



# **Village of Wilmette**

## **Annual Facility Inspection Report**

Illinois Environmental Protection Agency  
NPDES Permit for Storm Water Discharges from  
Separate Storm Sewer Systems (MS4)

MS4 #ILR40-0473

Reporting Period: March 2021 to March 2022 (Permit Year 1)

## Part A: Changes to the Best Management Practices (BMPs)

The Village submitted a Notice of Intent (NOI) on February 28, 2021, which details all planned stormwater activity practices for the next permit cycle. No changes were made to those BMPs for the 2021 – 2022 reporting cycle.

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## Part B: Status of Compliance with Permit Conditions

### BMP A: PUBLIC EDUCATION & OUTREACH

**Qualifying Local Programs:** The Metropolitan Water Reclamation District of Greater Chicago website has information designed to educate the public on stormwater and pollution issues. The Go Green Wilmette organization also has a strong public education and outreach program within the Village. The Village will continue to support these organizations.

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#### A.1 – DISTRIBUTED PAPER MATERIAL

##### **BMP No. A.1: Village Manager’s Office and Engineering & Public Works Department**

**Brief Description of BMP:** The Water/Sewer Division of the Engineering & Public Works Department periodically publishes stormwater educational articles in the resident newsletter. Updated information is also maintained on the Village website. The articles will have tips for homeowners and businesses to take to reduce the number of pollutants that are discharged into our waterways.

**Measurable Goal(s), including frequencies:** Publish articles in the quarterly resident newsletter, *The Communicator*, and maintain updated information on the website.

#### Milestones

##### **Year 1 Compliance Activities:**

- 1) The Village continues to maintain a dedicated section on the website regarding the [Stormwater Management Program](#), which includes suggestions for residents on how to address stormwater management and flood control issues.
- 2) The Village’s [Stormwater Incentive Program](#) encourages property owners to install stormwater best management practices, including dry wells, rain gardens, downspout disconnections and other similar green infrastructure systems, by offering a zero-fee permit and monetary incentive for eligible projects. The program was advertised in *The Communicator* and in the Village’s email newsletter.

In 2021, the Engineering Division received and approved 9 applications and processed disbursements totaling \$8,350.26. The average disbursement was \$927.80. The 2021 budget amount for the Stormwater Incentive Program was \$60,000. The Program will continue in 2022 at a budgeted amount of \$35,000.

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## **BMP No. A.1: Community Development and Finance Departments**

**Brief Description of BMP:** The Finance Department inserts stormwater protection guidelines into the contractor and business license renewal application forms, which are mailed at least thirty days prior to the end of each calendar year, per Village Code. The inserts provide tips on ways to reduce stormwater pollution.

**Measurable Goal(s), including frequencies:** Continue to mail guides to contractors and business owners annually, or as needed.

### **Milestones**

**Year 1 Compliance Activities:** The Engineering Department has prepared a brochure with best management guidelines for stormwater protection for business owners and contractors. The Finance Department distributes these brochures annually with the business and contractor license renewal notices. The brochures were distributed with the 553 business and 2,153 contractor license renewals that were mailed on November 30, 2021.

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## **BMP No. A.1: Engineering and Public Works Department – Forestry Division**

**Brief Description of BMP:** The Forestry Division of Public Works educates stakeholders about the Village’s Tree Protection and Tree Canopy Ordinances through the grading permit process. Residents are provided with information about the pruning, removal, planting, disease control and care for sick and damaged trees on public property. Continue to offer the Cooperative Tree Planting program for residents (budget dependent).

**Measurable Goal(s), including frequencies:** Maintain the Village Code and tree inspection program on the website (updated as needed), and provide educational information to residents and/or contractors during the grading permit process.

### **Milestones**

**Year 1 Compliance Activities:** During the permit process for new homes, the Engineering Department verifies that the project conforms to the requirements of the Tree Canopy Ordinance (Sec. 8-209 and Sec. 8-210). The applicant is required to submit the Tree Canopy Calculation Worksheet for review. All new development projects are reviewed for proper protection/preservation of existing trees to remain.

The Village offered the Cooperative Tree Planting Program in both the spring and fall of 2021 and received funds towards the planting of 115 parkway trees. The Village earned its 38<sup>th</sup> Tree City USA award from the Arbor Day Foundation.

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## **BMP No. A.1: Village Hall – Village Manager’s Office and Finance Department**

**Brief Description of BMP:** The Village Manager’s Office provides a New Resident Handbook and Citizen Contact/Service Request Information. The Resident Handbook contains information regarding the Solid Waste Program, permits, tree planting, and includes contact information for

each department. The Village's website contains the electronic version of the Resident Handbook, stormwater management information, and an electronic "Service Request" option.

**Measurable Goal(s), including frequencies:** The Village Manager's Office will review the Resident Handbook at least once annually and update as needed. The Finance Department will distribute the updated Resident Handbooks and refer residents to the Village's website.

### **Milestones**

**Year 1 Compliance Activities:** The Village Manager's Office last updated the Resident Handbook in July 2021, which is located [on the Village's website](#). The Finance Department distributes hard copies of these Handbooks to new residents when they pay their Real Estate Transfer Tax. Residents are also referred to [www.wilmette.com](http://www.wilmette.com) for additional information.

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## **A.3 – PUBLIC SERVICE ANNOUNCEMENT**

### **BMP No. A.3: Engineering & Public Works Department – Administration**

**Brief Description of BMP:** Solid and Hazardous Waste Program – The Deputy Director of Public Works and Assistant to the Director of Engineering & Public Works have prepared a brochure highlighting the various refuse, recycling and yard waste programs in the area. Chapter 22 (formerly Chapter 7) of the Village Code addresses the collection of refuse, recycling and yard waste. The Village is a member of the Solid Waste Agency of Northern Cook County (SWANCC), a nonprofit intergovernmental agency that provides solid waste management services, programs and resource materials to its member communities. The Village takes advantage of SWANCC services to coordinate and publicize such events, including solid waste and hazardous waste. The Village announces these public service programs to residents through the Village newsletter, website, E-news and brochures.

**Measurable Goal(s), including frequencies:** Communicate information to residents via the quarterly Village Newsletter, *The Communicator*, website, CTV6, weekly E-news, New Resident Handbook, and/or brochures.

### **Milestones**

#### **Year 1 Compliance Activities:**

- 1) New residents continue to receive a packet of information which includes the Village's *Residential Guide for Waste & Recycling Collection*, last updated in March 2017. Residents are directed to the Village's website for detailed information regarding the solid waste program. The Engineering & Public Works Department maintains a [Frequently Asked Questions](#) section on their Refuse, Recycling & Yard Waste web page. Residents automatically receive the Village's newsletter, *The Communicator*, on a quarterly basis. Residents can also subscribe to the Village's weekly e-newsletter, which reaches 4,873 subscribers, or the Wilmette Nextdoor page, which reaches 14,332 members at 7,621 households.
- 2) The [Green Initiatives](#) page on the Village website provides residents with information on recycling, water conservation, and environmentally friendly cleaning solutions. The categories under this link display the following information:

- a) The [Recycling](#) link contains information for: Fluorescent Bulb Recycling, Electronics Recycling, Automotive Materials, Chemical Disposal, Battery Recycling, Paint Disposal & Recycling, and Prescription Drug Disposal.
  - b) The [Water Conservation](#) link informs residents about: Rain Barrels, Rain Gardens, Indoor Water Conservation Tips, and Outdoor Water Conservation Tips.
  - c) The [Eco-Cleaning](#) link offers SWANCC's recommendations for homemade, environmentally friendly cleaning products as a safe alternative to using commercial cleaning products.
- 3) The Village maintains links to SWANCC's online resources on the Public Works website dedicated to Battery Recycling, Chemical Disposal, Electronics Recycling, Paint Disposal & Recycling, Sharps Disposal, and Eco-Cleaning. In addition, members of the Public Works staff are knowledgeable about these programs and inform residents of any upcoming events for proper the disposal and/or recycling of these items.
- 4) As a continued member of SWANCC, the Village advertised the following programs and events via the Village website, Facebook, Twitter, Nextdoor, *The Communicator*, Cable TV (WCTV-6) and/or E-news.
- a) Holiday Lights Recycling Program: The Village partnered with SWANCC and Elgin Recycling to host a Holiday Lights Recycling drop-off between November 29, 2021 and January 31, 2022.
  - b) [Prescription Drug Disposal](#): Unused over the counter and prescription drugs can be dropped off at the Police Department 24 hours a day, 7 days a week.
  - c) [Fluorescent Bulbs](#): A drop-off location for the proper recycling of compact fluorescent bulbs (CFLs) and fluorescent tube lights is located at the Wilmette Public Works Facility.
  - d) Document Destruction Event: For the 9<sup>th</sup> consecutive year, the Village partnered with SWANCC to host a Document Destruction Event on September 25, 2021.
- 5) The Village continues to remind residents they cannot dispose of electronics in the curbside refuse program, in accordance with electronic recycling legislation that went into effect in Illinois in 2012. This information is maintained on [the Village's website](#). Residents are also provided with a link to [SWANCC's website](#), which hosts electronic recycling events throughout the year. In November 2018, the Public Works Department began hosting a permanent drop off site for electronics recycling.

