

18 - 0214



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Form 3400-224 (09/17)

Municipal Contact Information- Complete

Notice: Pursuant to s. NR 216.07(8), Wis. Adm. Code, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources (Department) by March 31 of each year to report on activities for the previous calendar year ("reporting year"). This form is being provided by the Department for the user's convenience for reporting on activities undertaken in each reporting year of the permit term. Personal information collected will be used for administrative purposes and may be provided to the extent required by Wisconsin's Open Records Law [ss. 19.31-19.39, Wis. Stats.].

Note: Compliance items must be submitted using the Attachments tab.

Municipality Information

Name of Municipality: Manitowoc, City
 Facility ID # or (FIN): 31424
 Updated Information: Check to update mailing address information
 Mailing Address: 900 Quay Street
 Mailing Address 2:
 City: Manitowoc
 State: Wisconsin
 Zip Code: 54220-4543 xxxxx or xxxxx-xxxx

Does the municipality rely on another government entity to satisfy some of the permit requirements?

- Yes
- No
- Unsure

Has there been any changes to the municipality's participation in group efforts towards permit compliances (i.e., the municipality has added or dropped consortium membership)?

- Yes
- No
- Unsure

Primary Municipal Contact Person (Authorized Representative for MS4 Permit)

Select to *create new* primary contact

First Name: Dan
 Last Name: Koski
 Select to *update* current contact information
 Title:
 Mailing Address: 900 Quay Street
 Mailing Address 2:
 City: Manitowoc
 State: Wisconsin
 Zip Code: 54220 xxxxx or xxxxx-xxxx
 Phone Number: 920-686-6910 Ext.: xxx-xxx-xxxx
 Email: dkoski@manitowoc.org

Additional Contacts Information (Optional)

- Individual with responsibility for: I&E Program
 (Check all that apply) IDDE Program
 IDDE Response Procedure Manual
 Municipal-wide Water Quality Plan
 Ordinances
 Pollution Prevention Program
 Post-Construction Program
 Winter roadway maintenance

First Name: _____
Last Name: _____
Title: _____
Mailing Address: _____
Mailing Address 2: _____
City: _____
State: _____
Zip Code: _____
xxxxxx or xxxxx-xxxx
Phone Number: _____ Ext: _____ xxx-xxx-xxxx
Email: _____

Add contact

Missing Information

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Form 3400-224 (09/17)

Minimum Control Measures- Section 1 : Complete

1. Public Education and Outreach

a. Complete the following information on Public Education and Outreach Activities related to storm water. Select the Mechanism that best describes how the topic message was conveyed to your population. Use the **Add Activity** to add multiple Mechanisms. For Quantity, choose the range for the number of Mechanisms chosen (i.e., number of workshops, events). Quantity and Estimated People reached are both optional.

Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
-----------	------------------------	-----------------------------------	--------------------------------

Topic: Detection and elimination of illicit discharges

Passive print media (brochures at front	<input type="checkbox"/> 1 - 9	<input type="checkbox"/>	<input type="radio"/> Yes <input checked="" type="radio"/> No
Social media posts	<input type="checkbox"/> 1 - 9	<input type="checkbox"/>	<input type="radio"/> Yes <input checked="" type="radio"/> No
Educational activities (School presentat	<input type="checkbox"/> 10 - 19	<input type="checkbox"/>	<input checked="" type="radio"/> Yes <input type="radio"/> No
Website	<input type="checkbox"/> 1 - 9	<input type="checkbox"/>	<input type="radio"/> Yes <input checked="" type="radio"/> No
Signage	<input type="checkbox"/> 1 - 9	<input type="checkbox"/>	<input checked="" type="radio"/> Yes <input type="radio"/> No

Add activity

Topic: Management of materials that may cause storm water pollution from automobiles, pet waste, household hazardous waste and household practices

Passive print media (brochures at front	<input type="checkbox"/> 1 - 9	<input type="checkbox"/>	<input type="radio"/> Yes <input checked="" type="radio"/> No
Educational activities (School presentat	<input type="checkbox"/> 1 - 9	<input type="checkbox"/>	<input checked="" type="radio"/> Yes <input type="radio"/> No
Website	<input type="checkbox"/> 1 - 9	<input type="checkbox"/>	<input type="radio"/> Yes <input checked="" type="radio"/> No

Add activity

Topic: Beneficial onsite reuse of leaves and grass clippings/proper use of lawn and garden fertilizers and pesticides

Social media posts	<input type="checkbox"/> 1 - 9	<input type="checkbox"/>	<input type="radio"/> Yes <input checked="" type="radio"/> No
Website	<input type="checkbox"/> 1 - 9	<input type="checkbox"/>	<input type="radio"/> Yes <input checked="" type="radio"/> No

Add activity

Topic: Management of stream banks and shorelines by riparian landowners to minimize erosion and restore and enhance the ecological value of waterways

Did not focus on this topic this reportin Select... Yes No

Insert item

Topic: Infiltration of residential storm water runoff from rooftop downspouts, driveways and sidewalks

Website 1 - 9 Yes No

Passive print media (brochures at front 1 - 9 Yes No

Add activity

Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
-----------	------------------------	-----------------------------------	--------------------------------

Topic: Inform and where appropriate educate those responsible for the design, installation, and maintenance of construction site erosion control practices and storm water management facilities on how to design, install and maintain the practices

Direct one-on-one communication 1 - 9 Yes No

Add activity

Topic: Identify businesses and activities that may pose a storm water contamination concern, and where appropriate, educate specific audiences on methods of storm water pollution prevention

Did not focus on this topic this reportin Select... Yes No

Add activity

Topic: Promote environmentally sensitive land development designs by developers and designers, including green infrastructure and low impact development

Did not focus on this topic this reportin Select... Yes No

Add activity

Topic: Other (describe):

Select... Select... Yes No

Add activity

b. Any other Public Education and Outreach program information for inclusion in the Annual Report may be added here or attached on the attachments page.

