Illinois Environmental Protection Agency

Division of Water Pollution Control
ANNUAL FACILITY INSPECTION REPORT
for NPDES Permit for Storm Water Discharges from Separate Storm Sewer Systems (MS4)

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

Report Period: From March, 2018 To March, 2019

Permit No. ILR40 0467

MS4 OPERATOR INFORMATION: (As it appears on the current permit)
Name: Village of West Dundee Mailing Address 1: 900 Angle Tarn
Mailing Address 2: County:
City: West Dundee State: IL Zip: 60118 Telephone: 847-551-3815
Contact Person: Eric Babcock Email Address: ebabcock@wdundee.org
(Person responsible for Annual Report)

Name(s) of governmental entity(ies) in which MS4 is located: (As it appears on the current permit)
Village of West Dundee
Kane County

THE FOLLOWING ITEMS MUST BE ADDRESSED.
A. Changes to best management practices (check appropriate BMP change(s) and attach information regarding change(s) to BMP and measurable goals.)

   1. Public Education and Outreach
   2. Public Participation/Involvement
   3. Illicit Discharge Detection & Elimination
   4. Construction Site Runoff Control
   5. Post-Construction Runoff Control
   6. Pollution Prevention/Good Housekeeping

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

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

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

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

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

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

Owner Signature: Eric Babcock
Date: 5-31-19
Printed Name: Director of Public Works

EMAIL COMPLETED FORM TO: epa.ms4annualinsp@illinois.gov
or Mail to: ILLINOIS ENVIRONMENTAL PROTECTION AGENCY
WATER POLLUTION CONTROL
COMPLIANCE ASSURANCE SECTION #19
1021 NORTH GRAND AVENUE EAST
POST OFFICE BOX 19276
SPRINGFIELD, ILLINOIS 62794-9276

This Agency is authorized to require this information under Section 4 and Title X of the Environmental Protection Act (415 ILCS 5/4, 5/39). Failure to disclose this information may result in: a civil penalty of not to exceed $50,000 for the violation and an additional civil penalty of not to exceed $10,000 for each day during which the violation continues (415 ILCS 5/42) and may also prevent this form from being processed and could result in your application being denied. This form has been approved by the Forms Management Center.
Illinois Environmental Protection Agency
ANNUAL FACILITY INSPECTION REPORT
for NPDES Permit for Storm Water Discharges from Separate Storm Sewer Systems (MS4)

Village of West Dundee, Illinois (NPDES Permit No. ILR400467)
YEAR 3: March 2017-March 2018

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There are no changes to the Best Management Practices in Year 3 (March 2018-March 2019) for the six minimum control measures as described in the Notice of Intent for the Village of West Dundee submitted on December 8, 2016.

Note:  X indicates BMPs performed that were proposed for Year 3 in NOI
+ indicates BMPs performed that were not originally proposed for Year 3 in NOI

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Part 2. Status of Compliance with Permit Conditions

(Provide the status of compliance with permit condition, an assessment of the appropriateness of your identified best management practices and progress towards achieving the statutory goal of reducing the discharge of pollutants to the maximum extent practicable [MEP], and your identified measurable goals for each of the minimum control measures.)

The Village of West Dundee submitted a Notice of Intent on December 8, 2016, which initiated a new 5-year permit cycle. The BMPs listed in the 2016 NOI were selected to meet the requirements of the NPDES Phase II program and reduce nonpoint source pollution in the Village of West Dundee.

The status of BMPs and measurable goals performed in Year 3 are described below.

A. Public Education and Outreach

The Village of West Dundee (“Village”) committed to conduct Public Education and Outreach as part of its permit. Public Education and Outreach requires implementation of a program to distribute educational material to the community or conduct equivalent outreach activities about the impacts of storm water discharges on water bodies and the steps that the public can take to reduce pollutants to stormwater runoff. The Village committed to implementation of BMPs related to A.1, A.3, and A.6. The status or progress for each of the measurable goals related to these BMPs is presented below.

A.1 Distributed Paper Material

*Measurable Goals:* Obtain informational material and brochures for public distribution.

The Village of West Dundee has obtained materials and brochures made available by Kane County and the USEPA on a variety of stormwater related articles. The Village produces and distributes the materials at the Public Works Department and Village Hall. The brochures are also available on the Village’s website at the following address: [http://www.wdundee.org/?page=water](http://www.wdundee.org/?page=water). The Village also sends out a newsletter three times a year, which sometimes includes recommendations for minimizing stormwater pollution as it pertains to the residents.

A.3 Public Service Announcement

*Measurable Goals:* The Village will provide information as requested by Kane County Division of Environmental and Water Resources for the Annual Stormwater Management Report.

The Kane County Division of Environmental and Water Resources did not request information from the Village for the Annual Stormwater Management Report in Year 3.

