

SWPPI PROGRESS REPORT Algonac Community School District  
October 1, 2009 - September 30, 2011

Permit Require- ment	Respons- ibility	Best Management Practice	Schedule	2010 Reporting	2011 REPORTING	Met Bench- mark?
	ACSD			(Oct. 1, 2009 - September 30, 2010)	(Oct 1, 2010 - Sept 30, 2011)	
<b>Anchor Bay E.coli TMDL</b>	<b>Anchor Bay Ecoli TMDL for Metropolitan Beach and Memorial Beach</b>					
	N/A	<u>TMDL Sampling</u> : Take 1 representative sample from at least 50% of the major discharge points (36") in the urbanized area within the ABay watershed.	N/A	The ACSD doesn't have any discharge points larger than 36".	N/A	N/A
	√	<u>Priority TMDL Implementation Action</u> : Determine priority waterways/ subwatersheds based on sampling results and survey these waterways as defined in SCC's IDEP.	2011 & 2012	The SCCHD determined priority waterways for surveys are Crapau, Marsac, Meldrum and Swartout Creeks.	Crapau, Marsac and Swartout Creeks were surveyed by the SCCHD and SCCDO.	√
	√	<u>Develop Priority TMDL actions for 2013 - 2018</u> : Prioritize implementation actions to reduce Ecoli for the next permit cycle based on sampling and survey results.	2012	The SCCHD will work with the ACSD to determine if there are any priority actions to meet the TMDL for Ecoli in 2011.	The Anchor Bay <i>Ecoli</i> Reduction plan was finalized Sept 30, 2011 and lists recommendations for future actions.	√
<b>Public Participation Process</b>	√	<u>Watershed Meetings</u> : Participate in watershed advisory group and subcommittee meetings	6 NEW, 4 ABay, and 4 Belle River WAG mtgs/yr.	The ACSD was only able to attend 1 of 6 (17%) NEWAG meetings this past year.	The ACSD was only able to attend 1 of 6 (17%) NEWAG meetings this past year.	Mtg. Attendan ce
	√	<u>Board Presentations</u> : Provide a presentation to elected officials and/or staff.	1 presentatio n/yr.	A presentation was not scheduled during this reporting year. It is planned for January, 2011.	A presentation was provided to the board in Jan. An additional presentation was not provided in 2011. NEW WAG members focused limited resources on revising the PEP, IDEP and SWPPIs because of the withdraw of 2008 draft permit. A presentation will be provided to the board and/or staff by watershed rep in early 2012	1 of 2 presentati ons
	√	<u>Newsletters</u> : Send Blue Watershed News to stakeholders via email or post mail.	2 editions /yr.	2 editions of the blue watershed news were sent to the SC4 board and residents who signed up to receive it.	1 edition (Fall 2011) of the Blue Watershed News was sent out across the county including to City council members, teachers, and residents who have signed up to receive the newsletter.	√
	√	<u>Website</u> : Maintain www.sccwater.org with current watershed info. and contact links.	Update 4xs/ yr.	St. Clair County Storm Water Program and the link sccwater.org was posted on ACSD's website. <a href="http://algonac.k12.mi.us/district/index.html">http://algonac.k12.mi.us/district/index.html</a>	See website stats under public education activities, pg 2	√

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<b>Public Participation Process</b>	√	<u>NEW Memo</u> : Develop a Watershed Memo and distribute to municipal and school officials in the Northeastern Watersheds (NEW).	1 memo /yr.	The NEWAG developed an Annual Memo and it was distributed to the ACSD board and the Operations Manager	Annual memo not provided. NEW WAG members focused limited resources on revising the PEP, IDEP and SWPPIs because of the withdraw of 2008 draft permit. They decided the memo was repetitive of info provided in the Blue watershed newsletter and its sent to the same elected officials they were targeting with the memo. They revised the PPP to not include an annual memo anymore; only the blue watershed news.	1 of 2 memos.
	√	<u>Focus Group Meetings</u> : Participate in focus group mtgs	2 focus group mtgs. 2012	2011 & 2012	No actions. Revised PPP does not have focus group meetings or questionnaire because revision of the WMP is no longer required until a new permit is developed.	√ Revised SWPPP removes this task
	√	<u>Questionnaire</u> : Develop and distribute questionnaire for revising the WMP.	Develop 1 questionnaire 2012			
	√	<u>Surveys</u> : Participate in the development and distribution of a survey/ questionnaire	2011 & 2012			