See Attachment

Missing Information

Press to Refresh Missing Fields Save



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Form 3400-224 (09/17)

Minimum Control Measures - Section 2 : Complete

2. Public Involvement and Participation

a. Describe how the municipality has kept the following local officials and municipal staff apprised of the municipal storm water discharge permit programs and its requirements.

Elected Officials

Storm water issues have been brought to both the Public Infrastructure Committee and Common Council. Including MS4 reports, storm pond maintenance issues and Maintenance agreements. See attachment

Municipal Officials

Municipal officials were given an updated copy of the Cities Illicit Discharge Manual on 6/5/2017.

Appropriate Staff

Various staff members are responsible for different areas of the MS4 reporting. These responsibilities are discussed at managers meetings, and departmental meetings. There are also numerous emails sent around to departments and staff regarding these requirements.

b. Complete the following information on Public Involvement Activities related to storm water. Select the mechanism that best describes how the topic message was conveyed to your population. Use the Add Activity to add multiple mechanisms. For Quantity, choose the range for number Mechanisms chosen (i.e., number of workshops, events). Quantity and Estimated People reached are both optional.

Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
-----------	------------------------	-----------------------------------	--------------------------------

Topic: Storm Water Management Plan and/or updates

Website	<input checked="" type="checkbox"/> 1 - 9	<input checked="" type="checkbox"/>	<input type="radio"/> Yes <input checked="" type="radio"/> No
Government Event (Public Hearing, Cou	<input checked="" type="checkbox"/> 1 - 9	<input checked="" type="checkbox"/>	<input type="radio"/> Yes <input checked="" type="radio"/> No
Storm drain stenciling	<input checked="" type="checkbox"/> 100 +	<input checked="" type="checkbox"/>	<input checked="" type="radio"/> Yes <input type="radio"/> No
Clean-up events	<input checked="" type="checkbox"/> 50 - 99	<input checked="" type="checkbox"/>	<input checked="" type="radio"/> Yes <input type="radio"/> No

Add activity

Topic: Storm water related ordinance and/or updates

Website 100 + Yes No

Add activity

Topic: MS4 Annual Report

Website 20 - 49 Yes No

Government Event (Public Hearing, Cou 50 - 99 Yes No

Insert item

Topic: Volunteer Opportunities

Clean-up events 100 + Yes No

Storm drain stenciling 100 + Yes No

Website 100 + Yes No

Add activity

Topic: Other (describe) :

Select... Select... Yes No

Add activity

c. Any other Public Involvement and Participation program information for inclusion in the Annual Report may be added here or attached on the attachments page

See attached

Missing Information

Press to Refresh Missing Fields Save



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Form 3400-224 (09/17)

Minimum Control Measures - Section 3 : Complete

3. Illicit Discharge Detection and Elimination

- a. How many total outfalls does the municipality have? Unsure
- b. How many outfalls did the municipality evaluate as part of their routine ongoing field screening program? Unsure
- c. How many were confirmed illicit discharges? Unsure
- d. How many illicit discharge complaints did the municipality receive? Unsure
- e. How many were confirmed illicit discharges? Unsure
- f. How many of the identified Illicit discharges did the municipality eliminate in the reporting year? Unsure
- g. How many of the following enforcement mechanisms did the municipality use to enforce its illicit discharge ordinance? Unsure
 - Verbal Warning
 - Written Warning (including email)
 - Notice of Violation
 - Civil Penalty/ Citation
- h. Any other Illicit Discharge Detection and Elimination program information for inclusion in the Annual Report may be added here or attached on the attachments page.

Missing Information

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Form 3400-224 (09/17)

Minimum Control Measures - Section 4 : Complete

4. Construction Site Pollutant Control

- a. How many total construction sites were active at any point in the reporting year? Unsure
- b. How many construction sites did the municipality issue permits for in the reporting year? Unsure
- c. Do the above numbers include sites <1 acre? Yes No Unsure
- d. How many erosion control inspections did the municipality complete in the reporting year? Unsure

e. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year.

- Verbal Warning
- Written Warning (including email)
- Notice of Violation
- Civil Penalty/ Citation
- Stop Work Order
- Forfeiture of Deposit
- No Authority
- Other - Describe below

f. Any other Construction Site Pollutant Control program information for inclusion in the Annual Report may be added here or attached on the attachments page.

