



# Rule 13 - MS4 ANNUAL REPORT

State Form 51278 (R6 / 7-12)  
INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

### For questions regarding this form, contact:

IDEM Office of Water Quality , Storm Water Program  
MS4 Coordinator  
100 North Senate Avenue, Room 1255  
MC 65-42  
Indianapolis, IN 46204-2251  
Telephone: (317) 234-1601 or  
(800) 451-6027, ext. 41601 (within Indiana)  
Web Access: <http://www.IN.gov/idem/4900>

- NOTE:**
- Annual reports must be submitted to the Indiana Department of Environmental Management. **Failure to submit the annual report is considered noncompliance with your permit.**
  - For the **first five (5)**-year permit term, this completed form must be submitted by 1 year from the SWQMP – Part C submittal date and, thereafter, 1 year from the previous report (i.e., in years two (2) through five (5) of permit coverage).
  - In the **second and subsequent** five (5)-year permit terms, this completed form must be submitted in years two (2) and four (4) of permit coverage.
  - Please type or print in ink.**
  - Please answer all questions thoroughly and return the form by the due date.
  - Return this form and any required attachments to the IDEM Storm Water Program, MS4 Coordinator at the address listed in the box on the upper-right.

Five Year Permit Term	Reporting Year
<input type="checkbox"/> 1st Permit Term	<b>Permit Year <u>2015</u></b>
<input checked="" type="checkbox"/> Second and subsequent five (5) Year Permit Terms	<input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5
MS4s in their first permit term must submit reports annually. MS4s that are in subsequent permit terms must submit in years 2 and 4 of the permit term.	

## PART A: GENERAL INFORMATION – MS4 OPERATOR

1. Permit Number:	INR 0 4 0 116	<b>Type of MS4:</b>	
2. MS4 Entity:	Town of Sellersburg <i>(Name of permit holder)</i>	<input type="checkbox"/> City	<input checked="" type="checkbox"/> Town
		<input type="checkbox"/> County	<input type="checkbox"/> Non-traditional
3. MS4 Operator:	Mr. Paul J. Rhodes, President, Sellersburg Town Council		
4. Mailing Address:	Town Hall 316 East Utica Street Sellersburg, IN ZIP: 47172 County: Clark		
5. Email Address:	towncouncil@sellersburg.org		

## PART B: GENERAL INFORMATION – MS4 COORDINATOR

6. MS4 Coordinator ( <i>please print</i> ):	Mr. Ken Alexander		
7. Person's Title:	Director of Municipal Works		
8. Mailing Address:	Town Hall 316 East Utica Street Sellersburg, IN ZIP: 47172		
9. Telephone Number:	(812) 246-3821		
10. E-mail Address:	kalexander@sellersburg.org		

## PART C: GENERAL INFORMATION – REPORT PREPARER

11. Name:	Mrs. Allison Padron & Mr. Rob Huckaby <i>(Provide this information if someone other than MS4 Operator or Coordinator completed this report.)</i>		
12. Affiliation with the MS4:	Consultant		
13. Mailing Address:	Stantec 10509 Timberwood Circle, Suite 100 Louisville, KY, IN ZIP: 40223		
14. Telephone Number:	(502) 212-5000	Extension:	
15. E-mail Address:	allison.padron@stantec.com & rob.huckaby@stantec.com		

**PART J: MUNICIPAL OPERATIONS POLLUTION PREVENTION AND GOOD HOUSEKEEPING - MINIMUM CONTROL MEASURE**

**22. List the best management practices for municipal operations pollution prevention and good housekeeping identified in your SWQMP Part C and respond to the following:**

- a) Identify progress made towards development and implementation of each BMP in the SWQMP including timetables and measurable goals during this reporting period.  
See attached table.
- b) Describe implementation problems encountered and changes due to ineffectiveness or infeasibility as it relates to pollution prevention and good housekeeping at MS4 owned and operated facilities during this reporting period.  
The Town had no major issues implementing an effective municipal operations and good housekeeping pollution prevention program.
- c) Identify storm water BMPs installed or initiated at MS4 owned and operated facilities.  
The Town has continued to implement the procedures outlined in Stormwater Municipal Operations Plans (SMOPs), located at each municipally owned facility, including the Wastewater Treatment Plant and Public Works Facility. The plans are available to all employees. Each municipal maintenance vehicle has a spill kit and employees are provided with annual training.  
Sewer department facility inspections have taken place at least ten (10) times during this reporting period to ensure continued compliance with pollution prevention and good housekeeping practices.
- d) Identify and describe appropriate storm water training provided to MS4 employees. Employees are required to have a minimum training once per year.  
Town representatives have attended the 2014 and 2015 Indiana MS4 Annual Meeting. The SWAC was provided a display table to disseminate materials produced by the group.  
Representatives of the Town have also attended INAFSM Conferences in 2014 and 2015.  
Key Town staff have also obtained their QPI certification.  
Municipal employee training for Town staff was given on Nov. 27, 2013 in Hazardous Communication training. Training on inlet protection was provided on April 24, 2014 for 8 employees. Pollution prevention training was given on Feb. 25, 2015 for eight (8) employees and spill kit training on July 30, 2015 for six (6) employees.  
On January 27, 2015, the SWAC hosted a training event for municipal employees in a Train-the-Trainer setting. Thirty-four (34) people attended. The SWAC produced a series of training materials which provided simple "do's and don'ts" at municipal facilities and in the field for pollution prevention.  
The SWAC also purchased a series of six (6) training videos from the North Central Texas Council of Governments (NCTCOG) on MCM6, which have been made available to municipal employees.
- e) Other:  
Additional materials are included in the attached table. Further information and supporting materials can be made available upon request.