The Village conducts a Fall Leaf Collection every year in October and November. In the advisory for the 2018 Fall Leaf Collection schedule, the Village provided residents with
Leaf Disposal Guidelines to keep storm drains clear and allow for proper rain runoff. The guidelines suggested raking leaves into the street approximately 12” from the curb to allow rain to flow along the curb and into the storm drains. Residents were also informed to not place leaves in close proximity to storm drains and to contact Public Works if any storm drains became clogged with leaves. The Fall Leaf Collection advisory can be found at the following link:

A.6 Other Public Involvement

Measurable Goals: 1) Create a website link and/or PDF on the Village website to provide residents with information related to stormwater runoff, water quality, etc. 2) Create and distribute annual evaluation surveys to program participants.

The Village of West Dundee continues to provide links on their website (http://www.wdundee.org/?page=water) to information about the potential adverse impacts of stormwater discharges and what residents can do to prevent and minimize stormwater runoff pollution. The Village has links to the Kane County Environmental Resources Information Page; the U.S. Environmental Protection Agency Water Page; and educational brochures about water conservation, keeping storm water clean, and swimming pool maintenance. The Village also has their Municipal Code and 2016 NOI posted on their website for public viewing. Residents are encouraged to contact the Village regarding illicit discharges or if they have comments about the MS4 program and general stormwater topics.

The Village also has information on their website regarding yard waste collection, leaf collection, recycling, electronics and battery recycling, and the regional household hazardous waste drop-off site (http://www.wdundee.org/?page=waste). Proper disposal of these wastes helps prevent residents from inadvertently polluting stormwater runoff.

The Village did not send out an annual evaluation this past year.

B. Public Participation/Involvement

The Village committed to performing activities and services related to the Public Participation/Involvement minimum control measure under BMPs B.2, B.3, B.5, B.6, and B.7. The status or progress for each of the measurable goals related to these BMPs is presented below.

B.2 Educational Volunteer

Measurable Goals: Coordinate with the Friends of the Fox River, the Park District, and Kane County to provide supplies, training, and/or coordination to interested local groups for water quality and stream enhancement activities.
The Village held an “Earth Day Dundee” event in late July of 2018. This event included a cooperative effort with volunteers to help clean up debris and install new landscape plantings. At Earth Day Dundee there were about 15 volunteers who participated.

B.3 Stakeholder Meeting

Measurable Goals: Open Village board meetings to the public and allow for public commentary on an annual basis.

Village Board Regular Meetings are open to the public for discussion of any topic, including storm water related topics. The Village held a total of 22 Village Board Regular Meetings during Year 3 from March 1, 2018 to March 1, 2019. The meeting agendas and minutes are available on the Village’s website at the following web address http://www.wdundee.org/?page=meetings.

B.5 Volunteer Monitoring

Measurable Goals: Coordinate with the Friends of the Fox River, the Park District, and Kane County to provide supplies, training, and/or coordination to interested local groups for water quality and stream enhancement activities. The Village will also keep records on the number of volunteers that attend events.

The Village held an “Earth Day Dundee” event in late July of 2018. This event included a cooperative effort with volunteers to help clean up debris and install new landscape plantings. At Earth Day Dundee there were about 15 volunteers who participated.

The Village has an ongoing program where residents can adopt a Village planting bed in the downtown business district. The residents then care for their plantings throughout the growing season.

B.6 Program Coordination

Measurable Goals: Coordinate with the Friends of the Fox River, the Park District, and Kane County to provide supplies, training, and/or coordination to interested local groups for water quality and stream enhancement activities.

The Village held an “Earth Day Dundee” event in late July of 2018, and continued their “Adopt a Village Planting Bed” program as reported in Sections B.2 and B.5.

B.7 Other Public Involvement

Measurable Goals: 1) Include public participation and increase the Public Works Department’s efficiency in the detection of illicit discharges and stormwater maintenance problems. 2) Create and distribute annual evaluation surveys to program participants.

The Village has a “Speak Out” form available on the Village website that enables residents to report general issues, including illegal discharges and stormwater maintenance problems.
Additionally, the Village utilizes an online program called “YourGov” that allows the user (public or private) to submit work orders directly to Public Works and will notify the user when their work order has been resolved. There is information on the Village's website about the “YourGov” reporting and service request system (https://www.wdundee.org/?page=service). This program is also available in a downloadable “app,” and residents can find instructions and links on the Village website for downloading this app to their Apple and Android devices. This program encourages community members to become involved in monitoring illicit discharges and other areas of need. The program has been in place for 5 reporting years.

An annual survey was not distributed to program participants during the past reporting period.

C. Illicit Discharge Detection and Elimination

The Village has committed to perform activities related to the Illicit Discharge Detection and Elimination minimum control measure under BMPs C.1, C.3, C.5, C.6, and C7. In this past reporting period, no illicit discharges were reported. The specific status or progress of the measurable goal related to these BMPs is presented below.

C.1 Storm Sewer Map Preparation

*Measurable Goals: Update the Storm Sewer Map as necessary to reflect new and redevelopment.*

The Village typically updates the Storm Sewer Map with changes as discovered or presented to them. No changes were made to the Storm Sewer Map during Year 3. Mapping of existing records is complete.

Storm sewer sections were visually inspected on a regular basis in Year 3. Sanitary sewers were inspected via contractual televising in several areas in Year 3.

C.3 Detection/Elmination Prioritization Plan

*Measurable Goals: Work to investigate, monitor, and maintain records on illicit discharges.*

The Village follows Kane County's procedures for illicit discharge detection and elimination as stated in their Stormwater Management Ordinance.

