

SWPPI PROGRESS REPORT
EAST CHINA CHARTER TOWNSHIP
October 1, 2009 - September 30, 2011

Permit Requirement	Responsible Party(s)		Best Management Practice	Schedule	2010 Reporting	2011 REPORTING
	E. China Twp.	SCC			(Oct. 1, 2009 - September 30, 2010)	(Oct 1, 2010 - Sept 30, 2011)
TMDLs	N/A		No Ecoli or Phosphorous TMDLs were developed in the NEW at the time of permit application.	N/A	N/A	N/A
Public Participation Plan	√	√	<u>Watershed Meetings</u> : Participate in watershed advisory group and subcommittee meetings	6 NEW and 4 Belle WAG mtgs/ yr.	East China Twp attended 5 out of 6 NEWAG mtgs (83%).	East China Twp attended 4 out of 6 NEWAG mtgs (66%).
	√	√	<u>Board Presentations</u> : Provide a presentation to elected officials and/or planning commission	1 presentation/yr.	The SCCHD provided a presentation to the E. China Twp board on 9.2.10. The Twp board discusses watershed topics at approximately 1 mtg/ month. All board meetings televised on Channel 6.	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 be provided to the board and/or staff by watershed rep in early 2012
	√	√	<u>Newsletters</u> : Send Blue Watershed News to stakeholders via email or post mail.	2 editions /yr.	See Blue Watershed newsletter stats under public education activities, p. 2	See Blue Watershed News stats under Public Education activities.
	√	√	<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	No link in 2010. Link will be added in 2011.	A link on East China Twp's website to SCC's website was posted in early 2011. http://www.eastchinatownship.org/links.aspx
				Update 4xs/yr.	There were 5,613 hits to the county stormwater website	See Website stats under Public Education activities.
	√	√	<u>Northeastern Watersheds Memo</u> : Develop a Watershed Memo and distribute to municipal and school officials	1 memo /yr.	The NEWAG developed a Memo and distributed to stakeholders including the E. China Twp Supervisor, board and planning commission chair.	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.
	√	√	<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 by 2012	No actions		

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	E. China Twp.	SCC					(Oct. 1, 2009 - September 30, 2010)	(Oct 1, 2010 - Sept 30, 2011)
Public Education Plan	√	√	<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.	More than 30+ education materials on storm water distributed via the lobby and during the township picnic event on 9/11/10.	More than 30+ education materials on storm water distributed via the lobby and during the township picnic event on 9/10/11.
	√	√	<u>Water Quality Displays:</u> Provide water quality themed displays at public events and/or facilities upon request.			1x/ 5 yrs.	Tabletop displayed 9/11/10 for annual township picnic; 200pp in attendance.	Tabletop displayed 9/10/11 for annual township picnic; 200pp in attendance. Stickers, magnets, brochures and buttons distributed.
	√	√	<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.	Do Not Dump, Watershed Road Signs, River Day and Fertilize Sparingly messages in 2 newsletters distributed to 1600 residents. Copies of newsletters kept on file.	2 township newsletters included storm water topics-summer article on no dumping to waterways, winter newsletter included tips on fertilization without phosphorous. Copies each newsletter were distributed to 1600 residents.
	√	√				2 editions of Blue Watershed News/ yr.	The SCCHD distributed the Blue Watershed News all over the county, to the E. China Twp board and to residents in E. China that have signed up or this service.	1 edition (Fall 2011) of the Blue Watershed News was sent out across the county including to 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	4 new watershed road signs ordered in 2009 for Belle River (3) and Baird Drain (1).	Maintained 4 existing road signs purchased in 2009.

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	E. China Twp.	SCC					(Oct. 1, 2009 - September 30, 2010)	(Oct 1, 2010 - Sept 30, 2011)
	√	√	<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
Public Education Plan	√	√	<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	No link in 2010. Link will be added in 2011.	A link on East China Twp's website to SCC's website was posted in early 2011. http://www.eastchinatownship.org/links.aspx
						Updates 4x/yr.	There were 5,613 hits to the county storm	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.	Magnets were distributed from the township lobby.	more than 30 Hot line Magnets and River Day buttons each were distributed at the township picnic and at the township offices.
	√	√	<u>Water quality presentations</u> : Provide presentations to a wide array of community audiences	1, 2, 4, 5, 6, 7, 8		2 presentations/yr.	Pollution Solutions presentation to Palms Elementary (3/11/10) to 54 students.	10 presentations were given to 270 people across the county re: water quality, pollution prevention and LID mgt techniques. Pollution Solutions presentation to Palms Elementary (11/7/10) to 55 students.
√	√	<u>Public Events</u> : Participate and/or promote county-wide events such as Earth Fair, River Day, Native Plant Sale, Stream Leaders, Adopt-A-Road, and 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.	E. China Twp did not participate in any public events. Fliers for River Day and Earth Fair are posted at the city offices. Keep promotional materials on file.	Earth Fair and River Day fliers were posted on the lobby door at the township hall.	

