



State of Ohio Environmental Protection Agency

NPDES Small MS4 General Permit (OHQ000002) Annual Reporting Form

Instructions for completing this form:

- OHQ000002 requires that this form be used when submitting annual reports. You may request approval to use your own reporting format.
- Annual Reports are due annually on or before April 1st.
- Complete the form and sign and date the certification statement below.
- If more space is needed than is provided, identify within the provided space that Attachment A, B, C, etc. has been attached.
- If an item of the form is not applicable for your program (such as street sweeping), fill in N/A in the space provided.
- Don't include attachments such as brochures, newspaper clips, sign-in sheets, etc. related to your program with this form. You only need to summarize these within this report. These records must be filed and will be needed during program audits.
- When complete, submit this Annual Report form to the following address:
Ohio Environmental Protection Agency
Division of Surface Water
Storm Water Program – Small MS4
P.O. Box 1049
Columbus, Ohio 43216-1049

Small MS4 Annual Report for Year: 2010		
Ohio EPA Facility Permit Number: 3GQ00088*BG		
Name of MS4: Geauga County and Others		
Primary Contact: Robert L. Phillips, PE, PS	Title: Geauga County Engineer	
Mailing Address: 470 Center Street, Bldg. 4		
City: Chardon	Zip Code: 44024	County: Geauga
Telephone Number: 440-279-1800	Email Address: rphillips@co.geauga.oh.us	

Include or attach a Table of Organization. Indicate who (name and contact information) is responsible for overall management and implementation of your program, and if different, each minimum control measure of your program. Identify how development and implementation across multiple positions, agencies and departments occur. Also, identify any Memorandum of Understandings (MOUs) or other such agreements that exist.

See Attached

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including possibility of fine and imprisonment for knowing violations.

Print Name: _____

Print Title: _____

Signature: *Robert L. Phillips* Date: 3/31/11



PUBLIC EDUCATION & OUTREACH

Estimate Your Permit Area's Total Population: 15,249

BMP (mechanism) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	% of Target Audience Reached	Summary of Results	Effective (Yes or No)
News Articles	Information accessible to all residents in Phase 2 community on website	<i>Green Tips</i> <i>Concrete Wash Water</i>	Residents	100% available	Available to all residents via townships website	Yes
Chester Township Russell Township		<i>Green Tips</i>				
<i>Geographer</i> - Newsletter	All residents in Phase 2 receive information	"NPDES Phase 2 and You" Corner Article	Residents	100%	Distributed to all households in Geauga County (>40,000) via the "Gauga Magazine"	Yes
Gauga SWCD		<i>Gauga SWCD and implementing the Phase 2 Program</i>				
News Releases	One article published in a local newspaper	<i>Understanding Storm Water Basins</i>	Residents w/ storm water basins on their property	<1%	Articles sent to all local newspapers (Maple Leaf, Gauga Courier). Stormwater Basins and Seven Steps printed in Farm and Dairy as a feature article.	Yes
Gauga SWCD		<i>Seven Steps to Green Lawns and Gardens</i>	Residents			
		<i>Sustaining Our Streams Program</i>	Residents			
		<i>Storm Water Survey</i>	Residents			
		<i>Rain Barrels</i>	Residents			
Adult Education Programs	Provide at least one General Education Program to the Phase 2 Communities	<i>Gone Green Tour</i>	Residents	<1%	2 programs held Gone Green – 92 Attendees Sustaining Our Streams – 20 Attendees Rain Barrel Presentation and Display @ Westwoods – 10 attendees during presentation and over 1000 attendees for the Nature Arts Festival	Yes
Gauga SWCD		<i>Sustaining our Streams Aquatic Adventure</i>				
		<i>Rain Barrel Presentation and Display at NatureArts Festival</i>				
Educational Brochures	10 Brochures on new topic distributed	Rain Barrel Brochure	Residents	<1%	Brochures available and distributed at office and other public events.	Yes
Gauga SWD		Green Lawn Healthy Environment				



BMP (mechanism) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	% of Target Audience Reached	Summary of Results	Effective (Yes or No)
Website Geauga SWCD	Minimum 500 hits total on webpage pertaining to Storm water, Non-point source pollution, Low Impact Development, Rain Barrels, Erosion and sediment Control etc.	What is Storm water and non-point source pollution and alternative storm water management practices, Best Management Practices?	Residents	10%	Rain Barrels – 1704 Hits Education Prgms -1025 Hits Construction BMPs – 669 hits NPDES – 170 Hits Publications – 379 Hits Rain Gardens – 107 Hits Riparian Setbacks – 96 Hits Stormwater – 157 Hits	Yes
School Programs Geauga SWCD	Minimum of 25 programs to schools within the Phase 2 Area	Non-point source pollution prevention and protection of our environment <ul style="list-style-type: none"> - Protection of Riparian Animals in Riparian Area - Enviroscapes - Stream: erosion, storm water 	School children	20%	30 programs reaching over 1100 children in just NPDES Phase 2 Communities	Yes
Welcome Wagon Packets Geauga SWCD, Chester and Russell Township	Provide information packet about proper management of your septic, well and ways homeowners can prevent non-point source pollution	New resident outreach on nonpoint source pollution and prevention	New Homeowners	Russell Twp – 65 Chester Twp – 100%	Packets given to all new homeowners in Russell and Chester Townships	Yes
Publications Geauga SWCD	Provide numerous publications on non-point source pollution and prevention, proper construction BMPs, and riparian setbacks	Continual stocking and updating as necessary of brochures on non-point source pollution and prevention, proper construction BMPs, and riparian setbacks at public locations	Residents	<1%	All township halls, SWCD office display and other miscellaneous displays stocked with current brochures and publications	Yes
Static Displays Chester and Bainbridge Township	Storm water Displays Russell Zoning: Love your Streams Chester Town Hall: 7 steps to clean water Bainbridge Town Hall: Construction BMPs	Love Your Streams Love Your Streams 7 Steps to Clean Water Low Impact Development Proper Construction BMPs	Residents	<1%	Displayed for all residents to see all year round	Yes

PUBLIC EDUCATION & OUTREACH

- Summarize activities you plan to undertake during the next reporting cycle.

