



June 25, 2014

Mr. Yogesh Patel
West Virginia Department
of Environmental Protection
Division of Water and Waste Management
601 - 57th Street
Charleston, WV 25301

**Re: WV/NPDES General Permit No. WV0116025
Small Municipal Separate Storm System
MS4 Permit Registration #WVR030030
Morgantown Utility Board**

Dear Mr. Patel:

Please find attached the May 2014 annual report for the above described MS4 Permit.
Please do not hesitate to contact us if you have any questions.

Yours very truly,

MORGANTOWN UTILITY BOARD

A handwritten signature in black ink, appearing to read "D. Smith", is written over the typed name of Doug Smith. The signature is fluid and cursive, with a large initial "D" and a long, sweeping underline.

Doug Smith, PE
Assistant General Manager

Enclosure



STATE OF WEST VIRGINIA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
DIVISION OF WATER AND WASTE MANAGEMENT

MS4 ANNUAL REPORT FORM

For Stormwater Discharges from Small Municipal Separate Storm Sewer Systems (MS4s)

Please see instructions before completing this form. If you need more space than allowed, please attach a document.

Abbreviations

BMP = Best Management Practice

IDDE = Illicit Discharge Detection and Elimination

MCM = Minimum Control Measure

SWMP = Storm Water Management Program

TMDL = Total Maximum Daily Load

WV = West Virginia

I. Small MS4 Operator Information		
1. Annual report reporting period: May 10, 2013 to May 9, 2014		
2. Name of MS4: Morgantown Utility Board	3. Registration number: WVR030030	
4. Primary contact: Douglas R. Smith, P.E.	5. Title: Asst. General Manager/Chief Engineer	
6. Mailing address: 278 Greenbag Road, PO Box 852		
7. City: Morgantown	8. Zip code: 26507-0852	9. County: Monongalia
10. Telephone number: (304) 292-8443		
11. Email: dsmith@mub.org		

II. Impaired Waters Information		
12. Does the MS4 discharge into impaired water bodies?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
13. Please provide a description of specific BMPs that were implemented to reduce pollutants of concern in impaired receiving waters and waters in which a TMDL has been developed. (WV MS4 2009 General Permit, p. 25, #12) Per the City of Morgantown's approved Stormwater Management Plan, section 14.a., the only pollutant of concern to be addressed in impaired receiving waters with BMP implementation is Fecal Coliform in the Mon River. The approved SWMP lists two (2) potential sources of Fecal Coliform; pet waste and unknown sanitary and storm sewer system interconnections. The following BMPs were implemented to reduce pet waste introduction into the Mon River BMP 15.h.A- Storm Drain Marking- Project was completed with local Boy Scout Troop 16 and education of storm system and its function of draining to waterways was provided BMP 15.h.C- Pet Waste Disposal Receptacles- MUB sponsored the purchase and installation of 2 pet waste receptacles. All receptacles are purchased, installed, and maintained by BOPARC. BMP 15.h.D- Participation at Public Events- MUB provided educational materials and discussed the importance of cleaning up after pets during public events that MUB participated in. Please see # 28 for a complete list of events. BMP 16.h.D- Stormwater Hotline- MUB provided a means for the public to report a spill or concern with stormwater at any date and time. The following BMPs were implemented to reduce unknown sanitary and storm sewer system interconnections BMP 17.i.A- Storm System Mapping- MUB has continued to update the storm and sanitary system mapping as new information is gathered BMP 17.i.C- Perform Dye Testing of Structures- MUB continues to dye test structures for each stormwater permit and as part of the standard response to any sewer backup complaint.		
14. Has a TMDL been developed since your plan was approved?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

III. Fiscal Reporting	
15. Include or attach a fiscal analysis of capital and operating expenditures to implement the MCMs. The fiscal analysis shall include only those expenditures by the locality seeking coverage under the WV MS4 2009 General Permit and not those for MCMs implemented by other entities. (WV MS4 2009 General Permit, p. 25, #13)	
16. Please provide total capital expenditures for this reporting period.	\$ 2,126,330
17. Please provide total operating expenditures for this reporting period.	\$ 399,209

IV. Coordination Efforts and Organization

18. Please provide a description of the coordination efforts with other MS4s, county governments, transportation agencies, colleges, universities, correctional facilities, prisons, and any other entities regarding the implementation of the MCMs, including the status of any memoranda of understanding or other agreements executed between the permittee(s) and any other entity. (WV MS4 2009 General Permit, p. 24, #9)

MUB worked together with WVU to combine efforts for Public Outreach and Education minimum control measure and participated in Kid's Day and the Water Festival.

MUB has also been sharing erosion and sediment control inspections of WVU construction sites with WVU to ensure compliance.

MUB attends Technical Review meetings with Morgantown City Planning and Engineering on proposed developments.

MUB is a member of the Municipal Water Quality Association which meets quarterly.

MUB attended the West Virginia MS4 meetings recently held in Charleston with all MS4's of the state.

MUB was a sponsor for the 2013 Monongalia County Household Hazardous Waste Collection Day held October 12th.

MUB was a sponsor of the Friends of Deckers Creek 2013 Water Festival held October 4th and 5th.

19. Please provide name and contact information for individual with overall program management and implementation responsibility, and if different, name and contact information of individuals responsible for each minimum control measure. Please attach a table of organization.

Tim Ball, PE- General Manager, Morgantown Utility Board, 304-292-8443, tball@mub.org

Doug Smith, PE- Asst. General Manager, Morgantown Utility Board, 304-292-8443, dsmith@mub.org

Kenneth Hacker- Staff Engineer, 304-292-8443, khacker@mub.org - Overall Program Management

Kenneth Willis- Engineering Technician, kwillis@mub.org- BMPs 15.h.F, 17.i.D, 18.i.A, 18.i.B, 18.i.D, 19.k.B

Chris Dale- Director of Communications, cdale@mub.org- BMPs 15.h.A-15.h.E, 15.h.G, 16.h.A-16.h.C, 17.i.B, 17.i.D-17.i.F, 18.i.E,

Jim Turner- Construction Stormwater Inspector, jturner@mub.org- BMPs 18.i.C, 18.i.D

V. Changes to SWMP

20. Did any of your activities, BMPs, or measurable goals as outlined in your SWMP change during the reporting period?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
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21. Do you anticipate any planned activities, BMPs, or goals as outlined in your SWMP to change in the upcoming reporting period?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
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22. If anything has changed, please indicate the MCM and performance measure and provide a brief description below, and attach detailed documentation of the changes, schedule of implementation, measurable goals, and overall effect on your program. (WV MS4 2009 General Permit, p. 24, #6 and #7)

Please see Attachment 1.

23. Is additional documentation attached?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
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VI. MCM 1: Public Education and Outreach (WV MS4 2009 General Permit, p. 5-6)

24. Did you complete all the proposed activities and performance measures for this MCM for this reporting period?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
25. Contact: Kenneth Hacker	26. Phone: (304) 292-8443	

Performance Measure 1a: Program implementation

27. Were the proposed activities for developing a public education and outreach program implemented?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> Partially	<input type="checkbox"/> No
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28. List and briefly describe each of the public education and outreach program development activities undertaken during this reporting period. (WV MS4 2009 General Permit, p. 24, #1)