**PART K: CERTIFICATION AND SIGNATURE**

**The individual listed in "PART A: GENERAL INFORMATION – MS4 OPERATOR" must sign the following certification statement:**

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

Type or Print Name: Mr. Paul Rhodes, President, Sellersburg Town Council

Signature: 

01/21/2016  
(mm/dd/yyyy)

**16. Provide a summary of the following program management activities performed during the reporting period:**

- a) If this is a co-permit, list all permittees and operators responsible for permit implementation for each entity.  
Not applicable. Sellersburg is not a co-permittee.
- b) Identify changes to the MS4 area boundaries, including areas added to or lost to the MS4 area via annexation or other similar means. Provide a current map (8.5" X 11" or 8.5" X 14")  
The Town annexed the Covered Bridge subdivision in 2013. See the provided map for boundary changes.
- c) Identify follow-up or additional water quality characterizations completed during the reporting period if applicable.  
Sellersburg implements an ongoing Stream Visual Assessment Protocol (SVAP) to visually assess water quality at strategic locations throughout the Town for streams flowing into, through, and out of the Town's jurisdiction. Screenings are performed at least every spring and fall, during leaf-off conditions.
- d) Provide updated receiving water information completed during the reporting period if applicable.  
No new receiving waters have been identified.
- e) Identify funding sources (utility fees, grants, enforcement fines etc) utilized for MS4 program implementation during this reporting period.  
The MS4 program is funded through the Town's General Fund.
- f) Provide a list of new active industrial sites identified during this reporting period.  
None were identified.
- g) Provide a list of facilities owned and operated by the MS4 that require Rule 6 (industrial storm water) permits.  
Sellersburg does not own or operate any facilities requiring a Rule 6 permit. There are two Rule 6 sites within Town limits, which are LKQ and Century Industry.
- h) Provide a summary of complaints received and follow-up investigation results related to storm water quality issues during this reporting period.  
See attached table for complaints received related to illicit discharges. The majority of stormwater complaints were focused on drainage issues and flooding. The stormwater emergency hotline is available on the Town's stormwater website page.
- i) Other:  
Sellersburg is an active participant in the Southern Indiana Stormwater Advisory Committee, which is comprised of eight regulated MS4s (Clarksville, Jeffersonville, Madison, Sellersburg, New Albany, Georgetown, Floyd County, and Oak Park Conservancy District). The SWAC holds public meetings, discusses stormwater policy, hosts public participation opportunities and strives to implement the MS4 program in a cost-effective manner.  
Sellersburg's MS4 IDDE Program was audited by IDEM in May 2013. They received "Satisfactory" results on nearly all aspects of their program. Comments included in the results include "The Town of Sellersburg has demonstrated that they have successfully implemented the IDDE program and have gone beyond their SWQMP in the implementation of non-structural BMPs."  
At the 2013 MS4 Annual Conference, Sellersburg proudly received a "Certificate of Recognition" for outstanding management of storm water programs and projects that are beyond MS4 Stormwater Quality Management Plans.

**17. Identify the best management practices (BMPs) for public education and outreach included in your Storm Water Quality Management Plan (SWQMP) Part C and then respond to the following:**

- a) Identify progress made towards development and implementation of each BMP for this minimum control measure (MCM) including timetables and measurable goals during this reporting period.  
See attached table.
- b) Describe implementation problems encountered and changes made due to ineffectiveness or infeasibility during this reporting period.  
No major problems were encountered while implementing MCM1. Wastewater treatment plant tours were originally identified in Sellersburg's SWQMP Part C, and although there has been limited interest in these tours in the past, recent updates and additions to the plant may renew interest in restarting plant tours.
- c) Describe program BMPs that went beyond those identified in the SWQMP.  
The Town, through a partnership with the SWAC, has continued to annually host Stormwater Awareness Week, which promotes a regional message about stormwater quality through a yard sign campaign with simple, effective water quality messages that were installed in targeted locations throughout the Town. Activities promoted during Stormwater Awareness Week include Prescription Drug Drop-off events, electronic waste (e-waste) collection days, discounts a local car washes, and the ORSANCO River Sweep.
- d) Identify storm water BMPs installed or initiated for this MCM during this reporting period.  
The SWAC completed a stormwater awareness survey for constituents throughout the southern Indiana region. The survey was hosted on the SWAC webpage ([www.siswac.org](http://www.siswac.org)) and available from March 2014 through February 2015. Sellersburg residents made up 144 of the 201 respondents.  
The Town has also embraced social media and has 3,068 followers on the Town's Facebook page, which routinely posts messages about stormwater quality. The Town is also represented by the SWAC's Facebook page, which has 33 followers. See attached table for more information.
- e) Describe program implementation partnerships and explain successes and barriers during this reporting period.  
The Town of Sellersburg is a member of the Southern Indiana Stormwater Advisory Committee, which is a regional partnership among local communities whose core function is to guide stormwater quality programs in a cost-effective, consistent, and efficient manner. The SWAC is composed of eight (8) regulated MS4 communities, including the City of Jeffersonville, City of Madison, City of New Albany, Floyd County, Oak Park Conservancy District, Town of Clarksville, Town of Sellersburg, and Town of Georgetown.  
The Town has an agreement with the Clark County Solid Waste Management District (SWMD) to provide educational materials to constituents regarding recycling and household hazardous waste collections.  
According to the SWQMP Part C, the Town has an agreement with the Clark County Soil and Water Conservation District (SWCD) to develop educational materials. The Town is currently looking for more opportunities to partner together on MS4 initiatives.
- f) Other:  
G. Dietz and K. Alexander displayed an MS4 Stormwater booth at their local "Sellersburg Celebrates" fair on August 21<sup>st</sup> and 22<sup>nd</sup>, 2014 and displayed educational handouts. The first 500 (250 each day) visitors to their booth who filled out a pledge form received a free event t-shirt (594 pledges were received). The pledge listed 9 ways to "Protect Our Precious Waterways" including scooping poop, use fertilizer/pesticides sparingly, not litter, keep grass clippings on the lawn, and use a carwash. "Stormwater Rex", the resident stormwater-promoting dinosaur (costume), was also there to teach people about stormwater issues.