BMP (mechanism) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	% of Target Audience to be Reached	Summary of Planned Activities	Proposed Schedule
Feature News Articles Geauga SWCD	All residents in Phase 2 receive information	<p>"NPDES Phase 2 and You" Corner Article</p> <p><i>"Geauga County's consolidated Stormwater Management Plan"</i></p> <p><i>"Streams their function and how to protect them"</i></p> <p><i>"Clean Storm Water Starts at Home"</i></p>	Residents	<5%	Articles will be written and sent to newspapers, Phase 2 community websites and emailed to Geauga SWCD email list.	Complete in 2011
News Releases Geauga SWCD		<p>One article published in a local newspaper</p> <p><i>General non-point source pollution and stormwater news releases.</i></p>				
Adult Education Programs Geauga SWCD	Provide at least one General Education Program to the Phase 2 Communities	<i>"Clean Storm Water starts at home: Household habits for Healthy Water"</i>	Residents	<1%	<p>Educational Event featuring:</p> <ul style="list-style-type: none"> Hazardous Household Waste Disposal Making cleaning fluid alternatives Car care 	Complete in 2011
School Programs Geauga SWCD	Minimum of 12 programs to schools within the Phase 2 Area	Non-point source pollution prevention and protection of our environment	School children	20%	Over 12 programs reaching over 250 children in just NPDES Phase 2 Communities	Complete in 2011
Fair Display Geauga SWCD	Minimum 1000 people come through and view booth	Non-Point Source Pollution Solutions	Residents	2-3%	Fair booth display showing stream functions and the benefits they provide and how to protect them	Complete in 2011
Website Geauga SWCD	Minimum 500 hits total on webpage pertaining to Storm water, Non-point source pollution, Low Impact Development, Rain Barrels, Erosion and sediment Control etc.	What is Storm water and non-point source pollution and alternative storm water management practices, Best Management Practices?	Residents	<1%	Continue to update website with current information for the public	Ongoing throughout reporting cycle



SMALL MS4 ANNUAL REPORT FORM

State of Ohio Environmental Protection Agency

BMP (mechanism) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	% of Target Audience to be Reached	Summary of Planned Activities	Proposed Schedule
Welcome Wagon Packets	Provide information packet about proper management of your septic, well and ways homeowners can prevent non-point source pollution	New resident outreach on nonpoint source pollution and prevention	New Homeowners	<1%	Packets given to all new homeowners in Russell and Chester Townships	Ongoing throughout reporting cycle
Geauga SWCD, Chester Township and Russell Township						
Publications	Provide numerous publications on non-point source pollution and prevention, proper construction BMPs, and riparian setbacks	Non-point source pollution and prevention, proper construction BMPs, and riparian setbacks	Residents	<1%	Continue to stock township halls, SWCD office display and other miscellaneous displays with current brochures and publications	Ongoing throughout reporting cycle
Geauga SWCD						
Static Displays	Storm Water Displays 10 banners displays setup	From the Upper Reaches to lake Erie's Beaches: A Banner Year for Nonpoint Source Pollution Solutions <ul style="list-style-type: none"> - Clean storm water starts at home - Steer clear of pollution - It's not hard to have a healthy yard - Storm water - spread it out, slow it down and soak it in - Watershed runoff rundown 	Residents	<5%	Banners displayed at various locations throughout the Phase 2 Area	Complete in 2011
Geauga SWCD						



PUBLIC INVOLVEMENT/PARTICIPATION

BMP (Activity) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	Estimate of People Participated	Summary of Results	Effective (Yes or No)
Rain Barrel Yard Art Campaign Geauga SWCD	Rain Barrels decorated, advertised in local papers and purchased	Alternative Storm water management around your home using rain barrels	Residents	100%	Newspaper advertised all 14 barrels Rain Barrels displayed throughout Phase 2 communities for 2 months Bids received on all barrels All barrels sold	Yes
Stream Quality Monitoring Geauga SWCD	Involve at least 10 residents	Assessing the quality of our streams	Residents	108	Monitored 10 streams throughout the county with over 108 residents.	Yes
Household Hazardous Waste Collection Days Geauga County Engineer & Geauga-Trumbull Solid Waste District	Hold at least one Household Hazardous Waste Collection and Appliance Collection per year	Proper disposal of household hazardous wastes and appliances	Residents	100% reached unknown how many from each area	Two events held @ County Engineers Yard <ul style="list-style-type: none"> • Tire Collection > 7800 Tires • Household Hazardous waste – 40 Tons • Appliances – 14.7 tons – 176 residents 	Yes
Public Meetings Geauga County Engineer (Geauga County Stormwater Taskforce)	Meet at least 1 time per year to discuss current activities and next reporting cycle goals	Collaboration of various activities to meet Minimum Control Measures	Local Government Officials	15	1 meetings held throughout year	Yes
Storm water Survey follow-up Geauga SWCD	Results compiled	Assessing residents knowledge of storm water issues	Residents	100% Reached - <1% actually responded	Distributed to all households in Geauga County (>40,000) via the "Geauga Magazine" and follow-up press release to local newspapers 49 responses received – results compiled	Yes – publication reached everyone
Rain Garden Installation Geauga SWCD	Install 11 rain gardens in by the end of 2010	Rain gardens as alternative storm water quality practices	Residents of Chagrin Watershed	<1% (Total of 15 rain gardens installed by the end of 2010 as part of the larger project -- 14 of the 15 rain gardens were in Phase 2 Townships)	In 2010 – 4 rain gardens installed	Yes



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Gone Green Garden Tour	Hold a drive-it-yourself tour featuring rain gardens and environmentally friendly garden practices	Alternative storm water management around your home using unique landscaping and gardening practices	Residents	<1%	Five sites on tour featuring "green" gardening practices	Yes
Geauga SWCD						
Teacher Education Programs	Host two education workshops showcasing the natural resources of the Lake Erie Basin and how to protect them	Promotion of storm water management, watershed health and NPS pollution solutions to area teachers and educators	Northeast Ohio Teachers	<1% Phase 2 Area – Total 23 teachers	Field trips, presentations and activities that will provided an in-depth look at the natural wonders and resources of the Lake Erie Watershed and how to protect it for long term sustainability	Yes
Geauga SWCD						

PUBLIC INVOLVEMENT/PARTICIPATION

- Summarize activities you plan to undertake during the next reporting cycle.