The Village has equipped all Public Works staff with iPads to use for maintenance work orders as well as for record keeping of illicit discharge detection.

There were no illicit discharges reported by the public or detected by Village staff during this past reporting period.
C.5 Illicit Source Removal Procedures
*Measurable Goals: Follow up with all illicit discharge reports and ensure that corrective action and removal procedures are enforced.*

The Village’s Director of Public Works is responsible for following up with all reports of illicit discharge to ensure that corrective action and removal is enforced.

There were no illicit discharges reported or detected during the last reporting period.

C.6 Program Evaluation and Assessment
*Measurable Goals: Create and distribute annual evaluation surveys to program participants.*

The Village did not distribute an annual evaluation survey during Year 3. There were no illicit discharges detected or reported within the Village during the past year, therefore, an assessment of how the Village responded to illicit discharge detection and elimination was not applicable.

C.7 Visual Dry Weather Screening
*Measurable Goals: The Village will perform visual inspections of storm sewer outfalls periodically during dry weather conditions.*

The Village performed visual dry weather inspections of storm sewer outfalls periodically on a maintenance rotation throughout the year. There were no issues detected during the inspections.

D. Construction Site Runoff Control

This minimum control measure involves reducing pollutant runoff from construction sites by managing soil erosion and controlling sediment runoff. The Village committed to performing activities and services related to the Construction Site Runoff Control minimum control measure under BMPs D.2, D.3, D.6, and D.7. The status or progress for each of the measurable goals related to these BMPs is presented below.

D.2 Erosion and Sediment Control BMPs
*Measurable Goals: 1) Comply with the Kane County Stormwater Management Ordinance. 2) Discuss erosion control matters during pre-construction conferences to ensure that sediment and erosion control requirements are being met.*

The Village has adopted the Kane County Stormwater Management Ordinance under Title 12, Chapter 2 of their Municipal Code for stormwater management related guidance. Revisions to the Kane County Stormwater Management Ordinance began in early 2017 and will go into effect on June 1, 2019. The Ordinance does not contain any changes regarding construction site runoff control.
The Village has an internal plan review process, and erosion control measures are discussed during pre-construction conferences.

**D.3 Other Waste Control Program**

*Measurable Goals: Adopt and comply with Ordinance amendments as developed.*

Revisions to the Kane County Stormwater Management Ordinance will go into effect on June 1, 2019. The Ordinance requires construction sites to minimize the exposure of construction wastes along with building materials, building products, trash, fertilizers, etc. on the site to precipitation and stormwater. The Village requires this and implements this practice.

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

*Measurable Goals: Conduct regular inspections of construction sites and ensure contractors are complying with sediment and erosion control requirements.*

The Village works with an engineering consultant who is responsible for construction oversite and Soil Erosion and Sediment Control (SESC) inspections. Inspections are done at least once a week. If a site is found to not be in compliance with the Ordinance, it will be shut down by the Village.

Construction projects that were active in Year 3 can be found in Part 6 of this report.

**D.7 Other Construction Site Runoff Controls**

*Measurable Goals: Conduct and report Soil Erosion and Sediment Control (SESC) inspections regularly until final site acceptance.*

The Village works with an engineering consultant who completes SESC inspections on a daily or weekly basis throughout the construction process until the site achieves final site acceptance.

**E. Post-Construction Runoff Control**

The Village committed to performing activities and services related to the Post-Construction Runoff Control minimum control measure under BMPs E.3, E.4, and E.7. The status or progress for each of the measurable goals related to these BMPs is presented below.

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

*Measurable Goals: 1) Ensure that a long term operation and maintenance plan is in place before disturbance, and ensure that it is adhered to. 2) Perform inspections to verify that contractors are following the requirements of the Kane County Stormwater Management Ordinance.*

The Village requires that a long term operation and maintenance plan be developed for all construction projects. The plan is reviewed and approved before disturbance occurs.
The Village works with an engineering consultant who performs inspections of construction sites during and after construction to ensure they are in compliance with the Ordinance.

E.4 Pre-Construction Review of BMP Designs

*Measurable Goals: Encourage the use of BMPs that will minimize impervious surfaces in new developments.*

The Village is continuing to encourage developers to utilize BMPs, such as permeable pavement, green/conservation design, and infiltration BMPs to control and treat stormwater runoff in new developments.

In a capital improvement project, completed in 2017-2018, in the Village’s Downtown Business District, permeable brick pavers were installed instead of the customary installation with a concrete support base as a way to increase water filtration and minimize water runoff.

E.7 Other Post-Construction Runoff Controls

*Measurable Goals: 1) Monitor post-construction sites and ensure that they are in compliance with the Kane County Stormwater Management Ordinance. 2) Implement any revisions of the Ordinance regarding the impacts and effects of climate change on flood control techniques into their program as necessary.*

The Village works with an engineering consultant who performs inspections of construction sites during and after construction to ensure they are in compliance with the Ordinance.

Revisions to the Kane County Stormwater Management Ordinance will go into effect on June 1, 2019. The revised ordinance does not address the effects of climate change on flood control techniques.

