



Village of Wilmette Annual Facility Inspection Report

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

Reporting Period: March 2016 to March 2017 (Permit Year 14)

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

The following BMPs were added to the 2016 – 2017 reporting cycle:

- A.3 Public Service Announcement
- A.4 Community Event
- A.5 Classroom Education Material
- A.6 Other Public Education
- B.2 Educational Volunteer
- B.3 Stakeholder Meeting
- B.4 Public Hearing
- B.6 Program Coordination
- C.6 Program Evaluation and Assessment
- C.7 Visual Dry Weather Screening
- C.10 Other Illicit Discharge Controls
- D.2 Erosion and Sediment Control BMPs
- D.3 Other Waste Control Program
- D.5 Public Information Handling Procedures
- E.2 Regulatory Control Program
- E.3 Long Term O&M Procedures
- E.4 Pre-Construction Review of BMP Designs
- E.5 Site Inspections During Construction
- F.3 Muni Operations Storm Water Control
- F.5 Flood Management/Assess Guidelines

The following BMPs were removed for the 2016 – 2017 reporting cycle:

- A.2 Speaking Engagement
- D.7 Other Construction Site Runoff Controls

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.

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 in order to reduce the number of pollutants that are discharged into our waterways.

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

Milestones

Year 14 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) *Is Your Lawn Sprinkler System in Compliance?* article was published in the February – May 2016 issue of *The Communicator*, reminding residents that according to the IEPA and the Illinois Plumbing Code and Village Codes, cross connection controls are required to protect our water supply.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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 14 Compliance Activities: The Community Development Department has prepared a stormwater protection guidelines insert for business owners and an insert for contractors. The Finance Department distributed the inserts with the 2,466 business and contractor license renewals that were mailed in November 2016.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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, and provide educational information during the grading permit process.

Milestones

Year 14 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. 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 2016 and received funds towards the planting of 53 parkway trees. The Village earned its 33rd Tree City USA award from the Arbor Day Foundation.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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 and update the Resident Handbook as needed. The Finance Department will distribute the updated Resident Handbooks and refer residents to the Village’s website.

Milestones

Year 14 Compliance Activities: The Village Manager’s Office updated the Resident Handbook on March 13, 2015, which is located on the Village’s website at www.wilmette.com. The Finance Department distributes hard copies of these Handbooks to new residents when they pay their Real Estate Transfer Tax. They also refer them to the Village’s website for additional information.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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 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 Village Newsletter, *The Communicator*, website, CTV6, E-news, New Resident Handbook, and/or brochures.

Milestones

Year 14 Compliance Activities:

- 1) New residents continue to receive a packet of information which includes the Village's *Residential Guide for Waste & Recycling Collection*, an updated version of which was published in March of 2014. 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, which was updated in September 2015. Residents automatically receive the Village's newsletter, *The Communicator*, on a quarterly basis. Residents can also subscribe to the Village's weekly e-newsletter. The Village saw an increase of 225 emails subscribed to the e-newsletter in 2016, for a total of 3,305 people.
- 2) The "Green Initiatives" link on the Village website provides residents with information on recycling, water conservation, and environmental friendly cleaning solutions. The categories under this link display the following information:
 - a) The Recycling link contains information for: CFL Bulb Recycling, Electronics Recycling, Automotive Materials, Chemical Disposal, Battery Recycling, Paint Disposal & Recycling, and Prescription Drug Disposal. The Paint Disposal & Recycling section was created in 2015.
 - b) The Water Conservation link informs residents about: Rain Barrels, Rain Gardens, Indoor Water Conservation Tips, and Outdoor Water Conservation Tips. The Rain Barrel page was updated in February 2017.
 - 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, *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 21, 2016 and January 27, 2017.
 - b) Household Battery Recycling: A permanent drop-off location is maintained at the Village Hall.
 - c) 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.
 - d) CFL Bulbs and Small Electronics Recycling: A drop-off location for the proper recycling of small electronics and compact fluorescent bulbs is located at the Wilmette Village Hall.
 - e) Polystyrene Recycling: The Village co-sponsored a program with Go Green Wilmette to recycle polystyrene (Styrofoam) from December 2016 to January 2017, which was advertised on the Village website and e-news.
 - f) Document Destruction & Electronics Recycling Event: For the 4th consecutive year, the Village partnered with SWANCC to host a dual Document Destruction & Electronics Recycling Event on July 30, 2016, which was advertised on the Village website, in the e-newsletter, and in the Village newsletter, *The Communicator* (ed. Jun 2016/Sept 2016).
- 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. Also, residents are provided with a link to SWANCC's website, which hosts electronic recycling events throughout the year.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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 14 Compliance Activities: The 11th Annual Going Green Matters Community Fair was held on Sunday, March 12, 2017 at the Michigan Shores Club in Wilmette. The Fair showcases measures that residents can take to live more sustainably. The event also featured free LED bulb and household battery recycling. The Village of Wilmette is a co-sponsor, and the event was advertised on the Village website, e-news, and in the February/May 2017 edition of *The Communicator*. Village personnel also attended the Fair to staff informational displays regarding a proposed stormwater improvement project for Wilmette's separate storm sewer system, and the newly launched Community Portal GIS resource.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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