Developed a Standard Operating Procedures for Erosion Control Inspections of permitted sites

Missing Information



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Form 3400-224 (09/17)

Minimum Control Measures - Section 5 : Complete

5. Post-Construction Storm Water Management

- a. How many new construction sites with new structural storm water management practices have received local approvals? Unsure
- b. How many privately owned storm water facility inspections were completed in the reporting year? Unsure

c. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year. Unsure

<input checked="" type="checkbox"/> Verbal Warning	<input type="text" value="0"/>
<input checked="" type="checkbox"/> Written Warning (including email)	<input type="text" value="0"/>
<input type="checkbox"/> Notice of Violation	<input type="text"/>
<input type="checkbox"/> Civil Penalty/ Citation	<input type="text"/>
<input type="checkbox"/> Forfeiture of Deposit	<input type="text"/>
<input checked="" type="checkbox"/> Complete maintenance	<input type="text" value="0"/>
<input checked="" type="checkbox"/> Bill responsible part	<input type="text" value="0"/>
<input type="checkbox"/> No Authority	<input type="text"/>
<input type="checkbox"/> Other - Describe below	<input type="text"/>

d. Any other Post-Construction Storm Water Management program information for inclusion in the Annual Report may be added here or attached on the attachments page.

The city sent out letters to all storm water maintenance facility owners requesting copies of there facility inspections as required per their maintenance agreements. The City sent out 51 letters, most of which contained a maintenance guide for their particular storm water facility. We received 36 inspections back. It is the Cities intention to have stronger enforcement of this requirement in the future.

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Minimum Control Measures - Section 6 : Complete

6. Pollution Prevention

Storm Water Management Facility Inspections (ponds, biofilters, etc.) Not Applicable

- a. Enter the total number of municipally owned or operated structural storm water facilities? Unsure
- b. How many new municipally owned storm water facilities were installed in the reporting year? Unsure
- c. How many municipally owned storm water devices were inspected in the reporting year? Unsure
- d. How many of these facilities required maintenance? Unsure
If so, attach report on attachments page.

Public Works Yards & Other Municipally Owned Properties (SWPPP Plan Review) Not Applicable

- e. How many inspections of municipal properties been conducted in the reporting year? Unsure
- f. Have amendments to the SWPPPs been made? Yes No Unsure

Collection Services - *Street Sweeping / Cleaning Program* Not Applicable

- g. Did the municipality conduct street sweeping/cleaning during the reporting year? Yes No Unsure
- h. If known, how many tons of material was removed? Unsure
- i. If street cleaning is identified as a storm water best management practice in the pollutant loading analysis, was street cleaning completed at the assumed frequency?
 Yes
 No - Explain _____
 Not Applicable
 Unsure

Collection Services - *Catch Basin Sump Cleaning Program* Not Applicable

- j. Did the municipality conduct catch basin sump cleaning during the reporting year? Yes No Unsure
- k. How many catch basin sumps were cleaned in the reporting year? Unsure
- l. If known, how many tons of material was removed? Unsure
- m. If catch basin sump cleaning is identified as a storm water best management practice in the pollutant loading analysis, was cleaning completed at the assumed frequency?
 Yes
 No - Explain _____
 Not Applicable
 Unsure

Collection Services - *Leaf Collection Program* Not Applicable

- n. Does the municipality conduct curbside leaf collection? Yes No Unsure
- o. Does the municipality notify homeowners about pickup? Yes No Unsure
Where are the residents directed to store the leaves for collection?
 Pile on terrace Pile in street Bags on terrace Unsure
 Pile in Terrace until night before scheduled pick up then place in the street.
 Other - Describe _____

- p. What is the frequency of collection? once per week
- q. Is collection followed by street sweeping/cleaning? Yes No Unsure

Winter Road Management Not Applicable

*Note: We are requesting information that goes beyond the reporting year, answer the best you can.

r. How many lane-miles of roadway is the municipality responsible for doing snow and ice control? 13,064 Unsure

s. Provide amount of de-icing products used by month last winter season?

Solids (tons) (ex. sand, or salt-sand)

Oct 0 Nov 0 Dec 174 Jan 1591 Feb 166 March* 354

Liquids (gallons) (ex. brine)

Oct 0 Nov 0 Dec 319 Jan 16,900 Feb 1,814 March* 3,147

t. Was salt applying machinery calibrated in the reporting year? Yes No Unsure

u. Have municipal personnel attended salt reduction strategy training in the reporting year? Yes No Unsure

If yes, describe what training was provided:

Winter Parking Lot Maintenance Workshop, provided by Fox Wolf Watershed Alliance

When: 10/24/2017 How many attended: 4

Internal (Staff) Education & Communication

v. Have training or education on SWPPPs for municipal facilities been held for municipal or other personnel? Yes No Unsure

If yes, describe what training was provided

When: How many attended:

Additional Pollution Prevention Information

w. Any other Pollution Prevention program information for inclusion in the Annual Report may be added here or attached on the attachment: See Pollution Prevention Attachment

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Minimum Control Measures - Section 6 : Complete

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- c. How many municipally owned storm water devices were inspected in the reporting year? Unsure
- d. How many of these facilities required maintenance? Unsure
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- f. Have amendments to the SWPPPs been made? Yes No Unsure

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- i. If street cleaning is identified as a storm water best management practice in the pollutant loading analysis, was street cleaning completed at the assumed frequency?
 Yes
 No - Explain _____
 Not Applicable
 Unsure

Collection Services - *Catch Basin Sump Cleaning Program* Not Applicable

- j. Did the municipality conduct catch basin sump cleaning during the reporting year? Yes No Unsure
- k. How many catch basin sumps were cleaned in the reporting year? Unsure
- l. If known, how many tons of material was removed? Unsure
- m. If catch basin sump cleaning is identified as a storm water best management practice in the pollutant loading analysis, was cleaning completed at the assumed frequency?
 Yes
 No - Explain _____
 Not Applicable
 Unsure

Collection Services - *Leaf Collection Program* Not Applicable

- n. Does the municipality conduct curbside leaf collection? Yes No Unsure
- o. Does the municipality notify homeowners about pickup? Yes No Unsure
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*Note: We are requesting information that goes beyond the reporting year, answer the best you can.