BMP (Activity) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	Estimate of People to Participate	Summary of Planned Activities	Proposed Schedule
Adult Education Programs Geauga SWCD	Provide at least one Hands on Program to the Phase 2 Communities	<i>Clean Stormwater Starts at Home: Household Habits for Healthy Water</i>	Residents	<1%	Educational Event featuring: <ul style="list-style-type: none"> Hazardous Household Waste Disposal Making cleaning fluid alternatives Car care 	Complete in 2011
Teacher Education Programs Geauga SWCD	Host two education workshops showcasing the natural resources of the Lake Erie Basin and how to protect them	Promotion of storm water management, watershed health and NPS pollution solutions to area teachers and educators	Northeast Ohio Teachers	<1% Phase 2 Area - 25 teachers	Field trips, presentations and activities that will provide an in-depth look at the natural wonders and resources of the Lake Erie Watershed and how to protect it for long term sustainability	Complete in 2011
Stream Quality Monitoring Geauga SWCD	To actively engage families located in the Phase 2 Urbanized Area in Stream Quality Monitoring with a minimum of 10 people participating	Assessing the quality of our streams	Residents	<1%	Monitor streams at least 12 different times with MYC (Millennium Youth Conservationists) group	Complete in 2011
Storm water Survey follow-up Geauga SWCD	Results published on website and in a news release	Residents knowledge of storm water issues	Residents	100% Reached and the ability to read results in newspaper or on website	Report results of survey on website and in newspapers	Complete in 2011
Rain Barrel Yard Art Campaign Geauga SWCD	10 Rain Barrels decorated, advertised in local papers and purchased	Alternative Storm water management around your home using rain barrels	Residents	100%	Advertise barrels in newspaper Display for 2months across Phase 2 area. Bids received on all All barrels sold	Complete in 2011
Household Hazardous Waste Collection Days Geauga County Engineer & Geauga-Trumbull Solid Waste District	Hold at least one Household Hazardous Waste & Appliance Collection per year	Proper disposal of household hazardous wastes and appliances	Residents	100% Reached – those that need to attend	2 events held in the spring 4/9/2011 & 4/16/2011	Complete in 2011
Public Meetings Geauga County Engineer (Geauga County Stormwater Taskforce)	Meet at least 1 time per year to discuss current activities and next reporting cycle goals	Collaboration of various activities to meet Minimum Control Measures	Local Government Officials	10	1 meetings held throughout year	Complete in 2011



ILLCIT DISCHARGE DETECTION & ELIMINATION (IDDE)

BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Cite Local Code(s) Being Used (If available, web link for code(s))		Summary of Results or Activities		Effective (Yes or No)
Ordinance or Other Regulatory Mechanism	Utilize existing sewage regulations and procedures implemented by the Geauga County Health District	Yes	http://www.geaugacountyhealth.org/pdfs/GaugaCountySewageRegulations.pdf		All properties follow these regulations		Yes
Point of Sale/Nuisance complaints			ORC 3707.01				
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Activities or Updates			Effective (Yes or No)	
Storm Sewer System Map	All Outfalls in MS4 area mapped and updated as necessary.	Yes	Nothing added this year			Yes	
Geauga SWCD							
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Activities or Updates			Effective (Yes or No)	
HSTS Mapping and List	Create a list and map of locations of all off-lot discharging systems currently on file	Yes	Database and map created of all off-lot discharging septic systems where paper files currently exist.			Yes	
Geauga County Health District							
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Activities or Updates			Effective (Yes or No)	
IDDE Plan	Identify agency to test dry weather outfalls	Partially	Health Department through its sewage rules and "Point of Sale" Inspection program ensure that all septic systems are evaluated and meet current standards before transfer or sale of home # of point of sale inspections = 94 Chester, 36 Russell, 63 Bainbridge # permits issued to install a replacement HSTS system = 40 Chester, 17 Russell, 13 Bainbridge			Yes	
Geauga County Health District	Determine process to implement plan						
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	# of Outfalls Screened	# of Dry-Weather Flows Identified	# Of Illicit Discharges:		Effective (Yes or No)
Dry-Weather Screening of Outfalls Total # of Outfalls 798					Identified*	Eliminated	
Bainbridge Township	Complete dry weather screening of outfalls	Yes	324	14	Unknown at this time	N/A at this time	Yes
Chester Township		Yes	319	44			
Russell Township		Yes	155	19			
Geauga County Engineer		Yes	Totals included in respective twp	Totals included in respective twp			

*Include an attachment which provides schedules for elimination of illicit connections that have been identified but have yet to be eliminated.



ILLICIT DISCHARGE DETECTION & ELIMINATION (IDDE)

- Summarize activities you plan to undertake for the next reporting cycle.