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	ACSD			(Oct. 1, 2009 - September 30, 2010)	(Oct 1, 2010 - Sept 30, 2011)	
<b>Public Education Plan</b>	√	<u>Educational Materials</u> : Distribute various materials via community events and lobby displays including but not limited to brochures, magnets, stickers & posters.	30 pieces of material/ yr.	At least 30+ education materials were distributed via classroom presentations.	At least 30+ education materials were distributed via classroom presentations.	√
	√	<u>Water Quality Displays</u> : Provide water-quality themed displays at public events and/or facilities upon request.	3 events/ permit cycle	No display in 2010.	No display in 2011. Will request a tabletop display from the SCCHD in 2012.	Display 2012
	√	<u>Newsletters</u> : Distribute information/ notices about watershed education and activities via newsletters.	2 editions of newsletters / yr.	2 editions of the Blue Watershed news were sent to district teachers and residents who signed up to receive it.	1 edition (Fall 2011) of the Blue Watershed News was sent out across the county including to City council members, teachers, and residents who have signed up to receive the newsletter.	√
	√	<u>Watershed Road Signs</u> : Coordinate and install watershed road signs purchased by other permittees.	2 new signs by 2013	No activity.	No activities. See SCCHD annual report for map of all road signs to date.	2 signs 2012
	√	<u>Mass Media Outreach</u> : Contact Radio, TV stations, video, websites or develop press releases with watershed messages.	5 contacts with media/ year	Times Herald newspaper articles 2/3/10, 2/23/10, 3/14/10, 4/17/10, 5/17/09, 6/13/10, and 8/19/10; Blue Water Beat 4/10; WPHM radio 4/15/10, WGRT radio 6/1/10	Times Herald newspaper articles 6/12/11, 9/22/11, 6/22/11; The Voice newspaper articles 11/30/10, 4/27/11, 7/3/11; WDET 3/22/11, 4/1/11; WNFA 3/22/11; Channel 12 TV 3/31/11, 4/1/11, 9/15/11; About Town Mag 3/21/11	√
	√	<u>Website</u> : Maintain access to updated education resources via <a href="http://www.sccwater.org">www.sccwater.org</a>	1000 website hits/ year.	There were 5,613 hits to the county stormwater website.	There were 11,911 hits to the website.	√
	√	<u>Water Quality Hotline</u> : Promote and maintain a 24-hour anonymous tip line for reporting pollution problems through magnet distribution.	report #s annually	20 messages retrieved via county hotline re: water quality concerns and septic complaints.	40 messages were retrieved from the hotline; 20 sewage related and 20 beach related.	√
			Distribute magnets annually	178 magnets distributed during Pollution Solutions presentations	250 magnets distributed via hall lobbies, presentations, school programs and public events.	√
	√	<u>School Programs</u> : Provide presentations to a wide array of community audiences across SCC.	12 presentation s/ yr.	7 presentations given at 3 schools to 178 3rd-5th grade students	3 Pollution Solutions presentations given to 66 students at Fair Haven Elementary (2.2.11)	√
√	<u>Public Events</u> : Participate and/or promote county-wide events such as Earth Fair, River Day, Native Plant Sale, Stream Leaders, HHW Collection Day, Adopt-A-Road, and Adopt-A-Stream	2 events/ yr.	Earth Fair email sent to all 3rd - 5th grade teachers.	Earth Fair invitation email sent to all 3rd - 5th grade teachers. No other new activity. Keep copies of fliers for future record keeping.	√	