BMP 15.h.A.- Storm Drain Stenciling- August 10, 2013- Local Boy Scout Troop 16 assisted in mapping and stenciling approximately 80 drop inlets in the system.
 BMP 15.h.B.- July 29, 2013- Informational kiosks have been maintained, photos to document, no change in informational material to document.
 BMP 15.h.C.- Pet waste stations- October 18, 2013- MUB has sponsored 2 pet waste stations. One of the Pet Stations will be located between Marilla Park and the Stanley's Spot. The other station will be located near the Seneca Center and Surplus City. They will be installed and maintained by BOPARC.
 BMP 15.h.D. - Participate in public events
 July 20, 2013- MUB participated in "Kids Day" with WVU and provided educational materials on water and stormwater
 August 25, 2013- MUB participated in "Dog Splash Day" at Marilla Park to educate pet owners on cleaning up after pets
 October 4-5, 2013- MUB participated in the "Water Festival" held by Friends of Decker's Creek. All of the county's 5th grade students were educated on water and stormwater on 10/4, and 10/5 was to educate the general public.
 October 12, 2013- MUB sponsored and assisted with the Monongalia County Household Hazardous Waste Collections Day
 Mid Year 2013 MUB purchased an advertisement in a coloring book created by the Monongalia County Sheriff's Department that was distributed to all county elementary students.
 Mid Year 2013 MUB distributed the "Creek Dog" mailer to all customers with contact information for reporting spills and illicit discharges.
 February 26, 2014 - MUB presentation to Pierpont Elementary School
 March 11, 2014 - MUB presentation to South Middle School
 April 9, 2014 - MUB participated in Monongalia County 8th Grade Career Day

29. Did you achieve all the goals that you identified in your SWMP related to developing the education and outreach program for this reporting period? (WV MS4 2009 General Permit, p. 24, #3)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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30. If not, please describe the progress you did make towards achieving your goal(s), and any obstacles and possible solutions such as revised implementation schedules or revised measurable goals. If you are proposing any changes to your SWMP goals or schedule, please include them in Section V above. (WV MS4 2009 General Permit, p. 24, #4)

BMP 15.h.A.- Storm Drain Stenciling- August 10, 2013-Photos were not put on MUB website.
 BMP 15.h.B.- July 29, 2013- Informational kiosks were inspected only once this year.
 BMP 15.h.C.- Pet waste stations- October 18, 2013- Pet waste stations have not been added to system mapping and the MUB sponsored stations have not been installed by BOPARC.
 BMP 15.h.D. - Participate in public events- Informational packets were not provided to all participants
 BMP 15.h.E.- Participate in Mon County Household Hazardous Waste Collection Day- Photos of event were not posted to MUB website
 BMP 15.h.G- MUB Internet Website- Information for customers to reduce stormwater pollution needs added.

Performance Measure 1b: Evaluation of effectiveness of public education and outreach efforts

31. Did you evaluate the effectiveness of the public education and outreach program? Yes Partially No

32. How did you evaluate the effectiveness of the public education and outreach program in this reporting period?
(WV MS4 2009 General Permit, p. 24, #2)

The City of Morgantown's approved SWMP states that MUB will evaluate the effectiveness of public education and outreach efforts "via comments documented during outreach events, technical review meetings, and website information requests and comments. In addition, the online survey data will also be evaluated yearly to determine the effectiveness of the program so that adjustments can be made."
Upon implementing the BMPs listed above and participating in the public events, MUB believes that it will be very difficult to track "comments" during outreach events and technical review meetings and would not be a good representation of the effectiveness of the program. The stormwater survey has only recently been made available and has not yet provided enough feedback to judge the effectiveness of the program.

The effectiveness of the program in 2013 could best be judged by the number of events educational material was presented at and the number of persons reached.

- July 20, 2013- Kids Day- +/-4000 Children Attended
- August 10, 2013- Boy Scouts Storm Drain Stenciling- 10 scouts and parents
- August 25, 2013- Dog Splash Day- 403 pet owners
- October 4-5, 2013- Water Festival- All county 5th graders
- October 12, 2013- Household Hazardous Waste Collections Day- 198 cars/households
- Mid year 2013- Coloring Book Advertisement- All Monongalia County elementary school children
- Mid year 2013- Creek Dog Mailer- All MUB customers
- February 26, 2014 - Pierpont Elementary School students
- March 11, 2014 - South Middle School students
- April 9, 2014- 8th Grade Career Fair- All Monongalia County 8th graders

33. Regardless of your answer to the previous question, have you identified new or better ways to evaluate the public's understanding of your program and water quality issues? Yes No

34. If yes, please describe any changes you would like to consider to improve your evaluation of effectiveness of outreach.

Upon recent inspection of MUB's MS4 by the WV DEP, it was recommended for MUB to revisit all Public Outreach and education BMPs and revise with clear, measurable goals and milestones for each. MUB is proceeding with a complete review of the SWMP and will submit a revised plan for review.

Performance Measure 1c: Documentation and tracking of public education and outreach efforts			
35. Did you track and keep records of your outreach activities?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
36. For print, radio, and television media activities, did you keep records that include i) a description of the content or theme; ii) the date of completion of the materials; iii) the date of release or distribution, and iv) the duration of air time or publication? (WV MS4 2009 General Permit, p. 24, #1)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
37. Are your records available upon request?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
38. For pamphlets, brochures, and other finite printed products, did you keep records that include: i) a description of the content or theme; ii) the date of completion of the materials; iii) the date of release or distribution; iv) the location or placement of the materials; and v) date of follow up visits to replenish or transition to the next outreach product? (WV MS4 2009 General Permit, p. 24, #1)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
<p>39. Please describe any additional or alternative documentation and tracking of public education and outreach activities you are implementing.</p> <p>MUB purchased a one page advertisement in a coloring book created by the Monongalia County Sheriff's Department that was distributed to all Elementary School children in Monongalia County. MUB distributed the "Creek Dog" flyer to all customers which provides contact information to report any spills or illicit discharges.</p> <p>MUB purchased a coloring book advertisement which provided stormwater education that was distributed to all Monongalia County elementary school children.</p>			

VII. MCM 2: Public Involvement and Participation (WV MS4 2009 General Permit, p. 6-7)

40. Did you complete all the proposed activities and performance measures for this MCM for this reporting period?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
41. Contact: Kenneth Hacker	42. Phone: (304) 292-8443	

Performance Measure 2a: Opportunities for ongoing public involvement and participation in the SWMP

43. Did you create, or are you in the process of creating, ongoing opportunities for the public to participate in the development, implementation, and updating of your SWMP?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
44. Did you achieve all the goals that you identified in your SWMP related to creating and maintaining ongoing opportunities for public involvement and participation for this reporting period? (WV MS4 2009 General Permit, p. 24, #3)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

45. If not, please describe the progress you did make towards achieving your goal(s), and any obstacles and possible solutions such as revised implementation schedules or revised measurable goals. If you are proposing any changes to your SWMP goals or schedule, please include them in Section V above.
(WV MS4 2009 General Permit, p. 24, #4)

16.h.A.- Storm Drain Stenciling- August 10, 2013- Local Boy Scout Troop 16 assisted in mapping and stenciling approximately 80 drop inlets in the system. MUB did not post photos from the event on the MUB website.
 16.h.B.- Monongalia County Household Hazardous Waste Collections Day- October 12, 2013- MUB was the main contributing sponsor to the event. MUB did not post photos from the event on the MUB website.
 16.h.C.- Stormwater website- MUB currently has a website available for stormwater information/public comment. Online survey was recently made available. Not enough data has been collected to track the effectiveness of the program.
 16.h.D.- Stormwater Hot line- MUB currently has the availability to be reached 24 hours a day, 7 days a week. Public notices have not been issued in the local newspaper quarterly. The hot line number is posted on the MUB website under emergency contact information.
 16.h.E.- Partner with local Watershed Groups- October 4-5, 2013- MUB was a sponsor for the first Water Festival held by the Friends of Deckers Creek. MUB also provided contact information and distributed the "Creek Dog" flyer to all customers which was developed by the Friends of Deckers Creek. April 16, 2014 - MUB meeting with Friends of Deckers Creek to discuss possible collaborative activities.

