

# ANNUAL REPORT for 2006

## MUNICIPAL SEPARATE STORM SEWER SYSTEMS (MS4s)

### For Calendar Year 2006

### Due June 30, 2007

**USE OF THIS FORM IS MANDATORY** By completing this Annual Report form, you are “providing the Minnesota Pollution Control Agency (MPCA) with a summary of your status of compliance with permit conditions, including an assessment of the appropriateness of your identified best management practices (BMPs) and progress towards achieving your identified measurable goals for each of the minimum control measures” as required by the MS4 Permit.

**Submit your annual report by June 30, 2007 to:**

Minnesota Pollution Control Agency  
Municipal Division  
520 Lafayette Road North  
St. Paul, MN 55155-4194

If you would like to obtain an electronic copy of the MS4 Annual Report for 2006 form, please visit:

[www.pca.state.mn.us/water/stormwater/stormwater-ms4.html](http://www.pca.state.mn.us/water/stormwater/stormwater-ms4.html)

If you have further questions, please contact one of these MPCA staff members (call toll-free 800-657-3864):

- Keith Cherryholmes 651-296-6945
- Joyce Cieluch 218-846-7387
- Scott Fox 651-296-9433
- Anna Kerr 651-297-5219

Coon Creek Watershed District

Name of MS4

Tim Kelly

Name of Contact Person

763-755-0975

Telephone (including area code)

12301 Central ave NE

Mailing Address

Blaine

MN

55434

City

State

ZIP code

#### Minimum Control Measure 1: Public Education and Outreach [V.G.1]

- A. What is the current population of your MS4? 158920
- B. Did you hold a public meeting for calendar year 2006 and discuss your Stormwater Pollution Prevention Program (SWPPP)? [Part V.G.1.e]  **Yes**  **No**
- C. What was the date of the public meeting? 5/14/07
- D. How many citizens attended specifically for stormwater (excluding board/council members and staff)? 2
- E. Was the public meeting a stand-alone meeting for stormwater or was it combined with some other function such as a City Council meeting?  **Stand-alone**  
 **Combined**
- F. If you did not hold a public meeting on your SWPPP in 2006, explain why: \_\_\_\_\_

G. The permit requires each MS4 to implement a public education program to distribute educational materials to the community or conduct equivalent outreach activities about the impacts of stormwater discharges on water bodies and the steps that the public can take to reduce pollutants in stormwater runoff. [Part V.G.1.a] Please indicate which of the following distribution methods you used. Indicate the number distributed in the spaces provided:

	Number		Number
<b>Brochures</b>	<u>5</u>	<b>Utility bill inserts</b>	<u>0</u>
<b>Newsletter</b>	<u>11</u>	<b>Radio ads</b>	<u>0</u>
<b>Posters</b>	<u>0</u>	<b>Television ads</b>	<u>0</u>
<b>Newspaper articles</b>	<u>1</u>	<b>Other:</b>	<u>        </u>
<b>Web site*</b>	<u>1</u>	<b>Other:</b>	<u>        </u>

\*If you use your Web site as a tool to distribute stormwater educational materials, indicate the number of hits to the stormwater page in the space above (if available) and provide the URL reference here:

<http://www.anokanaturalresources.com/ccwd/index.htm>

H. At what stage of development do you believe your stormwater education program currently is in? (Check the **one** that most accurately reflects the current status of your education program as a whole.)

- Not started
- Research
- Development
- Implementation
- Program fully in place

I. Have you developed partnerships with other MS4s, watershed districts, local or state governments, educational institutions, etc. to assist you in fulfilling the requirements for Minimum Control Measure 1? If *yes*, list those entities with which you have an agreement and describe the nature of the agreement(s): Cities of Andover, Blaine, Coon Rapids & Ham Lake, Collaborative working relationship  Yes  No