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<b>Illicit Discharge Elimination Program</b>	√	<u>Regulatory Method</u> : Provide ordinance or policy to prohibit illicit discharges and procedures for notifications, tracking, and enforcement.	N/A	SCC's nested jurisdictions do not need a formal regulatory policy because their systems are only for school properties. Notification of illicit discharges and correction will be performed internally. An internal policy prohibiting illicit discharges and correcting ones found in a timely manner will be developed.		N/A
	√	<u>Map of Discharges</u> : Maps of nested jurisdiction's discharge points have been included with SCC's IDEP. The SCCHD will complete mapping of nested jurisdiction properties' in 2011.	09/01/11	Discharge points at maintenance facility GPSd during the development of the SWPPP/PIPP in 2010. Remaining discharge points will be GPSd in 2011.	Discharge point mapping began in August 2011. It is estimated that all points will be mapped by Jan 2012.	√ Finish mapping and screening
	√	<u>Screening</u> Perform dry weather screening (as defined and prioritized in the SCC's IDEP) at each MS4 discharge point	1x/ 5yrs beginning 09/01/10	Nested jurisdictions plan to screen and survey their discharge points in 2011/ 2012.	All discharge points will be screened during mapping. It is estimated that this will be complete by Jan 2012.	
	√	<u>Notify Partners (w/i 1 month)</u> : Notify the DO, RC, HD, BOM, and/or PARC as applicable when illicit discharges are detected during screening.	As illicit discharges are detected	2011, as applicable	No activities.	
	√	<u>Confirm Source (w/i 13 months of detection)</u> : Locate/ confirm source of illicit discharges detected during screening through additional sampling, dye testing, video, and/or smoke testing.	within 13 months of detection.		No activities.	
	√	<u>Procedure for Elimination</u> : Develop procedures and tracking system for eliminating illicit discharge and pursuing enforcement action, including responding to spills and emergencies.	9/1/2011	SCC's nested jurisdictions will track all screening, source identification and correction activities on a spreadsheet as outlined in SCC's 2011 revised IDEP.		√
	√	<u>Correct illicit discharges</u>	As illicit discharges are found	No activities.	No activity.	√
	√	<u>IDEP Training</u> : Develop program to train staff involved in IDEP or field staff with potential for witnessing illicit discharges	1x/5 yrs; new employees 1st yr.	Plans to attend SCCHD Training in March 2011	1 staff attended the Mar 2011 training sponsored by the SCCHD and SEMCOG. IDEP topics were covered.	√

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Post Construction Controls	√	<u>Post Construction Storm Water Policy</u> : Adopt a post construction policy that meets the following requirements for all new and redevelopment projects applicable under this permit: 1) A minimum treatment volume standard; 2) a channel protection criteria; 3) Operation and maintenance requirements; 4) site plans which incorporate these requirements.	09/01/2011	SCC's nested jurisdictions informally adopted the 2004 Rules of the St. Clair County Drain Commissioner as their post construction requirements as part of SCC's permit application in 2008. These post construction policies need to be finalized in 2011.	In the fall of 2011, permission to adopt the Drain Rules was received from the current Drain Commissioner. The revised 2011 SWPPI proposes the final ordinance or amendment to ordinance due by 5/2012.	Post Const. policy
	N/A	<u>BMP Tracking</u> : Educational Institutions do not review private developments. A list of the storm water structural controls that are located on SCC's nested jurisdiction properties and an inspection and maintenance schedule is included in Appendix C as their Storm Water Structural Control Summary.	N/A	N/A	N/A	N/A
Construction Controls	√	<u>Notification Procedure</u> : Procedure to receive and consider complaints from the public regarding sediment or other pollutants being discharged from construction activity in violation of Part 91 and a procedure to notify the SCCHD and DNRE as appropriate.	09/01/11	Any soil erosion and sediment control complaints on school properties are dealt with internally.		N/A
	√	<u>Site Plan Review</u> : All nested jurisdictions will apply for a SESC permit from the SCCHD to meet the requirements of Part 91 of the Michigan Act	Complete	ACSD follows the requirements of Part 91 of the Michigan act in regards to applying for a soil erosion permit from the SCCHD on applicable new and redevelopments.		√
	N/A	<u>Implement SESC Program</u> : The SCCHD implements a Soil Erosion and Sediment Control program to meet the requirements of Part 91 of the Michigan Act on behalf of the municipality. The SCCHD will maintain record of the # of permits/ year and the last SESC audit and pass/ fail status.	N/A	N/A	N/A	N/A