46. List and briefly describe each of the activities undertaken during the reporting period to create ongoing opportunities for the public to participate in your SWMP. (WV MS4 2009 General Permit, p. 24, #1)

16.h.A.- Storm Drain Stenciling- August 10, 2013- Local Boy Scout Troop 16 assisted in mapping and stenciling approximately 80 drop inlets in the system.
 16.h.B.- Monongalia County Household Hazardous Waste Collections Day- October 12, 2013- MUB was the main contributing sponsor to the event.
 16.h.C.- Stormwater website- MUB currently has a website available for stormwater information/public comment.
 16.h.D.- Stormwater Hot line- MUB currently has the availability to be reached 24 hours a day, 7 days a week.
 16.h.E.- Partner with local Watershed Groups- October 4-5, 2013- MUB was a sponsor for the first Water Festival held by the Friends of Deckers Creek. MUB also provided contact information and distributed the "Creek Dog" flyer to all customers which was developed by the Friends of Deckers Creek. April 16, 2014 - MUB meeting with Friends of Deckers Creek to discuss possible collaborative activities.

47. Describe how you evaluated the effectiveness of your public participation efforts (citizen attendance at public hearings, requests for information on your SWMP, hotline activity, etc.).
(WV MS4 2009 General Permit, p. 24, #2)

The City of Morgantown's approved SWMP states that MUB will evaluate the effectiveness of public participation efforts "Via comments documented during events. The number of participants will be tracked to see if the amount of public participation changes during the course of the SWMP. In addition, survey data will be evaluated yearly to determine the effectiveness of the program so that adjustments can be made to the program for continued success."
 Upon implementing the BMPs listed above and participating in the public events, MUB has found that it is very difficult to track "comments" during outreach events and technical review meetings and would not be a good representation of the effectiveness of the program. The stormwater survey has only recently been made available and has not yet provided enough feedback to judge the effectiveness of the program.

48. Describe the steps taken to ensure that public participation opportunities are ongoing and, if necessary, additional program maintenance activities in future reporting periods to ensure continued participation opportunities. (WV MS4 2009 General Permit, p. 24, #4)

The MUB website provides the public with the opportunity to leave feedback on services or file complaints. The approved SWMP and annual reports have been made available on the MUB website. MUB plans to post for public comment all proposed changes to the SWMP. Customers can reach MUB 24 hours a day, 7 days a week with complaints or emergencies through the stormwater hotline. Public Involvement and Participation activities will be completed each year as required by MUB's approved Stormwater Management Plan. See #46 for current list of activities.

Performance Measure 2b: Communications with community, watershed, and environmental organizations			
49. Did you establish a program for routine communications with community based watershed groups or other organizations?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> Partially	<input type="checkbox"/> No
<p>50. Describe the steps taken to ensure that your programs for routine communications with community-based watershed groups or other organizations are ongoing, or any additional program activities that you believe may be required to ensure continued communications. (WV MS4 2009 General Permit, p. 24, #4)</p> <p>MUB has provided contact information on the "Creek Dog" flyer which was distributed by MUB to all of its customers and provides a contact for reporting spills and illicit discharges. The contact information is also listed on the "Creek Dog" website at http://www.creekdog.org/education/. The flyer and website were created by the local watershed group, Friends of Deckers Creek, and serves as a tool for concerned citizens to report possible pollutants in Monongalia and Preston Counties.</p> <p>MUB was a sponsor for the first Water Festival held by the Friends of Deckers Creek on October 4-5, 2013.</p> <p>MUB met with Friends of Deckers Creek to discuss upcoming collaborative activities in April 2014.</p>			
51. Did you achieve all the goals that you identified in your SWMP related to creating and maintaining ongoing communications with community based watershed groups or other organizations for this reporting period? (WV MS4 2009 General Permit, p. 24, #3)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
<p>52. If not, please describe the progress you did make towards achieving your goal(s), and any obstacles and possible solutions such as revised implementation schedules or revised measurable goals. If you are proposing any changes to your SWMP goals or schedule, please include them in Section V above. (WV MS4 2009 General Permit, p. 24, #4)</p> <p>The approved SWMP states that MUB will "Continue partnership with local watershed groups to involve public in trash collection, rain garden creation, and/or other related activities. Active participation will be performed in a minimum of one event per year."</p> <p>October 4-5, 2013- MUB was a sponsor and presented at the first Water Festival held by the Friends of Deckers Creek. MUB also provided contact information and funded the distribution of the "Creek Dog" flyer to all customers which was developed by the Friends of Deckers Creek.</p> <p>April 16, 2014 - MUB attended a meeting with Friends of Deckers Creek to discuss possible collaborative activities.</p>			

Performance Measure 2c: Public availability of SWMP and annual report		
53. Did you make your SWMP and annual report available to the public?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<p>54. If yes, please indicate the web address, or if a physical location, please indicate where it is and the process, if any, required for the public to access it.</p> <p>The SWMP and annual report are available at MUB's office located at 278 Greenbag Road and are available upon request.</p> <p>The SWMP and annual report are available on MUB's website.</p>		

VIII. MCM 3: Illicit Discharge Detection and Elimination (WV MS4 2009 General Permit, p. 7-10)

55. Did you complete all the proposed activities and performance measures for this MCM for this reporting period?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
56. Contact: Kenneth Hacker	57. Phone: (304) 292-8443	

Performance Measure 3a: MS4 map

58. Were your proposed activities for creating and annually updating your MS4 map for the reporting period implemented?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> Partially	<input type="checkbox"/> No
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59. List and briefly describe the activities undertaken to either develop or update your MS4 map. (WV MS4 2009 General Permit, p. 24, #1)

Mapping of the storm sewer system is updated daily as new information is available. Visual inspections and GPS locating of all stormwater outfalls in the watershed has been completed for this reporting period and will be added to the mapping.

All post construction stormwater management systems installed by developers and property owners are linked to the stormwater system mapping.

Performance Measure 3b: Illicit Discharge Detection and Elimination (IDDE) ordinance development		
60. Has your municipality adopted an IDDE ordinance in accordance with the requirements of the WV MS4 2009 General Permit (Part II Section C.b.3.b)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
61. If not, please describe the activities or progress made in adopting or updating an existing ordinance and provide an estimated date for adoption. (WV MS4 2009 General Permit, p. 24, #1) The City of Morgantown's Article 929 serves as MUB's IDDE ordinance.		