BMP & Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
Ordinance or Other Regulatory Mechanism	Utilize existing sewage regulations and procedures implemented by the Geauga County Health District including Point of Sale and Nuisance complaints	Continue to implement current Geauga County Household Sewage Regulations & Nuisance complaint procedure in ORC 3707.01	Ongoing throughout reporting cycle.
Gauga County Health Department			
Storm Sewer System Map	Incorporate all Post Construction BMP's and storm sewer system (ditches) on map and continue to add new outfalls as necessary.	Begin mapping of Post-Construction BMPs and actual storm sewer system (Ditches) on map.	Completed by December 2013.
Gauga SWCD			
HSTS Mapping and List	Field check remaining off-lot systems within Phase 2 Urbanized Area	If illicit discharge is found through dry-weather screening or through a nuisance complaint process. Field work will be done to add the off-lot system to existing database and map.	Complete by December 2013.
Gauga County Health District		Complete field work to map all off-lot HSTS within urbanized area where no information is available in paper files.	Complete by December 2018.
IDDE Plan	All new home sales most pass current sewage rules before transfer or sale of home.	Continue to implement "Point of Sale" program and updating home sewage treatment systems that don't meet requirements.	Ongoing throughout reporting cycle.
Gauga County Health District and Gauga County Department of Water Resources	Test all reconfirmed dry-weather outfalls against OEPA standards, if standards not met turn over to Gauga County Health Department where investigation will follow the Nuisance Complaint Procedures.	Test all reconfirmed dry-weather outfalls against OEPA standards, if standards not met turn over to Gauga County Health Department where investigation will follow the Nuisance Complaint Procedures – ORC 3707.01	Complete by December 2013.
	Any other nuisance complaints that are received will be compared to dry-weather outfalls to assist in isolate problem areas.	Track septic complaints and compare to dry weather flow outfalls to isolate problem areas and come up with solution to resolve.	Complete by December 2013.
	Commit procedures to written document	Procedures to handle dry-weather outfalls as a result of a failing septic system or a permitted off-lot discharging system are established.	Complete by December 2013.
Dry-Weather Screening of Outfalls	Confirmation of all dry-weather outfalls that were found.	Reevaluate all dry-weather outfalls that were found to confirm they are dry-weather outfalls	Complete by December 2011
Bainbridge Township		Each township and County Engineer conduct dry-weather screening of outfalls where flows were identified and try to locate source.	Complete by December 2013
Chester Township			
Russell Township			
Gauga County Engineer			



SMALL MS4 ANNUAL REPORT FORM

State of Ohio Environmental Protection Agency

CONSTRUCTION SITE RUNOFF CONTROL

BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Cite Local Code(s) Being Used (If available, web link for code(s))		Summary of Results or Activities	Effective (Yes or No)	
Ordinance or Other Regulatory Mechanism	Update existing "Geauga County Water Management and Sediment Control (WMSC) Regulations" as necessary	Yes	Geauga County Water Management and Sediment Control Regulation		Update completed and adopted in 2009 – incorporated new 2008 Ohio EPA Construction General Permit requirements	Yes	
Geauga SWCD			http://geaugaswcd.com/yahoo_site_admin/assets/docs/2009_Regulations.139125006.pdf				
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Standards Being Used		Summary of Results or Activities	Effective (Yes or No)	
Sediment and Erosion Control Requirements	County WMSC Regulations meet standards of the Ohio EPA Construction General Permit	Yes	Geauga County Water Management and Sediment Control Regulations – based on Ohio EPA General Construction Permit		Updated and adopted in 2009 to meet Ohio EPA Construction General Permit Standards	Yes	
Geauga SWCD							
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Complaints		Summary of Results or Activities	Effective (Yes or No)	
			Received	Followed-Up On			
Complaint Process	Method to Track Complaints	Yes	0	N/A	All complaints being tracked within Complaint module in USP Tracking System for Construction Sites	Yes	
Geauga SWCD							
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	# of Applicable Sites Requiring Plans	# of Plans Reviewed	Summary of Results or Activities	Effective (Yes or No)	
Site Plan Review Procedures	All sites disturbing >1 acres or <1 acre and part of a larger common plan of development have approved WMSC Plan	Yes	21 sites within Phase 2 communities of Bainbridge, Russell, and Chester Twp	24 – plan reviews (some sites required multiple reviews)	All required sites received a plan review prior to construction within the Phase 2 UA.	Yes	
Geauga SWCD			4 of the 21 sites are actually within the Phase 2 Urbanized Area (UA)	6 plan reviews on the 4 sites within the Phase 2 UA			
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Site Inspections Performed			Summary of Results or Activities	Effective (Yes or No)
			# of Applicable Sites	# Performed	Avg. Frequency		
Site Inspection Procedures	All sites inspected at least once a month	Yes	38 sites within Phase 2 Communities of Bainbridge Russell and Chester Twp 12 of those 38 sites are actually within the Phase 2 UA	308 inspections in Phase 2 communities of Bainbridge Russell and Chester Twp	1x every 2 weeks	Sites are regularly inspected at least once every two weeks when the ground is not frozen or snow-covered.	Yes
Geauga SWCD				79 of the 308 inspection were on the 12 sites within the Phase 2 UA			



SMALL MS4 ANNUAL REPORT FORM

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BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Violations		Summary of Results or Activities	Effective (Yes or No)
			# of Violation Letters	# of Enforcement Actions		
Enforcement Procedures	Utilize enforcement available within the WMSC Regulations	Yes	26 Violation instances within Phase 2 communities of Bainbridge, Russell and Chester Twp	No sites required legal action	Sites came into compliance with NOV letter or in some cases letters from the Prosecutor.	Yes
Geauga SWCD			12 of these 26 violations were actually within the Phase 2 UA			

*Include an attachment which identifies applicable sites within your jurisdiction for this reporting period.



CONSTRUCTION SITE RUNOFF CONTROL

- Summarize activities you plan to undertake during the next reporting cycle.

BMP & Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
Ordinance or Other Regulatory Mechanism	Continue to utilize "Geauga County Water Management and Sediment Control (WMSC) Regulations" and update as necessary to ensure minimum standards of Ohio EPA NPDES Permit OHC00003 are being met.	Continue to implement regulations for all proposed construction projects and review regulation for effectiveness	On-going throughout the reporting cycle
Geauga SWCD			
Sediment and Erosion Control Requirements	Continue to utilize "Geauga County Water Management and Sediment Control (WMSC) Regulations" and ensure standards meet Ohio EPA recommendations	Continue to implement regulations for all proposed construction projects and review regulation for effectiveness	On-going throughout the reporting cycle
Geauga SWCD			
Complaint Process	Record all complaints through new module in "Urban Site Tracking (USP) tracking program. Follow-up on all complaints within 5 working days.	Utilize tracking system to address all complaints	On-going throughout the reporting cycle
Geauga SWCD			
Site Plan Review Procedures	Review and approve 100% of all applicable sites through WMSC Regulations.	Review and approve 100% of all applicable sites through WMSC Regulations.	On-going throughout the reporting cycle
Geauga SWCD			
Site Inspection Procedures	All active sites inspected at least once a month during the construction phase.	All active sites inspected at least once a month during the construction phase.	On-going throughout the reporting cycle
Geauga SWCD			
Enforcement Procedures	Utilize enforcement procedures as outlined in WMSC Regulations to secure compliance as necessary.	Review procedures with Prosecutor and utilize as necessary to gain compliance where sites are in non-compliance.	On-going throughout the reporting cycle
Geauga SWCD			



