

SWPPI PROGRESS REPORT  
CITY OF ST. CLAIR  
October 1, 2009 - September 30, 2010

Permit Requirement	Responsible Party(s)		Best Management Practice	Schedule	2010 Reporting	2011 REPORTING	Met Benchmark?
	St. Clair	SCC			(Oct. 1, 2009 - September 30, 2010)	(Oct 1, 2010 - Sept 30, 2011)	
<b>TMDLs</b>	N/A		No Ecoli or Phosphorous TMDLs were developed in the NEW at the time of permit application.	N/A	N/A	N/A	N/A
<b>Public Participation Plan</b>	√	√	<u>Watershed Meetings</u> : Participate in watershed advisory group and subcommittee meetings	6 NEW WAG mtgs/ yr.	6 WAG meetings were held and 3 subcommittee meetings. The City of St. Clair attended 5 WAG meetings; 86%. They did not participate in subcommittee meetings.	City of St. Clair attended 6 of 6 WAG meetings (100%)	√
	√	√	<u>Board Presentations</u> : Provide a presentation to elected officials and/or planning commission	1 presentation/yr.	The SCCHD made a presentation to the St. Clair's city council on Aug. 23, 2010. The mayor and all 6 board members were present.	Presentation was not provided; NEW WAG members focused limited resources on revising the PEP, IDEP and SWPPIs because of the withdraw of 2008 draft permit. A presentation will	1 of 2 presentations
	√	√	<u>Newsletters</u> : Send Blue Watershed News to stakeholders via email or post mail.	2 editions /yr.	2 editions of the Blue Watersheds Newsletters were sent out in 2010 and 2011. Sent to City of St. Clair board members and hundreds of residents throughout SCC that signed up to receive it.		√
	√	√	<u>Website</u> : Maintain www.stclaircountystormwater.org with current watershed information and contact info, and provide links from municipal and educational institution websites.	Post by 2011	Website link is not posted yet; will post in 2011.	A link to SCC's storm water website is listed under "links" on its website http://cityofstclair.com/	√
				Update 4xs/yr.	See SCC's website stats on next page.		√
	√	√	<u>Northeastern Watersheds Memo</u> : Develop a Watershed Memo and distribute to municipal and school officials	1 memo /yr.	The Memo was developed as a group and distributed to the Mayor, all city council members, the planning commission chair, the city manager and the DPW Director in August 2010.	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	1 of 2 memos
	√	√	<u>Focus Group Meetings</u> : Participate in NEW focus group mtgs	2 focus group mtgs. 2012	No actions	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.	
√	√	<u>Questionnaire</u> : Develop and distribute questionnaire for revising the NEW WMP.	1 questionnaire 2012	No actions			

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	St. Clair	SCC					(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 i.e. brochures, magnets, stickers & posters.	1, 2, 3, 4, 5, 6, 7, 8	Residents, visitors, public employees, businesses, students, industries, construction contractors, developers	30 pieces of material/ yr.	Approximately 50 pieces of the SEMCOG brochure series were distributed at City Hall.	20+ Water Quality Hotline Magnets distributed at City Hall; 10 Seven simple steps magnets distributed at City Hall; 24 Blue water News brochures and Stream leaders promotion distributed at: City Hall, Harbor, Library	√
	√	√	<u>Water Quality Displays:</u> Provide water-quality displays at public events and/or facilities.				1x/ 5 yrs.	No display in 2010. Plan to display table top in 2011.	Watershed model and St. Clair County Metropolitan Planning Commission's Blueways Trail displays at River Day fishing event (7/11/11)
	√	√	<u>Newsletters:</u> Distribute information/ notices about watershed education and activities via newsletters.	1, 2, 3, 4, 5, 6, 7, 8	Teachers, elected officials, residents, consultants, visitors, public employees	1 newsletter/ yr.	The City does not have a newsletter. Planning to put message in water quality confidence report in 2011.	The City does not have a newsletter. Planning to put message in water quality confidence report in 2012.	message in WQ conf. report.
	√	√				2 editions of Blue Watershed News/ yr.	2 Blue Watershed Newsletters were provided to City of St. Clair board members and residents who signed up with the SCCHD for newsletter.	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> Install and maintain watershed road signs	1	All audiences	2 additional signs by 2013	Six new watershed road signs ordered in 2009 for Pine River/ Jordan Creek.	No new signs. Six signs were maintained.	√
	√	√	<u>Catch Basin Marking:</u> Mark catch basins with "Dump no waste, drains to waterways"	1	All audiences	10 catch basins / year	25 permanent decals applied this past year. Next year will switch to stencils because all of the decals were vandalized. Volunteers were not used; 1 DPW summer staff applied markers.	Stenciling? 25 permanent decals applied this past year. Volunteers were not used; 1 DPW summer staff applied markers.	√