Performance Measures 3c and 3e: IDDE program implementation and assessment, and program tracking		
62. Is your IDDE program fully implemented, including visual inspections based on a system of prioritizing outfalls and procedures for characterizing discharges?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
63. If no, please describe obstacles, if any, to implementation, and an estimate of when your program will be fully implemented. The obstacles that have prevented full implementation to date have been the lack and/or change of staff and time. In September 2013, staffing in MUB's Stormwater Department has been increased which will allow greater focus on fully implementing BMP's in this Minimum Control Measure.		
64. Were all your measurable goals met for implementing and evaluating an IDDE program during this reporting period? (WV MS4 2009 General Permit, p. 24, #3)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
65. How many field assessments were conducted during the reporting period?	115	
66. How many illicit discharges were identified during the reporting period?	27	
67. How would you characterize the type of illicit discharges found (sewer cross connections, spills, illegal dumping, unaware residents, etc.)? Field assessments in #65 are structure dye tests. Illicit discharges counted in #66 refer to failed dye tests. These illicit discharges are mainly sewer cross connections found in old structures.		
68. How would you characterize the type of pollutants discovered in illicit discharges (oil and grease, fecal coliform, chlorine, paints, etc.)? Name the top five pollutants discovered or uncovered by your IDDE program. The majority of the illicit discharges discovered from dye testing were sanitary sewer. One illicit discharge was oil and grease from a restaurant's failed sanitary lateral. Corrective actions represented in #69 are comprised of disconnect letters sent to property owners and Notice of Violations sent to operators of construction sites. Enforcement actions represented in #70 are comprised of Notice of Violations issued to operators of construction sites.		
69. How many corrective actions were taken to remove illicit discharges?	27	
70. How many enforcement actions were initiated to eliminate illicit discharges into the storm sewer system?	20	
71. Have you attached additional documentation to better identify the nature and extent of the program activities and accomplishments?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Performance Measure 3d: Public education on hazards of illegal discharges and improper disposal of waste			
72. Did you conduct any activities for educating the public on hazards of illegal discharges for this reporting period? (WV MS4 2009 General Permit, p. 24, #3)		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially <input type="checkbox"/> No
73. List and briefly describe each of the education and outreach activities undertaken during this reporting period. (WV MS4 2009 General Permit, p. 24, #1)			
<p>BMP 15.h.A.- Storm Drain Stenciling- August 10, 2013- Local Boy Scout Troop 16 assisted in mapping and stenciling approximately 80 drop inlets in the system.</p> <p>BMP 15.h.B.- July 29, 2013- Informational kiosks have been maintained, photos to document, no change in informational material to document.</p> <p>BMP 15.h.C.- Pet waste stations- October 18, 2013- MUB has sponsored 2 pet waste stations. One of the Pet Stations will be located between Marilla Park and the Stanley's Spot. The other will be located near the Seneca Center and Surplus City. They will be installed and maintained by BOPARC.</p> <p>BMP 15.h.D. - Participate in public events</p> <p>July 20, 2013- MUB participated in "Kids Day" with WVU and provided educational materials on water</p> <p>August 25, 2013- MUB participated in "Dog Splash Day" at Marilla Park to educate on cleaning up after pets</p> <p>October 4-5, 2013- MUB participated in the "Water Festival" held by Friends of Decker's Creek. All of the county's 5th grade students were educated on water on the 4th, and the 5th was educating the general public.</p> <p>October 12, 2013- MUB sponsored and assisted with the Monongalia County Household Hazardous Waste Collections Day</p> <p>Mid Year 2013 MUB purchased an advertisement in a coloring book created by the Monongalia County Sheriff's Department that was distributed to all county elementary students.</p> <p>Mid Year 2013 MUB distributed the "Creek Dog" maller to all customers with contact information for reporting spills/illicit discharges</p> <p>February 26, 2014 - MUB presentation to Pierpont Elementary School</p> <p>March 11, 2014 - MUB presentation to South Middle School</p> <p>April 9, 2014 - MUB participated in Monongalia County 8th Grade Career Day</p>			
74. Were any of these activities included in the public education and outreach efforts described in MCM 1?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
75. How did you evaluate the effectiveness of the activities described in the list above? (WV MS4 2009 General Permit, p. 24, #2)			
<p>The City of Morgantown's approved SWMP states that MUB will evaluate the effectiveness of the Illicit Discharge Detection and Elimination program by "tracking both public and staff reported discharges and resolutions. Received comments and reports of discharges will be recorded and evaluated. In addition, the number of spills and correction time will also be evaluated to determine the effectiveness of the program." Upon implementing the BMPs listed above, MUB has found that there is not a large volume of public and staff reported illicit discharges. The majority of illicit discharges are discovered through dye testing of structures as a result of a sanitary or stormwater complaint. Trying to evaluate the effectiveness of the program solely on public and staff reported discharges would not be an accurate representation of the program. The SWMP will be revised and submitted for approval with a more clear way to assess the effectiveness of the program.</p>			
76. Did you achieve all the goals that you identified in your SWMP related to educating the public on hazards of illegal discharges for this reporting period? (WV MS4 2009 General Permit, p. 24, #3)		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
77. If not, please describe the progress you did make towards achieving your goal(s), and any obstacles and possible solutions such as revised implementation schedules or revised measurable goals. If you are proposing any changes to your SWMP goals or schedule, please include them in Section V above. (WV MS4 2009 General Permit, p. 24, #4)			
<p>BMP 17.i.A- Storm System Mapping- This BMP was met and mapping of the system is available upon request</p> <p>BMP 17.i.B- Participate in Monongalia County Household Hazardous Waste Collection Day- Event was held on October 12, 2013 and MUB was a main sponsor of the event. Meetings were documented leading up to the event. A receipt of the disposal fee of the materials gives a summary of the types and amounts disposed of. Photos were taken of the event but were not posted on the MUB website.</p> <p>BMP 17.i.C- Perform Dye Testing of Structures- This BMP was met. MUB is developing a process for better tracking corrections of illicit discharges found through dye testing</p> <p>BMP 17.i.D- Conduct Public and Staff Training- The public was educated on illicit discharges during MUB's participation at public events, see list in #28. Pet waste disposal and keeping the streets clean were the main topics for the prevention of illicit discharges with the public. MUB is developing a better process to track the number of those that received training. Staff training was completed on the topic of good housekeeping for construction sites, but did not focus on illicit discharges solely. MUB will conduct staff training that will focus on the recognizing, reporting, and prevention of illicit discharges in everyday operations.</p> <p>BMP 17.i.E- Business Community Informational Brochure- An informational brochure was sent out only once during this reporting period</p> <p>BMP 17.i.F- MUB Internet Website- MUB's website was completely rebuilt through 2013 and the new site went live February 2014. The new site enabled the implementation of the online survey. A survey was made available April 2014.</p> <p>(See attachment 1)</p>			

Performance Measure 3f: Training for municipal staff on identification, reporting, and elimination of illicit discharges		
78. Have you developed a program to train municipal employees on illicit discharges?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> Partially <input type="checkbox"/> No
79. Did you conduct any municipal employee training during this reporting period?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<p>80. List and briefly describe the training activities conducted during the reporting period. (WV MS4 2009 General Permit, p. 24, #1)</p> <p>October 11, 2013 - The training video produced by Excal Visual "Ground Control - Stormwater Pollution Prevention for Construction Sites," was watched by all MUB maintenance employees. Following the video, everyone completed the supplied quiz with the video and questions were discussed as a group.</p> <p>An Erosion and Sediment Control BMP Manual has been developed. It will be distributed to all shop crew foremen at the next scheduled training session and the manual will be a quick reference as to what BMP should be used in each situation of construction. Training on the included BMP's will be conducted.</p> <p>A training focussing on Illicit Discharges was not conducted. It was a topic of discussion in the training described above, but was not the sole purpose of the training. A training dedicated to recognizing, reporting, and preventing illicit discharges will be completed in the next reporting period.</p>		
<p>81. How did you evaluate the effectiveness of the training activities? (WV MS4 2009 General Permit, p. 24, #2)</p> <p>The quiz results following the training along with the group discussion demonstrated that the information was understood. The same method will be used for the IDDE training.</p> <p>MUB has a very active construction site inspection program. Inspections are being completed of MUB construction sites. Based upon findings of these inspections, more training will be completed in the field.</p>		
<p>82. How many municipal employees were trained to identify and report illicit discharges? (WV MS4 2009 General Permit, p. 24, #2)</p> <p>61</p>		
83. Did you achieve all the goals that you identified in your SWMP related to training municipal employees on IDDE procedures for this reporting period? (WV MS4 2009 General Permit, p. 24, #3)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<p>84. If not, please describe the progress you did make towards achieving your goal(s), and any obstacles and possible solutions such as revised implementation schedules or revised measurable goals. If you are proposing any changes to your SWMP goals or schedule, please include them in Section V above. (WV MS4 2009 General Permit, p. 24, #4)</p> <p>BMP 17.i.D- Conduct Public Staff Training- Conduct training of the public at the outreach activities identified in MCM#1 and annually with staff to take the measures to prevent illicit discharges. Also provide training on identifying illicit discharges and notification process when illicit discharges are found.</p> <p>Please see #28 for a list of public outreach activities that MUB presented educational material to the public. Number of participants was not accurately counted for each event.</p> <p>October 11, 2013 - The training video produced by Excal Visual "Ground Control - Stormwater Pollution Prevention for Construction Sites," was viewed by all MUB maintenance employees. Following the video, everyone completed the supplied quiz with the video and questions were discussed as a group.</p> <p>An Erosion and Sediment Control BMP Manual has been developed. It will be distributed to all shop crew foremen at the next scheduled training session and the manual will be a quick reference as to what BMP should be used in each situation of construction. Training on the included BMP's will be conducted.</p> <p>A training focussing on Illicit Discharges was not conducted. It was a topic of discussion in the training described above, but was not the sole purpose of the training. A training dedicated to recognizing, reporting, and preventing illicit discharges will be completed in the next reporting period.</p>		

