



**Division of Surface Water**  
**NPDES Small MS4 General Permit**  
**(OHQ000003) Annual Reporting Form**

**Instructions for completing this form**

- OHQ000003 requires that this form be used when submitting annual reports. You may request approval to use your own reporting format.
- Annual Reports are due annually on or before April 1st.
- Complete the form and sign and date the certification statement below
- If more space is needed than is provided, identify within the provided space that Attachment A, B, C, etc. has been attached.
- If an item of the form is not applicable for your program (such as street sweeping), fill in N/A in the space provided.
- Do not include attachments such as brochures, newspaper clips, sign-in sheets, etc. related to your program with this form. You only need to summarize these within this report. These records must be filed and will be needed during program audits.
- When complete, submit this Annual Report form to the following address:  
 Ohio Environmental Protection Agency  
 Division of Surface Water  
 Storm Water Program-Small MS4  
 P.O. Box 1049  
 Columbus, Ohio 43216-1049

**General Information**

<b>Small MS4 Annual Report for Year:</b> 2019		<b>Ohio EPA Facility Permit Number:</b> 4GQ00043*AG	
<b>Name of MS4:</b> VILLAGE OF LITHOPOLIS			
<b>Mailing Address:</b> P.O. Box 278, 11820 Lithopolis Road			
<b>City:</b> Lithopolis		<b>State:</b> OH	<b>Zip Code:</b> 43136
<b>Country:</b> USA		<b>County:</b> Fairfield	
<b>Primary Contact:</b> Eric Sandine		<b>Title:</b> Mayor	
<b>Email Address:</b> mayor@lithopolis.org		<b>Phone:</b> (614) 837-2031	<b>Fax:</b>

Include or attach a Table of Organization. Indicate who (name and contact information) is responsible for overall management and implementation of your program, and if different, each minimum control measure of your program. Identify how development and implementation across multiple positions, agencies and departments occur. Also, identify any Memorandum of Understandings (MOUs) or other such agreements that exist.

VILLAGE	(This 2019 report is to cover activities of 2018-2019 per Marshall Cooper, OEPA 2-4-2020)
Mayor-	Eric Sandine, Overall Manager of the MS4 permit, (614) 837-2031
Roads-	Josh Lafferty, Coordinator for storm sewer repair and maintenance, contracts and agreements for services, (614) 837-2031
Zoning-	Amanda Wolin, Zoning Inspector, (614) 837-2031
Police-	Wesley Barton, Chief, (614) 837-8674
Legal-	Jon M. Browning, Solicitor, (614) 221-8988
<b>OUTSIDE AGENCY ASSISTANCE</b>	
FDH-	Larry Hanna, RS -HSTS, IDDE, Fairfield Department of Health, (740) 652-2800 (Per ORC)
FCPH-	Nathan Ralph, RS-HSTS, IDDE, Franklin County Public Health, (614) 525-3909 (Per ORC)
FCLR-	Jennifer Kolometz, Fairfield County Litter and Recycling, (740) 681-4423 (By service area)
FSWCD-	Chad Lucht, CPESC, Fairfield Soil and Water Conservation District, 740-653-8154 (By agreement-Development plan reviews)
FSWCD-	Tommy Springer, Fairfield Soil and Water Conservation District, 740-653-8154 (By agreement-Education assistance)

**Certification**

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including possibility of fine and imprisonment for knowing violations.

<b>Applicant Name:</b> Eric Sandine	<b>Title:</b> Mayor
<b>Signature:</b> Electronically submitted by esandine	<b>Date:</b> Electronically submitted on 04/03/2020