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<b>Pollution Prevention (P2) &amp; Good Housekeeping</b>	<b>Employee /Contractor Training</b>					
	√	<u>Employee Training</u> : Conduct training for staff associated with potential storm water pollutant sources on the following topics as applicable: 1) park and open space maintenance; 2) fleet and building maintenance; 3) New construction and land disturbances, 4) storm water system maintenance; and 5) any other storm water pollution prevention topics such as salting and spill response.	1x/ 5yrs; new employees 1x/ 1st yr	No activities. Plan to attend employee training sponsored by SCCHD and SEMCOG in March 2011.	1 ACSD staff attended the Mar 2011 Training workshop sponsored by SEMCOG and the SCCHD. All of the education training topics listed for this activity were covered in this workshop.	√
	√	<u>Contractor Training</u> : Develop specifications that require training of contractors on topics 1) - 5) mentioned above as applicable to project.	9/1/2011	All applicable bids/contracts will have storm water management training requirements for contractors, as applicable to the project.		√
	<b>Structural Storm Water Control Effectiveness</b>					
	√	<u>Structural SW Control Summary</u> : A summary of all municipal properties and structural storm water controls owned or operated, and maintained by nested jurisdictions has been included as Appendix C. This list will be refined and resubmitted with the first progress report on 9/1/2011.	9/1/2011.	The SW structural control summary was developed as part of the SWPPI. The Director reviewed the list as part of this Annual Report and deleted one building that was sold.	No activities. The 2003 permit does not require SW structural control summaries. The 2011 revised SWPPI removed this task.	N/A Removed this task from the Revised SWPPI
	√	<u>Structural Storm Water Maintenance</u> : The list of municipal properties and structural storm water controls attached as Appendix D, includes an inspection and maintenance schedule and will be refined and resubmitted with its first progress report on 9/1/2011				
	√	<u>Update Summary</u> : The summary of municipal properties, structural storm water controls, and maintenance and inspection schedules will be updated with each progress report.	09/01/11 & 9/1/2013			

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<b>Pollution Prevention &amp; Good Housekeeping</b>	<b>Structural Storm Water Control Effectiveness</b>					
	√	<u>TSS Load Reduction Calculation</u> : Calculate load reductions	9/1/2011 & 9/1/2013	SCCHD will assist the district to provide this reporting in 2011.	No activities. The 2003 permit does not require TSS loading calculations. The 2011 revised SWPPI eliminates this task.	N/A Removed from Revised SWPPI
	√	<u>Disposal Procedure</u> : Develop procedures to dispose of operation and maintenance waste in accordance with Part 111, Part 115 and Part 121.	9/1/11	The SCCHD plans to work with SEMCOG to draft a set of policies covering all storm water requirements in spring of 2011. Nested jurisdictions will need to adopt these policies in 2011.	Several disposal procedures are documented in the ACSD SWPPP. SEMCOG and the SCCHD plan to provide a training workshop on disposal procedures in 2012. Will adopt more disposal procedures when information is provided.	√ Disp. Procedures 2012
	<b>Roadway, Parking Lots and Bridges</b>					
	N/A	<u>Inspect and Clean Street Catch Basins</u> : The SCCRC maintains all primary, secondary and state road catch basins.	N/A	N/A	N/A	N/A
	√	<u>Inspect and Clean Parking Lot Catch Basins</u> : Inspect 20% of catch basins/ yr. and clean as needed.	~20%/ yr.	Parking lot catch basins were just installed in 2009. All catch basins were inspected but no cleaning was necessary.	Maintenance staff inspected catch basins at the Operations center and none needed clean out.	√
	N/A	<u>Sweep Streets</u> : The SCCRC sweeps all local, county and state		N/A	N/A	N/A
	√	<u>Sweep Parking Lots</u> : Sweep parking lots and access drives within jurisdiction. Parking lots will be inspected and swept as needed.	inspect 1x/yr; sweep as needed	Sweeping of all parking lots was done in summer 2010.	No activities.	√ inspect for sweeping

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<b>Pollution Prevention &amp; Good Housekeeping</b>	<b>Roadway, Parking Lots and Bridges continued</b>					
	√	<u>Snow Removal and Disposal - Parking Lots and Access Roads:</u> 1) Snow will be stored in areas that are not over catch basins or next to waterways; 2) Remove sediment and debris from storage area after spring thaw; reseed as necessary.	Ongoing	All snow removal and storage BMPS were implemented this past year.	All snow removal and storage BMPS were implemented this past year.	√
	N/A	<u>Stabilize Erosion (Road ROW):</u> The SCCRC stabilizes erosion along roads and bridges within the Road Right of Way and will report activities in its progress reports.	N/A	N/A	N/A	N/A
	√	<u>Stabilize Erosion (open waterways/ drains):</u> Stabilize banks of open drains or natural waterways on nested jurisdiction properties.	As need & funding dictate	No activity. None needed.	No activity. None needed.	N/A
	√	<u>Salt and Sand Storage/ Application:</u> Salt and salt/sand mixtures are stored in a covered facility and employees receive salting application education.	Ongoing	All salt is stored in the salt barn. Salt education will be done when fact sheet is developed.	All salt is stored in the salt barn. Salt education will be done when fact sheet is developed.	√
	N/A	<u>Dust Control BMPS:</u> The SCCRC applies chloride to street/ roads as requested by municipalities. Currently there are no dust control problems on any nested jurisdiction properties.	N/A	N/A	N/A	N/A
	N/A	<u>Cole Tar Emulsions:</u> Develop policy to not use coal tar emulsions for sealing asphalt surfaces	9/1/11	The DNRE has said it will not enforce this requirement during this permit. Waiting for guidance from the DNRE on alternative products that should be used.	N/A. This activity was removed from the revised 2011 SWPPI	N/A. Removed from Revised SWPPI
	<b>Fleet Maintenance and Storage Yards</b>					
		<u>Storm Water Pollution Prevention Plans (SWPPPs):</u> A SWPPP/ PIPP was developed for ACSD	10/01/10	Complete. Submitted by 10.1.10 with SWPPI.	Complete	√ COMPLETE