Brief Description of BMP: The Village co-sponsors annual recycling events for electronics, polystyrene, and holiday lights. Publicize 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 14 Compliance Activities: The Village partnered with SWANCC and Elgin Recycling to host a Holiday Lights Recycling drop-off, during which the Village collected 1,862 pounds of lights (program dates: November 21, 2016 - January 27, 2017). The program was advertised on the Village website, on the local cable channel, in the e-news, and in the Village newsletter, *The Communicator* (ed. Oct 2016/Jan 2017).

Wilmette also partnered with Go Green Wilmette to host a polystyrene (Styrofoam) recycling program in efforts to reduce the amount of PS #6 plastic that enters the landfills (program dates: Dec 27, 2016 thru Jan 9, 2017). This was advertised in e-news and on the Village's website.

The Village hosted a dual Document Destruction & Electronics Recycling Event on July 30, 2016 which was advertised on the Village website, in the e-newsletter, and in the Village newsletter, *The Communicator* (ed. Jun 2016/Sept 2016). Residents recycled 23,7000 pounds of documents and 12,991 pounds of electronics.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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 14 Compliance Activities: 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 3,501 children in 2016. 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 2016, the Department reached 2,482 children and 1,847 adults at 58 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 consistently draws over 2,000 people. 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.

The Fire Department also has three 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.

The Department is continuing to research ways to distribute this information through social media (i.e. twitter, Facebook).

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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 (Village Code Chapter 20). 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 14 Compliance Activities: Article 20 of the Village Code (the zoning ordinance) contains a section regulating dog runs (20-13.4.E). Article 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 3 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.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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).

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 and recycling to build environmental awareness and interest.

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

Milestones

Year 14 Compliance Activities: The Village Foresters and the Water/Sewer Division NPDES representative (Dan Novy) visited McKenzie Elementary School for Arbor Day (April 28, 2017). He spoke to 109 school children (2nd graders) regarding stormwater pollution prevention.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

B.3 – STAKEHOLDER MEETING

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

Brief Description of BMP: North Branch Chicago River Watershed Planning Council – The Village is an active member of this watershed planning council and regularly attends meetings.

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

Milestones

Year 14 Compliance Activities: The Assistant Village Engineer attended meetings of the North Branch Chicago River Watershed Planning Council on March 1, 2016; December 6, 2016; and March 7, 2017.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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 prior to the meeting in accordance with the Open Meetings Act.

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

Milestones

Year 14 Compliance Activities: The Municipal Services Committee met four times during this reporting period, and the Director of Engineering & Public Works was in attendance at each

meeting. On April 5, 2016, the Director provided the Committee with an update on the various solutions proposed to address flooding in the 2015 Separate Storm Sewer System Study. On November 21, 2016, the Director presented the Committee with a draft Request for Proposal for a Value-Engineering Study of this Study. Public comment was received at both meetings.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

B.6 – PROGRAM COORDINATION

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

Brief Description of BMP: Rain Barrel Program – The Village coordinates the Metropolitan Water Reclamation District (MWRD) free rain barrel program within the Village that will provide up to four rain barrels to residents that agree to disconnect their downspouts. The Village provides directions and a contract for the residents.

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

Milestones

Year 14 Compliance Activities: 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. The page has long promoted the MWRD’s free rain barrel program, and has instructions for how to apply.