**PUBLIC EDUCATION AND OUTREACH**

Estimate Your Permit Area of Total Population: 1573

BMP (mechanism)	Responsible Party	Measurable Goal	Theme or Message	Target Audience	% Target Audience	Effective
Web based education	Village and WAP Working Agreement Partner	Annually the Village will maintain a webpage, with a counter to direct citizens to educational resources and water quality concern reporting. This site will be crossed referenced with the WAP website. The Village will track and count totals for reporting.	Pollution awareness and what residents, property managers, contractors and students can do to help.	50% of the population and contractors working in the Village	0	No
<p>Summary of Results: Not implemented at the time of reporting.</p> <p>Comments:</p>						
Media topic for outreach by year-Adult Education	FSWCD and VILLAGE through Working Agreement Partner (WAP)	Provide direct mailing educational materials to homeowners, residents, and business owners concerning efforts they can undertake to reduce storm water pollution.	Wise salt usage. December 2019	Property owners	100	Yes
<p>Summary of Results: Direct mailings to Contractor and developer education</p> <p>Comments: Additional newsletter articles on storm drains and illicit connections to sump pumps were featured in January 2020 and February 2020 for official reporting in the 2020 permit year.</p>						
Contractor and developer education	Village Zoning and WAP Working Agreement Partner	Annually the WAP will assist in the coordination and promotions for the Central Ohio Storm Water Expo to deliver required information to contractors and developers. WAP and the Village will develop a brochure or PDF document on community specific erosion control expectations and standards distributed with each permit package.	Pollution awareness and what residents, contractors and property managers can do to help.	50% of contractors working in the Village	0	No
<p>Summary of Results: Not implemented at the time of reporting.</p> <p>Comments:</p>						
School Children Education-In person	FSWCD through Working Agreement Partner (WAP)	Annually the WAP will present to 100% of 4th grade classes in the Bloom-Carroll Local School District on information about storm water and water quality issues. This will typically occur in the second half of each school year. WAP will track and report attendance to the Village.	Pollution awareness and what residents can do to help.	100% of 4th grade classes	100	Yes

Summary of Results: 2018-2019 School year direct in class contact was made with 166 4th grade students.

Comments: Plans are being prepared for in class presentations again in the winter/spring of 2020.

**PUBLIC EDUCATION & OUTREACH**

Summarize activities you plan to undertake during the next reporting cycle.

BMP (mechanism)	Responsible Party	Measurable Goal	Theme or Message	Target Audience	% Target Audience	Proposed Schedule
Media topic for outreach by year-Adult Education	FSWCD and VILLAGE through Working Agreement Partner (WAP)	Provide direct mailing educational materials to homeowners, residents, and business owners concerning efforts they can undertake to reduce storm water pollution.	Wise salt usage. December 2019	Property owners	100	August 2020

Summary of Planned Activities: Direct mail in newsletter

Comments: Discussion concerning the use of salt softeners.

**PUBLIC INVOLVEMENT AND PARTICIPATION**

BMP (mechanism)	Responsible Party	Measurable Goal	Theme or Message	Target Audience	Estimate Of People Participated	Effective
Adopt a Road or Stream Clean-Up	Village WAP FCLR (Scouts and local volunteers)	Adopt Road Litter P/U	Don't litter.	Engage 1% of households	0	No

Summary of Results: Not implemented at the time of reporting.

Comments:

Storm water drain labels and stencils	Village WAP	Label storm drains that are not yet labeled & drains to stream & coordinated with other nearby MS4's.	Awareness of where storm water goes.	Engage 1% of households	0	No
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Summary of Results: Not implemented at the time of reporting.

Comments:

Public participation through the Storm Water Advisory and Educational Subcommittee	Zoning and WAP	Annually the Village in cooperation with the Fairfield County Regional Planning Commission Storm Water Advisory and Educational Subcommittee will host/publicize at least one public meeting with all MS4 Communities to hear citizen concerns. The Village will track and report attendance.	Solicit public concerns and correlate with annual water quality complaint or concern lists.	Residents, property managers, contractors/developers, septic/grease haulers, lawn care companies and businesses.	18	Yes
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Summary of Results: Increased awareness of EPA programs and priorities related to storm water within our community.

Comments: Meeting held November 21, 2019.

Household Hazard Waste and Pharmaceutical disposal	Village WAP (Partner with the Sheriff, FCLR and Canal Winchester to promote)	Host collection events to reduce exposure of high concentrations of household hazard wastes and pharmaceuticals through illicit discharges and leaching through awareness of proper disposal locations.	Don't dump household hazardous waste and waste pharmaceuticals down the drain.	Engage 1% of Households	0	No
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Summary of Results: Not implemented at the time of reporting.

Comments:

## PUBLIC INVOLVEMENT AND PARTICIPATION

Summarize activities you plan to undertake during the next reporting cycle.