POST-CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT

BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Cite Local Code(s) Being Used (If available, web link for code(s))		Summary of Results or Activities	Effective (Yes or No)
Ordinance or Other Regulatory Mechanism	Update as necessary	Yes	Geauga County Water Management and Sediment Control Regulations, Amended 2009 http://geaugaswcd.com/yahoo_site_admin/assets/docs/2009_Regulation_s.139125006.pdf		pdate completed and adopted in 2009 – incorporated new Construction General Permit requirements	Yes
Geauga SWCD						
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Structural and/or Non-Structural Standards Being Used		Summary of Results or Activities	Effective (Yes or No)
Post-Construction Requirements	Geauga SWCD - All sites disturbing 1 acre or more incorporate Post-Construction BMPs All new subdivisions enter into Drainage Maintenance District with the County Bainbridge and Russell Township – Riparian Setback Zoning Resolution	Yes Yes Yes	All options available in the Ohio EPA Construction General Permit are being utilized. Any alternatives must get prior approval from the Ohio EPA per WMSC Regulations.		All proposed construction sites incorporating structural and/or non-structural standards as required	Yes
Geauga SWCD			Geauga County Subdivision Regulations and Geauga County Subdivision Construction Regulations			
Geauga County Engineer & Geauga County Planning Commission			Non-Structural -- Riparian setbacks required on all new construction projects in these townships through their zoning codes.			
Bainbridge and Russell Township						
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	# of Applicable Sites Requiring Post-Const. BMPs	# of Plans Reviewed	Summary of Results or Activities	Effective (Yes or No)
Site Plan Review Procedures	Geauga SWCD - All sites disturbing 1 acre or more incorporate Post-Construction BMPs	Yes	2 in Phase 2 Township 1 in Urbanized area	4 in Phase 2 Township 2 in Urbanized area (1 site could have multiple reviews)	Only one(1) proposed construction sites was located within the Phase 2 Urbanized Area – one Post Construction BMP designed and installed	Yes
Geauga SWCD						
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Site Inspections Performed		Summary of Results or Activities	Effective (Yes or No)
			# Performed	Avg. Frequency		
Site Inspection Procedures	Upon completion of construction final site inspection conducted with requirement of submittal of "as-built"- Long-term inspection conducted once every 3 years	Yes Yes	4 site – 12 BMPs 0 sites – Conducted once every 3 yrs. – Urbanized area will be done in 2012.	During Construction – once every 2 weeks as part of inspection of entire site Final - Once – upon completion of construction	Final Inspection and As-built for construction received for 4 sites in Phase 2 Urbanized Area.	Yes
Geauga SWCD				Once every 3 yrs		
BMP & Responsible	Measurable Goal	Completed	Violations		Summary of Results or Activities	Effective



Party		(Yes or No)	# of Violation Letters	# of Enforcement Actions		(Yes or No)
Enforcement Procedures	Utilize enforcement procedures within "Geauga County Water Management and Sediment Control Regulations"	Yes	0	0	No Violations cited for the Urbanized Areas this year.	Yes
Geauga SWCD						
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	# of Sites Requiring Plans/Agreements	# of Plans Developed/Agreements in Place	Summary of Results or Activities	Effective (Yes or No)
Long-Term O&M Plans/Agreements	Inspection & Maintenance Agreements filed in Recorders office and copy in Geauga SWCD for all applicable sites Drainage Maintenance District required for all subdivisions	Yes	12 sites - 20 BMPs	12	All sites within the Phase 2 Urbanized Areas where construction is completed have agreements signed, notarized and recorded in the Geauga County recorders office. No subdivision have been proposed within the NPDES Phase 2 Urbanized Areas	Yes
Geauga SWCD Geauga County Engineer		Yes	0	0		



POST-CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT

- Summarize activities you plan to undertake for the next reporting cycle.

BMP & Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
Ordinance or Other Regulatory Mechanism	Current adopted "Geauga County Water Management and Sediment Control Regulations" will be annually reviewed and updates made as necessary to keep compliant with Ohio EPA NPDES Permit OHC00003.	As projects are proposed and submitted to the County the "Regulations" will continue to be utilized.	On-going throughout the reporting cycle.
Geauga SWCD			
Post-Construction Requirements	Current adopted "Geauga County Water Management and Sediment Control Regulations" will be annually reviewed and updates made as necessary to keep compliant with Ohio EPA NPDES Permit OHC00003. Incorporate current Drainage Maintenance District Requirements and pursue ability to bring old subdivisions in and incorporating its mandatory use for non-subdivision projects	As projects are proposed and submitted to the County the "Regulations" will continue to be utilized. Review parking codes and research alternative parking codes that can be enforceable on the long-term through township zoning.	On-going throughout the reporting cycle. Completed by December 2013.
Geauga SWCD, Geauga County Engineer, Geauga County Planning Commission Bainbridge, Chester and Russell Townships			
Site Plan Review Procedures	Review all proposed construction sites that meet applicability within the "Geauga County Water Management and Sediment Control Regulations"	Review and determine compliance for all applicable proposed construction projects.	On-going throughout the reporting cycle.
Geauga SWCD			
Site Inspection Procedures	Perform final inspection and obtain "as-built" on all construction sites with applicable post-construction storm water management. Inspect all Post-Construction Storm water management BMPs at least once every three years.	All "as-builts" obtained before issuing final inspection approval and recorded and scanned in USP database. Inspect all applicable sites once per year. Record within USP database.	On-going throughout the reporting cycle.
Geauga SWCD			
Enforcement Procedures	Utilize enforcement procedures as stated in "Geauga County Water Management and Sediment Control Regulations"	Implement enforcement procedures if voluntary compliance cannot be achieved.	On-going throughout the reporting cycle.
Geauga SWCD			
BMP & Responsible Party		Summary of Planned Activities	Proposed Schedule