F. Pollution Prevention/Good Housekeeping

This minimum control measure involves the development and implementation of an operation and maintenance program to reduce the discharge of pollutants from municipal operations. This program must include a training program for municipal employees. The Village committed to perform activities for BMP numbers F.1, F.2, F.3, F.4 and F.6. The status or progress for each of the measurable goals related to these BMPs is presented below.

F.1 Employee Training Program

*Measurable Goals: Train appropriate Village maintenance personnel by requiring attendance in a short training session provided by the County on pollution prevention and will provide informational materials to Village Staff.*
The Village’s Fire Department and Public Works Department are trained in dealing with situations involving hazardous material. The Village continued in-house training on various topics including safety, water operations, and snow removal operations. Training on stormwater pollution prevention, however, was not provided for Village employees this year. Outside agency training was not offered by the County during this reporting year, but the Village customarily attends them when offered.

F.2 Inspection and Maintenance Program
Measurable Goals: The Village will continue the inspection and maintenance program and will maintain approximately 20% of the storm and sanitary sewer system.

The Village spent 220 hours jetting storm sewers, 110 hours cleaning catch basins, 80 hours removing debris from stormwater facilities, 620 hours picking up leaves, 530 hours street sweeping, and 40 hours repairing storm sewers. The Village continues to inspect and clean the Triple Trap at the Public Works facility and the Public Works truck yard quarterly. The Triple Trap collects water from the wash bays and mechanics areas to prevent toxins from polluting stormwater runoff.

The Village is part of the State Mutual Aid Network to provide and receive stabilization or debris removal assistance during damaging events of regional significance.

F.3 Municipal Operations Storm Water Control
Measurable Goals: Continue to train appropriate Village maintenance personnel by requiring attendance in a short training session provided by the County on pollution prevention. The Village will maintain current stormwater pollution prevention tasks and programs.

The County did not provide a pollution prevention training this past year, but the Village maintenance staff typically attends them when offered.

During emergency main break repairs, the Village staff installs temporary sediment filters on stormwater inlets to filter pump discharge. The sediment filters are a jute mat material that is placed over manholes. These sediment filters are reusable and have performed to the Village’s standards.

F.4 Municipal Operations Waste Disposal
Measurable Goals: Maintain current and add new waste disposal programs and tasks as needed.

The Village continues to strive to reduce the overall impact of municipal operations on the environment. The Village’s current recycling program includes paper, glass, plastic, etc. The Village partners with Kane County for electronic recycling. Residents can drop their material at Public Works for recycling.
The Village maintains approximately 20 fleet vehicles not including heavy equipment. They recycle used oil, antifreeze, oil filters, and tires from their fleet vehicles. They also recycle scrap metal.

The Village is maintaining one hybrid vehicle, for Public Works, which produces less emissions and waste than traditional vehicles. The Village previously had two hybrid vehicles, but one failed this past year and it was not cost efficient to repair it. All vehicles utilizing diesel fuel are filled with a 50/50 blend of bio-diesel.

F.6 Other Municipal Operations Controls

Measurable Goals: Maintain current and add new pollution prevention/good housekeeping tasks and programs as needed.

The Village continues to store their road salt indoors throughout the year in a large salt dome located on the premises at public works. This minimizes the concentrated salt wash off into the MS4.

The Village is using Green Star or Green Seal cleaning materials and oil absorbent materials in the Custodial Department. The Village has installed environmentally friendly cleaning solvent production systems at each of the primary facilities. The Village is using double wall containers for bulk oil and spill pallets for 55 gallon drums.

The Village implemented a project in 2010 that will reduce and/or eliminate the potential radium and barium from being discharged into the Fox River. The Village removes naturally occurring Barium and Radium at two water treatment plants that are being served by three wells. The Village has a regeneration system at one of its water treatment plants that serves to reduce the concentration of Barium and Radium waste being sent to the Fox River Water Reclamation District. The backwash from the potable water treatment contributes waste to a treatment plant under the jurisdiction of the Fox River Water Reclamation District that does outlet directly into the Fox River. The program is still in place, but does not run often as the plant that produces the barium and radium waste does not run often.

The Village is always assessing ways to improve stormwater flow. In 2018, following significant rainfall in July, the Village hired a consultant to review retention and flow in the Carrington Reserve area. Deficiencies were found, and the Village made improvements at the direction of the engineer.
Part 3. Information and Data Collection Results

(Provide information and water quality sampling/monitoring data related to illicit discharge
detection and elimination collected during the reporting period.)

There were no illicit discharges detected by Village staff or reported by the public during Year 3,therefore, water quality sampling/monitoring data was not collected.
Part 4. Summary of Next Reporting Period Stormwater Activities

(Present a summary of the storm water activities you plan to undertake during the next reporting cycle, including an implementation schedule in the sections following the table.)

The table shown below summarizes the BMPs committed to for Year 4 (March 2019-March 2020). Specific BMPs and measurable goals for Year 4 program development activities are presented in the sections following the table.