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s. Provide amount of de-icing products used by month last winter season?

Solids (tons) (ex. sand, or salt-sand)

Oct 0 Nov 0 Dec 174 Jan 1591 Feb 166 March* 354

Liquids (gallons) (ex. brine)

Oct 0 Nov 0 Dec 319 Jan 16,900 Feb 1,814 March* 3,147

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When: 10/24/2017 How many attended: 4

Internal (Staff) Education & Communication

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If yes, describe what training was provided

When: How many attended:

Additional Pollution Prevention Information

w. Any other Pollution Prevention program information for inclusion in the Annual Report may be added here or attached on the attachment: See Pollution Prevention Attachment

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Form 3400-224 (09/17)

Final Evaluation - Complete

Fiscal Analysis

Complete the fiscal analysis table provided below. For municipalities that do not break out funding into permit program elements, please enter the monetary amount to your best estimate of what funding may be going towards these programs.

Annual Expenditure Reporting Year	Budget Reporting Year	Budget Upcoming Year	Source of Funds
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Element: Public Education and Outreach

6,394	5,000	6,400	General revenue fund	▾
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Add Program Element

Element: Public Involvement and Participation

0	0	0	General revenue fund	▾
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Add Program Element

Element: Illicit Discharge Detection and Elimination

1,559	3,300	3,300	General revenue fund	▾
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Add Program Element

Element: Construction Site Pollutant Control

4,926	5,000	5,000	Permit fee and/or deposit/escr	▾
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Add Program Element

Element: Post-Construction Storm Water Management

30,010	22,000	28,000	General revenue fund	▾
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253,715	326,363	72,648	Grants	▾
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Add Program Element

Element: Pollution Prevention

512,394	598,000	520,000	General revenue fund	▾
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Add Program Element

Element: Storm Water Quality Management

483	7,000	8,000	General revenue fund	<input type="checkbox"/>
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Add Program Element

Element: Storm Sewer System Map

0	0	1,000	General revenue fund	<input type="checkbox"/>
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Add Program Element

Other (describe) MS4 costs

7,728	8,100	9,850	General revenue fund	<input type="checkbox"/>
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Add Program Element

Water Quality

a: Were there any known water quality improvements or degradation in the receiving waters to which the municipality's storm sewer system directly discharges to?

Yes No Unsure If Yes, explain below:

b: Have any of the receiving waters that the municipality discharges to been added to the impaired waters list during the reporting year?

Yes No Unsure

c: Has the municipality evaluated their storm water practices to reduce the pollutants of concern?

Yes No Unsure

Additional Information

Based on the municipality's storm water program evaluation in Part II, describe any proposed changes to the municipality's storm water program.

In 2017 the City installed a Bio Filtration basin, Mechanical Separator and beach Nourishment sand at the Blue Rail beach. This beach is on the impaired waters list for E-Coli. The Bio Filtration basin and mechanical Separator will help to clean the Stormwater before it makes it to the beach. The beach Nourishment sand will help provide a drier beach with reduced bacteria growth.

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Form 3400-224 (09/17)

Requests for Assistance on Improving Permit Programs

Would municipality like the Department to contact them about providing more information on developing or improving any of the Municipal Separate Storm Sewer Permit programs?

Please select all that apply:

- Public Education and Outreach
- Public Involvement
- Illicit Discharge Detection and Elimination
- Post-Construction Storm Water Management
- Storm Water Quality Management
- Storm Sewer System Map
- Construction Site Pollutant Control
- Pollution Prevention
- Water Quality Concerns
- Compliance Schedule Items Due
- MS4 Program Evaluation