	Measurable Goal		
Long-Term O&M Plans/Agreements	Obtain recorded copy of maintenance agreements for completed projects and scan and enter into USP database.	Obtain recorded copy of maintenance agreements for completed projects and scan and enter into USP database.	On-going throughout the reporting cycle.
Geauga SWCD	Look into Drainage Maintenance District requirement for private projects rather than private Inspection & Maintenance Agreements with private owners.	Have either a process in place to require all private projects to enter into a Drainage Maintenance District either with Geauga SWCD or County or a reason why it cannot be done.	Complete by December 2013.
Geauga SWCD and Geauga County Engineer	Continue to Utilize existing Drainage Maintenance District for Subdivisions	As Subdivisions are proposed require Drainage Maintenance District as outlined Subdivision Regulations	On-going throughout the reporting cycle.
Geauga County Engineer			



SMALL MS4 ANNUAL REPORT FORM

State of Ohio Environmental Protection Agency

POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Topic(s)	Targeted Audience	# of Employees Attended	Summary of Activity	Effective (Yes or No)
Employee Training Program	Gea Cty – CD Training Program Completed	Gea Cty – No	Gea Cty – N/A	Gea Cty – N/A	Gea Cty – N/A	Gea Cty – N/A	Gea Cty – N/A
Road Superintendent for Geauga County, Bainbridge Twp, Chester Twp and Russell Twp	Bainbridge Twp – CD Training Program Completed	Bainbridge Twp – NE Ohio SW Training Council Municipal Operations Good Housekeeping	Bainbridge Twp – N/A	Bainbridge Twp – N/A	Bainbridge Twp – 2	Bainbridge Twp – N/A	Bainbridge Twp – N/A
	Chester Twp – CD Training Program Completed		Maintaining your Storm water Practices and Prevent Pollution from Municipal Operations	Chester Twp – Road Dept Employees	Chester Twp – 9	Chester Twp – Road Dept employees viewed 2-hr webcast	Chester Twp – Yes
	Russell Twp – CD Training Program Completed	Chester Twp – No – but USEPA webcast training course utilized	Russell Twp – N/A	Russell Twp – N/A	Russell Twp – N/A	Russell Twp – N/A	Russell Twp – N/A
		Russell Twp – No					
List of Municipal Facilities Subject to Program					O&M Procedures Developed for Facilities (Yes or No)	# of Facility Inspections Performed	Frequencies of Such Inspections
Geauga County – None					Gea Cty – N/A	Formal Inspections will begin in 2011 per plan created in 2010	Formal Inspections will begin in 2011 per plan created in 2010
Bainbridge Twp – Road Department					Bainbridge Twp – Yes – end of 2010	Gea Cty – N/A	Gea Cty – N/A
Chester Twp – Road Department, Town Hall, Police Station, and Fire Station					Chester Twp – Yes – end of 2010	Bainbridge Twp – 0	Bainbridge Twp – None
Russell Twp – Town Hall, Road Department, Fire Station, and Police Department					Russell Twp – Yes – end of 2010	Chester Twp – 1 (Road Dept)	Chester Twp – Annually
					Russell Twp – 10 (Road Dept)	Russell Twp – Monthly	Russell Twp – Monthly
MS4 Maintenance	Summarize Maintenance Activities and Schedules			Summarize Activities Performed			
	Gea Cty – Regular ditching as needed to remove sediments followed by seed/mulch and matting as needed			Geauga County - ditches as needed and reseed bare areas			
	Bainbridge Twp – Regular ditching as needed to remove sediments followed by seed/mulch and matting as needed			Bainbridge Twp - clean ditches as needed and reseed bare areas			
	Chester Twp – Regular ditching as needed to remove sediments followed by seed/mulch and matting as needed			Chester Twp – clean ditches as needed and reseed bare areas			
Russell Twp – Regular ditching as needed to remove sediments followed by seed/mulch and matting as needed			Russell Twp – clean ditches as needed and reseed bare areas				



	Procedures Developed (Yes or No)	Document Amounts of Wastes Properly Disposed	
	Disposal of Wastes	Geauga County – Yes	Geauga County – N/A for facilities
Bainbridge Twp – Yes		Bainbridge Twp – 500 gallons of used oil/antifreeze/gas pumped out in 2010. AKE pumped and cleaned 2500 gallon water/oil separator trap in 2010. Used parts and brake cleaner removed from 20 gallon container by Kwik Kleen monthly.	
Chester Twp – Yes		Chester Twp – Used oil not removed in 2010 – done every other year. Used parts cleaner and brake parts cleaner removed by Kwik Kleen	
Russell Twp – Yes		Russell Twp – Safety Kleen pumped and cleaned water/oil separator trap and removed 1437 gallons one in 2010. 50 gallons of waste oil picked up by PetroLiance.	
	Covered (Yes or No)	Tons Used	Summarize Measures Taken to Minimize Usage
	Road Salt	Geauga County – Yes but N/A	Geauga Cty - 415
Bainbridge Twp – Yes		Bainbridge Twp - 4200	Bainbridge Twp – 50/50 salt and cinder mix and 100% salt
Chester Twp – Yes		Chester Twp – 1974	Chester Twp – Mix salt with 50% ice grit and a liquid called Ice Bite that decreases the need for reapplications
Russell Twp – Yes		Russell Twp – 410	Russell Twp – 50/50 salt and cinder mix
	Procedures Developed (Yes or No)	Gallons Used	Summarize Measures Taken to Minimize Usage
	Pesticide & Herbicide Usage	Geauga County – Yes	Geauga Cty – 52
Bainbridge Twp – Yes		Bainbridge Twp – 50	Bainbridge Twp – In house licensed applicator. Under guardrail.
Chester Twp – Yes		Chester Twp – 310	Chester Twp - Contracted with TruGreen Companies to spray township owned ornamental gardens and flower beds.
Russell Twp – Yes		Russell Twp – 0	Russell Twp – None used in 2010
	Procedures Developed (Yes or No)	Pounds Used	Summarize Measures Taken to Minimize Usage
	Fertilizer Usage	Geauga County – Yes	Geauga Cty - none
Bainbridge Twp – Yes		Bainbridge Twp - none	Bainbridge Twp – No fertilizer usage
Chester Twp – Yes		Chester Twp - none	Chester Twp – No fertilizer usage
Russell Twp – Yes		Russell Twp – none	Russell Twp – No fertilizer usage
	Procedures Developed (Yes or No)	Document Amount of Material Collected and Properly Disposed	
	Street Sweeping	Geauga County – Yes	Geauga County – 10 tons hauled back to County materials storage yard and recycled.
Bainbridge Twp – Yes		Bainbridge Twp – no sweeping	
Chester Twp – Yes		Chester Twp – all roads swept (80 yards of debris) by Reilly Sweeping, mostly small stone and cinders from snow & ice removal operations. Material dumped in dumpsters that were picked up by PennOhio Corp and disposed at Central Waste Inc. in Alliance.	
Russell Twp – Yes		Russell Twp – no sweeping	