BMP (mechanism)	Responsible Party	Measurable Goal	Theme or Message	Target Audience	Estimate of People to Participate	Proposed Schedule
Public participation through the Storm Water Advisory and Educational Subcommittee	Zoning and WAP	Annually the Village in cooperation with the Fairfield County Regional Planning Commission Storm Water Advisory and Educational Subcommittee will host/publicize at least one public meeting with all MS4 Communities to hear citizen concerns. The Village will track and report attendance.	Solicit public concerns and correlate with annual water quality complaint or concern lists.	Residents, property managers, contractors/developers, septic/grease haulers, lawn care companies and businesses.	20	November 2020

Summary of Planned Activities: Discussion with target audience

Comments:

Adopt a Road or Stream Clean-Up	Village WAP FCLR (Scouts and local volunteers)	Reduce stream litter in the Village	Don't litter.	Engage 1% of households	20	During 2020
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Summary of Planned Activities: 1 Adopt Road Litter P/U event

Comments: None.

Storm water drain labels and stencils	Village WAP	Label storm drains that are not yet labeled & drains to stream & coordinated with other nearby MS4's.	Awareness of where storm water goes.	Engage 1% of households	20	During 2020
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Summary of Planned Activities: 1 event to label storm drains that are not yet labeled & drains to stream & coordinated with other nearby MS4's.

Comments:

Household Hazard Waste and Pharmaceutical disposal	Village WAP (Partner with the Sheriff, FCLR and Canal Winchester to promote)	Host collection events to reduce exposure of high concentrations of household hazard wastes and pharmaceuticals through illicit discharges and leaching through awareness of proper disposal locations.	Don't dump household hazardous waste and waste pharmaceuticals down the drain.	Engage 1% of Households	20	During 2020.
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Summary of Planned Activities: Host a collection event to reduce exposure of high concentrations of household hazard wastes and pharmaceuticals through illicit discharges and leaching through awareness of proper disposal locations.

Comments: None.

**ILLCIT DISCHARGE DETECTION AND ELIMINATION (IDDE)**

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Cite Local Code(s) Being Used (if available, web link for code(s))	Effective
Ordinance or Other Regulatory Mechanism	FDH, FCPH Mayor, Zoning, WAP	An effective and enforceable regulatory mechanism	Yes	OAC 3701-29, ORC Chapters 3707, 3709, 3718, 3767	Yes

Summary of Results or Activities: Update as needed should codes change.

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Summary of Activities or Updates	Effective
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Storm Sewer System Map	FDH, FCPH Mayor, Zoning, WAP	Create a map of all MS4 structures, pipe, WQ structures and ditches within the Village area that are associated with the Village.	No	A-New development electronic drawings are being collected for inclusion. B-Lithopolis is gaining access to Fairfield County GIS services to improve mapping. All stream outfalls shall be identified and mapped by GPS/GIS. Storm sewer structures and pipes controlled by MS4s in the area shall be GPS mapped screened for illicit discharge during regular inspections. Because the Franklin and Fairfield County storm water conveyance receive storm water from the Lithopolis area that roadway conveyance needs mapped and outfalls sampled.	No
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Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Summary of Activities or Updates	Effective
HSTS Mapping and List	FDH, FCPH Mayor, Zoning, WAP	Create a map of all parcels with aerator outfalls to structures, and connections within the Village area.	Yes	FDH/FCPH inspected 100% in 2018-2019, and updated the list and data base for those removed and those added in Township limits. 5 Total: 4 in Fairfield and 1 in Franklin Updates will be shared with the WAP and Fairfield/Franklin County GIS.	Yes

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Summary of Activities or Updates	Effective
IDDE Plan	FDH, FCPH Mayor, Zoning, WAP	Improve rapid response communications.	No	Council to pass legislation and regulations.	No

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Total # of Outfalls	# of Outfalls Screened	# of Dry-Weather Flows Identified	# of Identified Illicit Discharges	# of Eliminated Illicit Discharges	Effective
Dry-Weather Screening of Outfalls	Village and WAP	20% of Village outfalls screened annually by the WAP and samples taken from those flowing for the presence of MBAS or ammonia/fecal.	No	10	2	0	0	0	Yes

Comments:

Upload File Name for the Illicit Discharges: No illicit connections identified.docx						
BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Summary of Planned Activities	Comments	Effective
No records found						