**Minimum Control Measure 2: Public Participation/Involvement [V.G.2]**

- A. During your public meeting, did you receive written and/or oral input on your SWPPP? [Part V.G.2.b.1-3] *Input must be considered prior to submittal of your annual report.*  Yes  No
- B. Did you create a record of comments and your response to comments/record of decision (ROD)?  Yes  No
- C. Have you kept the ROD in accordance with the permit? [Part V.G.2.b]  Yes  No
- D. Do you plan to incorporate any comments into your next SWPPP update? [Part V.G.2.c] If *yes*, list items: Our ROD are our minutes and we did not receive any comments  Yes  No

**Minimum Control Measure 3: Illicit Discharge Detection and Elimination [V.G.3]**

The permit requires each MS4 to develop, implement and enforce a program to detect and eliminate illicit discharges as defined at 40 CFR 122.26(b)(2) into your SWPPP. You must also select and implement a program of appropriate BMPs and measurable goals for this minimum control measure.

- A. Have you completed the storm sewer system map in accordance with the requirements of the permit? If *no*, by what date do you expect to have it completed?           Yes  No  
*The complete storm sewer system map must be finished by June 30, 2008. [Part V.G.3.a]*
- B. Has an ordinance or other regulatory mechanism been adopted to prohibit illicit discharges or other non-stormwater discharges from entering your system? If *yes*, provide the date the regulatory mechanism was adopted: 1987. If *no*, provide an estimated date of adoption: Dec, 2007.  Yes  No
- C. Have you developed a program for illicit discharge detection and elimination?  Yes  No
- D. If *yes*, when do you expect that your program will be implemented? Has been in existence since 1990
- E. If *no*, by what date do you expect to have a program developed?

#### Minimum Control Measure 4: Construction Site Stormwater Runoff Control [V.G.4]

The permit requires that each MS4 develop, implement, and enforce a program to reduce pollutants in any stormwater runoff to your small MS4 from construction activities within your jurisdiction that result in a land disturbance of greater than or equal to one acre or less than one acre but is part of a common plan of development that will be one acre or greater. [Part V.G.4.]

- A. Have you adopted an ordinance or other regulatory mechanism that regulates stormwater runoff from construction activities that result in land disturbance of greater than or equal to one acre or less than one acre which are a part of a common plan of development or sale that will ultimately disturb one acre or more?  Yes  No
- B. Does your regulatory mechanism require appropriate BMPs and pollution prevention management measures? If yes, which of the following are included? (check all that apply):  Yes  No
- Temporary erosion controls
  - Record keeping for rainfall and inspections
  - Permanent erosion controls
  - Waste controls for hazardous waste
  - Waste controls for solid waste
  - Dewatering and basin draining
  - Regular inspections by site operators
  - Site plan submittal including erosion and sediment control BMPs
  - BMP maintenance
  - Site plan review and approval prior to activity on site
  - Permanent stormwater management facility approval
  - Other: \_\_\_\_\_
- C. Does your regulatory mechanism have sanctions included to ensure compliance, including an enforcement component? If yes, which of the following actions does your MS4 use? (Check all that apply):  Yes  No
- Verbal warnings
  - Written warnings
  - Stop-work orders
  - Fines
  - Forfeit of security bond money
  - Withholding of certificate of occupancy
  - Other: Cease and Desist Orders

#### Minimum Control Measure 5: Post-construction Stormwater Management in New Development and Redevelopment [V.G.5]

The permit requires each MS4 to develop, implement, and enforce a program to address stormwater runoff from new development and redevelopment projects within your jurisdiction that disturb greater than or equal to one acre, including projects less than one acre that are part of a larger common plan of development or sale that discharge into your small MS4. Your program must ensure that controls are in place that would prevent or reduce water quality impacts. You must also select and implement a program of appropriate BMPs and measurable goals for this minimum control measure.