The Village also advertised the MWRD’s free rain barrel program in the October 2016 / January 2017 edition of *The Communicator*. At this time, the Village urged residents to participate in the program before it was discontinued by the MWRD on January 1, 2017. The Village continues to promote the use of rain barrels to residents, and also maintains informational fliers on installing and maintaining rain barrels on the Village website.

Year 15: Continue to promote the use of rain barrels to residents.

Year 16: Continue to promote the use of rain barrels to residents.

Year 17: Continue to promote the use of rain barrels to residents.

Year 18: Continue to promote the use of rain barrels to residents.

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 14 Compliance Activities: In April 2016, the Village began using Tyler Incident Management to build the framework for its customized Citizen Request Management (CRM) module. The Village's CRM module went live on June 1, 2016, and is now being used by all Departments to track and follow up on tasks in a detailed and efficient manner. The Village has logged more than 5,000 resident requests in CRM since its inception. These records, along with their history, provide staff with invaluable analytical data. Process efficiencies have been greatly improved and information sharing across all Departments is now seamless.

During this reporting period, staff logged over 300 incident reports related to flooding or sewer backups Village-wide. Through CRM, staff has the ability to map all of these reports to show high-volume areas.

In February 2017, the Village launched the CRM mobile app, called Click2Report, giving residents even more methods of interacting with the Village and requesting service. After requests are entered into the app, residents will 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.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

BMP C: ILLICIT DISCHARGE DETECTION & ELIMINATION

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

C.1 – STORM SEWER MAP PREPARATION

BMP No. C.1: Engineering Department

Brief Description of BMP: Storm Sewer System Map – The Engineering Department will update the storm sewer map to include outfall data. The updated maps will allow employees to inspect, clean and maintain structures. The Village has a total of 10 separate storm sewer outfalls.

Measurable Goal(s), including frequencies: Update outfall maps as needed.

Milestones

Year 14 Compliance Activities: Continue map updates. The Engineering Department continues to use AutoCAD to track the existing storm sewer systems by adding sewers or outfalls to the current file. No new outfalls were constructed in 2016.

Year 15: Continue map updates.

Year 16: Continue map updates.

Year 17: Continue map updates.

Year 18: Continue map updates.

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: Enforce the Illicit Connection Ordinance.

Milestones

Year 14 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 from other governmental agencies when a connection to the Village sewer system is requested. This practice provides assurance that no illicit connections are made during new service installations. In 2016, there were no government permits submitted for connection to the Village sewer systems.

The Community Development Department outsources plumbing inspections to a third party whose plumbing inspectors are all certified by the State of Illinois. The certified inspectors will conduct 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 2016.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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 the storm sewers and conduct dye testing as needed. Continue inspection program for new construction.

Milestones

Year 14 Compliance Activities:

- 1) The Engineering Department continues to review videos of televised sewers that are located within proposed public construction projects. In 2016, the department reviewed 23,368 linear feet of storm sewers. There were no illegal sewer connections detected.
- 2) The Public Works Department inspected 360 or 28% of the 1,291 storm sewer manholes. The Village crew televised and inspected 9,608 linear feet of storm sewer.
- 3) 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.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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 commercial and industrial facilities are in compliance of their NPDES permits and the Cross Connection Control Ordinance.

Milestones

Year 14 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, no NPDES permits were applied for.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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 hazardous materials response program.

Milestones

Year 14 Compliance Activities: All Fire Department personnel have been trained at a minimum to the Hazmat Operational level. In 2016, the Fire Department conducted 883 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.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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 ensuring that homeowners correct the illicit connection.

Measurable Goal(s), including frequencies: Continue program and enforce that homeowners correct illicit connections.

Milestones

Year 14 Compliance Activities: The Engineering Department continues to review sewer videos in conjunction with construction projects and identifies illicit connections as they are discovered.

No indications of illicit connections were observed during the 2016 review. The Code Enforcement Officer is responsible for citing residents for any violations.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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 14 Compliance Activities: There were 0 reportable incidents to the IEPA in 2016. From January 1, 2016 to December 31, 2016 the Wilmette Fire Department responded to 168 hazardous condition calls to include 5 flammable liquid spills, 45 natural gas leaks, and 29 carbon monoxide incidents.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

C.6 – PROGRAM EVALUATION AND ASSESSMENT

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

Brief Description of BMP: During the preparation of the Annual Report, the Village will assess its BMPs with respect to compliance with Total Maximum Daily Load (TMDL) or Watershed Plans.