2017 Illicit Discharge Activities

No.	Date	Location	Summary	Action Taken	WDNR notified	Status	Staff
1	2/1/2017	4611 Expo Drive	Vehicle dropped off of delivery truck and the ruptured the fuel tank. Less than 1 gallon of fuel leaked and was cleaned up	Fire Dept cleaned up with oil dry	No	Closed	Matt Smits
2	3/28/2017	South side of City near DPW	A fuel cap on City Bus was not put on and spilled diesel fuel on 13 locations around city.	Oil dry place and street sweeper cleaned up	No	Closed	Randy Junk, Jim Muenzenmeyer
3	5/1/2017	Waldo Blvd at Little Manikowoc river	A resident complained about empty bottles floating in river	next day some of them were picked up	No	Closed	Matt Smits
4	7/13/2017	Spring street below 1705 Revere Dr.	A discharge of possibly pool water eroded mud into the street	City Crews Cleaned up material in street and letter was sent to 1705 Revere Dr.	No	Closed	Matt Smits Billy H
5	7/18/2017	N 18th Street @ Michigan Ave	lime powder spilled from truck hauling from St Mary's Cement	City Street Sweeper cleaned it up and contact was made with St Mary's Cement	No	Closed	Matt, Sue
6	7/19/2017	W Custer Street	Complaint of Fricky Conc. washing truck & cement into storm sewer.	Frick and Roofers construction contacted	No	Closed	Matt, Randy
7	7/24/2017	914 N 8th St	Sediment eroded down residents driveway into the street	Letter sent to resident and material was cleaned up	No	Closed	Matt
8	7/26/2017	Northern Wisconsin Produce,1306 Clark Street	Ammonia leaked into city stormsewer and river from a cooling system	System shut down	yes	Closed	Matt, Randy, Derek
9	8/15/2017	N 18th Street @ Michigan Ave	lime powder spilled from truck hauling from St Mary's Cement	City contacted driver and city cleaned up powder	No	Closed	Matt, Sue
10	8/17/2017	4105 Michigan Ave	Grass clippings blown into the street	Contacted Edgewood Landscaping and cleaned it up	No	Closed	Matt
11	8/28/2017	N 18th Street at Waldo Blvd	lime powder spilled from truck hauling from St Mary's Cement	contacted St Mary's Cement and City sweeper cleaned it up	No	Closed	Matt
12	8/30/2017	S 10th St and Red Arrow Outfall	Damaged watermain washed large amount of ground into stormsewer and out to Lake Michigan	none	No	Closed	Steve Herzog
13	8/30/2017	West side of S 15th St by Mirro Building	Oil leaking from trucks hauling material away from Mirro building Demo	oil dry place and street sweeper cleaned up	No	Closed	Greg
14	11/20/2017	Michigan Ave and N 18th St	Sludge from dredging project leaked on street from truck hauling material away	Ostrega sweeper cleaned it up	No	Closed	Greg
15	12/7/2017	N 18th Street @ Michigan Ave	lime powder spilled from truck hauling from St Mary's Cement	contacted St Mary's Cement	No	Closed	Matt
16	8/21/2017	S 23rd St by Falician Village	Complaint of Man dropping Cig butts into inlet	Matt noticed man that fit description and told him of the complaint and that it is littering to do so.	No	Closed	Matt
17	8/21/2017	Service Master Restore, 2216 Marshall Street	Complaint of employees discarding cig butts into inlet on S 23rd St. at Marshall	Sent letter to owner informing them and asking them to stop	No	Closed	Matt

2017 Stormwater Management Facility Maintenance

Date	Facility	Maintenance performed
4/11/2017	Senior Center West Rain Garden	Seiler Brothers removed 3' Engineered mix replaced with clear stone, sand and new Engineered mix.
4/11/2017	Clay Pit Road Pond	Kip Guliseth Const. dug down around the outfall pipe and installed a new conc. cut off wall to stop water movement and to keep pond to permanent pool level.
5/2/2017	Senior Center West Rain Garden	Lake Land Landscaping planted the rain Garden with new native plants.
5/11/2017	Vits Drive Pond	Lake Shore Cleaners cut the brush and treated the brush. They also sprayed any invasive species.
5/11/2017	Dufek Drive Pond	Lake Shore Cleaners cut the brush and treated the brush. They also sprayed any invasive species.
5/12/2017	Clay Pit Road Pond	Lake Shore Cleaners cut the brush and treated the brush. They also sprayed any invasive species.
5/12/2017	N Rapids Road Pond	Lake Shore Cleaners cut the brush and treated the brush. They also sprayed any invasive species.
5/11/2017	Fessler Drive Pond	Lake Shore Cleaners cut the brush and treated the brush. They also sprayed any invasive species.
8/8/2017	Dewey St Pond	Lakeshore Cleaners sprayed 5 acres of Crown Vetch around the upper portion of the pond and spot sprayed it inside the prairie mgt. area.
7/5/2017	Vits Drive Pond	Lake Shore Cleaners sprayed any invasive species and remaining woody vegetation around pond.
7/5/2017	Dufek Drive Pond	Lake Shore Cleaners sprayed any invasive species and remaining woody vegetation around pond.
7/5/2017	Clay Pit Road Pond	Lake Shore Cleaners sprayed any invasive species and remaining woody vegetation around pond.
7/5/2017	N Rapids Road Pond	Lake Shore Cleaners sprayed any invasive species and remaining woody vegetation around pond.
7/5/2017	Fessler Drive Pond	Lake Shore Cleaners sprayed any invasive species and remaining woody vegetation around pond.
10/1/2017	S 30th St Pond	McMahon Ecologist assessed the prairie and aquatic plant health around the pond and treatment any invasive or obnoxious plants.
10/1/2017	Dewey St Pond	McMahon Ecologist assessed the prairie and aquatic plant health around the pond and treatment any invasive or obnoxious plants.
10/1/2017	S 10th St Pond	McMahon Ecologist assessed the prairie and aquatic plant health around the pond and treatment any invasive or obnoxious plants.
10/1/2017	Red Arrow Park Infiltration basin	McMahon Ecologist assessed the prairie plants and dune grass health around the infiltration basin and treatment any invasive or obnoxious plants.
12/6/2017	Vits Drive Pond	Seiler Brothers Const. dug down around the outfall pipe and installed a new conc. cut off wall to stop water movement and to keep pond to permanent pool level.