IX. MCM 4: Construction Site Runoff Control (WV MS4 2009 General Permit , p. 10-12)

85. Did you complete all proposed activities and performance measures for this MCM for this reporting period?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
86. Contact: Kenneth Hacker	87. Phone: (304) 292-8443	

Performance Measures 4a and 4b: Develop and implement an ordinance to address stormwater runoff from construction sites one acre or greater

88. Has your municipality adopted a construction site runoff control ordinance in accordance with the requirements of the WV MS4 2009 General Permit (Part II Section C.b.4.a)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
89. If a program ordinance has not been adopted, have the proposed activities for developing and implementing an ordinance to address stormwater runoff from construction sites been implemented?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No

90. Please indicate the anticipated ordinance adoption schedule. (WV MS4 2009 General Permit, p. 24, #1)

91. Has your construction site ordinance been reviewed and/or updated to include any new criteria during the reporting period?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> Partially	<input type="checkbox"/> No
92. Is your construction site program being fully implemented to include provisions for: i) plan review, ii) routine site inspections, iii) enforcement, and iv) record keeping and reporting?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No

93. Please indicate the number of plan approvals during the reporting period. 174

94. Please indicate the number of construction site inspections during the reporting period. 2,118

95. Please indicate the number of enforcement actions during the reporting period (can attach document). 20

96. Are enforcement records maintained and available upon request?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
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97. Is there adequate funding to fulfill the program implementation requirements required by the WV MS4 2009 General Permit?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
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98. Briefly list and describe any activities outlined in your SWMP completed during the past permit year related to construction site operator and/or permittee site inspector training. (WV MS4 2009 General Permit, p. 24, #1)

MUB attended six (6) Technical Review Meetings held by City Planning during the reporting period which provides MUB a way to educate developers and owners of the regulations for stormwater.

MUB's site inspector received construction site BMP training on October 11, 2013.

99. Did you achieve all the goals that you identified in your SWMP related to developing or implementation and assessment of a construction site runoff control program for this reporting period? (WV MS4 2009 General Permit, p. 24, #3)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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100. If not, please describe the progress you did make towards achieving your goal(s), and any obstacles and possible solutions such as revised implementation schedules or revised measurable goals. If you are proposing any changes to your SWMP goals or schedule, please include them in Section V above. (WV MS4 2009 General Permit, p. 24, #4)

BMP 18.i.A- Participate in City Technical Review Meetings- MUB attended City Technical Review Meetings and provided guidance to owners and developers on stormwater regulations and erosion and sediment control requirements. Erosion and sediment control techniques discussed were not documented.

BMP 18.i.B- Site Plan Review- Corrections to submitted plans were not documented, but all correspondence with permittee during the review process is documented.

BMP 18.i.C- Construction Site Inspections- All Goals for this BMP were met

BMP 18.i.D- Stormwater Permit Database and GIS Tools- All Goals for this BMP were met

BMP 18.i.E- Public Comments- A formal documentation process has not been developed for documenting public comments. All public comments on construction site E&S is investigated by MUB's construction site inspector and a completed inspection report for the site is the result.

BMP 18.i.F- Contractor/Engineer/Architect Training. While no formal training has been developed, see Attachment 1 for the revised implementation date, MUB provides education on E&S practice that have been found to work well locally during technical review meetings. (See attachment 1)

X. MCM 5: Controlling Runoff from New Development and Redevelopment (WV MS4 2009 General Permit, p. 12-19)

101. Did you complete all proposed activities and performance measures for this MCM for this reporting period?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
102. Contact: Kenneth Hacker	103. Phone: (304) 292-8443	

Performance Measure 5a: Develop, implement, and enforce a program to protect water resources by addressing stormwater discharges from regulated new and redevelopment projects

104. Has your municipality adopted a stormwater management ordinance in accordance with WV MS4 2009 General Permit (Part II Section C.5.a.ii.A)?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> Partially	<input type="checkbox"/> No
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105. If your ordinance has not been adopted, please describe the progress made towards final ordinance adoption during this reporting period, and expected date of final adoption. (WV MS4 2009 General Permit, p. 24, #1)

MUB currently has a stormwater management ordinance in place. The ordinance is currently being reviewed and updated to include the requirements of the 1" capture regulation. MUB is currently exploring the option of hiring a 3rd party to assist in the development of the six Watershed Protection Elements.

106. Does your (proposed) ordinance include language incorporating the development incentives described in the WV MS4 2009 General Permit (Part II Section C.5.a.ii.A.3)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
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107. Does your (proposed) ordinance include language incorporating the off-site mitigation or fee-in lieu alternatives to on-site BMP implementation as described in the WV MS4 2009 General Permit (Part II Section C.5.a.ii.A.4)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
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108. Have you developed a process for reviewing and updating your ordinance and program implementation to address the adequacy of provisions for: i) requiring runoff volume reduction on new and redevelopment sites, ii) plan review, iii) BMP construction and maintenance inspections, iv) enforcement, v) inventory and tracking, and vi) record keeping and reporting?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
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109. How many projects were reviewed during the reporting period?	179
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110. What types of projects were reviewed (residential, commercial, industrial, etc.)? (WV MS4 2009 General Permit, p. 18, #2)

MUB reviewed 155 residential projects in the last reporting period.
MUB reviewed 22 commercial projects in the last reporting period.

111. Provide a summary of the number and types of stormwater BMPs approved in new and redevelopment projects during the reporting period. Please list the BMPs according to the BMP specification number from the WV Stormwater Management Manual (2012). (WV MS4 2009 General Permit, p. 18, #3)

BMP 4.2.2- Impervious Surface Disconnection- Twelve (12) non-residential projects utilized underground storage pipes for flow reduction.
BMP 4.2.2- Impervious Surface Disconnection- Six (6) residential projects utilized underground storage pipes for flow reduction.
BMP 4.2.3- Bioretention- Seven (7) projects utilized bioretention/raingardens for flow reduction and infiltration. They were comprised of one (1) residential project and six (6) non-residential projects.