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

Milestones

Year 14 Compliance Activities: The Engineering & Public Works Department is actively working towards chloride reduction in relation to snow plowing and salting activity, as dictated by best management practices. Anti-icing operations were first implemented in the 2016-2017 winter season, which reduced the amount of rock salt used to 701 tons, compared to 1,175 tons during the 2015-2016 winter season. The Village has no other active BMPs with respect to TMDLs or Watershed Plans.

Year 15: Assess BMPs during Annual Report.

Year 16: Assess BMPs during Annual Report.

Year 17: Assess BMPs during Annual Report.

Year 18: Assess BMPs during Annual Report.

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 once a year.

Milestones

Year 14 Compliance Activities: The outfalls were inspected during dry weather three times in 2016.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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 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 14 Compliance Activities: In 2016, the Police Department received reports of 5 potential incidents related to illegal dumping categorized as Safety/Health Hazard and Ordinance Violations in the Law Enforcement Records Management System (LERMS). The responding Police Officer was able to investigate and address the potential hazard before any consequence to the waterway could occur; no citations were issued.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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 14 Compliance Activities: Wilmette continues its MABAS agreements and participates in quarterly MABAS Division 3 joint training. In 2016 the Wilmette Fire Department received mutual aid from other departments on 144 incidents and provided mutual aid on 228 out-of-town incidents. The calls included fires, auto accidents, and multi-patient EMS incidents.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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. A Phase 1 TMDL report for the North Branch Chicago River was prepared in 2009.

Measurable Goal(s), including frequencies: Continue to monitor 303d list and TMDL development.

Milestones

Year 14 Compliance Activities: The Village belongs to two watershed groups representing the Skokie River and the North Branch of the Chicago River. One group was recently initiated by the Lake County Stormwater Management Commission and the Deerfield Water Reclamation District, and the other is organized by the MWRD and the Northwest Municipal Conference. One

of the benefits of joining these groups is to share resources and costs related to water quality monitoring.

Year 15: The Village will continue to monitor the program.

Year 16: The Village will continue to monitor the program.

Year 17: The Village will continue to monitor the program.

Year 18: The Village will continue to monitor the program.

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.

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: Enforcement and compliance of the Grading Ordinance and Watershed Management Ordinance.

Milestones

Year 14 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.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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 in person or via the Village website.

Milestones

Year 14 Compliance Activities: The Engineering Department continues its current practice of maintaining and updating applicable construction resources on the Village’s website.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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: Enforcement of the Grading Ordinance and Watershed Management Ordinance.

Milestones

Year 14 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 in order to reduce silt and debris from entering Village sewers.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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 and enforce current program.

Milestones

Year 14 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*.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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: Enforcement of the Grading Ordinance and Watershed Management Ordinance and suggest BMPs on a permit by permit basis.

Milestones

Year 14 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.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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 14 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.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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 14 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.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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.

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.

Milestones

Year 14 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.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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 14 Compliance Activities: The County-wide watershed management ordinance (WMO) was adopted on May 1, 2014 and amended July 10, 2014. The Village adopted an ordinance adopting the amended WMO, and is in compliance with WMO regulations.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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: Enforce the Coal Tar Sealant Ban.

Milestones

Year 14 Compliance Activities: On February 14, 2017, an ordinance banning the sale and use of coal tar sealants was introduced to the Wilmette Village Board. The ordinance would ban the sale of coal tar sealants in Wilmette, and prevent contractors from using coal tar sealants within the Village. The proposed ban was discussed at the February 14th Village Board Meeting, which provided time for public comment. The ordinance was unanimously approved by the Village Board at its February 28, 2017 meeting.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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 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: Enforce the Grading Ordinance and Watershed Management Ordinance.

Milestones

Year 14 Compliance Activities: The Village’s consultant 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 9, Section 802.3 (k) of the Village Code, which regulates activities in the floodway with the potential for erosion and/or sediment into surface water. During this reporting period, the Village did not issue any permits within the buffer zone along the lakefront.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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: Enforce the Watershed Management Ordinance. Provide information to stakeholders, developers, and contractors about applicable regulations and procedures. Distribute pamphlets and make the information available on the Village’s website.