**2017 SPRING, SUMMER, AND FALL CLEAN UP
VOLUME HAULED TO MANITOWOC COUNTY COMPOST SITE**

LEAVES & RAKINGS

		<u>YDS/LD</u>	<u>LOADS</u>	<u>YARDS</u>
SPRING - Rakings				
2-1/2 Ton Trucks	6	0.0		0
Tandem Trucks	9	67		603
TOTAL		<u>67.0</u>		<u>603</u>

FALL - Leaves				
2-1/2 Ton Trucks	6	30.5		183
Tandem Trucks	9	951.0		8,559
TOTAL		<u>981.5</u>		<u>8,742</u>

Percent of Leaf Collection to:				
Privates	55%	0.0		4,808
Compost Site	45%	0.0		3,934
		<u>0.0</u>		<u>8,742</u>

BRUSH

		<u>YDS/LD</u>	<u>LOADS</u>	<u>YARDS</u>
Spring				
2-1/2 Ton Trucks	6	0.0		0
Tandem Trucks	9	84.0		756
TOTAL		<u>84.0</u>		<u>756</u>

Mid-Summer				
2-1/2 Ton Trucks	6	0.0		0
Tandem Trucks	9	0.0		0
TOTAL		<u>0.0</u>		<u>0</u>

Fall				
2-1/2 Ton Trucks	6	0.0		0
Tandem Trucks	9	0.0		0
TOTAL		<u>0.0</u>		<u>0</u>

VEGETATION RECYCLING TOTALS

	<u>LOADS</u>	<u>YARDS</u>	
Privates	0.0	4,808	47.6%
Compost Site	151.0	5,293	52.4%
Grand Total	<u>151.0</u>	<u>10,101</u>	<u>100.0%</u>

Public Education and Outreach Summary

The City of Manitowoc continues to actively implement an effective public education and outreach program that meets the expectations of the City's program.

The City is an active member of the Northeast Wisconsin Storm Water Consortium (NEWSC). The City is aware that the NEWSC annual report has been submitted to the WDNR. Activities in the NEWSC report should be credited to the City of Manitowoc. During 2017, NEWSC provided its members with many educational documents for use in their own communities. NEWSC also participated in some expos/shows as a means to better reach out and educate the public. The City continues to use the public education materials published by NEWSC in local news articles, staff newsletters, and other means as deemed fit.

The City also continues to maintain partnerships with The Wisconsin Maritime Museum, Friends of the Manitowoc River Watershed (FMRW), Lakeshore Natural Resources Partnership and Woodland Dunes Nature Center to assist in implementing the City's public education program. The Maritime Museum and Woodland Dunes Nature Center have the resources available to draw in citizen groups for education and storm water stenciling. In 2017, we stenciled inlets with Maritime Museum summer school students, Manitowoc Lutheran High, YMCA, and St Francis of Assisi Parish. **Approximately 421 inlets were stenciled in 2017**, thanks to the partnerships and other groups.

****MEASUREABLE GOAL****, the City stenciled over 1,259 inlets in the past five years.

In 2017, Lakeshore Natural Resources Partnership again hosted Lake Michigan Day in Manitowoc. This year it concentrated on GLRI funding and efforts to clean up area beaches. Mayor Justin Nickels presented a power point presentation on the City of Manitowoc GLRI funded projects which included stormwater treatment facilities.

The City also did a great deal of public education regarding grass clippings and yard waste in the street. This year the city placed a bus tail sign on the city transit bus. This sign reminded residents to keep the streets clean to protect stormwater. Residents were also sent notices informing them that they should not be putting their grass clippings in the street.

****MEASUREABLE GOAL****, over 9 of these notices were mailed out. There was also 6 door hangers placed on citizens doors regarding storm water pollution issues related to yard waste and grass clippings in the street. One bus tail sign sent throughout the city for 2 months.

Following this page is a list of the activities conducted in 2017 and a list of Staff Training/Discussion Activities.

2017 Public Education Activities

Date	Activity	Summary	Measurable Goals
2/27/2017	Pet waste press release	The city sent out a press release with informational flyer to educate the public about the harmful effects pet waste can have and asking them to keep it cleaned up.	
3/1/2017 to 12/31/2017	Pet waste bulletin board	A bulletin board at City Hall was set up to educate and remind people about the damaging effects of not cleaning up their pets waste.	
3/22/2017	Spring clean up press release	The city sent out a press release to inform the public about the spring clean up dates.	
3/30/2017	Street Sweeping Press Release	The city sent out a press release to inform the public about the Street Sweeping parking ban.	
4/13/2017	Spring clean up press release	The city sent out a press release with informational flyer to educate the public about the harmful effects pet waste can have and asking them to keep it cleaned up.	
4/20/2017	Grass Clipping Press Release	The City sent out a press release to inform the public about the negative effects on storm water from blowing grass clippings into the street and reminding them that it is considered litter.	
4/27/2017	Student testing of a storm outfall	The city provided a map to aid Manitowoc Lutheran High students with the testing of a storm sewer outfall.	
4/29/2017	Storm drain stenciling training	Maritime Museum had a program that educated the attendees on how to storm drain stencil and the importance of Clean stormwater.	22 attendees.
5/2/2017	Updated City Web page	Updated the City Web page to include a link to a page that educates children on how to save water when traveling.	
5/12/2017	sent letters for bush pick up	The City sent letters to residents who placed bush or piles of debris in the terrace after spring clean up was over.	over 100 letters sent
9/16/2017	Lake Michigan Beach Clean up	group cleans beaches from 9-11 am	
6/4/2017	Community updated on grass Clippings	Mayor Justin Nickels reminded residents that it is illegal to blow grass clipping into the street during his weekly community update.	
6/17/2017	Storm drain stenciling training	Maritime Museum held a storm drain stenciling demo at a teacher training workshop.	10 teachers attended.
7/19/2017	Storm drain stenciling Press Release	The City sent out a press release about storm drain stenciling group and information on how to participate.	