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### **BMP No. A.3: Engineering & Public Works Department – Administration**

**Brief Description of BMP:** Rain Barrel Program – The Village promotes the Metropolitan Water Reclamation District (MWRD) rain barrel program, which offers Cook County residents discounted rates on rain barrels.

**Measurable Goal(s), including frequencies:** Continue to promote the MWRD's rain barrel program to residents.

## **Milestones**

**Year 1 Compliance Activities:** The Village continues to promote the use of rain barrels to residents, and to advertise the MWRD's rain barrel program, which offers Cook County residents discounted rates on rain barrels. The Engineering & Public Works Department maintains a page on the Village website dedicated to [Rain Barrels](#). This page explains what rain barrels are and how they are beneficial to both residents and the environment, and also provides links to informational fliers on installing and maintaining rain barrels.

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## **A.4 – COMMUNITY EVENT**

### **BMP No. A.4: Community Development and Engineering & Public Works Department**

**Brief Description of BMP:** The Village of Wilmette co-sponsors the annual Go Green Wilmette environmental fair called "Going Green Matters", which is held each March.

**Measurable Goal(s), including frequencies:** Continue to sponsor and facilitate the Going Green Matters event each year.

## **Milestones**

**Year 1 Compliance Activities:** Due to the COVID-19 Pandemic, the annual [Going Green Matters](#) Community Fair was not held in-person in March of 2022. Go Green Wilmette instead held a series of locally relevant webinars on a variety of topics, such as gardening with native plants. These webinars were advertised in the Village's email newsletter.

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### **BMP No. A.4: Engineering & Public Works Department**

**Brief Description of BMP:** The Village co-sponsors an annual Document Destruction event and hosts an annual drop-off for holiday light recycling. The Village publicizes these programs and events in the resident newsletter, website, e-news, and/or cable TV to increase participation in these recycling programs.

**Measurable Goal(s), including frequencies:** Continue to publicize and facilitate recycling events each year.

## **Milestones**

**Year 1 Compliance Activities:** The Village partnered with SWANCC and Elgin Recycling to host a Holiday Lights Recycling drop-off between November 29, 2021 and January 31, 2022, during which the Village collected 1,774 pounds of lights. The program was advertised in e-news, and on Nextdoor, Facebook, and Twitter.

In partnership with SWANCC, the Village hosted a Document Destruction Event on September 25, 2021 which was advertised on Twitter, Nextdoor, and Facebook, and in e-news and the Summer 2021 issue of *The Communicator*. Residents recycled 17,060 pounds of documents.

In lieu of hosting a one-day electronics recycling event, a permanent drop off site was installed in November 2018 at the Public Works facility. Information about this recycling site is

maintained on the [Village website](#), and advertised periodically on Facebook and Twitter, and in e-news.

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## **A.5 – CLASSROOM EDUCATION MATERIAL**

### **BMP No. A.5: Fire Department**

**Brief Description of BMP:** Fire Department Handouts on Safety and Environmental Issues – The Fire Department educates grammar and middle school students on the importance of fire safety and environmental issues with handout pamphlets. Educating children at school is an effective way to pass environmental awareness to their parents and throughout the entire community.

**Measurable Goal(s), including frequencies:** Hand out pamphlets once a year to students.

### **Milestones**

#### **Year 1 Compliance Activities:**

- 1) The most effective method of fire prevention is public education. Through the Fire Department’s public education program, the Assistant to the Fire Chief and members of the Public Education Team visited both private and public schools to promote fire safety to 1,846 children in 2021. The Department also visits block parties to better educate our residents.

The Public Education Team also participates in many of the Wilmette Park District programs to promote fire safety. The Fire Department participates in the Independence Day and Memorial Day Parades held annually in Wilmette. The Fire Safety House, a mobile classroom, regularly visits parks and other community events, such as the Independence Day celebration held at Gillson Park, further promoting fire safety. The Department also provides public education to many senior citizen organizations in Wilmette. In 2021, the Department reached 551 children and 431 adults at 33 events ranging from block parties, fire truck pumper demos, and safety classes.

The largest public education event of the year is the Fire Department’s annual Open House, which drew approximately 1,400 attendees in 2021. This event is held each October to kick off Fire Prevention Week. At this event, all fire apparatus is on display, special team members demonstrate the tools and equipment used in rescue operations, public education material is handed out, educational videos are shown, and the Fire Safety House is set up.

- 2) The Fire Department also has four firefighters that are trained as car seat technicians. Wilmette residents can make appointments to come to the Firehouse and have their car seat properly installed or checked to verify it is installed correctly. The technicians will also show the residents how to properly install the seat.
  - 3) The Department also distributes this information through e-news and the Wilmette social media platforms (i.e. Twitter, Facebook, and Nextdoor).
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## **A.6 – OTHER PUBLIC EDUCATION**

### **BMP No. A.6: Engineering & Public Works and Community Development Departments**

**Brief Description of BMP:** Notification of Pet Waste Management Ordinance. The Village notifies residents/pet owners through various means including articles in its quarterly newsletter, website, and brochures. The Code Enforcement Officers in the Community Development Department enforce the Ordinance.

**Measurable Goal(s), including frequencies:** Continue existing information campaign and Code Enforcement.

#### **Milestones**

**Year 1 Compliance Activities:** Article 30 of the Village Code (Zoning Ordinance) contains a section regulating dog runs (Sec. 30-13.4.e). Chapter 4 of the Village Code contains regulations pertaining to animal-related nuisances, such as pet waste, and directs dog run regulations to the appropriate section of the zoning ordinance. Violations of this ordinance are handled by the Community Development Code Enforcement Officers; there were no citations issued during this reporting period. The Engineering & Public Works Department continues to maintain a pet waste article, “[Managing Pet Waste – Scoop it Up](#)” on the Village website, which discusses the dangers of pet waste entering our waterways.

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## **BMP B: PUBLIC PARTICIPATION/INVOLVEMENT**

**Qualifying Local Programs:** The Go Green Wilmette organization has a strong public participation and involvement role within the Village for hosting programs and events, project initiation and educational outreach. The Village will continue to support this organization. The Village is also actively involved in the Chicago Area Waterways Chloride Initiative Work Group, which is seeking to reduce chlorides within the Chicago Area Waterways System (CAWS).

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## **B.2 – EDUCATIONAL VOLUNTEER**

### **BMP No. B.2: Engineering & Public Works Department – Water/Sewer Division**

**Brief Description of BMP:** Educate children on stormwater pollution prevention – The Water/Sewer Division of Public Works teaches school children about the importance of stormwater pollution prevention to build environmental awareness and interest.

**Measurable Goal(s), including frequencies:** Speak to schoolchildren once a year.

#### **Milestones**

**Year 1 Compliance Activities:** Due to the ongoing restrictions related to the COVID-19 Pandemic, the Department’s annual Arbor Day presentations were suspended in 2021. The Village promoted Arbor Day (April 30, 2021) and the benefits of planting trees in e-news.

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### **B.3 – STAKEHOLDER MEETING**

#### **BMP No. B.3: Engineering & Public Works Department**

**Brief Description of BMP:** The Village is an active member of the North Branch Chicago River Watershed Planning Council and the North Branch Chicago River Watershed Workgroup and regularly attends meetings for both organizations.