**ILLICIT DISCHARGE DETECTION & ELIMINATION (IDDE)**

*Summarize activities you plan to undertake for the next reporting cycle.*

BMP (mechanism)	Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
Ordinance or Other Regulatory Mechanism	FDH, FCPH Mayor, Zoning, WAP	An effective and enforceable regulatory mechanism	Review and update regulatory mechanisms.	During 2020.
Comments: None.				
Storm Sewer System Map	FDH, FCPH Mayor, Zoning, WAP	Create a map of all MS4 structures, pipe, WQ structures and ditches within the Village area that are associated with the Village.	B-Lithopolis is gaining access to Fairfield County GIS services to improve mapping. All stream outfalls shall be identified and mapped by GPS/GIS. Storm sewer structures and pipes controlled by MS4s in the area shall be GPS mapped and screened for illicit discharge during regular inspections. Because the Franklin and Fairfield County storm water conveyance receive storm water from the Lithopolis area that roadway conveyance needs mapped and outfalls sampled.	During 2020.
Comments: None.				
HSTS Mapping and List	FDH, FCPH Mayor, Zoning, WAP	Create a map of all parcels with aerator outfalls to structures, and connections within the Village area.	Update a map of all parcels with aerator outfalls to structures, and connections within the Village area.	During 2020
Comments: None.				
Dry-Weather Screening of Outfalls	Village and WAP	20% of Village outfalls screened annually by the WAP and samples taken from those flowing for the presence of MBAS or ammonia/fecal.	Screen 20% Village outfalls annually by the WAP and samples taken from those flowing for the presence of MBAS or ammonia/fecal.	During 2020.
Comments: None.				
IDDE Plan	FDH, FCPH Mayor, Zoning, WAP	Improve rapid response communications.	Draft and IDDE plan.	During 2020.
Comments: None.				

**CONSTRUCTION SITE RUNOFF CONTROL**

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Cite Local Code(s) Being Used (if available, web link for code(s))	Effective
Ordinance or Other Regulatory Mechanism	Mayor, Zoning, WAP & Legal	An effective and enforceable regulatory mechanism	Yes	Zoning Code 8.14, Zoning Code 8.10 for Stream Setback Requirements	Yes
Summary of Results or Activities: Review codes for intent of EPA requirements.					
Comments:					
BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Standards Being Used	Effective

Sediment and Erosion Control Requirements	Mayor, Zoning, WAP & Legal	Effective and fair requirements	Yes	Zoning Code 8.14 and the EPA General Construction Permit	Yes
Summary of Results or Activities: Improving communication with developers in 2019.					
Comments:					
BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Applicable Sites Requiring Plans	# of Plans Reviewed
Complaint Process	Mayor, Roads and WAP	Complaints and concerns are addressed ASAP	Yes	2	2
Summary of Results or Activities: *EPA involvement on sites, Village Administrator began regular inspections and verbal directives for compliance.					
Comments:					
BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Sites Requiring Plans	# of Plans Reviewed
Site Plan Review Procedures	Mayor, Zoning & Fairfield SWCD by WAP	Have a systematic and well documented site inspection process to comply with NPDES and MS4 requirements.	Yes	0	0
Summary of Results or Activities: An agreement was entered into with the Fairfield SWCD to review plans in November of 2019. No plans have been submitted at the time of reporting.					
Comments:					
BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Applicable Sites	# of Sites Inspected
Site Inspection Procedures	Mayor, Zoning & WAP	Have a systematic and well documented site inspection process to comply with NPDES and MS4 requirements.	No	0	0
Summary of Results or Activities: The Village Administrator began increased regular inspections and redevelopment meetings to reduce erosion concerns. The Village hope sot enter into an agreement with a WAP or contractor for services.					
Comments: 4GC05398*AG J.M. Muggs Ltd Bluebird Estates 4GC00331*BG Westport Homes, Inc. RUN PH 3, 4 & 5					
Upload File Name(s) for Applicable Sites: Storm water complaints.docx					
BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Violation Letters	# of Enforcement Actions
Enforcement Procedures	Mayor, Zoning, WAP & Legal	A stepped enforcement protocol. 2 three strikes approach, *include an attachment which identifies applicable sites within your jurisdiction for annual reporting	Yes	0	0
Summary of Results or Activities: Needs revision to and reinforce Zoning Code 2.8					
Comments:					
BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Measurements	
No records found					