Additional materials are included in the attached table. Further information and supporting materials can be made available upon request.

**PART F: PUBLIC PARTICIPATION AND INVOLVEMENT - MINIMUM CONTROL MEASURE**

**18. Identify the best management practices for public participation and involvement included in your SWQMP Part C and then respond to the following:**

- a) Identify progress made towards development and implementation of each BMP for this MCM including timetables and measurable goals during this reporting period.  
See attached table.
- b) Describe implementation problems encountered and changes made due to ineffectiveness or infeasibility during this reporting period.  
Sellersburg has had no significant problems implementing their public participation and involvement program.
- c) Describe program BMPs that went beyond those identified in the SWQMP.  
The Town has continued to implement Stormwater Awareness Week, in partnership with the SWAC, to educate and encourage public involvement in regards to stormwater issues. Activities include prescription drug drop-off events, electronic waste (e-waste) collection days, discounts at local car washes, and the ORSANCO River Sweep. Stormwater Awareness Week was promoted through the SWAC webpage, and the Town of Sellersburg and SWAC Facebook pages in an effort to reach constituents through social media. Greg Dietz and Ken Alexander displayed a booth on stormwater and the MS4 program at the Town's fair, Sellersburg Celebrates, on August 21<sup>st</sup> and 22<sup>nd</sup>, 2014. They displayed brochures and handouts for both children and adults. They also had residents sign pledges to protect stormwater quality. The first 250 visitors each day who signed a pledge received an official event t-shirt, and a total of 594 people signed pledges. "Stormwater Rex", the prehistoric stormwater promoting dinosaur (a costume), was also there to teach people, especially children, about ways to improve stormwater quality.
- d) Identify storm water BMPs installed or initiated for this MCM during this reporting period.  
The Town has continued to enhance their social media presence on Facebook, which is periodically used as a forum for sharing information on stormwater quality and ways in which followers can help. The Town has 3,068 followers, as of December 2015, and can reach a large audience.
- e) Describe program implementation partnerships and explain successes and barriers during this reporting period.  
The Town is a valuable member of the SWAC. Mobilizing community cleanup events and other volunteer programs is more effective when performed on a regional scale.  
As stated in MCM1, the Town partners with the Clark County SWCD on various public participation activities. The Town plans to enhance their communication and involvement with the SWCD in order to reach more people.
- f) Other:  
Additional materials are included in the attached table. Further information and supporting materials can be made available upon request.

**PART G: ILLICIT DISCHARGE DETECTION AND ELIMINATION - MINIMUM CONTROL MEASURE**

**19. Identify the best management practices for illicit discharge detection and elimination (IDDE) included in your SWQMP Part C and then respond to the following:**

- a) Identify progress made towards development and implementation of each BMP for this MCM including timetables and measurable goals during this reporting period (mapping, screening, etc.).  
In 2013, the Town developed, through the SWAC, an Illicit Discharge Detection and Elimination Quick-Reference Field Guide for Municipal Employees, which has continued to be used during illicit discharge investigations throughout the beginning of this permit term.  
See attached table for additional information.
- b) Describe implementation problems or challenges encountered, particularly as it relates to mapping and screening of outfalls during this reporting period.  
There were no implementation problems encountered during this reporting period. Sellersburg mapped their stormwater system using GIS during the first permit term and has continued to make updates as needed.
- c) Identify changes made to the IDDE Plan during this reporting period if applicable.  
No changes were made to the IDDE plan. The Town has continued to utilize the SWAC's IDDE Standard Operating Procedure (SOP) which has continued to provide adequate guidance for locating and addressing illicit discharges. Outfall screenings for illicit discharges takes place multiple times per year, both during dry weather and following wet weather events.
- d) Identify updates or revisions to IDDE ordinance or other regulatory mechanism made during this reporting period.  
No changes were made to the Illicit Discharge Control ordinance (Ord. No. 2004-025, passed 10-18-04).
- e) Describe level of mapping and screening completed to date. If there are unmapped or unscreened outfalls, provide a plan and a timetable for completion.  
All of Sellersburg's stormwater system has been mapped and all outfalls have been screened. This includes the Covered Bridge area which was annexed by the Town in 2012.
- f) Other:  
The Town achieved a Satisfactory review during the IDDE Audit, performed on May 5<sup>th</sup>, 2013, and has continued to implement their program at the same level. Comments from the audit review include "The Town of Sellersburg has demonstrated that they have successfully implemented the IDDE program and have gone beyond their SWQMP in the implementation of non-structural BMPs."  
  
Additional materials are included in the attached table. Further information and supporting materials can be made available upon request.

