

**AGENDA
STORM WATER UTILITY
COMMITTEE**

**WEDNESDAY, APRIL 13, 2011
ROOM 202
4:30 P.M.**

*Anthony Nudo, Chairman
G. John Ruffolo, Vice Chairman
Steve Bostrom*

*Patrick Juliana
Jan Michalski
Ray Misner*

A. APPROVAL OF MINUTES

A-1 Approval of minutes of special meeting held on March 21, 2011.

C. REFERRED TO COMMITTEE

C-1 2010 Annual Report for WPDES Permit Compliance.

CITIZENS COMMENTS RELATED ONLY TO JURISDICTION OF STORMWATER UTILITY COMMITTEE

ALDERMAN COMMENTS

IF YOU ARE DISABLED AND IN NEED OF ASSISTANCE CALL 653-4050 BEFORE NOON ON THE DATE INDICATED FOR THIS MEETING.

NOTICE IS HEREBY GIVEN THAT A MAJORITY OF THE MEMBERS OF THE COMMON COUNCIL MAY BE PRESENT AT THE MEETING, AND ALTHOUGH THIS MAY CONSITUTE A QUORUM OF THE COMMON COUNCIL, THE COUNCIL WILL NOT TAKE ANY ACTION AT THIS MEETING.

STORM WATER UTILITY COMMITTEE
- MINUTES -

MONDAY, MARCH 21, 2011
6:30 P.M.

Anthony Nudo, Chairman
G. John Ruffolo, Vice Chairman
Steve Bostrom

Patrick Juliana
Jan Michalski
Ray Misner

A special meeting of the Storm Water Utility Committee was held on Monday, March 21, 2011 in Room 202 of the Municipal Building. The following members were present: Chairman Anthony Nudo, Vice Chairman G. John Ruffolo, Aldermen Steve Bostrom, Patrick Juliana, and Jan Michalski. Alderman Ray Misner was excused. The meeting was called to order at 6:35 pm. Staff members in attendance were Ron Bursek and Shelly Billingsley.

A-1 Approval of minutes of regular meeting held on March 16, 2011.

It was moved by Alderman Michalski, seconded by Alderman Bostrom to approve. Motion passed 5-0.

C-1 Addendum to Professional Services Agreement with Mandlik and Rhodes Information Systems, Inc. for Redemption Processing of Yardwaste Coupons.

It was moved by Alderman Ruffolo, seconded by Alderman Bostrom to approve. Motion passed 5-0.

C-2 Approval of Professional Services Agreement with AECOM Technical Services, Inc. for Pennoyer Beach Stormwater Best Management Practices as part of the Great Lakes Restoration Initiative Grant.

It was moved by Alderman Ruffolo, seconded by Alderman Bostrom to approve. Motion passed 5-0.

ADJOURNMENT - There being no further business to come before the Storm Water Utility Committee, it was moved, seconded and unanimously approved to adjourn the meeting at 6:55 pm.



ENGINEERING DIVISION
MICHAEL M. LEMENS, P.E.
DIRECTOR/CITY ENGINEER

STREET DIVISION
JOHN H. PRIJIC
SUPERINTENDENT

ASSISTANT CITY ENGINEER
SHELLY BILLINGSLEY, P.E.
STORMWATER UTILITY

Ronald L. Bursek, P.E., Director

Municipal Building · 625 52nd ST · RM 305 · Kenosha, WI 53140
Telephone (262) 653-4150 · Fax (262) 653-4056

April 8, 2011

To: Anthony Nudo, Chairman
Stormwater Utility Committee

From: Ronald L. Bursek, P.E. 
Director of Stormwater Utility

Subject: ***2010 Annual Report for WPDES Permit Compliance***

BACKGROUND INFORMATION

The Kenosha Stormwater Utility staff has submitted the 2010 Annual Report to the DNR for permit compliance. This report is required to be made open to the public therefore it has been placed on the SWU webpage and is available for viewing in the Public Works Administration Office.