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Illicit Discharge Elimination Program	√	<u>Regulatory Method</u> : Provide internal policy to prohibit illicit discharges. A spreadsheet will be used for tracking screening results and follow up actions. Enforcement is unnecessary for E. China Twp's MS4 which only drains municipal properties.	09/01/2011	No actions.	E. China Twp only has discharge points that drain municipal properties and therefore does not need a regulatory mechanism for ensuring illicit discharges are corrected.
	√	<u>Map of Discharges</u> : Map of MS4 discharge points and the names and locations of surface waters receiving these discharges will be included in the September 1, 2011 progress report. East China Twp. is a partner with SCC on IDEP.	2011	Discharge points have been located. Need to determine receiving waters and remap in 2011.	Screening of discharge points has been done and a revised map of discharge points is currently being developed. Will be finished by Jan. 2012.
	√	<u>Screening</u> : Screening and prioritization is defined in SCC's IDEP of which East China Twp. is a partner. Each discharge point will be screened 1x by 2013.	1x / discharge point by 2013	No actions. Screening planned for 2010.	All discharge points were screened in the fall of 2011. No problems occurred. A spreadsheet of information collected is being developed and will be finished by Jan 2012.
	√	<u>Notify Partners (w/i 1 month)</u> : Notify the SCCHD when illicit discharges are detected during screening.	As illicit discharges are detected	No actions. Screening planned for 2010.	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.	No actions. As applicable if illicit discharges are found.	follow up source confirmation will be initiated if screening results show potential problems.
	N/A	<u>Procedure for Elimination</u> : Procedures for notifications, tracking and enforcement are unnecessary with such a small MS4 that only drains municipal properties. The regulatory mechanism will state that all illicit discharges found within the municipality's MS4 will be corrected.	N/A	N/A	No need for elimination procedure because all MS4 discharge points drain municipal property.

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IDEP	√		<u>Correct illicit discharges</u>	As illicit discharges are found	No actions. As applicable if illicit discharges are found.	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.	No training. Training is planned for 2011.	3 staff attended April 2011 Training sponsored by SEMCOG and SCCHD. IDEP topics were part of training.
Post Construction Controls	√	√	<u>Post Construction Storm Water Policy</u> : East China Twp. informally adopted the Drain Commissioner's Rules in 2008. Finalize post construction ordinance that meets the following requirements for all new and redevelopment projects: 1) A minimum treatment volume standard; 2) a channel protection criteria; 3) Operation and maintenance requirements; 4) site plans which incorporate these requirements, as applicable to new and redevelopment projects applicable under this permit.	Final Policy by 09/01/2011	The post construction policy informally adopted in 2008 needs to be formalized in 2011.	Fall 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.
	√		<u>BMP Tracking</u> : The maintenance of all structural and vegetative BMPs, installed after 8/01/09 to meet post construction policy requirements of East China Twp. will be tracked and enforced. Currently East China Township is unaware of any BMPs to track.	Inspect BMPs 1x/5 yrs.	No BMPs have been installed on E. China Twp's MS4 as part of new construction	No actions. Revised SWPPI removes this task.

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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.
	√		<u>Site Plan Review</u> : The SESC permit is part of the site plan review checklist.	Procedure by 9/1/2011	E. China requires an elevation certificate for new construction.	If a property is within 500 ft. of a watercourse, the township requires a SESC permit before issuing a building permit.
	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	The SCCHD issued 184 SESC permits this past year of which 7 were issued in E. China.	The SCCHD will provide the # of SESC permits issued and the most recent audit status in its storm water permit progress report.
Pollution Prevention (P2) & Good Housekeeping	Employee /Contractor Training					
	√		<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.	Review of 3 watershed posters with DPW staff. Posters at DPW buildings. "Remember it all drains to our lakes and rivers". Remember to keep sign in sheets.	3 staff from E. China attended the April 2011 training workshop sponsored by SEMCOG and The SCCHD. All of the education activities listed were presented.
	√		<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.

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P2 & Good Housekeeping	Structural Storm Water Control Effectiveness				
	√	<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 has been provided in Appendix C of this SWPPI.	2010; Annual Review	Complete. No structural controls. None to add for 2010. See Appendix D. for list of municipal properties.	NO actions. Revised SWPPI removes these tasks because they are not required under the 2003 permit.
	√	<u>Structural Storm Water Maintenance</u> : A schedule of inspections of municipal owned and/or operated structural storm water controls is included in Appendix C.			
	√	<u>Update Summary</u> : update summary of municipal property MS4 and structural storm water controls as necessary.	2011 & 2013		
	√	<u>TSS Load Reduction Calculation</u> : Calculate load reductions for all impervious surfaces	9/1/2011 and 9/1/2013	No actions.	
√	<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	No actions.	Next training topic for SEMCOG 2012 Training will be disposal practices. When more information is received it will be adopted.	