**20. List the best management practices for the construction site storm water run-off program identified in your SWQMP Part C and then respond to the following:**

- a) Identify progress made towards development and implementation of each BMP for this MCM including timetables and measurable goals during this reporting period.  
See attached table.
- b) Describe program implementation partnerships and explain successes and barriers during this reporting period.  
Educational materials for construction have been developed through the SWAC, which are periodically updated for content and contact information. This includes 13 brochures, which are reviewed with every building permit applicant, after which they are quizzed on the material. Sellersburg works with the Clark County SWCD on EPSC plan review and construction site inspections. The SWCD also provides training for the SWAC's Qualified Professional Inspector (QPI) program, which trains individuals on construction site and post-construction stormwater management practices. A total of 38 people were trained and certified through the QPI program during the reporting period.  
On November 12, 2014, Greg Dietz provided a 2-hour class on concrete washout procedures for the Home Builders Association of Southern Indiana. See attached table for more information.
- c) Identify the number of construction sites permitted during this reporting period and identify the number and type of enforcement actions taken against construction site operators during the same period.  
During this reporting period <insert number> (#) plans were reviewed for construction, <insert number> (#) new sites were permitted for construction, and <insert number> (#) different sites were inspected throughout the period. In 2015, one site was issued a warning citation for tracking mud on the roadway and one site was issued a letter regarding MS4 compliance.
- d) Identify the number and types of training opportunities that were provided to contractors, developers, and builders during this permit period.  
Through the SWAC, the QPI program was offered four (4) times during this reporting period, although a total of six (6) trainings were offered from the start of 2013 to the end of 2015. During the reporting period, a total of 45 people were trained and certified. Over 250 people have been trained in the program since its inception in 2010.  
The Building Commissioner, Greg Dietz, meets with each building permit applicant to go over best management practices for the type of work being done on the site.
- e) MS4 personnel responsible for plan review, inspection, and enforcement of construction activities shall receive, at a minimum, annual training addressing appropriate control measures, inspection protocol, and enforcement procedures. Identify training provided to MS4 personnel responsible for these activities during this reporting period.  
The Town hosted the Indiana Association for Floodplain and Stormwater Management (INAFSM) Inspector's group meeting on Nov. 20<sup>th</sup>, 2013.  
Municipal employee training on ready mix concrete was provided on March 27<sup>th</sup>, 2014 for nine (9) municipal employees.  
SWAC meetings are held quarterly where EPSC procedures, including plan review, inspections, and enforcement practices are discussed. The Town of Sellersburg was represented at all SWAC meetings by either Greg Dietz or Ken Alexander.
- f) Identify updates or revisions to the storm water construction ordinance or other regulatory mechanism made during this reporting period.  
The Town continues to implement their Urban Construction Runoff Control Policy and Procedure (Ordinance No. 2004-026, passed 10-18-04), and Stormwater BMP Manual. Both documents are available on the Town's stormwater website.
- g) Other:  
Additional materials are included in the attached table. Further information and supporting materials can be made available upon request.

**21. List the best management practices for post-construction storm water run-off control identified in your SWQMP Part C and then respond to the following:**

- a) Identify progress made towards development and implementation of each BMP in the SWQMP including timetables and measurable goals during this reporting period.  
See attached table.
- b) Describe implementation problems encountered and changes due to ineffectiveness or infeasibility during this reporting period.  
Post-Construction BMP implementation problems have been minor. The Town uses a tablet to collect inspection information digitally while on-site. They've developed forms for inspections of dry detention and retention basins.
- c) Describe program implementation partnerships and explain successes and barriers.  
The Town has continued to utilize the SWAC's Drainage Detention System Guidebook, which has been updated annually for consistency and contact information. The booklet is made available to owners of retention and detention basins to maintain basins in an ongoing manner. The document is also available on the SWAC's website.
- d) MS4 area personnel responsible for implementation of the post-construction minimum control measure shall receive, at a minimum, annual training. Identify training provided for this minimum control measure during this reporting period.  
Town staff have attended and participated in the 2014 and 2015 Indiana MS4 Annual Meetings.  
In the Fall of 2013, the SWAC sponsored a raingarden workshop through the Clark County SWCD. The presenter, Rusty Schmidt, co-author of the Blue Thumb Guide to Raingardens, discussed installation procedures and maintenance requirements.  
On Nov. 12<sup>th</sup>, 2015, the SWAC hosted a special presentation by INDOT and Walsh-Vinci Construction representatives on the East End Bridges Project, specifically regarding EPSC challenges on the project.
- e) Identify updates or revisions to the post-construction storm water ordinance or other regulatory mechanism made during this reporting period.  
The Town continues to implement their Post-Construction Stormwater Management Ordinance (Ord. No. 2005-028, passed 12-19-05). The Town also continues to implement their Stormwater Post-Construction (Stormwater Storage Basin) Maintenance SOP and Stormwater BMP Design Manual.
- f) Other:  
Additional materials are included in the attached table. Further information and supporting materials can be made available upon request.

**PART J: MUNICIPAL OPERATIONS POLLUTION PREVENTION AND GOOD HOUSEKEEPING - MINIMUM CONTROL MEASURE**

**22. List the best management practices for municipal operations pollution prevention and good housekeeping identified in your SWQMP Part C and respond to the following:**