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Pollution Prevention & Good Housekeeping	<b>Fleet Maintenance and Storage Yards continued</b>					
	√	<u>Certified Storm Water Operator</u> : Managers who oversee the fleet maintenance and storage yards will obtain storm after operator certification. SC4, ECSD and ACSD staff will obtain Storm Water Operator certification in 2011.	1x certification ; renewal/ 5 yrs.	ACSD plans to have staff certified at SCCHD and SEMCOG training planned for 3.2011	No activities. Will have maintenance garage staff become certified in 2012	operator certification
	√	<u>SWPPP Inspections and Activities</u> : Maintain a log of all inspections, BMPs and training activities, and annual review and/or revisions	monthly, 6 month and annual inspections	SWPPP/ PIPP Inspection have been completed and records kept in garage.	SWPPP/ PIPP Inspection have been completed and records kept in garage.	√
	√	<u>Fleet Maintenance Activities</u> : Maintain vehicles and equipment for clean and effective operation to prevent impacts on storm water quality.	ongoing	maintenance logs kept by mechanic at the ACSD garage.	maintenance logs kept by mechanic at the ACSD garage.	√
	√	<u>Fleet and Equipment Washing</u> : Wash vehicles and equipment at facilities where grey water is treated. All vehicles at the PHASD are washed in a wash bay connected to the sanitary system. The ACSD is currently investigating options to comply with this requirement.	ongoing	All fleet and equipment washing occurs inside the garage that is connected to the sanitary.	All fleet and equipment washing occurs inside the garage that is connected to the sanitary.	√
	√	<u>Refuse BMPs</u> : Inspect dumpster(s) for leaks and clean up loose refuse found around dumpsters.	monthly	All dumpsters inspected monthly as part of SWPPP/PIPP.	All dumpsters inspected monthly as part of SWPPP/PIPP.	√
	√	<u>Oil/ Water Separator</u> : Clean out and dispose of waste.	Clean 1x/ yr.	The oil/water separator is cleaned out every 4-6 weeks.	165 gallons of anti freeze cleaned out of the oil/water separator and sent to Blue Water Oil. used oil is burned for heating the garage.	√
√	<u>Spill Response</u> : Provide spill response materials and training at each fleet maintenance and storage yard facility with a SWPPP or SWPPP/PIPP.	1x/ five years; new employee 1st yr	2 staff read over the SWPPP/PIPP spill response plan.	No activities.	√	

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<b>Pollution Prevention and Good Housekeeping</b>	<b>Manage Vegetative Properties</b>					
	√	<u>Staff Training</u> : Educate municipal staff on the proper storage, handling and use of pesticides, herbicides and fertilizers. ACSD does not use pesticides, herbicides; just fertilizer.	N/A	All landscaping services are contracted out.	N/A	N/A
	√	<u>Contractor Training</u> : Require contractors to be properly trained on the proper storage, handling and use of pesticides, herbicides and fertilizers	Specificatio- ns by 9/1/2011	ACSD hires licensed commercial contractors to apply pesticides and fertilizers.		√ contractor trainings
	√	<u>Fertilization</u> : A soil test will be performed once every four years prior to application to determine the amount and rate it can be applied, if at all. Develop policy that soil tests must be conducted prior to potential phosphorous applications. Provide employee education.	Soil test 1x/ 4 yrs and 1 SOP for fertilization by 9.1.2011	Contract fertilization with outside company. Fertilizers applied do not contain phosphorous.		√no phosphoro- us in future contracts
	√	<u>Vegetation Management BMPs</u> : Mow to a height of above 3" and mulch all clippings.	Policy by 9/1/2011	All grass is mowed to 3" or above and clippings are mulched.	All grass is mowed to 3" or above and clippings are mulched.	√