We have completed the 2010 Dry Weather Screening as part of this submittal and as noted on the submittal letter there are 2 outfalls that need further investigation. Due to possible high groundwater we have proposed to complete further investigation under the 2011 Dry Weather Screening to investigate possible sources while eliminating possible groundwater issues.

RECOMMENDATION

Receive and File the 2010 Annual Report.



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March 30, 2011

DNR Service Center
Attn: Pete Wood
9531 Rayne Road, Suite 4
Sturtevant, Wisconsin 53177

SUBJECT: Annual Report under MS4 General Permit

Dear Pete Wood:

Please find the enclosed Annual Report under the City of Kenosha's MS4 General Permit No. WI-S050075-1. I have also included a copy of our updated storm sewer system map and the 2010 Dry Weather Screening Report for your review.

Under the 2010 Dry Weather Screening Report there are 2 outfalls, outfall #1 and #6, that may require further investigation as the identifiers for temperature, pH and detergent were slightly elevated. Staff is proposing that since samples were taken in February when the groundwater levels may be higher than the Stormwater Utility re-test under the 2011 Dry Weather Screening Report in the July / August timeframe when groundwater levels have decreased. If this is an acceptable approach please let me know as we will be working with a consultant to have the 2011 screening completed, within the July / August timeframe, and if required the tracking of the elevated indicators in Outfall #1 and #6.

If you have any questions please contact Shelly Billingsley at (262) 653-4149

Sincerely,

A handwritten signature in black ink, appearing to read "Ronald L. Bursek".

Ronald L. Bursek, P.E.
Director of Stormwater Utility

Cc: Pete Wood - DNR
Michael M. Lemens
Shelly Billingsley
Pete Wood - DNR
File

State of Wisconsin
Department of Natural Resources
dnr.wi.gov

Due by March 31, 2011

This form is for the purpose of annual reporting on activities undertaken pursuant to the Municipal Separate Storm Sewer System (MS4) General Permit No. WI-S050075-1. An owner or operator of a municipal separate storm sewer system covered by the general permit under Chapter NR 216, Wis. Adm. Code, is required to submit an annual report to the Department of Natural Resources by March 31 of each year to report on activities for the previous calendar year. This form is for reporting on activities undertaken in calendar year 2010.

Use of this specific form is optional. The Department of Natural Resources has created this form for the user's convenience and believes that the information requested on this form meets the reporting requirements for an owner or operator of a municipal separate storm sewer system covered by the general permit. 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.].

Instructions: Complete each section of the form that follows. If additional space is needed to respond to a question, attach additional pages. Provide descriptions that explain the program actions taken to-date to comply with the general permit. Complete and submit the annual report by March 31, 2011, to the appropriate address indicated on the last page of this form.

SECTION I. Municipal Information

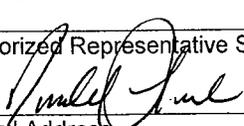
Name of Municipality City of Kenosha		Facility ID No. (FIN) 31157	
Mailing Address 625 52 nd Street, Room 305	City Kenosha	State WI	Postal Code 53140
County(s) in which Municipality is located Kenosha	Type of Municipality: (check one) <input type="checkbox"/> County <input checked="" type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Town <input type="checkbox"/> Other (specify)		

SECTION II. Municipal Contact Information

Name of Municipal Contact Person Ronald L. Bursek, P.E.		Title Director of Stormwater Utility	
Mailing Address 625 52 nd Street, Room 305	City Kenosha	State WI	Postal Code 53140
E-mail Address rbursek@kenosha.org	Telephone No. (including area code) 262-653-4150	Fax No. (including area code) 262-653-4056	

SECTION III. Certification

I hereby certify that I am an authorized representative of the municipality covered under MS4 General Permit No. WI-S050075-1 for which this annual report is being submitted and that the information contained in this document and all attachments were gathered and prepared under my direction or supervision. Based on my inquiry of the person or persons under my direction or supervision involved in the preparation of this document, to the best of my knowledge, the information is true, accurate, and complete. I further certify that the municipality's governing body or delegated representatives have reviewed or been apprised of the contents of this annual report. I understand that Wisconsin law provides severe penalties for submitting false information.