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<b>Public Education Plan</b>	√	√	<u>Mass Media Outreach</u> : Radio, TV stations, video, websites or press releases	1, 2, 3, 4, 7, 8	Residents, visitors, public employees, businesses, industries, teachers	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 information via SCC's and municipality's website.	1, 2, 3, 4, 5, 6, 7, 8	Schools, students, teachers, residents, visitors, public employees, businesses, industries, construction contractors, developers	2011	Website link is not posted yet; will post in 2011.	A link to SCC's storm water website is listed under "links" on its website <a href="http://cityofstclair.com/">http://cityofstclair.com/</a>	√
						Updates 4x/yr.	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	3		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 20 magnets/yr.	40 magnets & stickers distributed at summer recreation program presentation (6/12/10)	20+ magnets were distributed by DPW staff and through the City of St. Clair's lobby.	√
√	√	<u>Water Quality presentations</u> : Provide presentations to a wide array of community audiences	1, 2, 4, 5, 6, 7, 8		2 presentations/yr.	Summer Recreation Program (6/12/10) to 40 children, and Pollution Solutions presentations @ Pine River Elementary (1/6/10) to 80 students, Gearing Elementary (2/18/10) to 46 students, Eddy Elementary (3/17/10) to 70 students, and St. Clair Middle School (5/26/10) to 60 students. Pine River Elementary 4th gr students participated in the Water Quality poster contest.	Pollution Solutions presentations @ Eddy Elementary (10/25/2010) to 76 students and City Rec (7/18/11) to 35 students. Water Quality presentations given to St. Clair Garden Club (11/4/10), St. Clair Middle School Science Olympiad club (2/14/11).	√	
√	√	<u>Public Events</u> : Participate and/or promote county-wide events (i.e. Earth Fair, River Day, Native Plant Sale, Stream Leaders, HHW Waste Collection Day, Adopt-A-Road, Adopt-A-Stream)	1, 2, 3, 4, 5, 6, 7, 8	Residents, visitors, youth clubs, teachers, businesses, industries, volunteer groups	Promote and/or participate in county-wide Public Events.	City of St. Clair participated in the rain barrel sale (summer '10) by purchasing 10 barrels, and in River Day (6/12/10) with a canoeing event with the City Marina and kids fishing clinic with the city Recreation Department.	City of St. Clair sponsored a River Day event free canoe and kayak rental with the City Marina and kids fishing clinic with the city Recreation Department. Promoted on website, recreation summer brochure, and Community television channel 12. River Day buttons given to participants.	√	

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<b>Illicit Discharge Elimination Program</b>	√		<u>Regulatory Method</u> : Provide ordinance to prohibit illicit discharges and procedures for notifications, tracking, and enforcement.	09/01/2011	City of St. Clair has an ordinance that prohibits illicit discharges: "General Ordinance, Chapter 62, Utilities, article 3, Sewer Service".		√ COMPLETE
	√		<u>Map of Discharges</u> : Develop a map of MS4 discharge points and the names and locations of surface waters receiving these discharges.	2010	Completed during 2003 - 2008 permit cycle.	Map complete and resubmitted to the MDEQ as part of SCC's 2011 Revised IDEP.	√
	√		<u>Screening</u> : Screening and prioritization of discharge points.	2013	The city has 64 discharge points to the Pine River, Jordon Creek .Cox Drain, tributary to Bowman, Adams St., S. Range (RC) and Cox Road (RC). In 2011 the city be trained by SCCHD and will begin by sampling 32 points along the Pine River.	No activities. Screening planned for 2012.	Screening
	√		<u>Notify Partners (w/i 1 month)</u> : Notify the SCCHD when illicit discharges are detected during screening.	As illicit discharges are detected	No activities.	No problems to report. Revised SWPPI does not include this action.	√
	√		<u>Confirm Source</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.		Follow up source confirmation will be initiated if screening results show potential problems.	√
	√		<u>Procedure for Elimination</u> : Develop procedures and tracking system for eliminating illicit discharge and pursuing enforcement action, including responding to spills and emergencies	09/01/2011	All IDEP activities will be tracked via a spreadsheet. Procedure for elimination is part of SCC's 2011 Revised IDEP of which St. Clair is a partner.		√
<b>IDEP</b>	√		<u>Correct illicit discharges</u>	As illicit discharges are found	None found this past year.	No problems to correct.	√
	√		<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.	The SCCHD plans to work with the City to train staff on IDEP procedures. The City is planning to do all their own bacteria testing at the WWTP.	3 staff attended April 2011 training sponsored by SEMCOG and SCCHD. IDEP topics were covered in this training.	√

