

Due by March 31, 2015

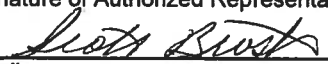
**Notice:** Pursuant to s. NR 216.07(8), Wis. Adm. Code, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources (DNR) by March 31 of each year to report on activities for the previous calendar year. This form 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 2014.

**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, 2015, to the appropriate address indicated on the last page of this form.

| SECTION I. Municipal Information           |   |                       |          |
|--|---|-----------------------|----------|
| Name of Municipality                       |   | Facility ID No. (FIN) |          |
| Town of Scott                              |   | 31095                 |          |
| Mailing Address                            | City  | State                 | ZIP Code |
| 2621 Jody Drive                            | New Franken   | WI                    | 54229    |
| County(s) in which Municipality is located | Municipality Type: (select one)   |                       |          |
| Brown                                      | <input type="radio"/> County <input type="radio"/> City <input type="radio"/> Village <input checked="" type="radio"/> Town <input type="radio"/> Other (specify) |                       |          |

| SECTION II. Municipal Contact Information |                                  |                                |          |
|---|----------------------------------|--------------------------------|----------|
| Name of Municipal Contact Person          |                                  | Title                          |          |
| John Roth                                 |                                  | Clerk                          |          |
| Mailing Address (if different from above) | City                             | State                          | ZIP Code |
| 2621 Jody Drive                           | New Franken                      | WI                             | 54229    |
| Email                                     | Phone Number (include area code) | Fax Number (include area code) |          |
| clerk@townofscott.com                     | (920) 406-9380                   | (920) 406-9381                 |          |

| SECTION III. Certification   |                                  |                                 |  |
|--|----------------------------------|---------------------------------|--|
| <p><i>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.</i></p> |                                  |                                 |  |
| Authorized Representative Printed Name   |                                  | Authorized Representative Title |  |
| Scott Brosteau, P.E.   |                                  | Town Engineer                   |  |
| Signature of Authorized Representative   |                                  | Date                            |  |
|   |                                  | 3/31/15                         |  |
| Email  | Phone Number (include area code) | Fax Number (include area code)  |  |
| scott.brosteau@meadhunt.com  | (920) 593-6860                   | (920) 496-0576                  |  |

| SECTION IV. General Information   |  |
|---|--|
| <p>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.</p> <p>The annual report is submitted to the Storm Water Utility and the Town Board and available for public review. The annual report is posted on the Town of Scott web site.</p> |  |
| <p>b. Describe how elected and municipal officials and appropriate staff have been kept apprised of the municipal storm water discharge permit and its requirements.</p> <p>The Storm water Utility meets monthly to discuss the items of the MS4 permit. The minutes of these meetings are passed onto the Town Board for review and acceptance.</p>                       |  |
| <p>c. Has the municipality prepared its own municipal-wide storm water management plan?    <input checked="" type="radio"/> Yes    <input type="radio"/> No</p> <p>If yes, title and date of storm water management plan:</p> <p>Storm Water Management Plan, Town of Scott, 2008. They will be applying for a grant to update this plan to address TMDL's</p>              |  |

**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 Town of Scott is a member of the Northeast Wisconsin Storm Water Consortium (NEWSC) and as a member they are utilizing the information produced by this organization.

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

If yes, provide web address:  
<http://www.townofscott.com>

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.townofscott.com>

**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**

BMP - Use the Town's web site to provide educational materials. The web site contains links to NEWSC and various WDNR sites along with informational sheets for such things as fertilizing, grass cutting, pet waste, etc. It is not known how often this site is visited by the public.

BMP - Display of Educational materials. Educational materials are displayed in the entrance of the town hall for visitors to take. Items include brochures on leaf collection, grass cutting, pet waste, vehicle maintenance, rain barrels etc.

BMP - Town News Letter. The Town sends out a news letter once a year and includes article on various storm water issues.

BMP- Publish meeting notices and meeting minutes on the Town web site.

• **Public Involvement and Participation**

BMP- Public meetings. The Storm Water Utility holds monthly meetings and ask for public input at these meetings.

BMP - NEWSC Involvement. The Storm Water Utility belongs to NEWSC and utilizes their media efforts.

BMP - The Town puts out a Town wide news letter once a year and each time they put an article in about storm water management.

• **Illicit Discharge Detection and Elimination**

BMP- Conduct field screenings. The Storm Water Utility conducts field screenings of all major outfalls. The Utility also completed a culvert inventory and visually inspected flows for possible illicit discharge as part of that inventory. No illicit discharges have been found to date.

• **Construction Site Pollutant Control**

BMP - Conduct site inspections. The Town has a full time building inspector that was responsible for permitting and site inspections of erosion control. There were three verbal warnings and no violations issued in 2014.

BMP - Educate public and contractors about requirements. Information packet is handed out with all building permits. Information is provided on the Town web site and at the front door of the Town Hall with other storm water brochures.

• **Post-Construction Storm Water Management**

BMP - Review proposed construction projects for compliance with the Town's ordinance. There were no projects this year that required a BMP review.

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

• **Pollution Prevention**

BMP - Inspect and clean municipal owned BMP's. The Town has contracted with a private contractor to inspect and clean all the storm sewer inlets on a yearly basis.

BMP - Street Sweeping. The Town has contracted with a private contractor to sweep the urbanized streets of the Town 3 times per year. Street sweeping material is stored at the Town compost site until enough is generated to be trucked to a landfill and disposed of. The Town disposes of approximately 8 tons per year.

