



# Illinois Environmental Protection Agency

Bureau of Water • 1021 N. Grand Avenue E. • P.O. Box 19276 • Springfield • Illinois • 62794-9276

## Division of Water Pollution Control ANNUAL FACILITY INSPECTION REPORT

### for NPDES Permit for Storm Water Discharges from Separate Storm Sewer Systems (MS4)

*This fillable form may be completed online, a copy saved locally, printed and signed before it is submitted to the Compliance Assurance Section at the above address. Complete each section of this report.*

Report Period: From March, 2019 To March, 2020

Permit No. ILR40 0397

#### MS4 OPERATOR INFORMATION: (As it appears on the current permit)

Name: Village of New Lenox Mailing Address 1: 1 Veterans Parkway

Mailing Address 2: \_\_\_\_\_ County: Will

City: New Lenox State: IL Zip: 60451 Telephone: 815-462-6490

Contact Person: Will Nash Email Address: wnash@newlenox.net  
(Person responsible for Annual Report)

#### Name(s) of governmental entity(ies) in which MS4 is located: (As it appears on the current permit)

Village of New Lenox

#### THE FOLLOWING ITEMS MUST BE ADDRESSED.

A. Changes to best management practices (check appropriate BMP change(s) and attach information regarding change(s) to BMP and measurable goals.)

- |  |                          |   |                          |
|--|--------------------------|---|--------------------------|
| 1. Public Education and Outreach             | <input type="checkbox"/> | 4. Construction Site Runoff Control       | <input type="checkbox"/> |
| 2. Public Participation/Involvement          | <input type="checkbox"/> | 5. Post-Construction Runoff Control       | <input type="checkbox"/> |
| 3. Illicit Discharge Detection & Elimination | <input type="checkbox"/> | 6. Pollution Prevention/Good Housekeeping | <input type="checkbox"/> |

B. Attach the status of compliance with permit conditions, an assessment of the appropriateness of your identified best management practices and progress towards achieving the statutory goal of reducing the discharge of pollutants to the MEP, and your identified measurable goals for each of the minimum control measures.

C. Attach results of information collected and analyzed, including monitoring data, if any during the reporting period.

D. Attach a summary of the storm water activities you plan to undertake during the next reporting cycle ( including an implementation schedule.)

E. Attach notice that you are relying on another government entity to satisfy some of your permit obligations (if applicable).

F. Attach a list of construction projects that your entity has paid for during the reporting period.

**Any person who knowingly makes a false, fictitious, or fraudulent material statement, orally or in writing, to the Illinois EPA commits a Class 4 felony. A second or subsequent offense after conviction is a Class 3 felony. (415 ILCS 5/44(h))**

Will Nash  
Owner Signature:

Will Nash  
Printed Name:

4.29.2020  
Date:

Civil Engineer  
Title:

EMAIL COMPLETED FORM TO: [epa.ms4annualinsp@illinois.gov](mailto:epa.ms4annualinsp@illinois.gov)

or Mail to: ILLINOIS ENVIRONMENTAL PROTECTION AGENCY  
WATER POLLUTION CONTROL  
COMPLIANCE ASSURANCE SECTION #19  
1021 NORTH GRAND AVENUE EAST  
POST OFFICE BOX 19276  
SPRINGFIELD, ILLINOIS 62794-9276

This Agency is authorized to require this information under Section 4 and Title X of the Environmental Protection Act (415 ILCS 5/4, 5/39). Failure to disclose this information may result in: a civil penalty of not to exceed \$50,000 for the violation and an additional civil penalty of not to exceed \$10,000 for each day during which the violation continues (415 ILCS 5/42) and may also prevent this form from being processed and could result in your application being denied. This form has been approved by the Forms Management Center.

# Village of New Lenox

## NPDES Phase II – Year Seventeen Annual Report Summary

### Table of Contents

Part A. Change to Best Management Practices.....	A-1
Part B. Status of Compliance with Permit Conditions.....	B-1
Part C. Information and Data Collection Results.....	C-1
Part D. Summary of Year 18 Stormwater Activities.....	D-1
Part E. Notice of Qualifying Local Program.....	E-1
Part F. Construction Projects Conducted During Year 17.....	F-1

**Part A. Changes to Best Management Practices**

There were no changes in Year 17 to the Best Management Practices (BMPs) that were outlined in the NOI permit for Years 11-17. The Watershed Planning Group is currently in the process of dissolving and the Village will be joining the Lower Des Plaines River Watershed Group.

## **Part B. Status of Compliance with Permit Conditions**

The status of BMPs and measurable goals performed in Year 17 are described below.

### **1. Public Education and Outreach**

#### **A.1 Distributed Material**

**Measurable Goals:** The Village currently distributes informational brochures at the Village Hall and distributes newsletters to residents. The newsletter will have a minimum of one article per year related to storm water.