**Measurable Goal(s), including frequencies:** Attend regularly scheduled meetings each year.

#### **Milestones**

##### **Year 1 Compliance Activities:**

- 1) The Assistant Village Engineer serves on the [North Branch Chicago River Watershed Planning Council](#), with the Village Engineer serving as alternate. Due to the COVID-19 Pandemic, all meetings were held virtually during this reporting period. Village staff attended virtual meetings on March 2, 2021; June 1, 2021; September 7, 2021; and December 7, 2021.
- 2) In addition, the Village is a founding member of the [North Branch Chicago River Watershed Workgroup \(NBWW\)](#), which is a dues-paying organization with a mission to bring together a diverse coalition of stakeholders to work to improve water quality in the North Branch of the Chicago River watershed through monitoring, education and outreach. The Assistant to the Public Works Director serves on the Monitoring Committee, with the Village Engineer serving as alternate. Due to the COVID-19 Pandemic, all meetings were held virtually during this reporting period. Village staff attended meetings on April 14, 2021 (Monitoring Committee); May 12, 2021 (General Membership Meeting); June 9, 2021 (Monitoring Committee Meeting); August 11, 2021 (General Membership Meeting); September 8, 2021 (Monitoring Committee Meeting); October 13, 2021 (Monitoring Committee Meeting); November 10, 2021 (General Membership Meeting); December 8, 2021 (Monitoring Committee Meeting); January 12, 2022 (Monitoring Committee Meeting); February 9, 2022 (General Membership Meeting); February 23, 2022 (Special General Membership Meeting); and March 9, 2022 (Monitoring Committee Meeting).

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### **B.4 – PUBLIC HEARING**

#### **BMP No. B.4: Engineering & Public Works Department**

**Brief Description of BMP:** Municipal Services Committee Meeting – The Village hosts multiple Municipal Services Committee (MSC) meetings throughout the year where topics related to stormwater are discussed. Residents may provide remarks during the Public Comment portion of the meeting. The meeting agendas and minutes are posted [on the Village website](#) prior to the meeting in accordance with the Open Meetings Act.

**Measurable Goal(s), including frequencies:** Attend regularly scheduled meetings each year.

## **Milestones**

**Year 1 Compliance Activities:** The Municipal Services Committee met once during this reporting period, and the Director of Engineering & Public Works was in attendance. The MSC conducted the annual review of the Village's MS4 NPDES permit. Time for Public Comment was offered at the meeting.

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## **B.6 – PROGRAM INVOLVEMENT**

### **BMP No. B.6: Engineering & Public Works Department**

**Brief Description of BMP:** The Village is a founding member of the [North Branch Chicago River Watershed Workgroup \(NBWW\)](#), which is a dues-paying organization with a mission to bring together a diverse coalition of stakeholders to work to improve water quality in the North Branch of the Chicago River watershed through monitoring, education and outreach. The NBWW is working towards developing a list of high-priority watershed improvement projects based on the action plan recommendations from the North Branch Chicago River Watershed-Based Plan.

**Measurable Goal(s), including frequencies:** Continue to attend regularly scheduled meetings and provide support for watershed improvement projects in the North Branch of the Chicago River watershed.

## **Milestones**

**Year 1 Compliance Activities:** In December 2021, the NBWW approved a Preliminary Nutrient Assessment Reduction Plan (NARP) Workplan, created by Geosyntec. The purpose of the NARP is to identify phosphorus input reductions from point sources, non-point sources and other measures needed in the North Branch Chicago River watershed to help ensure that dissolved oxygen and offensive aquatic algae and aquatic plant criteria are met.

The recommended approach will include consulting with the Illinois EPA about the results of the NBWW 2018-2019 Bioassessment & Water Quality Assessment Report, which indicate that phosphorus is not the leading cause of impairment and that a closer look at the biological factors may be more pressing to addressing water quality impairment issues. The NBWW and Geosyntec spoke with the Illinois EPA and they are open to this approach.

In April 2022, the NBWW will issue an RFP for a NARP to be completed by the regulatory deadline of December 31, 2024.

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## **B.7 – OTHER PUBLIC INVOLVEMENT**

### **BMP No. B.7: Village Manager's Office and Engineering & Public Works Department**

**Brief Description of BMP:** Citizen Request Management – The Village has implemented the Tyler Incident Management module of its existing Munis enterprise package, which gives the Village its first true Citizen Request Management (CRM) capability. This has enabled the Village to assign specific case identification numbers to citizen requests for services, enabling

citizens to get timely and specific information on the status of their requests and enabling management to track response performance in a meaningful and actionable manner. When fully integrated with GIS, it will also provide the Village with an important tool to map and determine patterns of service needs. An application is also being developed for smart phones.

**Measurable Goal(s), including frequencies:** Continue to use CRM to track stormwater complaints.

### **Milestones**

**Year 1 Compliance Activities:** The Village’s customized Citizen Request Management (CRM) module is used by all Departments to track and follow up on tasks in a detailed and efficient manner. In 2021, staff logged 123 incident reports related to flooding and/or sewer backups Village-wide. Through CRM, staff has the ability to map all of these reports to show high-volume areas.

Since 2017, residents have also been able to submit service requests through the Village’s CRM mobile app, called My311 (formerly Click2Report). After requests are entered into the app, residents receive an incident number that they can use for tracking purposes or to follow-up with staff. Residents may also view existing incidents on a map to see what issues are being reported by other residents. In 2021, 5 incidents related to flooding and/or sewer backups were logged by residents via the online portal.

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## **BMP C: ILLICIT DISCHARGE DETECTION & ELIMINATION**

**Qualifying Local Programs:** The MWRDGC has illicit discharge programs and regulations that the Village will continue to support.

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### **C.1 – STORM SEWER MAP PREPARATION**

#### **BMP No. C.1: Engineering & Public Works Department**

**Brief Description of BMP:** Storm Sewer System Map – The Engineering & Public Works Department will update the storm sewer map as needed, and continue to input storm sewer system data into Wilmette's GIS database. Employees will use the GIS maps to inspect, clean and maintain structures. The outfall locations have been plotted in GIS, and inspection records will be maintained in the GIS database.

**Measurable Goal(s), including frequencies:** Update storm sewer maps as needed, continue to input storm sewer system data into Wilmette's GIS database, and track maintenance and inspections electronically using GIS.

### **Milestones**

**Year 1 Compliance Activities:** The Village’s Graphic Information System (GIS) consultant has incorporated outfall locations and separate storm sewer system data into the Village’s GIS database, and Water/Sewer Division staff tracks inspections, cleaning, and maintenance in GIS.

## **C.2 – REGULATORY CONTROL PROGRAM**

### **BMP No. C.2: Engineering Department, Community Development Department, and Public Works Department – Water/Sewer Division**

**Brief Description of BMP:** Illicit Connection Ordinance – The Village enforces the Cross-Connection Control Ordinance which prohibits discharge of pollutants to stormwater drainage systems.

**Measurable Goal(s), including frequencies:** Continue to Enforce the Illicit Connection Ordinance by reviewing plans and performing required field inspections whenever a connection to the Village sewer system is requested.

#### **Milestones**

**Year 1 Compliance Activities:** The Engineering Department continues with current procedures, reviews, and inspections to detect any potential infiltration and cross connections into the sanitary sewer system.

The Engineering Department and the Community Development Department review plans whenever a connection to the Village sewer system is requested. This practice provides assurance that no illicit connections are made during new service installations.

An in-house plumbing inspector certified by the State of Illinois completes all plumbing inspections to ensure the work being performed conforms to current plumbing standards. The Code Enforcement Officer sends notice of violations as needed. No citations were issued for illegal cross connections in 2021.

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## **C.4 – ILLICIT DISCHARGE TRACING PROCEDURES**

### **BMP No. C.4: Engineering & Public Works and Community Development Departments**

**Brief Description of BMP:** Illicit Discharge Detection & Enforcement Program – The Village annually inspects 10% of the storm sewer system and conducts dye testing to verify proper connections to Village sewers. The Village inspects sewer systems as part of resurfacing program. The Village also inspects new construction sites to ensure that no illicit connections are made during new service installations.