Authorized Representative Printed Name Ronald L. Bursek		Authorized Representative Title Director of Stormwater Utility	
Authorized Representative Signature 		Date Signed 3/30/11	
E-mail Address rbursek@kenosha.org	Telephone No. (including area code) 262-653-4150	Fax No. (including area code) 262-653-4056	

SECTION IV. General Information

a. Describe what efforts the municipality has undertaken to invite the municipal governing body, interest groups, and the general public to review and comment on the annual report.

The City has the annual reports available on the Kenosha Stormwater Utility website and they are available for viewing in the Office of Public Works at the Municipal Office Building.

b. Describe how elected and municipal officials and appropriate staff have been kept apprised of the municipal storm water discharge permit and its requirements.

The Kenosha Stormwater Utility has held numerous meetings with the Stormwater Utility Committee regarding permit requirements. The Stormwater Utility will be holding employee training sessions to train staff on various requirements of the permit.

c. Has the municipality prepared its own municipal-wide storm water management plan? Yes No

If yes, title and date of storm water management plan:

d. Has the municipality entered into a written agreement with another municipality or a contract with another entity to perform one or more of the conditions of the general permit as provided under Section 2.10 of the general permit? Yes No

If yes, describe these cooperative efforts:

The City has an intergovernmental agreement with the Town of Bristol for the public education, outreach and public involvement portion of the permit requirements. This outlines the City as a cooperating municipality in the Southeastern Wisconsin Clean Water Network to promote the "Keep Our Waters Clean" project. Shelly Billingsley, the Assistant City Engineer, has been an active member of the network since its implementation.

e. Does the municipality have an internet website? Yes No

If yes, provide web address:

kenosha.org or kenosha.org/departments/swu/index.html

The Stormwater Utility has developed a new website and has been putting the final touches on - staff is anticipating that it will be up at the end of 2011.

If the municipality has an internet website, is there current information about or links provided to the MS4 general permit and/or the municipality's storm water management program? Yes No

If yes, provide web address:

kenosha.org/departments/swu/index.html

SECTION V. Permit Conditions

a. Minimum Control Measures: For each of the permit conditions listed below, provide a description of the status of implementation of program elements, the status of meeting measurable goals, and compliance with permit schedule in section 3 of the MS4 general permit. Be specific in describing the actions that have been taken during the reporting year to implement each permit condition and whether measurable goals have been met, including any data collected to document a measurable goal. Also, explain the reasons for any variations from the compliance schedule in the MS4 general permit.

- **Public Education and Outreach**

The Stormwater Utility has continued to promote public education and involvement. The Stormwater Utility is continuing to develop a more user friendly website which is anticipated to be implemented at the end of 2011. The stormwater Utility, upon finalization of the information for the website, will be developing informational newsletters to post.

The Stormwater Utility has involved and took part in the Kenosha Expo, Food Folks and Spokes, and Earth Day at Gateway Technical College. The Stormwater Utility was able to utilize the "Watershed, Nonpoint Source, Stormwater Pollution and Prevention Enviroscape" as a tool in aiding the community's understanding of stormwater.

The Stormwater Utility has been an active member of the Southeastern Wisconsin Clean Water Network.

- **Public Involvement and Participation**

The Stormwater Utility partnered with the Keep Kenosha Beautiful and was an active member in the Adopt-A-Beach Cleanup in which hundreds of pounds of debris, such as cigarettes, lids, cans, bottles, food wrappers, straws, bags, tires and paper from the City of Kenosha's beaches was collected. There were several members of the community that volunteered for this event.

The Stormwater Utility also purchased in 2009 storm drain markers which state "NO DUMPING, DRAINS TO LAKE. Kenosha Stormwater Utility: 'We have a Stake in our Lake!'" The markers have been placed on stormwater inlets during street construction and resurfacing projects. The Utility is still developing a method to offer this as a public involvement project.