Note:  X indicates BMPs committed to for Year 4 in NOI
      + indicates BMPs committed to for Year 4 that were not originally in NOI

<table>
<thead>
<tr>
<th>A. Public Education and Outreach</th>
<th>D. Construction Site Runoff Control</th>
</tr>
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<td>X A.1 Distributed Paper Material</td>
<td>D.1 Regulatory Control Program</td>
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<td>A.2 Speaking Engagement</td>
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<td>X A.3 Public Service Announcement</td>
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<td>A.4 Community Event</td>
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<td>X A.6 Other Public Education</td>
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<td>B. Public Participation/Involvement</td>
<td>D.7 Other Construction Site Runoff Controls</td>
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<td>X B.3 Stakeholder Meeting</td>
<td>E.2 Regulatory Control Program</td>
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<td>B.4 Public Hearing</td>
<td>X E.3 Long-Term O&amp;M Procedures</td>
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<td>X B.5 Volunteer Monitoring</td>
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<td>X B.6 Program Coordination</td>
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<td>X B.7 Other Public Involvement</td>
<td>X E.6 Post-Construction Inspections</td>
</tr>
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<td>C. Illicit Discharge Detection and Elimination</td>
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<td>X F.1 Employee Training Program</td>
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<td>X C.3 Detection/Elimination Prioritization Plan</td>
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<td>C.4 Illicit Discharge Tracing Procedures</td>
<td>F.3 Municipal Operations Storm Water Control</td>
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<td>X C.5 Illicit Source Removal Procedures</td>
<td>X F.4 Municipal Operation Waste Disposal</td>
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<td>F.5 Flood Management/Assess Guidelines</td>
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<td>X C.7 Visual Dry Weather Screening</td>
<td>X F.6 Other Municipal Operations Controls</td>
</tr>
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<td>C.8 Pollutant Field Testing</td>
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<tr>
<td>C.9 Public Notification</td>
<td></td>
</tr>
<tr>
<td>C.10 Other Illicit Discharge Controls</td>
<td></td>
</tr>
</tbody>
</table>
A. Public Education and Outreach

The Village is committing to conduct Public Education and Outreach as part of its permit. Public Education and Outreach requires implementation of a program to distribute educational material to the community or conduct equivalent outreach activities about the impacts of storm water discharges on water bodies and the steps that the public can take to reduce pollutants to stormwater runoff. The Village commits to implementation of BMPs related to A.1, A.3, and A.6 as described below.

A.1 Distributed Paper Material

*Measurable Goals: The Village will make the informational material and brochures available at the Village Hall and/or Public Works Department.*

The Village will continue to make informational brochures available to the public to increase awareness of impacts of stormwater discharges on the environment and steps the public can take to reduce pollutants in stormwater runoff.

A.3 Public Service Announcement

*Measurable Goals: The Village will cooperate with the Kane County Division of Environmental and Water Resources in the production of the Annual Stormwater Management Report.*

The Village will provide information, as requested, by the Kane County Division of Environmental and Water Resources for their Annual Stormwater Management Report. The Village will continue to post public service announcements and advisories on their website to inform residents on how to keep their storm drains clear during the annual Fall Leaf Collection. Additional stormwater related announcements will be posted on the website, as needed.

A.6 Other Public Education

*Measurable Goals: 1) The Village will continue to monitor the website links and update as new information becomes available. 2) The Village will create and distribute an annual evaluation survey to program participants.*

The Village will maintain and update web links on the Village website to increase awareness of impacts of stormwater discharges on the environment and the steps the public can take to reduce pollutants in stormwater runoff. The Village will post the Annual Facility Inspection Report for Year 3 on their website for public viewing.

The Village will create and distribute an annual evaluation survey to program participants to evaluate the Public Education and Outreach program.
B. Public Participation/Involvement

The Village will perform activities and services related to the Public Participation/Involvement minimum control measure. BMPs will be implemented under BMP numbers B.2, B.3, B.5, B.6, and B.7 as described below.

B.2 Educational Volunteer

Measurable Goals: The Village will continue to coordinate with the Friends of the Fox River, the Park District, and Kane County to provide supplies, training, and/or coordination to interested local groups for water quality and stream enhancement activities.

The Village will continue to host their Earth Day Dundee event and offer their “Adopt a Village Planting Bed” program. The Village no longer plans to work with Friends of the Fox River due to cost reasons. West Dundee will, however, coordinate with the Park District and Kane County to provide supplies, training, and/or coordination to interested local groups for water quality and stream enhancement activities.

B.3 Stakeholder Meeting

Measurable Goals: Village board meetings will be opened to the public to allow for public commentary annually.

The Village will continue to hold regular board meetings that are open to the public for commentary.

B.5 Volunteer Monitoring

Measurable Goals: The Village will continue to coordinate with the Friends of the Fox River, the Park District, and Kane County to provide supplies, training, and/or coordination to interested local groups for water quality and stream enhancement activities. The Village will also keep records on the number of volunteers that attend events.

The Village will continue to host their Earth Day Dundee event and offer their “Adopt a Village Planting Bed” program. The Village will coordinate with the Park District and Kane County to provide supplies, training, and/or coordination to interested local groups for water quality and stream enhancement activities. The Village will continue to keep records on the number of volunteers that attend events.