**Status:** The Village distributes brochures through its “take away” rack at the Village Hall. The newsletter, “The Villager” contains at least one article related to best management practices.

**Evaluation:** The Village newsletter is distributed to approximately 8,500 homes; 64 Hickory Creek Watershed pamphlets were distributed from the takeaway racks.

#### **A.3 Public Service Announcement**

**Measurable Goals:** The Village currently provides access to educational videos on cable television.

**Status:** The Village continues to provide educational videos on cable television.

**Evaluation:** The video was played on 3/5/19 – 3/11/19 twice a day, 5/7/19 – 5/13/19 twice a day, 6/11/19 – 6/17/19 twice a day, 10/10/19 – 10/16/19 twice a day.

#### **A.6 Other Public Education**

**Measurable Goals:** The Village website provides information to residents about, “Going Green at Home”. Numerous topics related to best management practices (BMPs) are available at this site as well as links to other sites. Rain barrels can be purchased through a link provided on the website. Municipal employees periodically meet with builders and developers to discuss the importance of SWPPP and the Village’s MS4 responsibilities. A contractor registration form attachment provides an educational component designed to reduce the discharge of pollutants into the storm sewer system.

**Status:** The Village maintains the website and updates it from time to time.

**Evaluation:** The “Going Green” website was visited 109 times. Approximately 925 contractor registration forms are filled out per year.

### **2. Public Participation/Involvement**

#### **B.2 Educational Volunteer**

**Measurable Goals:** Hold public meetings about the Hickory Creek Watershed and encourage the public to attend.

Status: The Village of New Lenox was a member of the Steering Committee for The Hickory Creek Watershed Planning Group. The Watershed Planning Group dissolved half way through the year and joined the Lower Des Plaines River Watershed Group.

Evaluation: The public was invited to attend the HCWSG meetings and Lower Des Plaines River Watershed Group meetings.

### **B.7 Other Public Involvement**

Measurable Goals: Promote annual facilities tours or provide equipment at Touch-A-Truck events annually.

Status: The Village provided a Vactor truck and CCTV truck at the New Lenox Park District "Touch-A-Truck" event.

Evaluation: The public attended the "Touch-A-Truck" event.

## **3. Illicit Discharge Detection and Elimination**

### **C.1 Storm Sewer Map Preparation**

Measurable Goals: The Village will conduct an inspection of 20% of stream outfalls per year.

Status: The Village has a completed outfall map and continues to update the map as field inspections continue.

Evaluation: The storm sewer map is updated yearly and outfalls were inspected.

### **C.4 Illicit Discharge Tracing Procedures**

Measurable Goals: The Village has a written procedure in place to train municipal employees. The Village will utilize these tracing procedures to find the source of illicit discharges. The written procedure is reviewed annually.

Status: The Village has continued the training and education of employees. The Village has a procedure in place for dealing with the possible discovery of any illicit discharges.

Evaluation: The Village provides annual training to approximately 37 employees.

### **C.7 Visual dry weather screening**

Measurable Goals: The Village will use visual dry weather screening to identify illicit discharges. A standardized form will be used to keep a record of the screenings.

Status: The Village has been completing scheduled visits of known outfalls. The Village will inspect a minimum of 5 outfalls per year.

Evaluation: 26 outfalls were inspected. No illicit discharges were noted.

### **C.9 Public Notification**

**Measurable Goals:** The Village will provide a 24 hour phone and website complaint process.

**Status:** The Village maintains a 24 hour phone service and a website that allows residents to report a concern by email.

**Evaluation:** Complaints are processed into work orders and investigated by Municipal staff.

### **C.10 Other Illicit Discharge Controls**

**Measurable Goals:** The Village has a written procedure in place to train Municipal employees. Employees are encouraged through daily travels to be aware of illicit discharge indicators.

**Status:** The Village employees continue to receive annual training and education on tracking and tracing illicit discharges.

**Evaluation:** The Village provides annual training to approximately 37 employees.

## **4. Construction Site Runoff Control**

### **D.4 Site Plan Review Procedures**

**Measurable Goals:** The Village will require all construction plans to be reviewed by Municipal staff prior to site development beginning.

**Status:** The Storm Water Pollution Prevention Plan (SWPPP) is reviewed for every site plan that is submitted to the Village. Soil and Sedimentation control is a topic for discussion at all pre-construction meetings (Item #15).

**Evaluation:** 9 construction plans were reviewed for SWPPP compliance.

### **D.5 Public Information Handling Procedures**

**Measurable Goals:** The Village will provide a mechanism for the public to report issues and concerns related to construction sites and developments.

**Status:** The Village provides a 24-hour phone service and a website that allows residents to report a concern by email.