<p>112. Provide a summary of the number and type of projects that qualified for each of the development incentives described in the WV MS4 2009 General Permit (Part II Section C.5.a.ii.A.3) during the reporting period. Please indicate if you have attached additional documentation. (WV MS4 2009 General Permit, p. 18, #3)</p> <p>MUB's stormwater ordinance has not yet been revised to include the Development Incentives as described in the WV MS4 2009 General Permit.</p> <p>Review and revision of MUB's current stormwater ordinance will be completed within the next reporting period.</p>		
<p>113. Provide a summary of the number of projects that qualified for any offsite mitigation or payment in lieu options described in the WV MS4 2009 General Permit (Part II, Section C.b.5.a.ii.A.4) during the reporting period. Please indicate if you attach additional documentation. (WV MS4 2009 General Permit, p. 18, #3)</p> <p>No projects qualified for offsite mitigation or payment in lieu of stormwater management for this reporting period.</p> <p>MUB's stormwater ordinance is currently under review to possibly include an offsite mitigation or payment in lieu program.</p>		
114. How many maintenance agreements were approved during the reporting period? (WV MS4 2009 General Permit, p. 18, #4)	0	
115. Were any maintenance agreements recorded at the county courthouse?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<p>116. Provide a summary of the number and type of stormwater BMP inspections conducted by MS4 personnel or contracted agents (construction as-built, ongoing operation and maintenance audits, complaint driven, etc.). Include (or attach) a summary of: i) the type and number of BMPs requiring maintenance or repair, ii) the number brought into compliance, and iii) the number of enforcement actions taken. (WV MS4 2009 General Permit, p. 18, #5)</p> <p>MUB has started the process of developing a procedure for inspecting permanent BMP structures. No formal inspections have been completed to date, but with the development of and inspection form and procedure, MUB will start the process of inspecting permanent stormwater management BMPs.</p>		
117. Did you achieve all the goals that you identified in your SWMP related to developing and/or implementing and assessing a stormwater management program for this reporting period? (WV MS4 2009 General Permit, p. 24, #3)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<p>118. If not, please describe the progress you did make towards achieving your goal(s), and any obstacles and possible solutions such as revised implementation schedules or revised measurable goals. If you are proposing any changes to your SWMP goals or schedule, please include them in Section V above. (WV MS4 2009 General Permit, p. 24, #4)</p> <p>MUB has started the review of the stormwater ordinance, but has not completed the revisions. See Attachment 1 for revised implementation date.</p> <p>The site design standards that require the capture/treatment of the first inch of rainfall have not been added to the stormwater ordinance. However, developers are being asked by MUB to meet this regulation with their post construction stormwater management while the ordinance is being revised.</p> <p>Both goals will be addressed with the revision of the current stormwater ordinance within the next reporting period.</p>		

Performance Measure 5b: Long-term watershed protection elements			
119. Does a local ordinance or equivalent document incorporate the watershed protection elements described in WV MS4 2009 General Permit (Part II Section C.5.a.i.A)?	<input type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input checked="" type="checkbox"/> No
120. If yes, please describe how the permittee's legal authority addresses the following watershed protection elements: (WV MS4 2009 General Permit, p. 18, #1)			
121. Minimize impervious cover.			
122. Preserve, protect, create, and restore ecologically sensitive areas.			
123. Implement practices that prevent or reduce thermal impacts to streams.			
124. Seek to avoid or prevent hydromodification of water bodies caused by development.			
125. Minimize impacts to existing vegetation (especially trees).			
126. Minimize impacts to native undisturbed soils.			
<p>127. If the watershed protection elements have not yet been incorporated into a planning document or ordinance, please describe the actions to be taken to incorporate these elements. (WV MS4 2009 General Permit, p. 24, #1)</p> <p>During the review and revision process of the current stormwater ordinance, the six (6) watershed protection elements will also be evaluated. Where applicable, the six (6) watershed protection elements will be incorporated into the revision of the stormwater ordinance. This review and revision will be completed in the next reporting period.</p> <p>April 9, 2014- A stream buffer ordinance was discussed with Morgantown City Planning and is currently being drafted by MUB's attorney.</p> <p>MUB is proposing to contract a third party to provide MUB with a study to identify ecologically sensitive areas within the watershed and guidance on creating and preserving such areas.</p>			

Performance Measure 5c: Street and parking design assessments		
128. Were the proposed activities for assessing the current street design guidelines and parking requirements implemented?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
129. If this is your third-year report, please attach your report assessing the current street and parking design requirements, and recommendations and proposed schedules for incorporating policies and standards to maximize vegetation and minimize impervious cover where possible. (WV MS4 2009 General Permit, p. 24, #8)		

XI. MCM 6: Pollution Prevention & Good Housekeeping for Municipal Operations (WV MS4 2009 General Permit, p. 19-21)

130. Did you complete all the required performance measures for this MCM for this reporting period?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
131. Contact: Kenneth Hacker	132. Phone: (304) 292-8443	

Performance Measures 6a and 6b: Develop and implement an operation and maintenance program for all municipal facilities that includes prevents or reduces the discharge of polluted runoff

133. Were the proposed activities for developing a pollution prevention and good housekeeping program for municipal operations implemented?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> Partially	<input type="checkbox"/> No
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134. List and briefly describe the activities outlined in your SWMP for the development of a pollution prevention and good housekeeping program for municipal operations undertaken during this reporting period.

BMP 20.i.A.- Maintenance Activities- MUB conducted a detailed inspection of the MUB Shop Facility and the City of Morgantown Maintenance Facility. All required maintenance at the MUB shop facility was completed. MUB is working with the City of Morgantown to complete all required maintenance at their facility.

BMP 20.i.B.- Waste Disposal- MUB continued to dispose of waste material from maintenance activities at proper locations. All excess material from maintenance activities is brought back to MUB's permitted fill area for disposal.

BMP 20.i.C.- Employee Training- MUB trained municipal employees on construction site erosion and sediment control BMPs on October 11, 2013. 61 employees were trained.

20.i.D - Develop Comprehensive Pollution Prevention Plan- A Comprehensive Pollution Prevention Plan is currently under development. A plan will be developed for all municipal facilities and will supplement the facility's Standard Operating Procedures.

135. Do you have a pollution prevention plan for each of your municipal facilities as required by the WV MS4 2009 General Permit (Part II Section C.b.6.a)?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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136. Do you have an inspection schedule for conducting inspections at your municipal facilities as required by the WV MS4 2009 General Permit (Part II Section C.b.6.a)?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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137. Are you tracking and maintaining records of inspection and maintenance activities for each municipal facility as required by the WV MS4 2009 General Permit (Part II Section C.b.6.a)?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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138. If you answered no to any of the previous three questions, please indicate your proposed schedule for implementing the requirements of the WV MS4 2009 General Permit (Part II Section C.b.6.a).

MUB will continue to develop a Comprehensive Pollution Prevention Plan through the next reporting period which will supplement the Standard Operating Procedures for each facility. MUB has inspected its Shop Facility and the City of Morgantown Maintenance Facility. The plan will address the previous 3 questions and shall be complete and implemented within the next reporting period. See Attachment 1.

139. How many inspections were conducted at each municipal facility during the reporting period?	1
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140. List the top three problems that you have found while conducting inspections at municipal facilities.

Upon completion of the inspections at MUB's Shop Facility and the Morgantown City Maintenance Facility it was found that the top three problems were;

- 1) Improper labeling and storage of containers exposed to stormwater.
- 2) Improper storage of vehicles that are no longer in service.
- 3) Lack of secondary containment on petroleum products.

141. Were these problems corrected? (WV MS4 2009 General Permit, p. 24, #1)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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142. Did you achieve all the goals that you identified in your SWMP related to developing a pollution prevention and good housekeeping program for municipal operations for this reporting period? (WV MS4 2009 General Permit, p. 24, #3)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
143. If not, please describe the progress you did make towards achieving your goal(s), and any obstacles and possible solutions such as revised implementation schedules or revised measurable goals. If you are proposing any changes to your SWMP goals or schedule, please include them in Section V above. (WV MS4 2009 General Permit, p. 24, #4)		
<p>BMP 20.i.A.- Maintenance Activities- Perform maintenance of existing facilities and perform upgrades as needed. Maintenance at the MUB shop area was performed and documented with photos.</p> <p>BMP 20.i.B.- Waste Disposal- Continue to dispose of waste materials at appropriate sites. MUB continues to haul all waste material from daily maintenance activities back to MUB's permitted fill site. To date this is the only active disposal site that MUB uses.</p> <p>BMP 20.i.C.- Employee Training- Conduct municipal employee training regarding pollution prevention and good housekeeping. October 11, 2013 - The training video produced by Excal Visual "Ground Control - Stormwater Pollution Prevention for Construction Sites," was viewed by all MUB maintenance employees. Following the video, everyone completed the supplied quiz with the video and questions were discussed as a group.</p> <p>A training focussing solely on good housekeeping was not conducted. The training was focused on preventing pollution from construction sites due to the fact that active construction sites are what MUB employees deal with on a daily basis.</p> <p>BMP 20.i.D.- Develop a Comprehensive Pollution Prevention Plan- MUB will continue to develop a CPPP for all municipal facilities and will be made available at each facility.</p>		