B.6 Program Coordination

Measurable Goals: The Village will continue to coordinate with the Friends of the Fox River, the Park District, and Kane County to provide supplies, training, and/or coordination to interested local groups for water quality and stream enhancement activities.

The Village will continue to host their Earth Day Dundee event offer their “Adopt a Village Planting Bed” program. West Dundee will coordinate with the Park District and...
Kane County to provide supplies, training, and/or coordination to interested local groups for water quality and stream enhancement activities.

B.7 Other Public Involvement

Measurable Goals: 1) The Village will continue to include public participation and increase the Public Works Department’s efficiency in the detection of illicit discharges and stormwater maintenance problems. 2) The Village will create and distribute annual evaluation surveys to program participants.

The Village will continue the “Speak Out” form on the Village website to address concerns of residents. The Village will also continue using the “YourGov” portal, which allows residents to submit work orders directly to Public Works. This program also encourages residents to become involved in areas of concern to the community including monitoring of illicit discharges to the storm sewer system and maintenance problems associated with ponds, streams, or outfalls. This reporting method allows residents of West Dundee to electronically submit notification of infrastructure problems directly to the Public Works Department. The Village can also monitor report locations (using the completed Storm Sewer Map) to assist in Illicit Discharge Detection. Residents are also welcome to contact the Village via phone, email, and social media to report concerns.

The Village will distribute an annual evaluation survey to assess their Public Participation/Involvement program.

C. Illicit Discharge Detection and Elimination

The Village commits to performing some activities related to the Illicit Discharge Detection and Elimination minimum control. BMPs will be implemented under BMP numbers C.1, C.3, C.5, C.6, and C.7 as described below.

C.1 Storm Sewer Map Preparation

Measurable Goals: The Public Works Department will update the storm sewer map as necessary to reflect new and redevelopment.

The Village of West Dundee has developed a storm sewer map that shows the location of all outfalls to receiving waters. The Village will continue to update the storm sewer map to reflect new and redevelopment. The Village will continue to use the OMS cloud based system with GPS capabilities as future modification of the Storm Sewer Map is needed using the Village staff’s iPads.

C.3 Detection/Elimination Prioritization Plan

Measurable Goals: Continue to investigate, monitor, and maintain records on illicit discharges.
The Village will continue to investigate, monitor, and maintain records on illicit discharges, as they are reported or detected, following the procedures stated in the Kane County Stormwater Management Ordinance.

C.5 Illicit Source Removal Procedures

*Measurable Goals: Follow up with all illicit discharge reports and ensure that corrective action and removal procedures are enforced.*

The Village’s Director of Public Works will follow up with all reports of illicit discharge to ensure that corrective action and removal is enforced.

C.6 Program Evaluation and Assessment

*Measurable Goals: Create and distribute annual evaluation surveys to program participants.*

The Village will create and distribute an annual evaluation survey to program participants to assess the program’s effectiveness.

C.7 Visual Dry Weather Screening

*Measurable Goals: The Village will perform visual inspections of storm sewer outfalls periodically during dry weather conditions.*

The Village will continue to perform visual dry weather inspections of storm sewer outfalls periodically throughout the year and will keep a record of when inspections are completed.

D. Construction Site Runoff Control

This minimum control measure involves reducing pollutant runoff from construction sites by managing soil erosion and controlling sediment runoff. The Village commits to performing activities and services related to the Construction Site Runoff Control minimum control measure under BMPs D.2, D.3, D.6, and D.7. The status or progress for each of the measurable goals related to these BMPs is presented below.

D.2 Erosion and Sediment Control BMPs

*Measurable Goals: 1) Comply with the Kane County Stormwater Management Ordinance. 2) Discuss erosion control matters during pre-construction conferences to ensure that sediment and erosion control requirements are being met.*

The Village has adopted the Kane County Stormwater Management Ordinance under Title 12, Chapter 2 of their Municipal Code for stormwater management related guidance. Revisions to the Kane County Stormwater Management Ordinance began in early 2017 and will go into effect on June 1, 2019. The Ordinance does not contain any changes regarding construction site runoff control. Additionally, the Village will
continue their internal plan review process, and will discuss erosion control measures during pre-construction conferences.

D.3 Other Waste Control Program  
*Measurable Goals: Adopt and comply with Ordinance amendments as developed.*

Revisions to the Kane County Stormwater Management Ordinance will go into effect on June 1, 2019. The Ordinance requires construction sites to minimize the exposure of construction wastes along with building materials, building products, trash, fertilizers, etc. on the site to precipitation and stormwater. The Village currently requires this and will continue to implement this practice.

D.6 Site Inspection/Enforcement Procedures  
*Measurable Goals: Conduct regular inspections of construction sites and ensure contractors are complying with sediment and erosion control requirements.*

The Village will continue to work with an engineering consultant for construction oversite and Soil Erosion and Sediment Control (SESC) inspections. Inspections will be done on a daily and/or weekly basis.

D.7 Other Construction Site Runoff Controls  
*Measurable Goals: Conduct and report Soil Erosion and Sediment Control (SESC) inspections regularly until final site acceptance.*

The Village will continue to work with an engineering consultant to conduct daily and/or weekly SESC inspections to ensure compliance until final site acceptance. Any site found not to be in compliance with the Ordinance will be shut down.