8/11/2017	Lake Michigan Day	Event to recognize projects and people that make Lake Michigan a valued resource. These are used for future planning. Mayor presented a power point on cities GLRI funds and a table display was set up.	Mayor Nickels, Greg, and Matt attended as well as many local citizens and others from that state/area.
8/1/2017 to 9/30/2017	stormwater education on city bus	A tail wrap banner was installed on a city bus with stormwater education.	
9/19/2017	Leaf Pick up Press Release	The City sent out a press release to inform residents on how and when to put leaves up for the fall pick up.	
12/8/2017	Leaf Pick up Press Release	The City sent out a press release to inform residents that leaf pick up is over and that the city will no longer pick up leaves put out for pick up.	
12/22/2017	Winter storm/snow Press Release	The City Sent out a press release to inform residents on how it conducts its snow plowing operations and how residents can help. This may help to reduce the salt used.	

2017 Staff Training/Discussion Activities

Date	Activity	Summary	Measurable Goals
3/7/2017 to 3/8/2017	Fox Wolf watershed Conference	Numerous educational sessions on stormwater and MS4 compliance	Dan, Matt & Randy Attended
3/30/2017	Waukesha Stormwater workshop	Learned about Green Infrastructure. Talks on Permeable pavement, raingardens, grass swales, and green roofs	Dan & Matt attended
5/10/2017	Lake Michigan Stakeholders Meeting	Presentations from the DNR and others on the status of Lake Michigan. Toured a beach project in Sheboygan	Dan & Matt attended
11/13/2017	NEWSC full membership meeting	Discussions of budget and all committee activates	Matt and Greg Attended
4/17/2017	TMDL kick of meeting	Meeting a the Manitowoc County Administration Building to discuss TMDL development for area rivers.	Dan Koski, Mike Jaeger and Matt Smits Attended
5/15/2017	NEWSC full membership meeting	Discussions of budget and all committee activates	Matt Attended
6/5/2017	updated Illicit Discharge Manual	Updated Illicit Discharge Manual was emailed to all city managers and on call personnel to remind them of the manual and how to use it.	12 staff emailed.
6/6/2017	Construction site webinar	Stormwater solutions Webinar attended on erosion control	Matt Attended
6/14/2017	NEWSC news letter	Inspections of Construction sites Sent the NEWSC news letter around to staff in the engineering Department	7 staff viewed
10/24/2017	Winter Parking Lot Maintenance Education	City staff attended the Winter Parking Lot Maintenance Workshop put on by Fox Wolf Watershed Alliance	4 city staff attended
12/14/2017	Trees and stormwater webinar	City staff attended a webinar titled Trees and Stormwater: A Tool for your Community	Matt Attended
12/13/2017	2018 draft Impaired Waters Webinar	City Staff attended a webinar titled 20108 Draft Impaired Waters List.	Matt Attended
2017 year	League of Municipalities Membership	Membership with the league of Municipalities stormwater group helps to keep city up on current stormwater laws	Greg, Matt & Dan

2017 Pollution Prevention

The City completed their Pollution Prevention Program and individual Storm Water Pollution Prevention Plans for the Department of Public Works Service Building and Parks Maintenance Facility in October of 2008. The SWPPP's were revised in April 2015 (plans can be found at http://www.manitowoc.org/stormwater/pollution_prevention). The City implemented these programs in April 2009. Therefore, the following is a summary of the recommendations and measurable goals for these programs in 2017.

POLLUTION PREVENTION PROGRAM (AECOM, October 2008):

Section 1.0 - Municipal Storm Water Facilities Inspection and Maintenance Measureable Goals

1. Inspect all city owned wet detention facilities 2 times per year.

The City had a total of 9 wet detention ponds and 3 infiltration basins in 2017.

****MEASUREABLE GOAL**:** Each City-owned detention pond or infiltration basin was inspected multiple times by city staff in 2017. Three ponds have prairie planted around them and they were inspected once by an ecologist hired by the city. The City trapper also visits all 9 ponds regularly and he has performed an inspection of each pond.

2. Implement catch basin inspection and cleaning program by 2009. Quantify number of catch basins cleaned and amount of debris removed.

****MEASUREABLE GOAL**:** 289 Catch Basins and/or Catch Basin Manholes were inspected and/or cleaned

****MEASUREABLE GOAL**:** 96 CY of Material Removed from Catch Basins assuming each sump was 2/3 full.

3. Document the linear footage of ditches maintained and linear footage of storm sewers cleaned based on data collected.

The City maintains and cleans ditches and storm sewer on an as needed basis, mostly due to obstructions. The City also televises storm sewer on regular basis.

****MEASURABLE GOAL**:** 108,375 feet of Ditches Maintained

****MEASURABLE GOAL**:** 31,405 feet of Storm Sewer was Televised in 2017

Section 2.0 - Street Sweeping and Catch Basin Cleaning Measurable Goals

Street Sweeping:

1. Purchase two (2) high efficiency street sweepers

DONE: The City purchased two high-efficiency vacuum sweepers (Elgin Whirlwind) in late fall of 2008

2. Implement parking controls to be effective in April 2009

DONE: The City implemented a street sweeping parking ban effective April 21, 2009. In 2015 the city extended the parking ban to aid in Fall leaf pick up.

The City actively enforced the street sweeping parking ban in 2017.

****MEASUREABLE GOAL**:** A total of 2,451 parking tickets were issued and over 3150 parking violation warnings were handed out.