Milestones

Year 14 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 mailed 2,466 business license and contractor license renewals in November 2016.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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 14 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.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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 14 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.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

BMP F: POLLUTION PREVENTION/GOOD HOUSEKEEPING

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

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 as necessary.

Milestones

Year 14 Compliance Activities: Each Public Works JSA addresses NPDES good housekeeping procedures, which were 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.

The Public Works Water/Sewer Division employees are trained on proper procedures for inspecting storm sewer systems and conduct dye testing. The Water/Sewer Supervisor conducts annual refresher training for storm sewer manhole inspections, and decanting procedures for sewer maintenance trucks with division employees. 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.

The Public Works Street Division has also been trained extensively on chloride reduction techniques in relation to snow plowing and salting activity. Anti-icing operations were first implemented in the 2016-2017 winter season, which reduced the amount of rock salt used to 701 tons, compared to 1,175 tons during the 2015-2016 winter season.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

BMP No. F.1: Public Works Department

Brief Description of BMP: The Village has added training requirements to the front end contract language so all contractors working in the Village must also have training as well.

Measurable Goal(s), including frequencies: Ensure that Village contractors receive NPDES training, as indicated in contract documents.

Milestones

Year 14 Compliance Activities: The Village requires that contractors working on Village projects certify that their employees, subcontractors, and other vendors working on behalf of the contractor have received training related to applicable NPDES permits.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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 practice.

Milestones

Year 14 Compliance Activities: Completed and exceeded the 10% required percentage of inspections and cleaning of storm catch basins with in-house crews. The Public Works Water/Sewer Division cleaned and televised 9,608 linear feet of the storm sewer system and inspected 360 storm sewer manholes in 2016.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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 practice.

Milestones

Year 14 Compliance Activities: Detention pond and restrictor at Village Yard, 711 Laramie Avenue is inspected by Water/Sewer personnel after rain events and cleaned once a year or as needed. Two inspections were made in 2016. Inspection reports are maintained at the Public Works Facility.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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 program.

Milestones

Year 14 Compliance Activities: The Village inspected 9 outfall structures to the North Branch of the Chicago River after major rain events. During this reporting period, the Village inspected the outfalls 10 times and determined that no cleaning was required. Documentation is maintained at the Public Works Facility.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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 14 Compliance Activities: The Water/Sewer Division monitored the Village's inlets after 2 inches of rainfall. In 2016, a Village contractor cleaned and inspected 333 catch basins. Due to prolonged equipment breakdowns, the Water/Sewer Division was unable to clean and inspect the remaining 347 catch basins, and therefore fell short of the 680 catch basin goal. The Water/Sewer Division plans to complete additional catch basin cleaning in 2017 to make up for this discrepancy.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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 14 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. Additional salt volume was stored in the covered material bins.
- 2) Water and Sewer backfill materials are stored in covered bins.
- 3) Excavated spoil material is stored in concrete spoil bins with stormwater runoff draining to the sanitary sewer system. The Village's private contractor, KLF Trucking Company (2016-2017) hauls spoil material to landfills (Advanced Disposal Landfill in Zion, IL or Waste Management Landfill in Grayslake, IL).
- 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). Contractor (KLF Trucking) removes the leaves and hauls them to a licensed composting site (Christiansen Farms, Peotone, IL). During leaf collection season, hay bales are placed around the inlets to prevent any leaves or debris from entering the drains. Public Works continues to monitor and clean the triple basin as needed.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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 14 Compliance Activities:

- 1) One (1) Street Division employee received their Illinois Department of Agriculture (IDA) pesticide operator license on March 7, 2017.
- 2) One (1) Admin Division employee renewed their IDA pesticide operator license.
- 3) One (1) Admin Division employee renewed their IDA pesticide applicator license.
- 4) Two (2) Forestry Division employees renewed their IDA pesticide applicator licenses.
- 5) The Village's contractor, Fertilizer King applied organic fertilizer at the Village Hall on five (5) separate occasions (12th year program) and no applications of organic weed control (12th year program).
- 6) The Village's contractor, Fertilizer King applied organic fertilizer at the Public Works Facility on five (5) separate occasions (11th year program) and no applications of organic weed control (11th year program).
- 7) In July 2016, 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.
- 8) Fertilizer and pesticide is stored inside a garage at the Public Works Facility in a Flammable Liquids Safety Cabinet according to the products' Safety Data Sheets.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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 into the storm systems.