- a) Identify progress made towards development and implementation of each BMP in the SWQMP including timetables and measurable goals during this reporting period.  
See attached table.
- b) Describe implementation problems encountered and changes due to ineffectiveness or infeasibility as it relates to pollution prevention and good housekeeping at MS4 owned and operated facilities during this reporting period.  
The Town had no major issues implementing an effective municipal operations and good housekeeping pollution prevention program.
- c) Identify storm water BMPs installed or initiated at MS4 owned and operated facilities.  
The Town has continued to implement the procedures outlined in Stormwater Municipal Operations Plans (SMOPs), located at each municipally owned facility, including the Wastewater Treatment Plant and Public Works Facility. The plans are available to all employees. Each municipal maintenance vehicle has a spill kit and employees are provided with annual training. Sewer department facility inspections have taken place at least ten (10) times during this reporting period to ensure continued compliance with pollution prevention and good housekeeping practices.
- d) Identify and describe appropriate storm water training provided to MS4 employees. Employees are required to have a minimum training once per year.  
Town representatives have attended the 2014 and 2015 Indiana MS4 Annual Meeting. The SWAC was provided a display table to disseminate materials produced by the group.  
Representatives of the Town have also attended INAFSM Conferences in 2014 and 2015.  
Key Town staff have also obtained their QPI certification.  
Municipal employee training for Town staff was given on Nov. 27, 2013 in Hazardous Communication training. Training on inlet protection was provided on April 24, 2014 for 8 employees. Pollution prevention training was given on Feb. 25, 2015 for eight (8) employees and spill kit training on July 30, 2015 for six (6) employees.  
On January 27, 2015, the SWAC hosted a training event for municipal employees in a Train-the-Trainer setting. Thirty-four (34) people attended. The SWAC produced a series of training materials which provided simple "do's and don'ts" at municipal facilities and in the field for pollution prevention.  
The SWAC also purchased a series of six (6) training videos from the North Central Texas Council of Governments (NCTCOG) on MCM6, which have been made available to municipal employees.
- e) Other:  
Additional materials are included in the attached table. Further information and supporting materials can be made available upon request.

**PART K: CERTIFICATION AND SIGNATURE**

**The individual listed in "PART A: GENERAL INFORMATION – MS4 OPERATOR" must sign the following certification statement:**

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

Type or Print Name: Mr. Paul Rhodes, President, Sellersburg Town Council

Signature: \_\_\_\_\_ (mm/dd/yyyy)

TOWN OF SELLERSBURG - 2015 ANNUAL REPORT - PROGRAMMATIC INDICATORS (PI) AND MEASURABLE GOALS (MG) SUMMARY					
TASKS	PI	BMP	2013	2014	2015
			(Nov. 5 - Dec. 31)		(Jan. 1 - Nov. 5)
MCM 1 - Public Education and Outreach					
Number or percentage of citizens that have an awareness of storm water quality issues. Track and report the number of surveys distributed, number of respondents, and percent increase in knowledge, as determined by a comparison to the previous survey. An average increase of 5% over the previous survey will be considered indicative of the successful implementation of MCM1.	1	1.1	In February 2015, the SWAC completed a stormwater awareness survey for constituents throughout the southern Indiana region. The online survey was hosted on the SWAC webpage ( <a href="http://www.siswac.org">www.siswac.org</a> ) and was available for a year, from March 2014 through February 2015. The survey had a total of 201 responses, of those, 144 were from Sellersburg. Over 80% of respondents recognized that their actions affect water quality, compared to 66% in 2009. Runoff from roadways and parking lots into storm sewers and roadside ditches is now recognized as a top contributor of stormwater pollution. 60% of households have a dog, yet just over 50% pick up their pet waste. However, over 80% of respondents who don't currently pick up their pet waste said they would do it to help protect the environment. In the past year, 60% had seen, read, or heard about ways to reduce pollution related to stormwater runoff, compared to only 31% in 2009, which indicates that public education and outreach efforts are increasingly effective. Over 90% are interested in seeing "green infrastructure" in their community.		
Participate in four (4) quarterly SWAC meetings.		1.2/2.1	The SWAC held nine quarterly (9) meetings over this reporting period with over 125 individuals attending. Sellersburg was represented at all meetings.		
			Dates of meetings: 11/21	Dates of meetings: 2/13, 5/22, 8/28, 11/18	Dates of meetings: 2/19, 5/21, 8/20, 11/12
Clark County SWCD will update the website at least annually. The goal is to obtain over 5,000 web hits per year.		1.3.1	The Town of Sellersburg maintains a Stormwater webpage through the Town's website. The website ( <a href="http://www.sellersburg.org/p/stormwater-and-our-community">www.sellersburg.org/p/stormwater-and-our-community</a> ) contains the Emergency Stormwater Hotline, links to information about the program, ordinances, previous annual reports, and the Clark County SWCD and SWMD. The Town is also represented on the Stormwater Advisory Committee's website ( <a href="http://www.siswac.org">www.siswac.org</a> ).		
Educate households, citizens, and construction industry by distributing 1,000 stormwater education publications annually.		1.3.2	The Town of Sellersburg has embraced social media and has 3,068 followers on the Town's Facebook page. Stormwater messages are routinely posted on the page and reach a large audience. The Town is also represented by the SWAC's Facebook page, which was created in September 2014 and has 33 followers. In 2015, the SWAC launched a "Did You Know?" campaign to post weekly messages about stormwater quality issues. The most successful post was about the effect of grass clippings on streams, which reached over 1,200 people and engaged 183 people. For young children, the Town has distributed a coloring book about the Balancing our Environment: An ABC's of Green Engineering. The Town distributes a brochure describing "When Do You Need a Building Permit?" which directs homeowners and contractors to contact the Commission of Buildings and Code Enforcement. The Town also distributed a multi-page packet for homeowners describing ways in which grass clippings, pesticides, and leaves impact water quality.		
			None during reporting period of 2013.	8/21 & 8/22 - Sellersburg Celebrates - G. Dietz and K. Alexander displayed an MS4 booth with brochures, handouts, and pledges for residents. The first 500 (250 each day) visitors to their booth who filled out a pledge form received a free event t-shirt (594 pledges were received). The pledge listed 9 ways to "Protect Our Precious Waterways" including scooping poop, use fertilizer/pesticides sparingly, not litter, keep grass clippings on the lawn, and use a carwash. "Stormwater Rex", the stormwater-promoting dinosaur (costume), was also there to teach people about stormwater issues. In Fall 2014, the SWAC reviewed and updated their materials. This included thirteen (13) tri-fold brochures, IDDE SOP guidelines, and Drainage Detention Systems Guidebook.	Contact information in the brochures was updated in October 2015, and on an as-needed basis. In July 2015, the SWAC developed a tri-fold brochure on yard waste and grass clippings. The saying "Only Rain Down the Drain" was printed on the January water and sewer bill, and a water quality message regarding pesticide and fertilizer use was printed on the February bill. Printed at least 60 coloring books for children over the course of the year.