**CONSTRUCTION SITE RUNOFF CONTROL**

*Summarize activities you plan to undertake during the next reporting cycle.*

BMP (mechanism)	Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
Ordinance or Other Regulatory Mechanism	Mayor, Zoning, WAP & Legal	Review codes for intent of EPA requirements.	Review codes for intent of EPA requirements.	During 2020.
Comments: None.				
Sediment and Erosion Control Requirements	Mayor, Zoning, WAP & Legal	Effective and fair requirements	Review Zoning Code 8.14 and the EPA General Construction Permit	During 2020.
Comments: None.				
Complaint Process	Mayor, Roads and WAP	Complaints and concerns are addressed ASAP	Develop policy to track and address complaints within 24 hours.	During 2020.
Comments: None.				
Site Plan Review Procedures	Mayor, Zoning & Fairfield SWCD by WAP	Have a systematic and well documented site inspection process to comply with NPDES and MS4 requirements.	FSWCD reviews plans as they are received.	During 2020.
Comments: None.				
Site Inspection Procedures	Mayor, Zoning & WAP	Have a systematic and well documented site inspection process to comply with NPDES and MS4 requirements.	Develop systematic and well documented site inspection process to comply with NPDES and MS4 requirements.	During 2020.
Comments: None.				
Enforcement Procedures	Mayor, Zoning, WAP & Legal	A stepped enforcement protocol. 3 strikes approach. *Include an attachment which identifies applicable sites within your jurisdiction for annual reporting.	Revise and reinforce Zoning Code 2.8	During 2020.
Comments: None.				

**POST-CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT**

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Cite Local Code(s) Being Used (if available, web link for code(s))	Effective
Ordinance or Other Regulatory Mechanism	Mayor, Zoning, WAP & Legal	An effective and enforceable regulatory mechanism to comply with NPDES and MS4 requirements.	No	Zoning Code 8.14	Yes

Summary of Results or Activities: Regulation exist in the current Zoning Ordinance.

Comments:									
BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Structural and/or Non-Structural Standards Being Used	Effective				
Post-Construction Requirements	Mayor, Zoning, WAP & Legal	To maintain effective and fair requirements to comply with NPDES and MS4 requirements.	No	Zoning Code 8.14	Yes				
Summary of Results or Activities: Regulations exist in current Zoning Regulations and Developers Agreements.									
Comments:									
BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Applicable Sites Requiring Plans	# of Plans Reviewed	Effective			
Site Plan Review Procedures	Mayor, Zoning, Legal, WAP-Fairfield SWCD by agreement	Have a systematic method to review construction site plans to comply with NPDES and MS4 requirements.	Yes	0	0	Yes			
Summary of Results or Activities: An agreement was entered into with the Fairfield SWCD to review plans in November of 2019. No plans have been submitted at the time of reporting.									
Comments:									
BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Applicable Sites	# of Inspections Performed	Average Frequency	Effective		
Site Inspection Procedures	Mayor, Zoning, WAP & Legal	Have a systematic and well documented site inspection process to comply with NPDES and MS4 requirements.	No	2	48	2	Yes		
Summary of Results or Activities: Maintain a table of all water quality systems with inspection dates.									
Comments:									
BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Violation Letters	# of Enforcement Actions	Effective			
Enforcement Procedures	Mayor, Zoning, WAP & Legal	To require all post-construction BMPs to have a life-long O&M plan and agreement that stays with the property through change of ownership.	No	0	0	Yes			
Summary of Results or Activities: Working with developers to implement O&M plans and agreements.									
Comments:									
BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Sites Requiring Plans/Agreements	# of Plans Developed/Agreements in Place	Effective			
Long-Term O&M Plans/Agreements	Mayor, Zoning, WAP & Legal	To require all post-construction BMPs to have a life-long O&M plan and agreement that stays with the property through change of ownership.	No	0	0	Yes			
Summary of Results or Activities: Review existing open plans with OEPA permits for potential deficiency by Village Legal and Mayor.									
Comments:									