BMP - Reduce the TSS by 40% for the Town. The Town has achieved a reduction of TSS of 31.2% and continues to maintain this reduction. Now that the Town is in the Lower Fox TMDL they are applying for a planning grant to update their SWMP and determine BMP's to achieve their required target limits of TSS and Phosphorus.

BMP - Pond Inspections. The Town conducts yearly inspections of the storm water management ponds and corrects any issues discovered from these inspections.

b. **Winter Road Management Activities (Optional reporting for 2014):**

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

The Town hires the Brown County Highway Department to plow the Town roads.

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

salt/sand mix and plowing to remove snow and ice.

Describe the type of equipment used to apply the products.

standard plow trucks with salt spreaders.

Report the amount of product used per month.

unknown

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

No snow is hauled away

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

The County calibrates its salting equipment yearly. The County plow drivers have had training in MS4 requirements and methods to minimize the amount of salt used on county and town roads.

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

c. **Municipal facility(s) (Optional reporting for 2014):**

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.

Wequiock Creek dry pond - located in Wequiock Creek Subdivision

Scotland Meadows wet pond - located in Scotland Meadows Subdivision

Bay Heights dry ponds (two) - located in the Bay Heights Subdivision

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

The three dry ponds were constructed prior to the storm water quality requirement. These ponds only provide storm water quantity control at this time. The wet pond in Scotland Meadows provides over 80% TSS reduction for the development.

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

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.

no improvements being considered at this time.

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

Training of employees through attendance of board meetings and through public informational meeting attendance on storm water related items.

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

The Storm Water utility has a spill prevention and response plan for the entire town that is also used for each facility.

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 9.3 Reduction (%) 31.2

If no, include a description of any actions the municipality has undertaken during 2014 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 Town has some dry ponds that are being investigated for conversion to wet ponds to increase removal efficiencies.

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 2014. If available, attach any additional information on the maintenance program.

The Town hires a private contractor to sweep the urbanized streets and then clean out all the storm sewer inlets as part of that contract on a yearly basis.

The Town completed an inspection of its ponds on a yearly basis and makes corrections as needed. The Town also completed a culvert inventory of all the cross culverts in the Town and replaced 7 culverts that were in poor condition.

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.

A culvert inventory was completed and the Town is in the process of updating its map to include the culvert inventory in the storm sewer system mapping.

**SECTION VI. Fiscal Analysis**

a. Provide a fiscal analysis that includes the annual expenditures for 2014, and the budget for 2014 and 2015. A table to document fiscal information is provided on page 7.

See Table

b. What financing/fiscal strategy has the municipality implemented to finance the requirements of the general permit?

Storm water utility  General fund  Other \_\_\_\_\_

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

**SECTION VI. Fiscal Analysis (continued)**

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 Town created a storm water utility for additional financial assistance to fund the construction of storm water management ponds to meet the 40% TSS reduction requirement. The funds are also used for street sweeping and inlet cleaning, future pond maintenance, repair of drainage problems, replacement of cross culverts, maintaining drainage ways, part of a salary for staff to complete inspections and administration of the ordinances.

**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:
  
- 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:
  
- 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.

No citations for erosion control were issued. Inspections at building sites were done concurrently with building inspections. A total of 15 permits were issued in 2014 and 3 verbal warnings were given for corrections to BMPs. Board members were also looking for violations during their normal travels through the town.

**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:  
Bay of Green Bay
  - 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:  
Yearly monitoring of major outfalls. Teaching the general public about where rain and wastewater ends up and ways to keep discharges cleaner.
  
- c. Identify any known water quality improvements in the receiving water to which the MS4 discharges during the reporting period.  
None

**SECTION VIII. Water Quality Concerns** (continued)

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.

None

**SECTION IX. Proposed Program Changes**

Describe any proposed changes to the storm water management program being contemplated by the municipality for 2015 and the schedule for implementing those changes. Proposed program changes must be consistent with the requirements of the general permit.

The Town of Scott received a grant to construct a detention pond at the site locally known as the Sister's Pond. This pond would have reduce the amount of TSS leaving the Town to the 40% requirement. During the design process the adjacent stream was re-classified as a navigable water way, previously during grant application it was non-navigable, which then made the project un-permittable. The Town is now looking for a planning grant to update its SWMP and determine new BMPs to implement to meet its TMDL targeted storm water management goals.

**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<br>2014 | Budget  |         | Source of Funds     |
|---|----------------------------|---------|---------|---------------------|
|   |                            | 2014    | 2015    |                     |
| Public Education and Outreach   | 1,177                      | 2,100   | 2,300   | Storm Water Utility |
| Public Involvement and Participation                                  | 0                          | 0       | 200     | Storm Water Utility |
| Illicit Discharge Detection and Elimination                           | 0                          | 500     | 500     | Storm Water Utility |
| Construction Site Pollutant Control                                   | 3,730                      | 1,600   | 3,100   | Storm Water Utility |
| Post-Construction Storm Water Management                              | 3,030                      | 5,350   | 3,100   | Storm Water Utility |
| Pollution Prevention  | 4,300                      | 12,550  | 5,000   | Storm Water Utility |
| Storm Water Quality Management (including pollutant-loading analysis) | 137,550                    | 268,500 | 207,800 | Storm Water Utility |
| Storm Sewer System Map  | 18,175                     | 7,100   | 6,000   | Storm Water Utility |
| Other:  |                            |         |         | Storm Water Utility |

| 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            |