**Measurable Goal(s), including frequencies:** Annually inspect 10% of separate storm sewers and conduct dye testing as needed. Continue inspection program for new construction sites.

#### **Milestones**

##### **Year 1 Compliance Activities:**

- 1) The Engineering Department continues to review videos of sewers televised by in-house crews and outside contractors. The Department reviewed approximately 41,000 linear feet of storm sewers televised in 2021 by American Underground, and an additional 5,441 linear feet of storm sewer televised by the Public Works Water/Sewer Division. There were no illegal sewer connections detected during the review of this footage.

- 2) The Engineering Department and the Community Development Department inspect new construction sites for illicit connections during routine building inspections. The Code Enforcement Officer is responsible for citing residents for these violations.
  - 3) A cross connection to the storm sewer was discovered during completion of a point repair to the storm sewer near 142 Lockerbie Lane. The illegal connection was corrected on November 8, 2021; no citation was issued.
  - 4) In March 2022, an illicit connection to the separate storm sewer was discovered at 918 Osage. This was corrected by the homeowner, and no citation was issued.
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#### **BMP No. C.4: Engineering Department**

**Brief Description of BMP:** Illicit Discharge Detection & Enforcement Program – The Village inspects for compliance from commercial and industrial facilities with NPDES permits while enforcing the Cross-Connection Control Ordinance.

**Measurable Goal(s), including frequencies:** Continue to ensure that new commercial and industrial developments are in compliance of their NPDES permits and the Cross-Connection Control Ordinance.

#### **Milestones**

**Year 1 Compliance Activities:** Per the IEPA, the Village ensures that new developments disturbing more than one acre receive an NPDES permit prior to any construction. The Engineering Department hires an outside consultant, Christopher B. Burke, Engineering, LTD. (CBBEL), to ensure compliance with commercial NPDES permits and cross connection control ordinance. For this reporting period, two NPDES permits were issued: one to Loyola Academy and one to the Indian Hill Country Club.

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#### **BMP No. C.4: Fire Department**

**Brief Description of BMP:** Hazardous Materials Response Team – The Fire Department has a fully trained and equipped team to respond to spills. The Fire Department also inspects commercial establishments where hazardous materials are used or stored.

**Measurable Goal(s), including frequencies:** Maintain current inspection program for commercial and multifamily occupancies and hazardous materials response program.

#### **Milestones**

**Year 1 Compliance Activities:** All Fire Department personnel have been trained at a minimum to the Hazmat Operational level. In 2021, the Fire Department conducted 194 Fire Inspections in commercial and multifamily occupancies to reduce and eliminate safety hazards. The Fire Department keeps a database of pre-plans for all commercial occupancies in the Village, which include hazards associated with the occupancy. These are available on the Fire Station computers as well as the mobile data computers in the responding apparatus.

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## **C.5 – ILLICIT SOURCE REMOVAL PROCEDURES**

### **BMP No. C.5: Engineering and Community Development Departments, and Public Works Department – Water/Sewer Division**

**Brief Description of BMP:** Illicit Connection Removal Program – The Water/Sewer Division coordinates with the Engineering Department to help identify illicit connections during the street resurfacing program. The Community Development Department is responsible for enforcing the Village Code, and for ensuring that homeowners correct the illicit connection.

**Measurable Goal(s), including frequencies:** Continue annual inspection program and enforce that homeowners correct illicit connections when identified.

#### **Milestones**

**Year 1 Compliance Activities:** The Engineering Department continues to review sewer videos in conjunction with construction projects and identifies illicit connections as they are discovered.

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### **BMP No. C.5: Fire Department**

**Brief Description of BMP:** Hazardous Materials Cleanup Program – The Fire Department arranges for the cleanup of materials or spills through the responsible party or the IEPA.

**Measurable Goal(s), including frequencies:** Ensure the proper cleanup of hazardous materials and secure the incident scene for public safety measures.

#### **Milestones**

**Year 1 Compliance Activities:** There were no reportable Hazardous Materials incidents to the IEPA in 2021. From January 1, 2021 to December 31, 2021 the Wilmette Fire Department responded to 170 hazardous condition calls to include 4 flammable liquid spills, 81 natural gas leaks, and 15 carbon monoxide incidents.

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## **C.6 – PROGRAM EVALUATION AND ASSESSMENT**

### **BMP No. C.6: Engineering & Public Works Department**

**Brief Description of BMP:** The Village will assess its chloride reduction BMPs with respect to compliance with Total Maximum Daily Load (TMDL) and/or Watershed Plans.

**Measurable Goal(s), including frequencies:** Assess BMPs annually.

#### **Milestones**

**Year 1 Compliance Activities:** The Engineering & Public Works Department continues to actively work towards chloride reduction in relation to snow plowing and salting activity and actively participates in the Chicago Area Waterway System (CAWS) Chloride Workgroup, established to comply with the Illinois Pollution Control Board's chloride standards. The 2021-2022 winter season was characterized as having above normal snow accumulation, but below average total number of snow events.

Public Works continues to utilize the on-site salt brine machine, which ensures on-demand supply of liquid salt brine for anti-icing, pre-wetting and de-icing applications, which collectively contribute to lower chloride emissions. For the 20-21 and 21-22 winter seasons, the Village has utilized Beet-Heat® which is primarily a calcium chloride proprietary product with a high concentration of organic beet sugars mixed into the final solution.

<b>Snow &amp; Ice Control Activity (October - April)</b>							
Snow Season	21-22	20-21	19-20	18-19	17-18	16-17*	AVG
Total Snow Events (qty.)	15	23	15	23	23	10	18
Total Snow Accum. (inches)	38	55	14	43.5	29	20	31
<b>Total Salt Usage (tons)</b>	<b>1,503</b>	<b>1,558</b>	<b>1,016</b>	<b>1,697</b>	<b>1,360</b>	<b>701</b>	<b>1,287</b>
<b>Liquid Deicer Usage (gals)</b>	<b>5,152</b>	<b>4,215</b>	<b>5,009</b>	<b>4,428</b>	<b>3,039</b>	<b>3,084</b>	<b>4,377</b>
<b>Salt Brine Usage (gals)</b>	<b>22,747</b>	<b>23,019</b>	<b>7,844</b>	<b>22,797</b>	<b>11,006</b>	<b>744</b>	<b>14,693</b>
<b>Anti-icing Usage (gals)</b>	<b>6,315</b>	<b>10,675</b>	<b>25,097</b>	<b>2,500</b>	<b>4,400</b>	<b>2,985</b>	<b>8,662</b>

\*First year implemented chloride reduction measures, including anti-icing applications.

### **C.7 – VISUAL DRY WEATHER SCREENING**

#### **BMP No. C.7: Engineering & Public Works – Water/Sewer Division**

**Brief Description of BMP:** The Village will perform annual dry weather screening of its storm sewer outfalls.

**Measurable Goal(s), including frequencies:** Visually inspect outfalls during dry weather once a year.

#### **Milestones**

**Year 1 Compliance Activities:** The storm sewer outfalls were visually inspected during dry weather once in 2021.

### **C.9 – PUBLIC NOTIFICATION**

#### **BMP No. C.9: Fire, Police, and Community Development Departments**

**Brief Description of BMP:** Illicit Discharge Hotline – The Illicit Discharge Hotline is 911. Chapter 22 (formerly Chapter 7) of the Village Code addresses illegal dumping and trash management activities. The Fire Department is the first responder followed by Code Enforcement from Community Development. Using the Illicit Discharge Hotline will offset inspection costs, and reduce illegal discharges and dumping through public education. Information will be maintained on the Village’s website, and disseminated via Village Newsletter and Cable TV.

**Measurable Goal(s), including frequencies:** Continue current program.

## **Milestones**

**Year 1 Compliance Activities:** In 2021, the Police Department received reports of 9 potential incidents related to illegal dumping categorized as Safety/Health Hazard and Ordinance Violations and Landscaping Complaints in the Law Enforcement Records Management System (LERMS). All incidents were inspected, and no citations were issued.

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### **BMP No. C.9: Fire Department**

**Brief Description of BMP:** Mutual Aid Box Alarm System (MABAS) – The Village is part of a multiple community sophisticated response system. This system provides back-up emergency support from surrounding communities if needed.