3. Implement new street sweeper routes based on parking control plan

DONE: The City developed street sweeper districts in coordination with the implementation of the parking ban, five (5) districts on the north side and five (5) on the south side.

4. Continue current street sweeping frequency and document miles swept and amount of debris removed.

****MEASUREABLE GOAL**:** The entire City is swept on a weekly basis from April 1 to December 2nd, conditions permitting.

****MEASUREABLE GOAL**:** 13,064 miles of street was swept by the sweepers

****MEASUREABLE GOAL**:** 711.81 tons of material was removed by the sweepers and by

Catch Basin Cleaning:

1. Add future catch basins to mapping

****MEASUREABLE GOAL**:** 28 new catch basins have been added to our mapping in 2017.

2. Implement catch basin cleaning program - document number of catch basins cleaned and amount of material removed.

Repeated from above:

****MEASUREABLE GOAL**:** 289 Catch Basins and/or Catch Basin Manholes were inspected and/or cleaned

****MEASUREABLE GOAL**:** 96 CY of Material Removed from Catch Basins assuming each sump was 2/3 full.

NOTE: As part of new and reconstruction projects, the City is replacing existing inlets with catch basins.

Section 3.0 - Street Sweeping and Catch Basin Cleaning Disposal

1. Initiate disposal of street sweeping and catch basin cleanings in a licensed landfill in 2009 unless alternative methods are allowable.

****MEASUREABLE GOAL**:** All material removed by the street sweepers in 2017 was hauled to Waste Managements, Ridgeview Landfill in Whitelaw, WI

2. Document amount of material removed.

****MEASUREABLE GOAL**:** 711.81 tons of street sweeping material was landfilled

Section 4.0 - Road Salt Application and Snow Disposal

1. Document the amount of salt and other de-icing agents used.

****MEASUREABLE GOAL**:** 2804.56 tons of salt, 319.28 tons of Treated sand, 0 gallons of liquid dow, 4740 gallons of beat juice geo melt , and 23,352 gallons of brine were used in 2017

MONTH	SALT	BRINE	BEAT/GEO	LD	TS
January	1466.72	16213	687		124.13
February	166.48	1814	0		
March	354.16	3147	0		
December	817.20	2178	4053		195.15
TOTALS	2804.56	23352	4740	0	319.28
	TON	GAL	GAL	GAL	TON

Section 5.0 - Collection and Disposal of Leaves and Grass Clippings

1. Document the amount of leaves and other materials collected/recycled.

****MEASUREABLE GOAL**:** 10,101 cubic yards.

Section 6.0 - Municipal Storm Water Pollution Prevention Planning

DPW SERVICE BUILDING STORM WATER POLLUTION PREVENTION PLAN(SWPPP) (AECOM, October 2008) (AECOM update April 2015):

Existing and Recommended Control Measures:

1. Fuel Islands - The City retrofitted the two (2) existing inlets into catch basins in the fall of 2011. Spill kits have been purchased for the fuel islands
2. Outdoor Vehicle Washing Area – A nutrient separating device has been installed in 2012 to treat the outdoor washing area water.
3. Runoff Erosion – This was addressed with the installation of the nutrient separating device.
4. Outdoor Storage Piles – The outdoor aggregate storage piles have been separated. minimal runoff was noted from these piles in 2017.
5. Runoff Erosion: This was addressed with the installation of new perforated pipe in fall of 2015.
6. Quarterly Inspections – For 2017 quarterly inspections, contact Operations Division Manager, Chad Scheinoha at cscheinoha@manitowoc.org or (920) 686-6512.

**PARKS MAINTENANCE FACILITY STORM WATER POLLUTION PREVENTION PLAN(SWPPP) (AECOM, October 2008)
(AECOM update April 2015):**

Existing and Recommended Control Measures:

1. Fuel Island -. Spill kits have been purchased for the fuel islands
2. Outdoor Wash Area- Compost Filter socks have been placed downstream of wash area. Washing is done inside when possible.
3. Outdoor stock piles – three sided bays and tarps have been placed on most of the stock piles. Concrete blocks have been ordered for the rest.
4. Snow Disposal Area – Was in compliance for the winter of 2016.
5. Quarterly Inspections - For 2017 quarterly inspections, contact Operations Division Manager, Chad Scheinoha at cscheinoha@manitowoc.org or (920) 686-6512.

**MANITOWOC MARINA STORM WATER POLLUTION PREVENTION PLAN(SWPPP) (NORTHERN ENVIRONMENTAL,
JULY 1999):**

Existing Tier 2 Stormwater Industrial permit. Facility ID: 11095

Contact; Rich Larsen
Manitowoc Marina
425 Maritime Dr
Manitowoc WI 54220
E Mail rlarsen@manitowoc-marina.com
Phone 920-682-5117

1. Updated the SWPPP in 2017 and completed quarterly inspections.

Section 7.0 - Municipal Application of Lawn and Garden Fertilizers

Currently the City does not apply fertilizers to areas greater than five acres.

Section 8.0 - Education of Municipal Staff

1. Include an educational component for appropriate staff relative to their area of work.

City staff attended multiple erosion control and storm water management training workshops and conferences (FWWA Conference and other webinars). These are listed after the public education activities and trainings in the Public Education attachment.

Section 9.0 - Measures to reduce storm water contamination within source water protection areas.

The City has contacted MPU, and determined a well head protection plan exists with the Utilities. The City has also received coordinates of the 2 remaining wells and placed them on the GIS system.