	Hold tours of the wastewater treatment plant for schools. Report on the number of tours held and number of participants.		1.4	Wastewater treatment plant tours were originally identified in Sellersburg's SWQMP Part C, and although there has been limited interest in these tours in the past, recent updates and additions to the plant may renew interest in restarting plant tours.		
	Install at least two (2) waterway identification signs annually.		1.5	Waterway identification has been installed as necessary.		
<b>MCM 2 - Public Participation and Involvement</b>						
	Number and description of meetings, training sessions, and events conducted to involve citizen constituents in the storm water program.	2		The SWAC has continued to annually host Stormwater Awareness Week throughout the region. The SWAC promotes their message through yard signs with simple, effective water quality messages (stream quality and pet waste) that were installed in targeted locations throughout the Town. Activities were promoted on the SWAC website and through the Town of Sellersburg and SWAC Facebook pages. Activities included prescription drug drop-off events, electronic waste (e-waste) collection days, discounts at local car washes, and the ORSANCO River Sweep. 1/28/2014 - Meeting with representative of Woods of Covered Bridge.		
	Number or percentage of citizen constituents that participate in storm water quality improvement programs.	3		The SWAC sponsored a Raingarden Workshop in Fall 2013 through the Clark County SWCD. The presenter was Rusty Schmidt, co-author of Blue Thumb Guide to Raingardens.	See PI-2 and BMP-2.3 for events and volunteer information.	
	Number and location of storm drains marked or cast.	4	2.2.2	Newly installed storm drains are marked upon completion. In a previous permit term, all storm drains were marked, so markings are reinstalled if needed.		
	Participate in four (4) quarterly SWAC meetings.		2.1/1.2	The SWAC held nine quarterly (9) meetings over this reporting period with over 125 individuals attending. Sellersburg was represented at all meetings.		
				Dates of meetings: 11/21	Dates of meetings: 2/13, 5/22, 8/28, 11/18	Dates of meetings: 2/19, 5/21, 8/20, 11/12
	SWCD to display stormwater quality exhibit at one (1) local event per year. Estimate number of people reached by the event.		2.2.1	None during reporting period.	8/21 & 8/22 - Sellersburg Celebrates - G. Dietz and K. Alexander displayed an MS4 booth with brochures, handouts, and pledges for residents. (See BMP 1.3.2 for more information.)	Sellersburg continues to look for opportunities to display the stormwater quality exhibit.
	Track and report number of community groups/individuals that participate in storm drain marking.		2.2.2	Storm drains were marked during a previous permit term. Town employees re-mark storm drains on an as-needed basis.		
	Estimate amount of material collected from recycling or household waste (HHW) collections, the number of drop-off centers for automotive fluids, and number of residents participating.	10, 12	2.3	Residents may dispose of HHW at the Clark County Solid Waste Management District (SWMD). Automotive fluid and battery collections are offered at automotive maintenance centers throughout the Town. Information is made available to the public at the Billing Department and Town Hall.		
	Report the number of calls made to the stormwater hotline.		2.4	Only one (1) call was made to the stormwater hotline during the reporting period. The number is available on the website.		
	Report the number of people/students attending wastewater treatment plant tours.		2.5	Wastewater treatment plant tours were originally identified in Sellersburg's SWQMP Part C, and although there has been limited interest in these tours in the past, recent updates and additions to the plant may renew interest in restarting plant tours.		
	Report on the number of people/groups which participate in volunteer litter cleanup events.		2.6	None reported.	None reported.	3 Groups consisting of over 45 participants (Boy Scout Troops 6 & 7 and Restoration School).
<b>MCM 3 - Illicit Discharge Detection and Elimination</b>						
	Estimated or actual linear feet or percentage of MS4 mapped and indicated on an MS4 area map.	5		100% of Sellersburg's MS4 area has been mapped.		
	Number and location of MS4 area outfalls mapped. Update stormwater system map with new conveyances and outfalls, as needed.	6	3.2	The Town has 56 outfalls in the MS4 area, all of which are mapped. The GIS system is updated in an on-going basis.		
				The Stream Visual Assessment Protocol (SVAP) continues to be implemented in an ongoing manner. This program is used for on-going water quality characterizations. The Town has 56 outfalls which are recorded in their GIS system.		