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

Milestones

Year 14 Compliance Activities:

- 1) Contractually planted 312 parkway trees (53 cooperative participants included) and 4 private property plantings in 2016. In addition, the Village earned its 33rd Tree City USA recognition for 2016.

- 2) In the spring of 2016, in conjunction with road resurfacing, the Village constructed a rain garden in the cul-de-sac island in the 3200 block of Hill Lane. This rain garden was a pilot program initiated by the Village with the goal of using public land for stormwater management. Cul-de-sacs are public land, often planted with turfgrass, which does little to aid with flood management or pollution prevention. The rain garden is approximately 950 square feet, and was planted with native forbs, grasses, and shrubs in the fall of 2016. The rain garden intercepts stormwater runoff from the street, filters pollutants from the runoff, and promotes infiltration, recharging the ground water. The Village plans to implement more rain gardens in public spaces as opportunities such as this arise.
- 3) Contractual service mowed the grass at 25 public right-of-way locations 21 times between April 2016 and November 2016. In-house Public Works crew mowed the grass at 10 public right-of-way locations 15 times.
- 4) Contractual service weeded 16 public right-of-way locations 32 times between April 2016 and November 2016. Collected debris is properly disposed to prevent vegetation from entering the sewer drains.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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 14 Compliance Activities:

- 1) Public Works swept all Village streets on 10 occasions and the alleys were swept twice. For 2016, the early morning route was swept on 8 occasions. Overall, sweeping operations collected over 500 cubic yards of debris from Village roadways.
- 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 twice per year, at minimum. A private contractor is hired annually to clean catch basins throughout the Village, dumping additional debris into the spoil bins. During this time period (April 3 – April 21,

2017), the drains to the triple catch basin are cleaned approximately 5 times due to the increased volume of debris.

- 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 2016, the Vehicle Maintenance Division recycled 700 gallons of waste oil and 70 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.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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: Assessment of flood reduction measures within separate storm sewer system.

Milestones

Year 14 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 2014, Christopher B. Burke, Engineering, LTD. (CBBEL) performed a separate storm sewer study and hydraulic modeling for the Village. In 2015, the results of the study were presented to the Village Board, and project alternatives were identified to relieve flooding in West Wilmette. Over the course of 2015, CBBEL refined these alternatives, and presented these revisions to residents and the Village Board at multiple public meetings.

In April 2016, the Village's Municipal Services Committee concurred that building a relief storm sewer system was the most logical of the alternatives and asked staff to include it as a place holder in the Capital Improvements Program for further discussion. In October 2016, the Village Board unanimously agreed to direct Village Staff to issue an RFP to initiate a value engineering study. The study will review the original CBBEL analysis to confirm the alternatives presented and the associated costs were accurate and reliable. A series of public meetings will be held to review the value engineering report in late spring/early summer of 2017.

Year 15: Maintain current program.

Year 16: Maintain current program.

Year 17: Maintain current program.

Year 18: Maintain current program.

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 assessment during the annual report.

Milestones

Year 14 Compliance Activities: Public Works Water/Sewer Crews inspected the outfall structures to the North Branch of the Chicago River 10 times during this reporting period.

Year 15: Yearly monitoring and assessment.

Year 16: Yearly monitoring and assessment.

Year 17: Yearly monitoring and assessment.

Year 18: Yearly monitoring and assessment.

Part C: Information and Data Collection Results

There was no information or data collection required during this reporting period. The Village did not collect stormwater samples. The Village 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.

Part D: Summary of Year 14 Stormwater Activities

The Village will continue its current stormwater activity practices during the next reporting cycle (Permit Year 15: March 2017 – March 2018), as indicated in the revised Notice of Intent (NOI) submitted on June 1, 2016.

Part E: Notice of Qualifying Local Program

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

Part F: Village's Construction Projects Conducted During Year 14

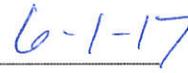
The Village continues televising, lining, and repairing sewers in an effort to reduce infiltration and cross connections. The sewer projects were permitted through MWRDGC and passed final construction inspection.

Certification

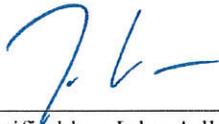
We certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage 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.



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



Date



Certified by: John Adler
Director of Community Development



Date