E. Post-Construction Stormwater Runoff Control  

The Village commits to performing activities and services related to the Post-Construction Runoff Control minimum control measure under BMPs E.3, E.4, and E.7. The status or progress for each of the measurable goals related to these BMPs is presented below.

E.3 Long Term O&M Procedures  
*Measurable Goals: 1) Ensure that a long term operation and maintenance plan is in place before disturbance, and ensure that it is adhered to. 2) Perform inspections to verify that contractors are following the requirements of the Kane County Stormwater Management Ordinance.*

The Village will continue to require that a long term operation and maintenance plan be developed for all construction projects. All plans will be reviewed and approved before disturbance occurs.
The Village will continue to work with an engineering consultant to perform inspections of construction sites during and after construction and to ensure the Ordinance is being followed.

E.4 Pre-Construction Review of BMP Designs

Measurable Goals: Encourage the use of BMPs that will minimize impervious surfaces in new developments.

The Village will continue to encourage developers to utilize BMPs, such as permeable pavement, green/conservation design, and infiltration BMPs, to control and treat stormwater runoff in new developments.

E.7 Other Post-Construction Runoff Controls

Measurable Goals: 1) Monitor post-construction sites and ensure that they are in compliance with the Kane County Stormwater Management Ordinance. 2) Implement any revisions of the Ordinance regarding the impacts and effects of climate change on flood control techniques into their program as necessary.

The Village will continue to work with an engineering consultant to inspect sites post-construction to ensure that they are following the requirements of the Kane County Stormwater Management Ordinance.

Revisions to the Kane County Stormwater Management Ordinance began in early 2017 and will go into effect on June 1, 2019. The revised ordinance does not address the effects of climate change on flood control techniques.

F. Pollution Prevention/Good Housekeeping

This minimum control measure involves the development and implementation of an operation and maintenance program to reduce the discharge of pollutants from municipal operations. This program must include a training program for municipal employees. The Village will perform BMPs under BMP number F.1, F.2, F.3, F.4, and F.6 as described below.

F.1 Employee Training Program

Measurable Goals: The Village will continue to train appropriate Village maintenance personnel by requiring attendance in a short training session provided by the County or other entities on pollution prevention. The Village will also provide informational materials to Village staff.

The Village will educate Village employees of current practices that may contribute to stormwater pollution and develop new procedures/make revisions to existing procedures that will minimize the discharge of pollutants to the stormwater system by Village employees. The OMS system will monitor and ensure proper training and refresh education on areas of concern to the Village.
F.2 Inspection and Maintenance Program

Measurable Goals: The Village will continue the inspection and maintenance program and will maintain approximately 20% of the storm and sanitary sewer system.

The Village of West Dundee’s Department of Public Works is responsible for the maintenance and inspection of all publicly owned stormwater drainage facilities located within the public right-of-ways and those land areas under the direct control and authority of the Village. The Public Works Department requires inspection of the stormwater infrastructure on an annual basis and when necessary based upon weather conditions, storm frequency, and excessive rainfall accumulation. Visual inspection procedures include, but are not limited to, banks, channels, ponds, detention basins, drainage swales, roads, streets and associated stormwater inlets and points of discharge, and any stormwater drainage feature where an obstruction or failure will create a negative impact upon the drainage system. Observation of the introduction of hazardous materials or substances deemed harmful to the environment into the stormwater system are immediately addressed by the Public Works Department or reported to the proper authorities for corrective action. The Village will continue to inspect and maintain approximately 20% of the storm and sanitary sewer system within the next reporting year.

F.3 Municipal Operations Storm Water Control

Measurable Goals: The Village will continue to train appropriate Village maintenance personnel by requiring attendance in a short training session provided by the County or other entities on pollution prevention. The Village will maintain current stormwater pollution prevention tasks and programs.

The Village will educate Village employees of current practices that may contribute to stormwater pollution and develop new procedures/make revisions to existing procedures that will minimize the discharge of pollutants to the stormwater system by Village employees. The Village will attend pollution prevention training sessions as provided by the County.

F.4 Municipal Operations Waste Disposal

Measurable Goals: Maintain current and add new waste disposal programs and tasks as needed.

The Village will continue to maintain their 20 fleet vehicles and will recycle used oil, antifreeze, oil filters, and tires from those vehicles. They will also continue to recycle scrap metal and cardboard. The Village will add new waste disposal programs as they are needed.

F.6 Other Municipal Operations Controls

Measurable Goals: Maintain current and add new pollution prevention/good housekeeping tasks and programs as needed.
The Village will continue to store their road salt indoors throughout the year in a large salt dome located on the premises at public works to minimize the concentrated salt wash off into the MS4. The Village will add new pollution prevention/good housekeeping tasks as needed.

The Village is continually assessing ways to improve stormwater flow. In Year 4 they will be soliciting bids to remedy a stormwater issue along Binnie Road.
Part 5. Notice of Qualifying Local Program

The Village of West Dundee Municipal Code, the Village of West Dundee Public Works Department, the Kane County Division of Environmental and Water Resources, and the Kane County Stormwater Ordinance (“Ordinance”) are considered Qualifying Local Programs (QLPs) that count towards satisfying the requirements of the six minimum control measures. Listed below is a summary of the activities performed by the QLPs during Year 3 and will be continued in subsequent years.