**Measurable Goal(s), including frequencies:** Continue participation in MABAS program.

## **Milestones**

**Year 1 Compliance Activities:** Wilmette continues its MABAS agreements and participates in quarterly MABAS Division 3 joint training. In 2021 the Wilmette Fire Department received mutual aid from other departments on 95 incidents and provided mutual aid on 378 out-of-town incidents.

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## **C.10 – OTHER ILLICIT DISCHARGE CONTROLS**

### **BMP No. C.10: Engineering & Public Works Department**

**Brief Description of BMP:** The Village storm sewer system discharges into the Skokie River (HCCD-09), the North Branch of the Chicago River (HCC-04) and the North Shore Channel (HCCA-02). According to the 2016 303d report, the Skokie River is impaired due to Fecal Coliform, sedimentation, Phosphorus, Dissolved Oxygen, Chloride, Chlordane and Bottom Deposits. The North Branch of the Chicago River is impaired due to Barium, Cadmium, Chromium, Copper, DDT, Endrin, Hexachlorobenzene, Lead, Mercury, Nickel, Phosphorus, Sedimentation, Silver, Total Suspended Solids, Chloride, Fecal Coliform, Dissolved Oxygen and Temperature. The North Shore Channel is impaired due to Fecal Coliform, Mercury, Dissolved Oxygen, pH, Phosphorus and Polychlorinated biphenyls. [The North Branch Chicago River Watershed Total Maximum Daily Load \(TMDL\) Report](#) for fecal coliform, chloride, and total phosphorus was approved by the U.S. Environmental Protection Agency on April 13, 2020.

**Measurable Goal(s), including frequencies:** Continue to participate in and support the North Branch Chicago River Watershed Workgroup (NBWW), which is working towards developing a list of high-priority watershed improvement projects based on the action plan recommendations from the North Branch Chicago River Watershed-Based Plan.

## **Milestones**

**Year 1 Compliance Activities:** [The North Branch Chicago River Watershed Total Maximum Daily Load \(TMDL\) Report](#) for fecal coliform, chloride, and total phosphorus was approved by the U.S. Environmental Protection Agency on April 13, 2020.



The Village continues to participate in and support the North Branch Chicago River Watershed Workgroup (NBWW), which is working towards developing a list of high-priority watershed improvement projects based on the action plan recommendations from the North Branch Chicago River Watershed-Based Plan.

In April 2022, the NBWW will issue an RFP for a Nutrient Assessment Reduction Plan (NARP) to be completed by the regulatory deadline of December 31, 2024. The purpose of the NARP is to identify phosphorus input reductions from point sources, non-point sources and other measures needed in the North Branch Chicago River watershed to help ensure that dissolved oxygen and offensive aquatic algae and aquatic plant criteria are met.

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## **BMP D: CONSTRUCTION SITE RUNOFF CONTROL PROGRAM**

**Qualifying Local Programs:** The Village is an authorized community with respect to the Cook County Watershed Management Ordinance and issues Watershed Management Permits for developments within the separate storm sewer areas of the Village.

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### **D.1 – REGULATORY CONTROL PROGRAM**

#### **BMP No. D.1: Engineering and Community Development Departments**

**Brief Description of BMP:** Construction Site Stormwater Runoff Controls – The Village’s Grading Ordinance and Watershed Management Ordinance provide measures for compliance of construction sites. Both ordinances require the submission of a separate stormwater management plan (SWMP) with soil erosion and sediment controls prior to the approval of a construction permit.

**Measurable Goal(s), including frequencies:** Continue to review plans and perform inspections on new residential and commercial building projects to enforce compliance of the Grading Ordinance and Watershed Management Ordinance.

#### **Milestones**

**Year 1 Compliance Activities:** The Engineering Department continues to enforce the current practices to review new residential and commercial building projects. Inspection results and violations are annotated on the *Project Stormwater Management and Maintenance Inspection Checklist* for follow-up. The Village maintains copies of these violations with the Community Development Code Enforcement Officer.

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#### **BMP No. D.1: Engineering Department**

**Brief Description of BMP:** During the building permit process, the Engineering Department provides educational material to stakeholders, developers, and contractors regarding the requirements and importance of stormwater controls during construction.

**Measurable Goal(s), including frequencies:** Provide guidance material to stakeholders, developers, and contractors during the building permit process, either in person or via the Village website.

### **Milestones**

**Year 1 Compliance Activities:** The Engineering Department continues its current practice of maintaining and updating applicable construction resources on the Village's website.

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## **D.2 – EROSION AND SEDIMENT CONTROL BMPs**

### **BMP No. D.2: Engineering and Community Development Departments**

**Brief Description of BMP:** Construction Site Stormwater Runoff Controls – The Village's Grading Ordinance and Watershed Management Ordinance provide measures for compliance of construction sites. Both require a stormwater management plan with soil erosion and sediment controls prior to the approval of a construction permit. The Village provides education to stakeholders, developers and contractors on the requirements and importance of stormwater controls during construction.

**Measurable Goal(s), including frequencies:** Continue to enforce the Grading Ordinance and Watershed Management Ordinance during construction.

### **Milestones**

**Year 1 Compliance Activities:** The Engineering Department continues to ensure that construction is performed during dry weather and staging areas are maintained away from the street. Filter baskets or filter material is required to be installed in catch basins and inlets to reduce silt and debris from entering Village sewers.

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## **D.3 – OTHER WASTE CONTROL PROGRAM**

### **BMP No. D.3: Engineering and Community Development Departments**

**Brief Description of BMP:** Illegal Dumping and Trash Management – During site inspections, the inspector addresses any illegal dumping and trash management issues at the site. Any problems are noted and re-inspected as necessary.

**Measurable Goal(s), including frequencies:** Maintain current inspection program and address violations as necessary.

### **Milestones**

**Year 1 Compliance Activities:** The Engineering Department and the Community Development Department inspectors address any illegal dumping and trash management activities when observed during routine inspections. The Village will continue to monitor and inspect construction sites for compliance with stormwater management plans, and annotate findings, violations and follow-up compliance inspections using the *Project Stormwater Management Inspection Checklist*.

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## **D.4 – SITE PLAN REVIEW PROCEDURES**

### **BMP No. D.4: Engineering and Community Development Departments**

**Brief Description of BMP:** Construction Site Stormwater Runoff Controls – The Grading Ordinance and Watershed Management Ordinance provides measures for compliance of construction sites. Both require a stormwater management plan with soil erosion and sediment controls prior to the approval of a construction permit. Plan reviews are completed by the Engineering Department. This also includes reviews of plans from other government agencies when connections to the Village sewer system is requested to verify no cross-connections.

**Measurable Goal(s), including frequencies:** Continue to enforce the Grading Ordinance and Watershed Management Ordinance during the plan review process, and suggest BMPs on a permit-by-permit basis.

### **Milestones**

#### **Year 1 Compliance Activities:**

- 1) Village staff will continue to monitor and inspect construction sites for compliance with stormwater management plans, and annotate findings, violations and follow-up compliance inspections using the *Project Stormwater Management Inspection Checklist*.
- 2) BMPs related to soil erosion control are required during the site plan review process on a permit-by-permit basis to ensure that silt fence, catch basin traps and construction entrances are properly protected. During the plan review process, green infrastructure is strongly encouraged by staff to promote low impact development (LID). Examples of LID recommendations include rain gardens, bio-swales, depressed parking lot islands, permeable pavements and perimeter landscaping. Documentation of the site plan reviews are kept by the Community Development Department.

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## **D.5 – PUBLIC INFORMATION HANDLING PROCEDURES**

### **BMP No. D.5: Community Development Department**

**Brief Description of BMP:** Stakeholder Comments on Permits – The Engineering Department staff conducts professional reviews and incorporates pertinent comments received from stakeholders as appropriate. Stakeholder comments are solicited via a grading notice which is part of the grading permit process. Any comments during meetings of the Zoning Board of Appeals, Plan Commission, Appearance Review Commission and/or Village Board may be incorporated to strengthen the Village review process.

**Measurable Goal(s), including frequencies:** The Village will continue to accept stakeholder comments on all permits and incorporate BMPs to address them where applicable.