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Post Construction Controls	√	√	<u>Post Construction Storm Water Policy</u> : The City of St. Clair informally adopted the Drain Commissioner's Rules in 2008. Finalize post construction policy that meets the following requirements for all new and redevelopment projects that disturb 1 acre or more: 1) A minimum treatment volume standard; 2) a channel protection criteria; 3) Operation and maintenance requirements; 4) site plans which incorporate these requirements.	Final Policy/ Ordinance by 09/01/2011	Since the permit was revoked, the city will continue to depend on its own engineering standards instead of the Drain Office's Rules which it informally adopted in 2008.	In the fall of 2011, permission to adopt Drain Rules received from the current Drain Commissioner. The revised 2011 SWPPI proposes the final ordinance or amendment to ordinance due by 5/2012.	Adopt ordinance by 5/2012
	√		<u>BMP Tracking</u> : The maintenance of all structural and vegetative BMPs, installed after 8/01/09 to meet post construction policy requirements of the City of St. Clair will be tracked and enforced. Currently the City is not aware of any BMPs to track.	As appropriate for BMP	The city is in the process of acquiring two detention basins. When they are under the City's ownership, a maintenance and inspection program will be developed.	No actions. Revised SWPPI eliminates this task.	No longer applicable
Construction Controls	√	√	<u>Notification Procedure</u> : Develop 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 notify the SCCHD and DNRE as appropriate.	Procedure by 9/1/2011	No actions.	No actions. Revised SWPPI eliminates this task.	Removed from 2011 Revised SWPPI
	√		<u>Site Plan Review</u> : Requirements to obtain a SESC permit is part of the site plan review process.	2010	Requirement to obtain a SESC permit is part of the site plan review process.	Requirement to obtain a SESC permit is part of the site plan review process.	√ COMPLETE
	N/A	√	<u>Implement SESC Program</u> : The SCCHD implements the SESC program to meet requirements of Part 91 on behalf of the municipality. The SCCHD maintains record of the # of permits/ year and the last SESC audit and pass/ fail status.	N/A	The SCCHD will provide the # of SESC permits issued and the most recent audit status in its SWPPI progress report.		N/A

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Pollution Prevention (P2) & Good Housekeeping	<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.	8 DPW and 1 Golf Course maintenance supervisor trained on storm water and P2 via the StormWatch video 8/10. Sign in sheets on file.	2 DPW and 1 Parks staff attended April 2011 training sponsored by SEMCOG and SCCHD. All education topics listed were covered in this training.	√
	√		<u>Contractor Training</u> : Develop specifications that require training of contractors on topics 1) - 5) mentioned above as applicable to project.	9/1/2011	No actions.	No actions. Revised SWPPI replaces this task with an activity that only requires municipalities to provide information packets to contractors regarding storm water requirements applicable to their work. City of St. Clair does advise contractors to follow SCCHD Sedimentation Erosion Control Permit Process.	Contractor training
P2 & Good Housekeeping	<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 the permittee will be provided with the first progress report.	09/01/2011	No storm pump stations. No detention basins. 2 tanks for combined storm/sanitary under WWTP NPDES. 2 Stilling wells that are inspected 1x/ 5yrs - on Fred More Hwy by golf course. Rotary Park.	Revised SWPPI eliminates these tasks. No storm pump stations. No detention basins. 2 tanks for combined storm/sanitary under WWTP NPDES. 2 Stilling wells that are inspected 1x/ 5yrs - on Fred More Hwy by golf course. Rotary Park.	No longer applicable
	√		<u>Structural Storm Water Maintenance</u> : A schedule of inspections of municipal owned and/or operated structural storm water controls will be included in the first progress report.	09/01/2011			
	√		<u>Update Summary</u> : update summary of municipal property MS4 and structural storm water controls as necessary.	09/01/2013			
	√		<u>TSS Load Reduction Calculation</u> : Calculate load reductions for all impervious surfaces	9/1/2011 and 9/1/2013	To be done in 2011		
√		<u>Disposal Procedure</u> : Develop procedures to dispose of operation and maintenance waste in accordance with Part 111, Part 115 and Part 121.	09/01/2011	Many of the City's disposal procedures were updated dur	Training topic in 2012 will be disposal practices. When more information is received it will be adopted, as applicable.	Disposal procedures .	