A. Public Education and Outreach

The Village of West Dundee will utilize the existing and proposed public education and outreach programs that will be administered by the Kane County Division of Environmental and Water Resources as part of Kane County’s NPDES Phase II NOI. Existing County programs include distribution of the Kane County Recycles Green Guide to County residents, publication of the Kane County Connects e-newsletter, distribution of brochures, and educational presentations and programs.

The Kane County Recycles Green Guide informs county and municipal residents on the recycling program in Kane County and publishes dates and times of various recycling events for collection of used motor oil, used tires, household batteries, household hazardous wastes, and other nontraditional recyclable materials. Kane County distributes this newsletter annually in local newspapers throughout the Village and is available at the County Government Center. This information and the collection of these materials helps prevent residents from unknowingly discharging such pollutants by increasing access to and awareness of recycling programs. The Village’s Public Works facility is a drop-off site where people can bring their recyclables.

B. Public Participation/Involvement

The Village of West Dundee will utilize the existing and proposed public involvement and participation programs that will be administered by the Kane County Division of Environmental and Water Resources as part of Kane County’s NPDES Phase II NOI. Existing County programs include Stormwater Management Planning Committee meetings and a comprehensive public collection program to prevent household and other common pollutants, such as motor oil, from reaching the environment.

C. Illicit Discharge Detection and Elimination

The Village of West Dundee utilizes the procedures and methods employed by the Kane County Health Department under the Kane County Stormwater Management Ordinance to detect and eliminate illicit discharges. The Village’s Public Works Director follows up with all reports of illicit discharges. In addition, Kane County has a staff of Health Department inspectors whose job, in part, is to investigate possible illegal discharges to the County’s stormwater system. Illegal discharge identification is done via one of two procedures: the Department receives a complaint from the public or by means of visual observation by a Health Department inspector.
Kane County has regulatory authority to prohibit septic system discharges into publicly owned storm sewers or open channels (Kane County Septic Ordinance). If an illegal discharge is suspected, the Health Department inspects the site and may conduct a dye test and/or collect a water sample for analysis. If the discharge is illegal, the County issues the owner a 30 day notice to correct the deficiency. If the illegal discharge is not corrected, the County Health Department then turns the case over to the State Attorney, who then pursues legal action to enforce elimination of the illegal discharge. Non-septic system discharges are not regulated by the County and these types of suspected illegal discharges are addressed by notifying the regional Illinois Environmental Protection Agency (IEPA) office and coordinating with their investigation.

D. Construction Site Runoff Control

Construction site runoff within the Village of West Dundee is regulated by the Kane County Stormwater Management Ordinance. The Ordinance is enforced in all areas of Kane County, including unincorporated and non-certified communities, by the Kane County Water Resources Department. The Ordinance addresses all requirements of the Control Measure #4, except the management concrete truck washout. The latest version of the Ordinance will go into effect on June 1, 2019.

E. Post-Construction Runoff Control

Post-construction site runoff within the Village of West Dundee is regulated by the Kane County Stormwater Management Ordinance, which the Village has adopted, along with recent amendments and technical guidance. The Ordinance addresses all requirements of the Control Measure #5.

F. Pollution Prevention/Good Housekeeping

The Village of West Dundee will continue to participate in the Kane County Employee Training and Employee Pollution Prevention Reference Manual programs to train the appropriate Village employees and/or to distribute information to them on revised policies and procedures that will protect water through 1) proper hazardous waste disposal, 2) materials storage, 3) storm inlet/catch basin cleaning, 4) roadside ditch maintenance, and 5) vehicle washing. The Village provides employees with an Employee Pollution Prevention Reference Manual, prepared by the County, which outlines practices and procedures they can undertake during the workday to prevent the release of pollutants to Village owned or operated facilities. The Village will continue in-house training, attend County training as needed, and modify procedures as necessary to prevent the discharge of pollutants to the storm sewer system by Village employees.

In addition, Village staff attends training provided by outside agencies when funding allows. The goal of this program is to educate Village employees on current practices that may contribute to stormwater pollution and develop new procedures/make revisions to existing procedures that will minimize the discharge of pollutants to the stormwater system by Village employees.
### Part 6. Construction Projects Conducted During Year 3

*(Provide a list of construction projects your entity has paid for during the reporting period)*

The following construction projects were active during Year 3 (March 2018-March 2019).

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Project Cost</th>
<th>Contract Award/ Start Date</th>
<th>Completion Date</th>
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</thead>
<tbody>
<tr>
<td>Huntley Road Improvements</td>
<td>$11,000,000</td>
<td>October 2018</td>
<td>November 2019</td>
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<tr>
<td>Downtown Redevelopment Project</td>
<td>$400,000</td>
<td>May 2017</td>
<td>August 2018</td>
</tr>
<tr>
<td>2018 Street Improvements</td>
<td>$670,000</td>
<td>October 2018</td>
<td>On-going</td>
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