Number and location of MS4 area outfalls screened for illicit discharges.	7	3.3	Nov - Two (2) sites screened after rainfall. None noted.	4/22 - Spring SVAP. 6/18 - Camp Creek inspected after rain event. 7/15 - Sellers Creek inspected after rain event. 8/15 - Camp Creek inspected after rain event. 10/7 - Camp Creek inspected during dry weather. 10/22 - Camp Creek inspected after 1" rain event. 12/15 - Fall SVAP. 12/23 - Camp Creek inspected for illicit discharge.	4/18 - Sellers Creek inspected after rain event. 4/29 - Sellers Creek inspected during dry weather.
Number and location of illicit discharges detected.	8	3.3/3.4	Six (6) illicit discharges were detected and eliminated prior to the reporting period.	Two (2) illicit discharges were detected. 8/13 & 8/14 - Illicit discharge investigated on Autumn Ridge Court and cleaned up the following day.	Two (2) illicit discharges were detected. One of which was reported by a local resident through the Town's website. Dates of investigations: 3/17
Number and location of illicit discharges eliminated.	9	3.4	There were two (2) instances of fuel spills which were contained with absorbant sandy material and swept up. For the two (2) instances of improper washouts of concrete from construction vehicles, the local IDDE ordinance was cited, photos were taken, and offenders were warned. One (1) construction site was warned to properly install BMPs to prevent sediment runoff and the ordinance was cited.	8/13 & 8/14 - There was one instance of concrete being washed out on a roadway near a storm drain from a construction vehicle (same company as previous year). The local IDDE ordinance was cited, photos were taken, the contractor cleaned up the site, and drivers were issued warning citations on 8/20. One suspected illicit discharge of rust color in a stream was from an underground iron deposit.	One discharge was from a spill on the roadway by an individual, who was cited the local ordinance. The other discharge was from Aquashade, an aquatic plant growth control liquid, which had gotten into a creek.
Number of, and estimated or actual amount of material, segregated by type, collected from, HHW collections in the MS4 area.	10	3.6	Residents may dispose of HHW at the Clark County Solid Waste Management District (SWMD).		
Number and location of constituent drop-off centers for automotive fluid recycling.	11	3.6	Automotive fluid and battery collections are offered at automotive maintenance centers throughout the Town. Information is made available to the public at the Billing Department and Town Hall.		
Number or percentage of constituents that participate in the HHW collections.	12	3.6	Data not available from SWMD.		
Number of illicit discharges which resulted in compliance or enforcement actions.		3.1/3.4	None.	8/20 - Warning citations issued for illicit discharge at Autumn Ridge site for improper concrete washout.	No citations were issued, however, multiple warnings were given.
Describe when/where IDDE-SOP was used to screen new outfalls and investigate citizen complaints regarding potential illicit discharges.		3.3	The IDDE SOP is available for use if needed.		
Date, location, and number of citizens educated about IDDE.		3.5	Citizens are educated on IDDE procedures when pulling a local permit. IDDE information is also routinely posted on the SWAC Facebook page and website.		
Date, location, and number of Town staff trained in IDDE and proper waste disposal. Training should be conducted annually.		3.5	The SWAC developed an Illicit Discharge Detection and Elimination Quick Reference Field Guide which has been distributed to municipal employees over the course of the permit term to aide in identifying illicit discharges.	None during reporting period.	1/29 - Staff training for municipal employees on IDDE (8 employees). 2/25 & 7/30 during safety training meeting at sewer plant 8 employees
<b>MCM 4 - Construction Site Stormwater Runoff Control</b>					
Number of construction sites obtaining an MS4 entity-issued storm water run-off permit in the MS4 area.	13	4.1/4.3/4.4	One (1) plan was reviewed for construction. In total, thirty (30) new sites were permitted for construction. Every Building Permit Applicant is given a lesson and quiz on best management practices for the type of work being done at the site, so there are no excuses. A total of 264 inspections took place over the reporting period. All building permit applicants are educated on stormwater quality management procedures.		

Number of construction sites inspected.	14	4.1/4.3/4.4	None during reporting period.	In total, 7 construction sites were inspected over the course of the year. Inspections took place on 1/14, 2/18, 2/27, 6/9. 7/28 - MS4 Audit for three (3) construction sites. 8/5 - Follow up MS4 Audit of same three (3) sites. 8/25 - MS4 Audit along Covered Bridge Road site after 3" rainfall event. 9/10 & 9/19 - Investigated possible MS4 violations at three (3) construction sites. 9/25 & 9/26 - Evaluation and meetings regarding Woods of Covered Bridge site. 11/7 - Onsite evaluation of two (2) sites. 12/10 & 12/12 - Evaluation and follow-up for one (1) site.	In total, 7 construction sites were inspected over the course of the year. 3/30, 5/20, 9/28- Onsite evaluation of various Winged Foot Drive addresses. 5/20 - Onsite evaluation of Alabama Ave. 7/2 & 8/6 - Onsite evaluation of Vardon Vista. 9/23 - MS4 investigation on County Road 311.
Number and type of enforcement actions taken against construction site operators.	15	4.1/4.3/4.4	None.	None.	2/9 - Warning citation issued to contractor for tracking mud on roadway from Liam Noble Circle. 9/24 - Letter sent to County Road 311 regarding MS4 compliance.
Number of, and associated construction site name and location for public informational requests received.	16		None received.	None received.	None received.
Describe how Stormwater BMP Design Manual is made available to construction/development community.		4.2/5.2	The Town continues to implement Ordinance No. 2004-026 Urban Construction Runoff Control Policy and Procedure.		
Track date, location, and number of people educated and staff trained regarding EPSC program. Training for public employees should be conducted annually.		4.5	11/20 - Hosted INAFSM Inspector's group meeting. 12/17 - Conference with representative of Premier Builders about MS4 Best Practices.	3/27- Municipal employee training (9 employees) on ready mix concrete. Training took place on 7/11, 9/24, 10/21 for three (3) contractors. Ten (10) SWAC-produced brochures were discussed and given to the contractor. 11/12 - A 2-hour class on concrete washout procedures for the Home Builders Association of Southern Indiana was given by Greg Dietz for twelve (12) contractors, representing at least eleven (11) companies.	3/10 - Training took place for one (1) contractors. Ten (10) SWAC-produced brochures were discussed and given to the contractor.
Track and report number of people trained and certified by Qualified Inspector Program (QPI).		4.6/5.5	A total of 27 people were trained and certified. Training dates were held: 3/25 (17 passed) & 10/7 (7 passed), with an additional 3 throughout the year.	A total of 27 people were trained and certified. Training dates were held: 5/29 (14 passed) & 11/21 (12 passed), with an additional 1 throughout the year.	A total of 11 people were trained and certified. Training dates were held: 4/23 (7 passed), with an additional 4 throughout the year. Another training session was scheduled to be held on 12/4.
<b>MCM 5 - Post-Construction Stormwater Runoff Control</b>					
Number, type, and location of structural BMPs installed.	17	5.1/5.2/4.2	The Town has had two (2) structural BMPs installed during the reporting period.		
Number, type, and location of structural BMPs inspected.	18	5.1/5.2/5.2.1/5.3	The Town uses a tablet to collect inspection information digitally while on-site. They've developed forms for inspections of Dry Detention and Retention Basins.		
Number, type, and location of structural BMPs maintained or improved to function properly.	19	5.2.1	Maintenance is performed as needed.		
Type and location of nonstructural BMPs utilized.	20	5.1	See MCM1 and MCM2 for public education and outreach activities.		
Estimated or actual acreage or square footage of open space preserved and mapped in the MS4 area.	21	5.1	Data not available.		