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<b>Pollution Prevention &amp; Good Housekeeping</b>	<b>Roadway, Parking Lots and Bridges</b>						
	√		<u>Inspect and Clean Street Catch Basins</u>	Clean 20% catch basins/yr.	100% catch basins cleaned along major streets and 33% along the south end's secondary streets. It is estimated that 10 tons of sediment were removed and disposed of in grit dumpster at WWTP. Grit eventually disposed at landfill.	100% catch basins cleaned along major streets and 33% along the north end's secondary streets. It is estimated that 5-6 tons of sediment were removed and disposed of in grit dumpster at WWTP. Grit eventually disposed at landfill.	√
			<u>Inspect and Clean Parking Lot Catch Basins</u>	Inspect prking lot cb's 1x/yr.; clean as needed	Sheet flow at City Hall. DPW lot and WWTP are only city property where parking lot catch basins exist. Cleaned as needed. Inspected annually.		√
	√		<u>Sweep Streets</u> : Sweep streets within jurisdiction	4xs/yr	Street s swept 3xs/yr. in March, May and June. It is estimated that 24 tons were removed and disposed of in grit dumpster at WWTP. Grit disposed of at landfill.	Streets swept two times, April and July. It is estimated that 15-17 tons were removed and disposed of in grit dumpster at WWTP. Grit disposed of at landfill.	√
	√		<u>Sweep Parking Lots</u> : Sweep parking lots and access drives within jurisdiction	Inspect 1x/yr; sweep as needed	Parking lots swept as part of street sweeping.	Parking lots swept as part of street sweeping.	√
	√		<u>Snow Removal and Disposal</u> : The following BMPs will be implemented in municipal parking and access roads: 1) Pile snow on grassy areas; not over catch basins or near waterways; 2) Remove sediment and debris from site after spring thaw and reseed as necessary.	Annually	Snow stored at marina parking lot on asphalt and in the spring it is swept as part of street sweeping program.		√
<b>Roadway, Parking Lots and Bridges continued</b>							
√	√	<u>Stabilize Erosion (Road ROW)</u> : Stabilize erosion along road ways and/or bridges	As need & funding dictates	Large sections stabilized along Witherall Street from 6th to 9th streets, SW corner of Vine and N. Carney 50 ft x 100 ft., St. Clair Skate and BMX park - 400 ft x 300 ft. along Cox Drain.	Carney ditch 50x300ft		√
√		<u>Stabilize Erosion (open waterways)</u> : Work with the state to stabilize banks of the waters of the state within jurisdiction.		Stabilization of bank along the Pine River in the golf course at fifth tee box - approximately 150 ft x 30 ft. stabilized.	Stabilization of bank along the Pine River on St. Clair Hwy- 250 ft x 70 ft. stabilized.		√