Performance Measure 6c: Municipal employee good housekeeping training			
144. Were the proposed activities for developing a pollution prevention and good housekeeping training program for municipal employees implemented as described in the WV MS4 2009 General Permit (Part II, Section C.b.6.c)?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> Partially	<input type="checkbox"/> No
145. Were the proposed activities for implementing a pollution prevention and good housekeeping training program for municipal employees implemented as described in the WV MS4 2009 General Permit (Part II, Section C.b.6.c)?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> Partially	<input type="checkbox"/> No
146. Did municipal employees receive training in accordance with the guidelines described in the WV MS4 2009 General Permit (Part II, Section C.b.6.c)?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> Partially	<input type="checkbox"/> No
147. How many employees received training during the reporting period? (WV MS4 2009 General Permit, p. 24, #1)	61		
148. Are you maintaining records of all municipal training activities (including training agendas, learning objectives, instructor qualifications, sign in sheets, etc.)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
<p>149. Explain how the effectiveness of the training activities was evaluated (number of employees trained and/or certified in specific good housekeeping skills, measurable improvements in cost or performance of facility maintenance activities, or as outlined in your SWMP). (WV MS4 2009 General Permit, p. 24, #2)</p> <p>Following the viewing of the instructional video on October 11, 2013, a quiz was administered. The questions were then discussed as a group.</p> <p>Site inspections were also completed by MUB's stormwater staff and acceptable BMPs were discussed with the on-site foreman.</p>			
150. Did you achieve all the goals that you identified in your SWMP related to training municipal employees on pollution prevention and good housekeeping for this reporting period? (WV MS4 2009 General Permit, p. 24, #3)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
<p>151. If not, please describe the progress you did make towards achieving your goal(s), and any obstacles and possible solutions such as revised implementation schedules or revised measurable goals. If you are proposing any changes to your SWMP goals or schedule, please include them in Section V above. (WV MS4 2009 General Permit, p. 24, #4)</p> <p>BMP 20.i.D- Develop a Comprehensive Pollution Prevention Plan. See Attachment 1 for new implementation date.</p>			

CWIP Activity for Current Month (Excluding Plant)

From: 5/1/2013

To: 4/30/2014

<u>Job Number</u>	<u>Job Description</u>	<u>Current Month Activity</u>	<u>G/L Account No.</u>
S4.109	NEW SERVICES	4,023.63	4 100 3000
S4.110	ADDITION TO SERVICES	11,449.87	4 100 3000
S4.209	RENEWAL SERVICES	5,890.84	4 100 3000
ST-064	REL MAIN BOZZ, LLC	39.37	4 100 3000
ST-209	HARTMAN RUN/RT 7 IMPROVMNTS	1,898,583.06	4 100 3000
ST-213	APOLLA-REP. EXIST. 12" CULVERT	346.06	4 100 3000
ST-218	6TH ST-1 MH-STM TAP-SENECA CTR	77.11	4 100 3000
ST-220	36' STRM-JEROME ST& JERSEY AVE	86.90	4 100 3000
ST-222	EASTERN-60'HDPE PIPE-CONTRACTR	16.52	4 100 3000
ST-227	MONTROSE (NEAR 917) IN.12" PVC	2,041.39	4 100 3000
ST-232	JOHNSON AV-TYPE B NLET&12"PIPE	2,715.75	4 100 3000
ST-242	SABRATON AVE -22' OF 8" STORM	37.78	4 100 3000
ST-245	MILFRD-RE 800' CLAY WTH 12"PVC	263.56	4 100 3000
ST-252	TACOMA/PATTESN-70'CNCRETE CURB	18.89	4 100 3000
ST-253	SNIDER-2 INLTS&REPAIR 100'DTCH	549.22	4 100 3000
ST-255	DON KNOTTS-UNIV.MTRS-CULV. REP	338.69	4 100 3000
ST-256	KREPPS PARK-STRM SWR UPGRADE	22,075.27	4 100 3000
ST-257	IN. INLET & PIPE-SEVENTH ST.	100.00	4 100 3000
ST-259	INSTALL24" RIPRAP-BURROUGHS RN	1,574.63	4 100 3000
ST-262	REL. 24"STORM PIPE-UNIV. PLACE	28,864.38	4 100 3000
ST-263	REP. CULVERT @ ANDERSON ST.	1,767.25	4 100 3000
ST-264	REPLACE CULVERT@LASHLEY ST.	220.03	4 100 3000
ST-265	EASTERN-18"STRM PIPE&TYP B NLT	19,929.58	4 100 3000
ST-266	6"PVC STRM LN & M.H.-SHELDON	13,790.30	4 100 3000
ST-267	12"PVC&STRM MANHOLE-AUGUSTA	202.85	4 100 3000
ST-270	SHOP WASTE AREA EXPANSION	287.48	4 100 3000
ST-271	ROSE-STREAM RESTOR. WTH DRAIN	209.97	4 100 3000
ST-272	REP. CMP WITH HDPE-21 SARAH ST	1,189.72	4 100 3000
ST-274	917 BROWN-RE.CMP WTH HDPE PIPE	1,721.69	4 100 3000
ST-275	MONTROSE-RE.12"CMP WTH 12"HDPE	88.64	4 100 3000
ST-276	REP.12"STORM-ENSIGN&UNIVERSITY	2,954.90	4 100 3000
ST-280	ACORN VLG/OAKWD DRAIN. IMPROVE	1,054.34	4 100 3000
ST-281	SUBURBAN LN DRAIN SYS.IMPROVE.	3,762.27	4 100 3000
ST-282	RT7 CHANNEL RESTORATN-DUG HILL	965.16	4 100 3000
ST-283	VILLA PL-3 CULVERTS & DITCHING	7,443.06	4 100 3000
ST-284	RE.TRNCH GRATE-PRAIRIE&DON KNT	457.33	4 100 3000
ST-285	CULVRT&RESHAPE DITCH-MAXEY ST.	1,744.31	4 100 3000
ST-286	RE PIPE 533 LAKE STREET	6,641.73	4 100 3000
ST-287	18"ST.PIPE,2 NLTS-W.MINISTER	1,032.77	4 100 3000
ST-288	REP.CULVERT@REBECCA & ROTARY	2,187.78	4 100 3000
ST-289	REP.CULVERT @ 241 WAITMAN	2,845.50	4 100 3000
ST-290	TYP B NLET,12"HDPE-FAIRVIEW AV	753.77	4 100 3000
ST-291	TYP B NLET&12"HDPE-MORGAN ALLY	3,571.19	4 100 3000
ST-292	45'-36" RIP-RAP ALNG BURROUGHS	1,090.53	4 100 3000
ST-293	SYS.UPGRADE-HOLIDAY INN-PNVIEW	5,779.75	4 100 3000
ST-294	REP.40'-8"PVC NEAR TREMONT AVE	2,793.09	4 100 3000
ST-295	94'-12" HDPE-239 WAITMAN	8,559.74	4 100 3000
ST-296	451 LEWIS-2TYP B NLTS &12"HDPE	9,144.91	4 100 3000
ST-297	RE.DITCH LINE&3 CULV-LIONS AVE	56.66	4 100 3000
ST-298	1 TYP B NLT&23"PVC-SPRINGFIELD	145.13	4 100 3000
ST-299	CULVRT& DITCH WRK-NORTHWESTERN	1,107.33	4 100 3000
ST-300	REP. 63'-15" ON 8TH STREET	26,470.12	4 100 3000
ST-301	TYP B NLT&12"PVC-740 UNION AVE	113.33	4 100 3000

