special Revenue Account
Illicit Discharge Detection and Elimination	3,100	3,500	3,500	3,500	Special Revenue Account
Construction Site Pollutant Control	1,382.4	0	1,500	0	Special Revenue Account
Post-Construction Storm Water Management	1,382.4	0	1,500	0	Special Revenue Account
Pollution Prevention	20,000	15,000	15,000	15,000	General Revenue- Approximate Staff Time
Storm Water Quality Management (including pollutant-loading analysis)	0	0	0	0	Special Revenue Account
Storm Sewer System Map	3,000	3,000	3,000	3,000	Developer Deposits and approximate staff time
Other: WDNR Permit Fee	3,000	3,000	3,000	3,000	Special Revenue Account

NORTHERN REGION COUNTIES			WEST CENTRAL REGION COUNTIES		
Ashland	Langlade	DNR Service Center	Adams	Marathon	DNR Service Center
Barron	Lincoln	Attn: Storm Water Program	Buffalo	Monroe	Attn: Storm Water Program
Bayfield	Oneida	5301 Rib Mountain Rd.	Chippewa	Pepin	5301 Rib Mountain Rd.
Burnett	Polk	Wausau, WI 54401	Clark	Pierce	Wausau, WI 54401
Douglas	Price	Phone: (715) 359-4522	Crawford	Portage	Phone: (715) 359-4522
Florence	Rusk		Dunn	St. Croix	
Forest	Sawyer		Eau Claire	Trempealeau	
Iron	Taylor		Jackson	Vernon	
	Vilas		Juneau	Wood	
	Washburn		La Crosse		

NORTHEAST REGION COUNTIES			SOUTH CENTRAL REGION COUNTIES		
Brown	Marquette	DNR Northeast Region	Columbia	Jefferson	DNR South Central Region
Calumet	Menominee	Attn: Storm Water Program	Dane	LaFayette	Attn: Storm Water Program
Door	Oconto	2984 Shawano Ave.	Dodge	Richland	3911 Fish Hatchery Rd.
Fond du Lac	Outagamie	Green Bay, WI 54313	Grant	Rock	Fitchburg, WI 53711
Green Lake	Shawano	Phone: (920) 662-5100	Green	Sauk	Phone: (608) 275-3266
Kewaunee	Waupaca		Iowa		
Manitowoc	Waushara				
Marinette	Winnebago				

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