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Pollution Prevention (P2) & Good Housekeeping	Roadway, Parking Lots and Bridges					
	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>	N/A	No catch basins in parking lots. Sheet runoff to grassy areas.	N/A
	N/A	√	<u>Sweep Streets</u> : The RC sweeps all local, county and state roads within municipality and will report results of street sweeping in its progress reports.	N/A	N/A	N/A
	√		<u>Sweep Parking Lots</u> : Sweep parking lots and access drives within jurisdiction	Inspect annually; sweep as needed	May - November parking lot sweeping at Township Hall with each grass cutting. Blower blows sediment back onto grass.	May - November parking lot sweeping at Township Hall with each grass cutting. Blower blows sediment back onto grass.
	√		<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	Municipal Buildings and Parks - snow is plowed and piled onto grassy areas only.	Municipal Buildings and Parks - snow is plowed and piled onto grassy areas only.
	N/A	√	<u>Stabilize Erosion (Road ROW)</u> : The RC stabilizes erosion along roads and bridges within the Road Right of Way.	N/A	N/A	N/A
	√	√	<u>Stabilize Erosion (open waterways/ drains)</u> : Work with SCC to stabilize banks of open drains or waters of the state within jurisdiction.	As need is identified & funding dictates	No activities. Most interest is on stabilization and woody debris jams on the Belle River. Waiting to address them until the watershed management plan is completed. DPW staff assist with log jam removal when possible.	

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P2 & Good Housekeeping	√		<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	The Township only purchases salt in small quantity bags and stores it indoors. It is used sparingly on sidewalks only.	
	N/A	√	<u>Dust Control BMPS:</u> The SCCRC applies liquid calcium chloride to control dust and suspended solids in runoff from unpaved roads within municipality. The SCCRC will report on applications in its progress reports.	N/A	N/A	N/A
	√		<u>Cole Tar Emulsions:</u> Develop policy to not use coal tar emulsions for sealing asphalt surfaces	N/A	The DNRE has said that it will not be enforcing this requirement. The Township and watershed group are waiting for DNRE guidance on alternative products. The Township currently contracts out asphalt sealing.	N/A
	Fleet Maintenance and Storage Yards					
	N/A		<u>Storm Water Pollution Prevention Plan (SWPPP):</u>	N/A	East China Twp does not have any fleet maintenance or storage facilities that require a SWPPP.	N/A
			<u>Certified Storm Water Operator:</u>			
			<u>SWPPP Inspections and Activities:</u>			
		<u>Fleet Maintenance Activities:</u>				
√		<u>Fleet and Equipment Washing:</u> Wash vehicles and equipment at facilities where wash water is treated. East Twp vehicles are washed at wash bay facility at the Springborn DPW site and in a parking area where small amounts of runoff go to grass.	ongoing	Trucks washed primarily at the DPW Pole Building, Springborn Rd. where floor drain leads to the sanitary. Vehicle wash water at the DPW yard absorbs into grassy areas surrounding the parking lot. Waiting for DNRE guidance on vehicle washing.		

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P2 & Good Housekeeping	√	<u>Refuse BMPs</u> : Inspect dumpster(s) for leaks and clean up loose refuse found around dumpsters.	Monthly	Dumpsters regularly inspected but no documentation.	Revised SWPPI removed this task
	√	<u>Spill Response</u> : Provide spill response training to staff.	Maintain certification	E. China Township relies on MC Fire Hall or SC Fire Hall for emergency spill response who maintain spill response training.	
	Manage Vegetative Properties				
	N/A	<u>Staff Training</u> : East China Twp staff do not apply pesticides/ herbicides or fertilizers.	N/A	East China Twp staff do not apply pesticides/ herbicides or fertilizers.	3 staff from E. China attended the April 2011 training workshop sponsored by SEMCOG and The SCCHD which covered fertilization, pesticide/ herbicide and mowing practices.
	√	<u>Contractor Training</u> : Require contractors to be trained on the proper application of fertilizers. No pesticides or herbicides are applied to Twp property.	SOP by 9/1/2011	No formal policy in place. E. China fertilizes twp hall property only and requires no phosphorous applications. Letter from company re: no phosphorous applications on file.	
	√	<u>Fertilization</u> : No phosphorous is applied to municipal properties. Develop policy stating no phosphorous fertilizer is to be used on municipal properties.	09/01/2011	E. China Twp has an informal policy in place that requires no phosphorous applications on municipal properties.	
	√	<u>Vegetation Management BMPs</u> : Policy to mow > 3" and mulch all clippings		All maintained areas cut above 3" and clippings are mulched.	
Voluntary Watershed Actions					
Voluntary	<u>Describe any water quality related initiatives undertaken that has not already been discussed.</u>		N/A	No activities reported.	No activities reported.

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Met Benchmark?
N/A
attendance at meetings
1 of 2 presentations
√
√
√
1 of 2 memos
Revised SWPPI removes this task.

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Met Bench- mark?
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Met Bench- mark?
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Met Benchmark?
N/A
Mapping
√
Revised SWPPI removes this task.
√
N/A

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Met Bench- mark?
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√
Post construct . Ord
Revised SWPPI removes this task.

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Met Bench- mark?
Revised SWPPI removes this task.
√ COMPL ETE
N/A
√
contracto r training

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Met Bench- mark?
Revised SWPPI removes these tasks.
Disposal procedur es

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Met Bench- mark?
N/A
N/A
N/A
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N/A
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Met Benchmark?
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N/A
N/A
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Met Benchmark?
Revised SWPPI removed this task
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