**Evaluation:** Complaints are processed into work orders and investigated by Municipal staff.

### **D.6 Site Inspection/Enforcement Procedures**

**Measurable Goals:** The Village will conduct periodic inspections of constructions sites.

**Status:** The Village will continue to follow ordinances and enforce SWPPP requirements.

**Evaluation:** Inspections were performed. The Village reviews SWPPP weekly reports.

## 5. Post-Construction Runoff Control

### E.3 Long Term O&M Procedures

**Measurable Goals:** Conduct inventory of sites with on-site detention and conduct inspections.

**Status:** The Village has begun conducting an inventory of sites that have on-site detention and sites have been inspected. The Village has an updated map of detention ponds.

**Evaluation:** The detention pond map is updated annually and sites with on-site detention are inspected.

### E.4 Pre-Construction Review of BMP Designs

**Measurable Goals:** Designate an agenda item for discussion of BMP's in SWPPP during pre-construction meetings and review design plans.

**Status:** Soil and sedimentation control is an agenda item that is discussed at all preconstruction meetings.

**Evaluation:** Soil and sedimentation control were discussed at 9 preconstruction meetings.

### E.6 Post Construction Inspections

**Measurable Goals:** The Village will conduct periodic post-construction inspections to confirm that there are no apparent causes of runoff contamination.

**Status:** The Village currently performs post-construction inspections and will continue to perform these inspections.

**Evaluation:** The Village has a storm sewer cleaning crew that performs cleaning and maintenance of storm sewer systems approximately 6 months out of the year.

## 6. Pollution Prevention/Good Housekeeping

### F.1 Employee Training Program

**Measurable Goals:** The Village will continue to train and educate its employees to perform activities related to best management practices. The Village will also seek additional training through seminars or other training materials that are available.

**Status:** Village employees receive training at least once per year.

**Evaluation:** Village employees receive annual training and attendance is tracked.

### F.2 Inspection and Maintenance Program

**Measurable Goals:** The Village will clean, inspect and maintain the storm sewer system. At a minimum, 2 subdivisions per year will be inspected.

**Status:** The Village has a dedicated storm sewer cleaning crew that performs storm sewer maintenance 6 months per year.

**Evaluation:** The Village has cleaned and inspected 8 subdivisions this year.

### **F.3 Municipal Operations Storm Water Control**

**Measurable Goals:** The Village will conduct inspections of detention ponds and remove sediment as needed.

**Status:** The detention ponds continue to be cleaned on an annual basis.

**Evaluation:** 111.9 cubic yards of material were removed from detention ponds this year.

### **F.4 Municipal Operations Waste Disposal**

**Measurable Goals:** Track cubic yards of material hauled to waste sites in order to gauge the effectiveness of storm sewer and street sweeping cleaning programs.

**Status:** The Village tracks the amount of material that is taken to landfills. A splash pad was constructed for material separation and de-watering of vector truck debris removed from the storm sewers.

**Evaluation:** The street sweeping program removed 462 cubic yards of debris.



### **Part C. Information and Data Collection Results**

The protocol established in the permit was followed.

#### **Part D. Summary of Year 18 Stormwater Activities**

Below are listed the various BMPs which have milestones to completed in Year 17, as outlined in the NOI as part of the current NPDES permit that expires February 28, 2021. The specific milestone to be completed for each BMP is shown.

- A.1 - Prepare at least one (1) educational article and publish in the Village newsletter once per year. Continue to provide brochures at the Village Hall that pertain to storm water BMPs. Continue contractor education.
- A.3 - Continue to provide educational videos on cable television.
- A.6 - Continue to provide information related to BMPs on the Village website.
- B.2 - Continue membership in The Lower Des Plaines Watershed Group and encourage public participation.
- B.7 - Continue to provide equipment at Touch-A-Truck events or provide tour of Waste Water Treatment Plants.
- C.1 - Update the Outfall Map, as necessary, to show outfall locations in the receiving streams.
- C.4 - Continue developing illicit discharge tracing procedures and implement the procedures through the training and education of employees.
- C.7 - Continue scheduled visits of known outfalls.
- C.9 - Continue to provide 24 hour phone and website complaint processes.
- C.10 - Continue employee training program.
- D.4 - Continue to review construction plans to ensure that the appropriate procedures are included.
- D.5 - Continue to operate 24 hour phone and website complaint processes.
- D.6 - Conduct periodic inspections of construction sites.
- E.3 - Continue to inspect sites with on-site detention ponds.
- E.4 - Continue pre-construction review of BMP designs.
- E.6 - Continue to perform post-construction site inspections.
- F.1 - Continue training municipal employees on best management practices.
- F.2 - Continue the storm sewer cleaning program.
- F.3 - Continue cleaning and inspecting detention ponds.
- F.4 - Continue with the scheduled street cleaning program and track waste amounts.

**Part E. Notice of Qualifying Local Program**

There are currently no Qualifying Local Programs that the Village relies on to meet the NPDES Phase II requirements.

**Part F. Construction Projects Conducted During Year 17**

The Village did not perform any reconstruction projects in year 17.