The Stormwater Utility has also developed a bio-swale and rain garden at two public locations. These sites were planted in Fall of 2010 and upon successful growth the Stormwater Utility would like to develop these sites into "Adopt-A-Spot" locations to allow members of the community to maintain these stormwater management facilities. This will increase their knowledge of stormwater related issues as well as those visiting the sites.

- **Illicit Discharge Detection and Elimination**

The Stormwater Utility has responded to approximately 9 discharges in 2010. The Stormwater Utility is continuing to refine the procedures as the Utility responds to these situations. Copies of all reports generated have been forwarded to Pete Wood with the WDNR.

- **Construction Site Pollutant Control**

The Stormwater Utility's Construction site pollutant control ordinance was adopted by the City in October 2008. The Stormwater Utility has decided to discontinue the services of Permittack and have decided to manage the permitting and reporting through the City's existing system. There have been 2,450 inspections in 2010.

- **Post-Construction Storm Water Management**

The Stormwater Utility's Post-Construction Stormwater Management Ordinance was adopted in October 2008. However, with the slow down in the economy, very few developments have begun under the new regulations.

- **Pollution Prevention**

The Stormwater Utility installed three nutrient baffle boxes at three municipally owned facilities in 2009. The fourth nutrient baffle box located in the Street Division West Campus was installed in 2010. The Stormwater Utility is currently working on revising the Compost Site SWPPP and the Kenosha Water Utility Facility SWPPP.

b. Storm Water Quality Management: Has the municipality completed a pollutant-loading analysis to assess compliance with the 20% TSS reduction developed urban area performance standard? Yes No

If yes, provide the following: Model used WinSLAMM Version 9.2 Reduction (%) 20%

Has the municipality completed a pollutant-loading analysis to assess compliance with the 40% TSS reduction developed urban area performance standard? Yes No

If yes, provide the following: Model used _____ Version _____ Reduction (%) _____

If no, include a description of any actions the municipality has undertaken during 2010 to help achieve the 40% standard by March 10, 2013.

The City is continuing to complete WinSLAMM analysis for existing detention basins where the City has acquired long term maintenance plans. Staff in 2011 will be working on releasing a Request for Proposals for a consultant to complete a City wide stormwater management plan. Staff is anticipating that this will be completed over a two year period.

Has the municipality completed an evaluation of all municipal owned or operated structural flood control facilities to determine the feasibility of retrofitting to increase TSS removal? Yes No If yes, describe:

The Stormwater Utility has completed the initial inspection of all municipal owned or operated facilities and is working on modeling using WinSLAMM recommended changes to aid in achieving the pollutant load reduction. The work completed has been a cursory review of possible modifications to the existing system.

c. Storm Sewer System Map: Describe any changes or updates to the storm sewer system map made in the reporting year. Provide an updated map.

The storm sewer system map is continuing to be refined and researched. The Stormwater Utility will be updating this map continuously.

SECTION VI. Fiscal Analysis

a. Provide a fiscal analysis that includes the annual expenditures for 2010, and the budget for 2010 and 2011. A table to document fiscal information is provided on page 6.

b. What financing/fiscal strategy has the municipality implemented to finance the requirements of the general permit?
 Storm water utility General fund Other _____

c. Are adequate revenues being generated to implement your storm water management program to meet the permit requirements? Yes No

Please provide a brief summary of your financing/fiscal strategy and any additional information that will assist the Department in understanding how storm water management funds are being generated to implement and administer your storm water management program.

Attached is a copy of the City's Stormwater Utility ordinance which outlines how the City determines the Equivalent Hydraulic Unit (EHU) which is used to determine each individual's user fee.

The Fiscal Analysis for 2010 expenditures has not been completed so the amounts listed in the enclosed report are an estimate based on the best available information at the time of this report.