State of Ohio Environmental Protection Agency

SMALL MS4 ANNUAL REPORT FORM

Flood Management Projects	Summarize any New or Existing Flood Management Projects that were Assessed for Impacts on Water Quality
None	



POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

- Summarize activities you plan to undertake for the next reporting cycle.

BMP & Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
Employee Training Program	All employees of government facilities subject to program trained on good housekeeping measures	Utilize CD Training Program & attend NE Ohio Storm water Training Council program for owners of MS4s.	Complete by 12/31/2011
Road Superintendants for Geauga County, Bainbridge, Chester and Russell Townships			
MS4 Maintenance	Personnel trained on uniform policy across all entities for proper ditching, restabilization methods and ditch waste disposal	All personnel trained on policy and utilizing.	Complete by 12/31/2011
Gauga County Engineer, Bainbridge Twp, Chester Twp & Russell Twp Road Superintendents			
Disposal of Wastes	Personnel trained on uniform policy across all entities for proper ditch waste disposal, and facilities hazardous waste maintenance and disposal	All personnel trained on policy and utilizing.	Complete by 12/31/ 2011
Gauga County Engineer, Bainbridge Twp, Chester Twp & Russell Twp Road Superintendents			
Road Salt	Personnel trained on uniform policy across all entities for proper salt usage, tracking and minimization	All personnel trained on policy and utilizing.	Complete by 12/31/ 2011
Gauga County Engineer, Bainbridge Twp, Chester Twp & Russell Twp Road Superintendents			
Pesticide & Herbicide Usage	Personnel trained on uniform policy across all entities for proper pesticide & herbicide usage and its minimization. Also requirements for 3 rd party to be attached to contracts.	All personnel trained on policy and utilizing.	Complete by 12/31/ 2011
Gauga County Engineer, Bainbridge Twp, Chester Twp & Russell Twp Road Superintendents			
Fertilizer Usage	Personnel trained on uniform policy across all entities for proper fertilizer usage and its minimization. Also requirements for 3 rd party to be attached to contracts.	All personnel trained on policy and utilizing.	Complete by 12/31/ 2011
Gauga County Engineer, Bainbridge Twp, Chester Twp & Russell Twp Road Superintendents			
Street Sweeping	Personnel trained on uniform policy across all entities for street sweeping procedures including proper disposal policies and reporting.	All personnel trained on policy and utilizing.	Complete by 12/31/ 2011
Gauga County Engineer, Bainbridge Twp, Chester Twp & Russell Twp Road Superintendents			
Flood Management Projects	If any projects proposed ensure they meet Ohio EPA Water quality standards.	Evaluate to ensure standards are met.	Ongoing
Gauga County Engineer and Gauga SWCD			

PROPOSED CHANGES TO YOUR SWMP (IF ANY)



- Summarize any proposed changes to your SWMP, including changes to any BMPs or any identified measurable goals that apply to the program elements. If you fail to satisfy measurable goals for the reporting year, please explain why.

MCM 2 – Stormwater Survey – survey summary complete in 2010– but results not posted until 2011 on website and as a news release in 2011 – change completion date to 2011 of those items.

MCM 4 – Secondary confirmation of dry-weather outfall detection will be completed by the end of 2011. Unable to complete due to other commitments by parties doing inspections.

MCM 4 – IDDE Plan – Items needed to be clarified and added since it all wasn't reported completely in 2009 annual report for 2010 activities.

MCM 5 – Change measurable goal for inspecting of Post Construction BMPs to once every three years. Currently Geauga SWCD inspects all Storm water Management Structures within the County once every three year with the available staff. For consistency and accuracy trying to inspect only certain Structures built after a certain date would be more cumbersome. ALL basins will be inspected on the regular rotation regardless of when they were built or what type of structure they are.

MCM 6 – Formal Training Program for all BMPs not completed for all townships or County since focus was on completing the policy and SWPPP for Operations that was completed in 2010. First year of consolidated permit with townships and County working to get all on the same page with formal written program.

VARIANCES GRANTED (IF ANY)

- Identify and summarize any variances granted under your storm water program.