## **Milestones**

**Year 1 Compliance Activities:** Community Development continues to receive stakeholder input at public meetings of the Zoning Board of Appeals, Plan Commission, Appearance Review Commission and Village Board. [Meeting minutes are maintained on the Village website.](#)

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## **D.6 – SITE INSPECTIONS DURING CONSTRUCTION**

### **BMP No. D.6: Engineering and Community Development Departments**

**Brief Description of BMP:** Building and Site Grading Inspections – Grading and building inspections are performed by Village staff, professional engineers, or state certified plumbing inspectors as necessary and completed before, during and after construction. The inspections verify proper BMPs are installed during the construction process and is being performed in accordance with plumbing standards (i.e., no cross-connections).

**Measurable Goal(s), including frequencies:** Continue to inspect all construction sites.

## **Milestones**

**Year 1 Compliance Activities:** The Village continues to verify compliance of new construction sites with the proposed construction plans and stormwater plans submitted by developers. The Engineering and Community Development Departments conduct inspections of developments prior to, during, and after construction to ensure that construction sites are using best practices and/or following their Stormwater Pollution Prevention Plan (SWPPP). The Engineering Department annually reviews the SWPPP procedures during staff meetings.

The Engineering Department and Village’s private consultant, Christopher B. Burke Engineering, LTD. (CBBEL) inspect grading work associated with permits as required by code. The Code Enforcement Officer enforces violations per the Ordinance as needed.

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## **BMP E: POST-CONSTRUCTION RUNOFF CONTROL**

**Qualifying Local Programs:** The Village is an authorized community with respect to the Cook County Watershed Management Ordinance and issues Watershed Management Permits for developments within the separate storm sewer areas of the Village. The Technical Guidance Manual associated with the Watershed Management Ordinance (WMO) has technical information on a wide variety of BMPs that can be incorporated into site design.

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## **E.1 – COMMUNITY CONTROL STRATEGY**

### **BMP No. E.1: Community Development and Engineering Departments, and Public Works Department – Forestry Division**

**Brief Description of BMP:** Tree Preservation Ordinance – During the post-construction phase, continue to enforce the Tree Protection and Tree Canopy Preservation Ordinances. Trees intercept water and reduce storm runoff and the possibility of flooding.

**Measurable Goal(s), including frequencies:** Continue to enforce the Tree Protection and Tree Canopy Preservation Ordinances during the permit review process and throughout construction.

**Milestones**

**Year 1 Compliance Activities:** The Engineering Department ensures that a conforming tree canopy is provided for on the grading plans for new single-family construction prior to permit issuance. The Community Development Department and the Forestry Division enforce adequate tree protection measures throughout construction on all applicable projects.

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**BMP No. E.1: Engineering Department**

**Brief Description of BMP:** Technical Guidance and Education of Stakeholders – The Village was an active participant in the development of the Technical Guidance Manual for the Watershed Management Ordinance (WMO) and provides information to stakeholders, developers and contractors on new regulations and procedures when they apply for a permit. The information is available on the Village website and at the Village Hall as a pamphlet.

**Measurable Goal(s), including frequencies:** Provide instructions to stakeholders, developers, engineers and contractors on new regulations and procedures required by the WMO and Village regulations via pamphlets and the Village website.

**Milestones**

**Year 1 Compliance Activities:** On June 23, 2020, the Village adopted Ordinance #2020-O-21 adopting The Metropolitan Water Reclamation District (MWRD) county-wide [Watershed Management Ordinance \(WMO\)](#) amended May 7, 2020, and all future amendments by reference. The Village is in compliance with WMO regulations.

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**BMP No. E.1: Community Development Department**

**Brief Description of BMP:** Coal Tar Sealant Ban – The Village prohibits the sale and use of coal tar sealants to seal cracks in pavement. Coal tar sealants contain toxic chemicals and carcinogens that have the potential to enter our waterways via stormwater runoff.

**Measurable Goal(s), including frequencies:** Continue to enforce the Coal Tar Sealant Ban.

**Milestones**

**Year 1 Compliance Activities:** The Village’s Code Enforcement Officer continues to enforce the Village-wide ban on the sale and use of coal tar sealants; no citations were issued for this reporting period.

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**E.2 – REGULATORY CONTROL PROGRAM**

**BMP No. E.2: Engineering Department**

**Brief Description of BMP:** Post-Construction Site Stormwater Runoff Controls – The Grading Ordinance and Watershed Management Ordinance provides requirements for stormwater management. Both require a stormwater management plan and BMPs. The Village provides education to stakeholders, developers and contractors on the requirements and importance of stormwater controls during construction. This also includes Chapter 8, Article XXIX (formerly Chapter 9) of the Village Code to address buffer zones next to Lake Michigan to reduce erosion and deposition into the lake.

**Measurable Goal(s), including frequencies:** Continue to review runoff controls and inspect construction sites to ensure compliance with the Grading Ordinance and Watershed Management Ordinance.

### **Milestones**

**Year 1 Compliance Activities:** The Village’s consultant, Christopher B. Burke Engineering, LTD. (CBBEL), reviews runoff controls to ensure compliance with the Village Code as it relates to responsible stormwater management. During the construction of the project, staff periodically inspects the sites to ensure the runoff controls are intact and if not, seeks immediate remediation. Upon completion of the project, the consultant requires submittal of final grading record drawings and conducts an on-site inspection to verify compliance.

The Engineering and Community Development Departments continue to enforce Chapter 8, Article XXIX of the Village Code (Development Regulations in Flood Hazard Areas), which regulates activities in the floodway with the potential for erosion and/or sediment into surface water. During this reporting period, the Village issued one grading (revetment) permit within the buffer zone along the lakefront.

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## **E.3 – LONG TERM O&M PROCEDURES**

### **BMP No. E.3: Engineering Department**

**Brief Description of BMP:** Stormwater Operation and Maintenance Requirements – The Watershed Management Ordinance provides measures requiring easements and maintenance for stormwater management systems.

**Measurable Goal(s), including frequencies:** Enforce the Watershed Management Ordinance.

### **Milestones**

**Year 1 Compliance Activities:** No new stormwater systems requiring easements were installed during this reporting period.

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## **E.4 – PRE-CONSTRUCTION REVIEW OF BMP DESIGNS**

### **BMP No. E.4: Engineering and Community Development Departments**

**Brief Description of BMP:** Site Development Review – The Grading Ordinance and Watershed Management Ordinance provide requirements for stormwater management. Both require a

stormwater management plan and BMPs. The Village provides education to stakeholders, developers and contractors on the requirements and importance of stormwater controls required including infiltration.

**Measurable Goal(s), including frequencies:** Continue to review site development plans to ensure compliance with the Watershed Management Ordinance. Continue to provide informational pamphlets annually to licensed contractors about applicable regulations and procedures, and maintain the information on the Village’s website.

### **Milestones**

**Year 1 Compliance Activities:** Distribute pamphlets and publish information on the Village’s website. The Engineering Department has posted construction requirements, permits and codes on the Village’s website for easy accessibility by Stakeholders. The stormwater protection brochures (Business Owner’s Guide to Stormwater Protection and Contractor’s Guide to Stormwater Protection) are distributed annually through business license renewal mailing and available at the Village Hall. The Finance Department distributed the brochures with the 553 business and 2,153 contractor license renewals that were mailed on November 30, 2021.

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## **E.5 – SITE INSPECTIONS DURING CONSTRUCTION**

### **BMP No. E.5: Engineering and Community Development Departments**

**Brief Description of BMP:** Building and Site Grading Inspections – Grading and building inspections are performed by Village staff, professional engineers, or state certified plumbing inspectors as necessary and completed before, during and after construction. The inspections verify proper BMPs are installed during the construction process and that work is being performed in accordance with plumbing standards (i.e., no cross-connections). The Village uses an outside contractor to help administer proper site stormwater runoff inspections.

**Measurable Goal(s), including frequencies:** Continue construction inspections.

### **Milestones**

**Year 1 Compliance Activities:** The Village continues to verify compliance of new construction sites with the proposed construction plans and stormwater plans submitted by developers. The Engineering Department and Village’s private consultant, Christopher B. Burke Engineering, LTD. (CBBEL) inspect grading work associated with permits as required by code. The Code Enforcement Officer enforces violations per the Ordinance as needed.