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Measurement 1	Measurement 2	Effective
No records found						
<b>POST-CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT</b>						
<i>Summarize activities you plan to undertake for the next reporting cycle.</i>						
BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Measurement 1	Measurement 2	Proposed Schedule
Ordinance or Other Regulatory Mechanism	Mayor, Zoning, WAP & Legal	An effective and enforceable regulatory mechanism to comply with NPDES and MS4 requirements.	Review and revise the current Zoning Ordinance.			During 2020.
Comments: None.						
Post-Construction Requirements	Mayor, Zoning, WAP & Legal	To maintain effective and fair requirements to comply with NPDES and MS4 requirements.	Review regulations that exist in current Zoning Regulations and Developers Agreements.			During 2020.
Comments: None.						
Site Plan Review Procedures	Mayor, Zoning, Legal, WAP-Fairfield SWCD by agreement	Have a systematic method to review construction site plans to comply with NPDES and MS4 requirements.	FSWCD review construction site plans to comply with NPDES and MS4 requirements.			During 2020.
Comments: None.						
Site Inspection Procedures	Mayor, Zoning, WAP & Legal	Have a systematic and well documented site inspection process to comply with NPDES and MS4 requirements.	Develop a systematic and well documented site inspection process to comply with NPDES and MS4 requirements.			During 2020.
Comments: None.						
Enforcement Procedures	Mayor, Zoning, WAP & Legal	To require all post-construction BMPs to have a life-long O&M plan and agreement that stays with the property through change of ownership.	Working with developers to implement O&M plans and agreements.			During 2020.
Comments: None.						
Long-Term O&M Plans/Agreements	Mayor, Zoning, WAP & Legal	To require all post-construction BMPs to have a life-long O&M plan and agreement that stays with the property through change of ownership.	Review existing open plans with OEPA permits for potential deficiency by Village Legal and Mayor.			During 2020.
Comments: None.						
<b>POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS</b>						

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Topic(s)	Targeted Audience	# of Employees Attended	Effective
Employee Training Program 1	Roads & WAP	Train 100% of the maintenance staff and their supervisors annually.	Yes	2019's topic was salt loading, unloading and general risk reduction measures.	Village maintenance staff, inspectors and their supervisors.	4	Yes
Summary of Activity: Review of literature and sign-off for records.							
Comments:							
BMP (mechanism)	List of Municipal Facilities Subject to Program						
Municipal Facilities	Village Garage Village Well Field	11820 Lithopolis Road, Lithopolis, OH 43136 West Elder Road		No	1		1 annual
BMP (mechanism)	Summarize Maintenance Activities and Schedules						
MS4 Maintenance	We perform these activities on a compliance and complaint driven process depending on the type of activity.			Not specifically documented in 2018 or 2019. (Track linear feet, tons, gallons etc. as required for annual reporting)			
BMP (mechanism)	Procedures Developed?		Document Amounts of Wastes Properly Disposed				
Disposal of Wastes	No		Not specifically documented in 2018 or 2019. (Track linear feet, tons, gallons etc. as required for annual reporting)				
BMP (mechanism)	Covered?	Tons Used	Summarize Measures Taken to Minimize Usage				
Road Salt	Yes	60 Tons	Road salt only used for ice or in if a snow event exceeds 2".				
BMP (mechanism)	Procedures Developed?	Gallons Used	Summarize Measures Taken to Minimize Usage				
Pesticide & Herbicide Usage	No	0 Gallons	The village does not currently use pesticides or herbicides.				
BMP (mechanism)	Procedures Developed?	Pounds Used	Summarize Measures Taken to Minimize Usage				
Fertilizer Usage	No	0 Pounds	The village does not currently use fertilizer on municipal property.				
BMP (mechanism)	Procedures Developed?		Document Amount of Material Collected and Properly Disposed				
Street Sweeping	Yes	No material collected.					
BMP (mechanism)	Summarize Any New or Existing Flood Management Projects that were Assessed for Impacts on Water Quality						
Flood Management Projects	None in 2018-2019						
BMP (mechanism)	Summary						
No records found							

**POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS**

*Summarize activities you plan to undertake for the next reporting cycle.*

BMP (mechanism)	Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
Street Cleaning	VILLAGE	Clean streets of debris that could enter the storm water collection system.	Hire a third party street sweeper to sweep Columbus Street at least twice during FY2020.	May and Aug 2020

Comments:

**PROPOSED CHANGES TO YOUR SWMP (IF ANY)**

*Summarize any proposed changes to your SWMP, including changes to any BMPs or any identified measurable goals that apply to the program elements. If you fail to satisfy measurable goals for the reporting year, please explain why.*

**VARIANCES GRANTED (IF ANY)**

*Identify and summarize any variances granted under your storm water program.*

None.

**ADDITIONAL INFORMATION**

*Please add any additional comments or attachments below.*