ST-302	REPAIR DTCH-WAYNE TO CURTIS AV	37.77	4 100 3000
STB0059	TAP- 516 CENTER STREET	1,441.55	4 100 3000
STB0060	TAP- 10 HIGHLAND AVENUE	552.68	4 100 3000
STB0061	12" TAP-UNIV PL/GRANT/HOUSTON	346.85	4 100 3000
STB0063	TAP- 425 ELM STREET	2,197.75	4 100 3000
STB0064	12" TAP 407 WILLEY STREET	7,115.85	4 100 3000
STB0065	TAP 469,471,473,475 STEWART ST	2,434.75	4 100 3000
STB0066	TAP 325 NEWTON AVENUE	1,005.02	4 100 3000
STB0067	ST TAP- 432 ELYSIAN AVENUE	1,074.87	4 100 3000
STB0068	IN 6" ST SER 383 ROTARY STREET	<u>947.55</u>	4 100 3000

2,126,329.77

Storm O&M

May-13	30,882
Jun-13	26,290
Jul-13	31,432
Aug-13	27,762
Sep-13	35,405
Oct-13	50,757
Nov-13	38,513
Dec-13	33,176
Jan-14	32,377
Feb-14	32,699
Mar-14	27,023
Apr-14	32,893
	399,209

Morgantown Utility Board

2014 Annual Report

Attachment 1

V.22. List of requested changes for Stormwater Management Plan BMPs.

*Please note that there are numerous proposed changes to the approved SWMP. MUB anticipates that these changes will be written into the permit renewal for the July 2014 Small MS4 General Permit.

MCM 1- Public Outreach and Education

BMP 15.h.A- Storm Drain Marking

- No Change

BMP 15.h.B- Informational Kiosks

- The approved SWMP states that MUB will “Photograph kiosks two (2) times per year to document condition.”
 - MUB proposes that photographing the kiosks one (1) time per year would be sufficient along with documenting any changes to the informational material presented in the kiosks.

BMP 15.h.C- Pet Waste Disposal Receptacles

- The approved SWMP states that MUB will “Install a minimum of two (2) receptacles and signs per year.”
 - MUB proposes that once an initial sponsorship of a pet waste receptacle has been made, MUB will continue to fund maintenance of said receptacle and assist in keeping receptacles in place throughout the city. Pet waste receptacles are sponsored throughout the city by various donors, and only so many are needed.

BMP 15.h.D- Participation in Public Events

- No Change

BMP 15.h.E- Participate in Monongalia County Household Hazardous Waste Collection Day

- The approved SWMP states that MUB will “Keep copies of meeting minutes from steering committee meetings.”

- MUB has attended the majority of the past meetings. Minutes are not always produced with each meeting. MUB proposes keeping a copy of the meeting sign in sheets to satisfy this goal.

BMP 15.h.F- Participate in City Technical Review Committee Meetings

- No Change

BMP 15.h.G- MUB Internet Website

- The approved SWMP states that MUB will use “Malcolm the Mallard as MUB’s stormwater mascot” on the MUB website. MUB is currently not actively using “Malcolm Mallard” as the stormwater mascot and is not planning on using it with the current public outreach activities proposed.

MCM 2- Public Involvement and Participation

BMP 16.h.A- Storm Drain Marking

- No Change

BMP 16.h.B- Participate in Monongalia County Household Hazardous Waste Collection Day

- The approved SWMP states that MUB will “Keep copies of meeting minutes from steering committee meetings.”
 - MUB has attended the majority of the past meetings. Minutes are not always produced with each meeting. MUB proposes keeping a copy of the meeting sign in sheets to satisfy this goal.

BMP 16.h.C- MUB Internet Website

- No Change

BMP 16.h.D- Stormwater Hotline

- The approved SWMP states that “public notices will be issued in a local newspaper quarterly during 2012 and yearly thereafter informing the public of the number to call if they see improper activities regarding stormwater polluting being conducted.”
 - MUB proposes issuing public notices four (4) times in the 2014-2015 reporting period to inform the public on the process to report any spill of potential pollution concerns.

BMP 16.h.E- Partner with Local Watershed Groups

- The approved SWMP states that MUB will “Document date of event, type of event, partnership organization(s), and number of participants.”
 - MUB proposes counting the number of packets or giveaways distributed at these events. The past events that MUB has participated in has shown that it is difficult to actually count the number of participants. At the 2013 Kid’s Day, it was estimated that 4,000+ were in attendance, but there was no count on the number of individuals that were presented stormwater educational material.

MCM 3- Illicit Discharge Detection and Elimination

BMP 17.i.A- Storm System Mapping

- No Change

BMP 17.i.B- Participate in Monongalia County Household Hazardous Waste Collection Day

- The approved SWMP states that MUB will “Keep copies of meeting minutes from steering committee meetings.”
 - MUB has attended the majority of the past meetings. Minutes are not always produced with each meeting. MUB proposes keeping a copy of the meeting sign in sheets to satisfy this goal.

BMP 17.i.C- Perform Dye Testing of Structures

- No Change

BMP 17.i.D- Conduct Public and Staff Training

- No Change

BMP 17.i.E- Business Community Informational Brochure

- The approved SWMP states that MUB will distribute a brochure “semi-annually in billings for local businesses.”
 - MUB proposes distributing an educational brochure to businesses annually.

BMP 17.i.F- MUB Internet Website

- No Change

MCM 4- Construction Site Run-off Control

BMP 18.i.A- Participate in City Technical Review Committee Meetings

- No Change

BMP 18.i.B- Site Plan Review

- The approved SWMP states that MUB will “Document corrections to submitted plans.”
 - MUB proposes that only the correspondence between MUB and the applicant need to be retained for this purpose. There is no formal write up of corrections to plans. MUB does retain the originally submitted plans as well as the final design, but with the volume of work, it would be a hindrance to MUB to have to write up a summary of every plan reviewed.

BMP 18.i.C- Construction Site Inspections

- No Change

BMP 18.i.D- Stormwater Permit Database and GIS Tools

- No Change

BMP 18.i.E- Public Comments

- No Change

BMP 18.i.F- Contractor/Engineer/Architect Training

- The approved SWMP states that “A formal training for local contractors, engineers, and architects will be developed and implemented during 2013.”
 - MUB proposes that this training be developed and implemented in 2014 and reported in the May 2015 Annual Report.

MCM 5- Controlling Runoff from New Development and Redevelopment

BMP 19.k.A-Ordinance Development and Update

- The approved SWMP states that ordinances will be reviewed and new ones developed so that “All watershed protection elements are properly addressed. Have all necessary revisions and newly completed ordinances completed by during or prior to second quarter of 2014.”
 - MUB is currently reviewing the existing ordinances and is planning on developing new ones to address the watershed protection elements. MUB is also reaching out to a third party, Down Stream Strategies, for assistance in classifying the ecologically sensitive areas within the MS4 and for suggestions on meeting the 6 watershed protection elements.

BMP 19.k.B- Site Design Standards

- The approved SWMP states that site design standards to “require treatment of the first inch of rainfall in a 24-hour storm preceded by 48 hours with no rain...Complete ordinance modifications during or before the second quarter of 2013.”
 - MUB is continuing to review and revise the stormwater ordinance to include this site design standard. The revision will be completed within the next reporting period. MUB is currently requiring proposed developments to be designed for the 1-inch capture. This is being completed during the plan review process.

MCM 6- Pollution Prevention and Good Housekeeping for Municipal Operations

BMP 20.i.A- Maintenance Activities

- No Change

BMP 20.i.B- Waste Disposal

- No Change

BMP 20.i.C- Employee Training

- No Change

BMP 20.i.D.- Develop Comprehensive Pollution Prevention Plan

- Approved SWMP states that MUB will continue to develop a comprehensive pollution prevention plan for municipal operations. Complete development and implementation of plan by the fourth quarter of 2013.
 - MUB has not yet developed a Comprehensive Pollution Prevention Plan. Development and implementation will be completed within the next reporting period.