SECTION VII. Inspections and Enforcement Actions

Note: If an ordinance listed below has previously been submitted and has not been amended since that time, a copy does not need to be submitted again. If the ordinance was previously submitted, indicate such in the space provided.

a. As of the date of this annual report, has the municipality adopted a construction site pollutant control ordinance in accordance with subsection 2.4.1 of the general permit? Yes No If yes, attach copy or provide web link to ordinance:

www.kenosha.org/departments/court/ordinances/chapter33.pdf

b. As of the date of this annual report, has the municipality adopted a post-construction storm water management ordinance in accordance with subsection 2.5.1 of the general permit? Yes No If yes, attach copy or provide web link to ordinance:

www.kenosha.org/departments/court/ordinances/chapter36.pdf

c. As of the date of this annual report, has the municipality adopted an illicit discharge detection and elimination ordinance in accordance with subsection 2.3.1 of the general permit? Yes No If yes, attach copy or provide web link to ordinance:

www.kenosha.org/departments/court/oridances/chapter37.pdf

d. As of the date of this annual report, has the municipality adopted any other ordinances it has deemed necessary to implement a program under the general permit (e.g., pet waste ordinance, leaf management/yard waste ordinance, parking restrictions for street cleaning, etc.)? Yes No If yes, attach copy or provide web link to ordinance:

The City does have a yardwaste management ordinance included in chapter 5 under Recycling. This ordinance requires residents to bring their yardwaste to the compost facility or during 8 weeks in Fall and 4 weeks in Spring they are allowed to place their yardwaste in City approved biodegradable bags curbside where it will be collected by Stormwater Utility crews.

www.kenosha.org/departments/court/ordinances/chapter5.pdf

e. Provide a summary of available information on the number and nature of inspections and enforcement actions conducted during the reporting period to ensure compliance with the ordinances described in a. to d. above.

The Stormwater Utility has staffed an Erosion Control Specialist, who in 2010 completed approximately 2,450 inspections.

SECTION VIII. Water Quality Concerns

a. Does any part of the MS4 discharge to an outstanding resource water (ORW) or exceptional resource water (ERW) listed under s. NR 102.10 or 102.11, Wis. Adm. Code? (A list of ORWs and ERWs may be found on the Department's Internet site at: <http://dnr.wi.gov/org/water/wm/wqs/orwerw/>) Yes No If yes, list:

b. Does any part of the MS4 discharge to an impaired waterbody listed in accordance with section 303(d)(1) of the federal Clean Water Act, 33 USC § 1313(d)(1)(C)? (A list of the most current Wisconsin impaired waterbodies may be found on the Department's Internet site at: <http://dnr.wi.gov/org/water/wm/wqs/303d/303d.html>) Yes No If yes, complete the following:

- Impaired waterbody to which the MS4 discharges:

Lake Michigan at Eichelman Beach, Simmon's Island Beach and Pennoyer Park Beach

- Description of actions municipality has taken to comply with section 1.5.2 of the MS4 general permit for discharges of pollutant(s) of concern to an impaired waterbody:

The Stormwater Utility has partnered with Julie Kinzelman, City of Racine Health Department, to conduct sanitary beach surveys within the City of Kenosha as a part of the Great Lakes Restoration Initiative grant program. Julie Kinzelman, City of Racine Health Department, is the lead on the project.

The Stormwater Utility also was awarded a Great Lakes Restoration Initiative grant to install Best Management Practices in the Pennoyer Beach Outfall drainage area. The City has just entered into a contract with AECOM to begin design services for the project.

The Stormwater Utility has applied for a Wisconsin Coastal Management Grant to complete a monitoring program of the Pike River as previous monitoring has shown this to be a source of bacterial contamination. The grant seeks to monitor upstream reaches of the Pike River to identify areas that are contributing to poor water quality. The Stormwater Utility was recommended for approval however under the current state situation the City is waiting to hear if this program will continue.

c. Identify any known water quality improvements in the receiving water to which the MS4 discharges during the reporting period.

None

d. Identify any known water quality degradation in the receiving water to which the MS4 discharges during the reporting period and what actions are being taken to improve the water quality in the receiving water.

None

Fiscal Analysis Table. Complete the fiscal analysis table provided below.