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## **E.6 – POST-CONSTRUCTION INSPECTIONS**

### **BMP No. E.6: Engineering and Community Development Departments**

**Brief Description of BMP:** Building and Site Grading Post-Construction Inspections – Grading and building inspections are performed by Village staff, professional engineers, or state certified plumbing inspectors as necessary and completed before, during and after construction. The inspections verify proper BMPs are installed during the construction process and is being

performed in accordance with plumbing standards (i.e., no cross-connections). The Village uses an outside contractor to help administer proper site stormwater runoff inspections.

**Measurable Goal(s), including frequencies:** Continue post-construction inspections.

### **Milestones**

**Year 1 Compliance Activities:** The Engineering and Community Development Departments conduct final inspections of developments to ensure that best practices were implemented. In addition, the Village's private consultant, Christopher B. Burke Engineering, LTD. (CBBEL) assists with reviewing, inspecting, and verifying compliance of stormwater BMPS for residential and commercial building projects. Upon completion of the project, the consultant requires submittal of final grading record drawings and conducts an on-site inspection to verify compliance.

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## **BMP F: POLLUTION PREVENTION/GOOD HOUSEKEEPING**

**Qualifying Local Programs:** The Village completes training and incorporates stormwater BMPs as outlined below.

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### **F.1 – EMPLOYEE TRAINING PROGRAM**

#### **BMP No. F.1: Public Works Department**

**Brief Description of BMP:** Employee Training – The Village has a wide range of stormwater training programs that includes a Job Safety Analysis (JSA) program that has incorporated stormwater Good Housekeeping procedures into each job as applicable. Water/Sewer employees are also trained on the NPDES good housekeeping practices, BMP inspection and installation, sewer inspection and dye testing.

**Measurable Goal(s), including frequencies:** Yearly training for all Public Works Water/Sewer and Engineering staff.

### **Milestones**

#### **Year 1 Compliance Activities:**

- 1) Each Public Works JSA addresses NPDES good house-keeping procedures, which are updated when necessary. Newly published JSAs address NPDES Good Housekeeping procedures that are reviewed with Public Works employees, posted on the Safety Bulletin Board, and maintained in each Division's JSA binder.
- 2) The Public Works Water/Sewer Division employees are trained on proper procedures for inspecting storm sewer systems and conduct dye testing. The Water/Sewer Division also conducted NPDES Good Housekeeping training on March 29, 2022. Additionally, four Water/Sewer employees are currently certified by the National Association of Sewer Service Companies (NASSCO) in Manhole, Pipeline, and Lateral Assessments. Trained employees are more likely to find illicit connections. Training is conducted as soon as



possible for new employees and refresher training is completed periodically for seasoned employees.

- 3) At the time of hire, all Engineering & Public Works employees are required to complete *Storm Water Management: Storm Water Pollution Prevention Plan (SWPPP)* training, which covers the environmental impacts of storm water runoff, the NPDES storm water program, and the elements of a storm water pollution prevention plan. Refresher training is completed periodically for seasoned employees.
- 4) All Public Works employees included in snow and ice control operations are trained on chloride reduction techniques in relation to snow plowing and salting activity. Anti-icing operations were first implemented in the 2016-2017 winter season, and the Department continues to hold workshops to discuss, learn from and improve upon past practices.

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## **F.2 - INSPECTION AND MAINTENANCE PROGRAM**

### **BMP No. F.2: Public Works Department – Water/Sewer Division**

**Brief Description of BMP:** Storm Sewer Televising/Cleaning – Continue to inspect and clean approximately 10% of the mainline storm sewer system annually.

**Measurable Goal(s), including frequencies:** Continue existing annual inspection and cleaning program.

#### **Milestones**

**Year 1 Compliance Activities:** A Village contractor (American Underground) cleaned and televised approximately 41,000 linear feet of storm sewers in 2021. The Public Works Water/Sewer Division cleaned an additional 19,973 linear feet and televised an additional 5,441 linear feet of the separate storm sewer system.

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### **BMP No. F.2: Public Works Department – Water/Sewer Division**

**Brief Description of BMP:** Detention Pond Inspection and Maintenance – Continue existing practice of inspecting the detention pond after every rain event. Clean and repair the detention pond restrictor as needed. The Detention Pond is located on the east side of the Public Works facility at 711 Laramie Avenue, Wilmette, IL.

**Measurable Goal(s), including frequencies:** Maintain current annual inspection and maintenance practices.

#### **Milestones**

**Year 1 Compliance Activities:** The detention pond and restrictor at the Village Yard, 711 Laramie Avenue, is inspected by Water/Sewer personnel after rain events and cleaned as needed. The structures connected to the detention pond did not require rodding in 2021.

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## **BMP No. F.2: Public Works Department – Water/Sewer Division**

**Brief Description of BMP:** Outfall Structures Inspection and Repair – Continue existing practice of inspecting outfall structures after 2 inches of rainfall. Schedule inspections and cleaning every 3 years for preventive control measures.

**Measurable Goal(s), including frequencies:** Continue existing inspection program.

### **Milestones**

**Year 1 Compliance Activities:** The Village inspected 9 outfall structures to the North Branch of the Chicago River after major rain events. In 2021, the Village inspected the outfalls on 3 occasions. No maintenance or cleaning was required. Documentation of these inspections is maintained at the Public Works Facility.

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## **BMP No. F.2: Public Works Department – Water/Sewer Division**

**Brief Description of BMP:** Catch Basin/Inlet Cleaning – Continue existing program of cleaning catch basins and inlets on a 5-year cycle. This practice will serve as a preventative control measure to eliminate any potential debris from blocking the storm sewer drains.

**Measurable Goal(s), including frequencies:** Continue existing annual monitoring and cleaning program.

### **Milestones**

**Year 1 Compliance Activities:** The Water/Sewer Division continues to monitor the Village's inlets after all significant rainfall events. In 2021, Water/Sewer personnel cleaned and inspected 270 catch basins and 40 inlets in the separate storm sewer area. Crews also inspected 349 storm manholes in the separate storm sewer area.

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## **F.3 – MUNICIPAL OPERATIONS STORM WATER CONTROL**

### **BMP No. F.3: Public Works**

**Brief Description of BMP:** The Village has procedures in place to eliminate or reduce discharge of pollutants from municipal operations, including a covered salt storage area, proper storage of spoil materials, and placement of inlet protection in the maintenance yard.

**Measurable Goal(s), including frequencies:** Continue existing materials management program.

### **Milestones**

#### **Year 1 Compliance Activities:**

- 1) Street Division has rock salt delivered to the Public Works Facility which is stored inside a covered salt dome for use during winter storm events. Public Works also maintains a fabric-covered canopy structure to store additional salt volume on site.
- 2) Water and Sewer backfill materials are stored in covered bins.

- 3) Excavated spoil material is stored in covered, concrete spoil bins with a concrete berm at the opening to contain the debris while keeping stormwater out. Stormwater runoff drains to the sanitary sewer system. The Village's private contractor, KLF Trucking Company (2021-2022) hauls spoil material to landfills (Zion Landfill, operated by GFL Environmental; and Countryside Landfill, operated by Waste Management).
  - 4) Street Division stores street sweeping debris in spoil bin. Contractor hauls and disposes of debris on a regular basis to a licensed landfill.
  - 5) Street Division collects leaves throughout the Village during the fall and stores them in a holding area for no more than 24 hours (IEPA permit – transfer station). A Village contractor (Advanced Disposal) removes the leaves and hauls them to a licensed composting site. During leaf collection season, basket filters are placed inside the inlets to prevent any leaves or debris from entering the drains. Public Works continues to monitor and clean the triple basin as needed.
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### **BMP No. F.3: Public Works**

**Brief Description of BMP:** Controlled Application of Pesticides and Herbicides - Continue existing program of using only licensed applicators and operators from the Illinois Department of Agriculture. Continue the practice of using minimal applications of organic fertilizers and pesticides at Village facilities. Continue the practice of having minimal fertilizer and organic pesticides applied in Village rights of way, only as needed. Fertilizer and pesticide storage is done to minimize potential for pollution of runoff.