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<b>Pollution Prevention &amp; Good Housekeeping</b>	√		<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	8 DPW staff reviewed salt application BMPs at September, 2010 staff mtg. Salt stored in a salt barn that is on a cement pad with walls and has a cement loading apron.	September 2011; informal review of practices	√	
	N/A		<u>Dust Control BMPS:</u> The City of St. Clair does not have a dust control problem. Most of the city is paved.	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	09/01/2011	Contract with SCCRC for all sealing of asphalt. DNRE said it will not enforce this permit requirement. Waiting for DNRE to provide guidance on alternatives.	Revised SWPPI removed this task	No longer applicable	
	<b>Fleet Maintenance and Storage Yards</b>							
	√		<u>Storm Water Pollution Prevention Plan (SWPPP):</u> Develop a SWPPP for all fleet maintenance and storage yards as applicable.	09/01/2010	City worked with SEMCOG to develop SWPPP/PIPP. Complete in 8.10.		√ COMPLETE	
	√		<u>Certified Storm Water Operator:</u> The manager who oversees the fleet maintenance and storage yards will be certified as a Storm Water Operator.	1x certification by 2011; renewal/ 5 yrs.	No activities. Plans to get certification in 2011.	Three staff certified in 2011. Brent Warren #11378, Eric Hall #11368 and Mike Harrington #11334. All exp 2016	√ COMPLETE	
	√		<u>SWPPP Inspections and Activities:</u> Maintain a log of all inspections, BMPs and training activities, and annual review and/or revisions	As Identified in the SWPPP	Inspections and training completed and logged. Records kept at DPW.	Inspections and training completed and logged. Records kept at DPW.	√	
	√		<u>Fleet Maintenance Activities:</u> Maintain vehicles and equipment for clean and effective operation to prevent impacts on storm water quality.	ongoing	All feet maintenance is contracted out. Records kept at DPW.		√	
√		<u>Fleet and Equipment Washing:</u> Wash vehicles and equipment at facilities where runoff is treated. Vehicles are washed off site at commercial facility. Equipment cleaned as specified in SWPPP.	ongoing	All vehicles are washed inside barn where the floor drain is connected to an oil/water separator and discharges to WWTP.		√		

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	√		<u>Refuse BMPs</u> : Inspect dumpster(s) for leaks and clean up loose refuse found around dumpsters.	monthly	SWPPP/PIPP requires inspection of dumpsters 1x/month. Inspections logged and records kept at DPW.	Revised SWPPI removed this task. This is already done in SWPPPs and on a daily basis by maintenance staff.	Removed from 2011 Revised SWPPI
	√		<u>Oil/ Water Separator</u> : inspect and clean out and dispose of waste as needed	Inspect 1x/yr. Clean as needed	The oil / water separator was Inspected and cleaned out 2x. Cleaning and disposal contracted out. Records kept at DPW.	The oil / water separator was inspected and cleaned out once. Cleaning and disposal contracted out. Records kept at DPW.	√ Record amt removed.
	√		<u>Spill Response</u> : Fire Station staff have spill responder training. DPW staff will also be trained by 2011.	Maintain certification; 2011	No activities reported.	No activities. Plan to review spill response plan in SWPPP during staff meeting in 2011. Ensure staff sign in to record they have reviewed it.	Review spill response plan
<b>Manage Vegetative Properties</b>							
	√		<u>Staff Training</u> : Educate municipal staff on the proper storage, handling and use of pesticides, herbicides and fertilizers	1x/5 yrs; new staff 1st yr	1 staff (Parks Maintenance Supervisor) has a pesticide applicator license that is up to date and kept on file.	3 DPW staff attended April 2011 training sponsored by SEMCOG and SCCHD. Fertilization, pesticide/ herbicide and moving practices were covered in this training.	√
	√		<u>Contractor Training</u> : Develop policy that requires contractors to be properly trained on the proper storage, handling and use of pesticides, herbicides and fertilizers	N/A	City doesn't contract out fertilizer or pesticide application.		N/A
	√		<u>Fertilization</u> : No phosphorous is applied to municipal properties. Develop policy stating no phosphorous fertilizer is to be used on municipal properties.	Implementation ongoing; Policy by 09/01/2011	Park Maintenance Supervisor conducts soil tests and does not apply phosphorous unless the soil test says it is needed. All soil tests on file.	Park Maintenance Supervisor conducts soil tests and does not apply phosphorous unless the soil test says it is needed. All soil tests on file.	√
	√		<u>Vegetation Management BMPs</u> : Mow > 3" and mulch all clippings. Develop policy for vegetation management BMPs.		All city property with the exception of the golf course (i.e. fairways, tee boxes and greens) are mowed >3inches.	All city property with the exception of the golf course (i.e. fairways, tee boxes and greens) are mowed >3inches.	√
<b>Voluntary Watershed Actions</b>							
<b>Voluntary</b>			<u>Describe any water quality related initiatives undertaken that has not already been discussed.</u>		Nothing reported.	Nothing reported.	Voluntary