GEAUGA COUNTY BOARD OF COMMISSIONERS
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440-279-1660

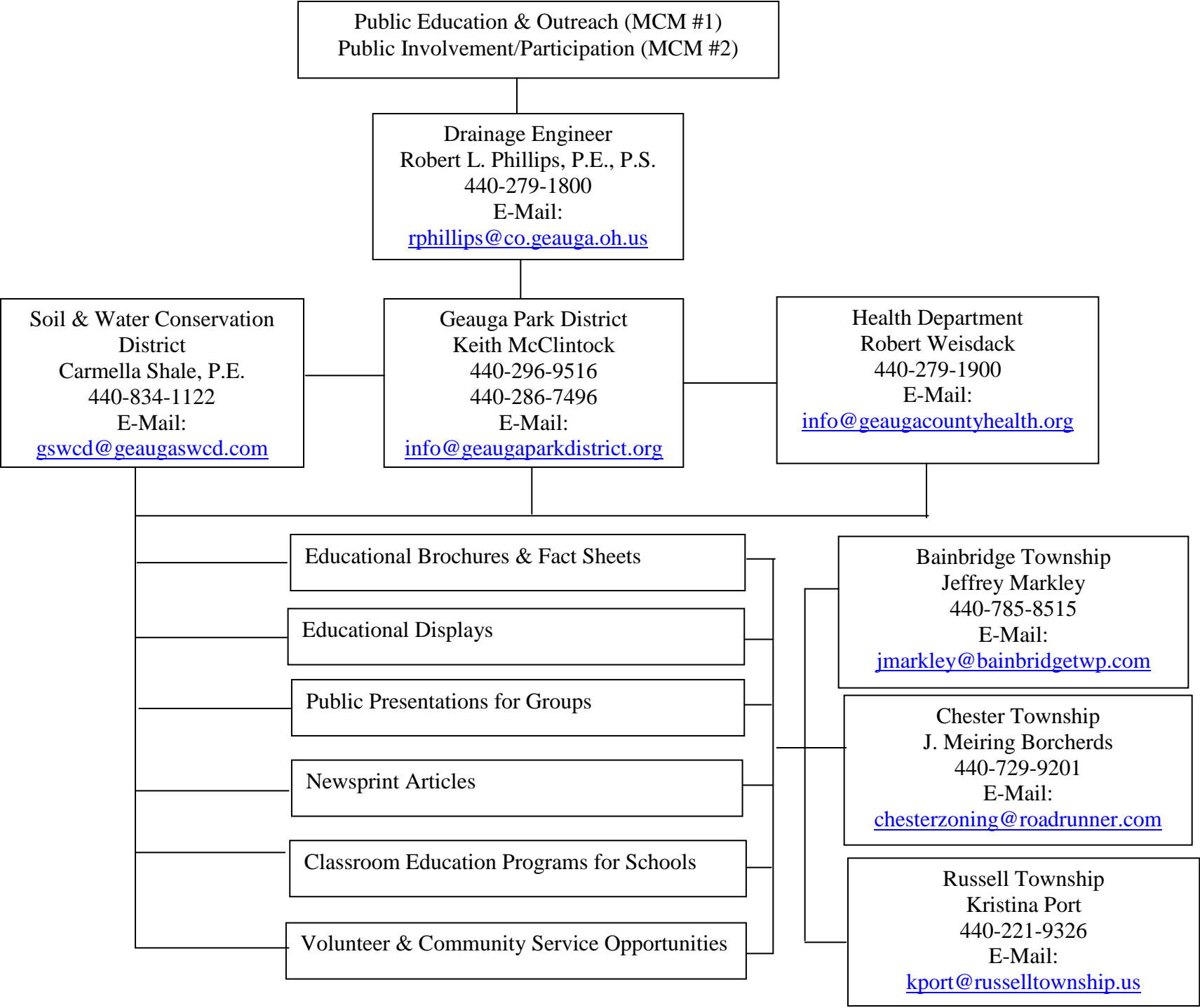
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Illicit Discharge Detection & Elimination (MCM #3)

Drainage Engineer
Robert L. Phillips, P.E., P.S.
440-279-1800
E-Mail: rphillips@co.geauga.oh.us

Inspection of Outfalls within the County
R/W

Oversight of Illicit Discharge Investigations

Health District
Robert Weisdack
440-279-1900
E-Mail:
info@geaugacountyhealth.org

Perform Sampling for Illicit Discharges

Investigations of Illicit Discharges

Dept of Water Resources
Douglas L. Bowen, P.E.
440-279-1970
E-Mail:
info@gcdwr.org

Perform Sampling for Illicit Discharges

Soil & Water Conservation
District
Carmella Shale, P.E.
440-834-1122
E-Mail:
gswcd@geaugaswcd.com

Maintain Storm Sewer System Map &
Database

Bainbridge Township

Chester Township

Russell Township

Inspection of Outfalls on
their Road System

Construction Site Stormwater Runoff Control (MCM #4)

County Engineer
Robert L. Phillips, P.E., P.S.
440-279-1800
E-Mail:
rphillips@co.geauga.oh.us

Review & Approval of Drainage
Maintenance Districts (DMD)

Design of SWP3s for County & Township
Projects

SWP3s Monitoring Inspections for County
& Township Projects

Soil & Water Conservation
District
Carmella Shale, P.E.
440-834-1122
E-Mail:
gswcd@geaugaswcd.com

Oversight of "Erosion & Sediment Control"
for all Projects

Regulatory Inspections & Plan Reviews of
SWP3s for all Construction Sites

Post-Construction Stormwater Management in New Development & Redevelopment (MCM #5)

County Engineer
Robert L. Phillips, P.E., P.S.
440-279-1800
E-Mail: rphillips@co.geauga.oh.us

Oversight of Annual Maintenance
Inspection of DMD's

Drainage Engineer
Robert L. Phillips, P.E., P.S.
440-279-1800
E-Mail: rphillips@co.geauga.oh.us

Oversight of "Storm Water Management"

Design of Storm Water Management Plans
& SWP3s for County & Township Projects

Soil & Water Conservation District
Carmella Shale, P.E.
440-834-1122
E-Mail: gswcd@geaugaswcd.com

Review & Approval of Storm Water
Management Plans & SWP3s for All
Construction Sites

Construction Inspections of all Post-
Construction BMP's

Annual Maintenance Inspection & Tracking of
all Post Construction BMP's

Pollution Prevention/Good Housekeeping for
Municipal Operations (MCM #6)

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Chester Township
Charles Mascella
440-729-9110
E-Mail
mascella67@hotmail.com

Russell Township
Gene Layne
440-338-5309
E-Mail
Roads@twp.russell.oh.us

Day-to-Day
Maintenance of Park
Facilities

Implement SWP3 for
Park Facilities

Develop and Maintain
SWP3 for County &
Township Facilities and
Operations

Day-to-Day Maintenance of
Township Facilities

Implement SWP3 for Township
Facilities