**Measurable Goal(s), including frequencies:** Continue existing controlled application of pesticides and herbicides program.

### **Milestones**

#### **Year 1 Compliance Activities:**

- 1) One Forestry Division employee is a licensed pesticide applicator.
  - 2) The Village's contractor, Fertilizer King applied organic fertilizer at the Village Hall on three separate occasions (17<sup>th</sup> year program) and no applications of organic weed control (17<sup>th</sup> year program).
  - 3) The Village's contractor, Fertilizer King applied organic fertilizer at the Public Works Facility on three separate occasions (16<sup>th</sup> year program) and no applications of organic weed control (16<sup>th</sup> year program).
  - 4) On a monthly basis during the summer, a licensed applicator working for Applied Ecological Services (Village contractor) performed spot herbicide applications on invasive plant species, as part of the Public Works & Engineering Department's ongoing restoration of the Elmwood Dunes Preserve.
  - 5) Fertilizer, pesticide, and herbicide is stored inside a garage at the Public Works Facility in a Flammable Liquids Safety Cabinet according to the products' Safety Data Sheets.
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### **BMP No. F.3: Public Works – Forestry and Street Divisions**

**Brief Description of BMP:** Re-Vegetation and Maintenance of Natural Areas – The Public Works Street and Forestry Divisions plant natural vegetation in areas appropriate for this practice. Natural vegetation reduces the need for pesticides and herbicides, and intercepts stormwater runoff. Natural areas are maintained by regular mowing, weed control, organic fertilization, irrigation, and maintenance using good housekeeping practices. This practice will help reduce runoff and minimize debris from entering the storm systems.

**Measurable Goal(s), including frequencies:** Continue existing re-vegetation and maintenance program.

#### **Milestones**

##### **Year 1 Compliance Activities:**

- 1) The Village contractually planted 197 parkway trees in 2021 (115 through the Cooperative Tree Planting Program and 82 regular replacement trees). In addition, the Village earned its 38<sup>th</sup> Tree City USA recognition for 2021.
- 2) In 2021, the Village installed a bioretention cell at the intersection of Glenview & Hibbard to intercept stormwater runoff and mitigate a localized flooding issue.
- 3) In 2021, the Public Works Department installed perennials in three medians along Skokie Boulevard. The deep-rooted perennials will intercept stormwater runoff and need minimal maintenance once established.
- 4) On a monthly basis during the summer, a Village contractor (Applied Ecological Services) weeded the Elmwood Dunes Preserve site. The debris collected is properly disposed to prevent vegetation from entering the sewer drains.
- 5) Contractual service mowed the grass at 28 public right-of-way locations 21 times between April 2021 and December 2021. In-house Public Works crews mowed the grass at 10 public right-of-way locations 11 times.
- 6) Contractual service weeded 41 public right-of-way locations 32 times between April 2021 and December 2021. The debris collected is properly disposed to prevent vegetation from entering the sewer drains.

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## **F.4 – MUNICIPAL OPERATIONS WASTE DISPOSAL**

### **BMP No. F.4: Public Works Department**

**Brief Description of BMP:** Waste Disposal Program – The Village completes street sweeping in business streets weekly and residential streets monthly (weather dependent). Spoil bins are located at Public Works with drains that connect to the sanitary system, which eliminate waste from entering the storm sewer system. The vehicle wash facility is entirely self-contained as it filters and recycles the wash water with any overflow discharging to the sanitary system. The Village also recycles used motor oil and filter products.

**Measurable Goal(s), including frequencies:** Continue proper disposal of waste.

## **Milestones**

### **Year 1 Compliance Activities:**

- 1) In 2021, Public Works swept all Village streets on 8 occasions. Alleys were swept once, and additional sweeping activities performed on the permeable pavement alleys. Maintenance on the Village's permeable pavement alleys was performed 4 times in 2021. Overall, 2,485 miles of streets and 90 miles of alleys were swept, and sweeping operations collected approximately 1,693 cubic yards of debris.
  - 2) The two spoil bins located at Public Works have drains that connect to three sanitary sewer structures, which stop wastewater from entering the storm drains. The triple catch basin pit is drained and cleaned regularly as needed throughout the year.
  - 3) The Vehicle Wash Facility is entirely self-contained as it filters and recycles the wash water. Any overflow discharges into the sanitary system. The wash bay facility drains are periodically inspected to ensure proper drainage and that no overflow filters into the nearby storm drain. The Vehicle Maintenance Superintendent ensures that the drains are cleaned as necessary.
  - 4) In 2021, the Vehicle Maintenance Division recycled 500 gallons of waste oil and 150 gallons of waste anti-freeze. Solvent and cleaning products used are non-chlorinated and non-hazardous. Liquid cleaning is performed in a centralized area. Maintenance of vehicles and equipment are conducted indoors where the triple catch basins and floor drains are connected to the sanitary sewer.
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## **F.5 – FLOOD MANAGEMENT/ASSESSMENT GUIDELINES**

### **BMP No. F.5: Engineering Department**

**Brief Description of BMP:** The Village has floodplain management regulations and has completed an assessment of the separate stormwater system and continues to evaluate flood reduction BMPs that incorporate pollutant reduction techniques including rain gardens.

**Measurable Goal(s), including frequencies:** Continue to assess flood reduction measures within the separate storm sewer system.

### **Milestones**

**Year 1 Compliance Activities:** The Village has been working for many years towards flood reduction solutions in the separate storm sewer system area west of Ridge Road. In 2021, construction continued on the [Neighborhood Storage Project](#), which will address flooding issues for residents who live west of Ridge Road. Construction of the underground storage vault at Community Playfield was completed in 2020, and construction of a second underground storage vault at Hibbard Park began in January 2021. Construction of the third and final underground storage vault at Thornwood Park is scheduled to begin in May 2022.

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## **F.6 – OTHER MUNICIPAL OPERATIONS CONTROLS**

### **BMP No. F.6: Engineering & Public Works – Water/Sewer Division**

**Brief Description of BMP:** Monitoring and Assessment Program – The Village will perform yearly visual monitoring of the receiving waters to help assess the BMPs in their ILR40 permit. Where possible, the Village will utilize monitoring data collected by MWRD or IEPA.

**Measurable Goal(s), including frequencies:** Yearly visual monitoring and annual assessment of BMPs.

### **Milestones**

**Year 1 Compliance Activities:** Public Works Water/Sewer Crews inspected the outfall structures to the North Branch of the Chicago River once in 2021.

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## **Part C: Information and Data Collection Results**

The Village is a member of the [North Branch Chicago River Watershed Workgroup \(NBWW\)](#), which performs water quality monitoring on behalf of the Village at 25 locations throughout the watershed. The Village also maintains a database of observed and reported storm and sanitary sewer problems for immediate or planned corrective action to respond to illicit discharge to the storm sewers.

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## **Part D: Summary of Year 2 Stormwater Activities**

The Village submitted a Notice of Intent (NOI) on February 28, 2021, which details all planned stormwater activity practices for the next permit cycle.

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## **Part E: Notice of Qualifying Local Program**

As mutually agreed, the Village of Wilmette relies on the Metropolitan Water Reclamation District of Greater Chicago (MWRDGC) for monitoring of stormwater management activities (per letter of agreement dated October 12, 2005).

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## **Part F: Village's Construction Projects Conducted During Year 1**

The Village began construction for the Neighborhood Storage Project in 2019, which will address flooding issues for residents who live west of Ridge Road. Construction of the underground storage vault at Community Playfield was completed in 2020, and construction of a second underground storage vault at Hibbard Park began in January 2021. Detailed information about the project can be found at <https://www.wsnsp.com/>. The Village also continues televising, lining, and repairing sewers in an effort to reduce infiltration and cross connections. The sewer projects were permitted through MWRDGC and passed final construction inspection.

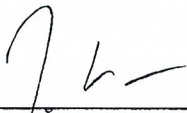
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## Certification

We 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. We are aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

  
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Certified by: Brigitte Berger-Raish, P.E.  
Director of Engineering & Public Works

6-1-22  
Date

  
\_\_\_\_\_  
Certified by: John Adler  
Director of Community Development

6-1-22  
Date