- A. Have you developed and implemented strategies which include requirements for a combination of structural and/or non-structural BMP appropriate for your community?  Yes  No

- B.** Is an ordinance or other regulatory mechanism currently in place to address post-construction runoff from new development and redevelopment projects to the extent allowable under law? If *yes*, provide the date the regulatory mechanism was adopted: 1987. If *no*, provide an estimated date of adoption: \_\_\_\_\_  **Yes**  **No**
- C.** Is a plan in place to ensure adequate long-term operation and maintenance of BMP installed as a result of these requirements?  **Yes**  **No**
- D.** Do you feel long-term operation and maintenance of stormwater management is adequately funded?  **Yes**  **No**

**Minimum Control Measure 6: Pollution Prevention/Good Housekeeping for Municipal Operations [V.G.6]**

The permit requires each MS4 to develop and implement an operation and maintenance program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations. Your program must include employee training to prevent and reduce stormwater pollution from activities such as park and open space maintenance, fleet and building maintenance, new construction and land disturbances, and stormwater system maintenance.

- A.** Do you have an operation and maintenance program currently in place?  **Yes**  **No**
- B.** Does your program contain an employee training component?  **Yes**  **No**
- C.** Indicate the total number of structural pollution control devices (manholes, grit chambers, sumps, floatable skimmers, etc) within your MS4, how many were inspected, and calculate the percentage:

	<b>Total Number</b>	<b>Number Inspected</b>	<b>Percentage</b>
<b>Structural Pollution Control Devices</b>	1	1	100

- D.** As a result of your inspections, did you repair, replace, or maintain any structural pollution control devices?  **Yes**  **No**
- E.** For each BMP below, indicate the total number within your MS4, how many of each BMP type were inspected, and calculate the percentage:

<b>BMP Type</b>	<b>Total Number</b>	<b>Number Inspected</b>	<b>Percentage</b>
Outfalls	0		
Sediment Basins	0		
Ponds	1	1	
<b>TOTAL</b>	1	1	

**Additional SWPPP Issues**

The permit requires that any MS4 with a discharge to a Water of the State that appears on the current U.S. EPA approved list of impaired waters under Section 303(d) of the Clean Water Act review whether changes to your SWPPP may be warranted to reduce the impact of your discharge [IV.D]

- A.** Have you identified all impaired waters within your jurisdiction, based on the most recent 303(d) listing, which receive stormwater discharge from your MS4?  **Yes**  **No**  
*Check here if your MS4 has no impaired waters:*
- B.** Do you have a process in place to identify and update the list of impaired waters which receive discharges from your MS4 as new waters are added to the 303(d) list?  **Yes**  **No**
- C.** Have you determined that any stormwater discharges from your MS4 are negatively impacting any impaired water(s); therefore, warranting that a revision to your SWPPP to address this issue?  **Yes**  **No**  
*Check here if your MS4 has no impaired waters:*

**D.** Provide the following information of the individual responsible for conducting the review of discharges to impaired waters and any associated BMP modifications:

Name: Tim Kelly

Title: District Administrator

Phone: 763-755-0975

Email: tkelly@cooncreekwd.org

**E.** Did you make a change to any identified BMPs or measurable goals that were submitted with your permit application? [Part V.G.6.b.1] If yes, explain: \_\_\_\_\_  Yes  No

**F.** Briefly list the BMPs using their unique identification numbers you used in your SWPPP or any measurable goals that will be changed in your updated SWPPP, and why they have changed: (*Attach a separate sheet if necessary*) \_\_\_\_\_

**G.** Did you rely on any other entities (MS4s, consultants or contractors) to satisfy any portion of your SWPPP? If yes, please identify below the entity and for what activities: Andover, Blaine, Coon Rapids  Yes  No

**Owner or Operator Certification**

The person with overall administrative responsibility for SWPPP implementation must sign the annual report. This person must be duly authorized and should be the person who signed the MS4 permit application or a successor.

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 gathered and evaluated 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 (Minn. R. 7001.0070). I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment (Minn. R. 7001.0540).

**X**

Authorized Signature (This person must be duly authorized to sign the annual report for the MS4)		Date
Kelly	Timothy	District Administrator
Last Name	First Name	Title
12301 Central Ave NE		
Mailing Address		
Blaine	MN	55447
City	State	ZIP code
763-755-0975	tkelly@cooncreekwd.org	
Telephone (include area code)	E-mail Address	