Program Element	Annual Expenditure		Budget		Source of Funds
	2010	2010	2010	2011	
Public Education and Outreach	\$24,969.65	\$47,263.85	\$53,979.46		Stormwater Utility Annual Budget - 2010 Expenditures estimated as Fiscal Analysis has not been completed. The estimate is based on best available information at time of this report.
Public Involvement and Participation	\$52,115.35	\$45,438.85	\$85,844.46		Stormwater Utility Annual Budget - 2010 Expenditures estimated as Fiscal Analysis has not been completed. The estimate is based on best available information at time of this report.
Illicit Discharge Detection and Elimination	\$434,829	\$490,165	\$544,542		Stormwater Utility Annual Budget - 2010 Expenditures estimated as Fiscal Analysis has not been completed. The estimate is based on best available information at time of this report.
Construction Site Pollutant Control	\$58,876	\$65,121	\$71,718		Stormwater Utility Annual Budget - 2010 Expenditures estimated as Fiscal Analysis has not been completed. The estimate is based on best available information at time of this report.
Post-Construction Storm Water Management	\$330,714	\$378,632	\$406,890		Stormwater Utility Annual Budget - 2010 Expenditures estimated as Fiscal Analysis has not been completed. The estimate is based on best available information at time of this report.
Pollution Prevention	\$1,476,153	\$1,253,230	\$1,430,171		Stormwater Utility Annual Budget - 2010 Expenditures estimated as Fiscal Analysis has not been completed. The estimate is based on best available information at time of this report.
Storm Water Quality Management (including pollutant-loading analysis)	1,345,152	\$1,248,196	\$1,296,832		Stormwater Utility Annual Budget - 2010 Expenditures estimated as Fiscal Analysis has not been completed. The estimate is based on best available information at time of this report.
Storm Sewer System Map	\$23,216.52	\$33,817.85	\$36,691.46		Stormwater Utility Annual Budget - 2010 Expenditures estimated as Fiscal Analysis has not been completed. The estimate is based on best available information at time of this report.
Other	\$1,484,847	\$1,569,633	\$1,622,938		Stormwater Utility Annual Budget - 2010 Expenditures estimated as Fiscal Analysis has not been completed. The estimate is based on best available information at time of this report.

NORTHERN REGION COUNTIES			WEST CENTRAL REGION COUNTIES		
Ashland	Langlade	DNR Service Center	Adams	Marathon	DNR Service Center
Barron	Lincoln	1701 N. 4th Street	Buffalo	Monroe	5301 Rib Mountain Rd.
Bayfield	Oneida	Superior, WI 54880	Clark	Portage	Wausau, WI 54401
Burnett	Polk	Phone: (715) 392-7988	Crawford	Trempealeau	Phone: (715) 359-4522
Douglas	Price		Jackson	Vernon	
Florence	Rusk		Juneau	Wood	
Forest	Sawyer		La Crosse		
Iron	Taylor				
	Vilas				
	Washburn		Chippewa	Pepin	DNR Service Center
			Dunn	Pierce	890 Spruce St.
			Eau Claire	St. Croix	Baldwin, WI 54002
					Phone: (715) 684-2914

NORTHEAST REGION COUNTIES			SOUTH CENTRAL REGION COUNTIES		
Brown	Marquette	DNR Northeast Region	Columbia	Jefferson	DNR South Central Region
Calumet	Menominee	2984 Shawano Ave.	Dane	LaFayette	3911 Fish Hatchery Rd.
Door	Oconto	Green Bay, WI 54313	Dodge	Richland	Fitchburg, WI 53711
Fond du Lac	Outagamie	Phone: (920) 662-5100	Grant	Rock	Phone: (608) 275-3266
Green Lake	Shawano		Green	Sauk	
Kewaunee	Waupaca		Iowa		
Manitowoc	Waushara				
Marinette	Winnebago				

SOUTHEAST REGION COUNTIES		
Kenosha	Sheboygan	DNR Service Center
Milwaukee	Walworth	141 NW Barstow Street,
Ozaukee	Washington	Room 180
Racine	Waukesha	Waukesha, WI 53188
		Phone: (262) 884-2300