	Estimated or actual acreage or square footage of pervious and impervious surfaces mapped in the MS4 area.	22	5.1	Data not available.		
	Number and location of new retail gasoline outlets or municipal, state, federal, or institutional refueling areas, or outlets or refueling areas that replaced existing tank systems that have installed storm water BMPs.	23		One (1) on Payne Koelher Road .		
	Describe how Stormwater BMP Design Manual is made available to construction/development community.		5.2/4.2	The Town continues to implement their Stormwater Post-Construction (Stormwater Storage Basin) Maintenance SOP. 5/19/15 - Edited Detention Basin SOP and worksheets		
	Number of long-term operation and maintenance agreements for BMPs.		5.2.1/5.3	The Town has developed forms for LTOMAs to utilize in the remainder of the permit term. They will also develop a system for tracking inspection results.		
	Date, location, and number of employees trained in post-construction stormwater management program. Training for public employees should be conducted annually.		5.4	The SWAC sponsored a Raingarden Workshop in Fall 2013 through the Clark County SWCD. The presenter was Rusty Schmidt, co-author of Blue Thumb Guide to Raingardens. In addition to installation procedures, he discussed maintenance requirements.	Municipal employee training information is available in MCM 6.	11/12 - The SWAC hosted a special presentation by INDOT and Walsh-Vinci Construction representatives on the East End Bridges Project, specifically regarding ESPC Challenges on the project. Municipal employee training information is available in MCM 6.
	Date and location of public education activities focused on post-construction activities.		5.4	In November 2014, the SWAC updated the Drainage Detention Systems Guidebook to help owners of retention and detention basins to maintain basins in an ongoing manner. This document is available on the SWAC's website, and has been provided to home owners associations in the Town.		
	Track and report number of people trained and certified by Qualified Inspector Program (QPI).		5.5/4.6	A total of 27 people were trained and certified. Training dates were held: 3/25 (17 passed) & 10/7 (7 passed), with an additional 3 throughout the year.	A total of 27 people were trained and certified. Training dates were held: 5/29 (14 passed) & 11/21 (12 passed), with an additional 1 throughout the year.	A total of 11 people were trained and certified. Training dates were held: 4/23 (7 passed), with an additional 4 throughout the year. Another training session was scheduled to be held on 12/4.
<b>MCM 6 - Municipal Operations Pollution Prevention and Good Housekeeping</b>						
	Number and location of MS4 entity facilities that have containment for accidental releases of stored polluting materials.	24	6.2.1	Secondary containment is provided for hazardous substances stored in the Municipal Sewer Facility garage. Spills are minimized through procedures outlined in Stormwater Municipal Operations Plans (SMOPs), located at each municipally owned maintenance facility. There are also two (2) signs in place at the fueling station to help prevent spills, and oil dry available nearby in the event of a spill.		
	Estimated or actual acreage or square footage, amount, and location where pesticides and fertilizers are applied by a regulated MS4 entity to places where storm water can be exposed within the MS4 area. Report number of staff trained as certified applicators.	25	6.2.2	The Town has 1 certified pesticide applicator. Usage of pesticides and fertilizers is minimized as much as possible.		
	Estimated or actual linear feet or percentage and location of unvegetated swales and ditches that have an appropriately-sized vegetated filter strip.	26	6.1.1	Vegetation is used where applicable.		
	Estimated or actual linear feet or percentage and location of MS4 conveyances cleaned or repaired. (Includes number of linear feet of pipe, curb and gutter roadways, side ditches and swales.)	27	6.1.1	During the reporting period, 300 feet of MS4 conveyances were cleaned or repaired.		
	Estimated or actual linear feet or percentage and location of roadside shoulders and ditches stabilized, if applicable.	28	6.1.1	None.	Fifty-five (55) feet.	One hundred and twenty (120) feet.
	Number and location of storm water outfall areas remediated from scouring conditions, if applicable.	29	6.1.1	None of the outfall areas needed remediation, however, it would take place if needed.		
	Number and location of deicing salt and sand storage areas covered or otherwise improved to minimize storm water exposure.	30	6.2.3	The Public Works Building has a covered salt storage facility.		

Estimated or actual amount, in tons, of salt and sand used for snow and ice control.	31	6.2.3	No data for reporting period.	315 tons of salt were applied during Jan/Feb/March. The Town follows a Snow Removal SOP, which includes keeping trucks loaded with salt inside or under cover until being used.	214 tons of salt were applied during Jan/Feb/March. The Town follows a Snow Removal SOP, which includes keeping trucks loaded with salt inside or under cover until being used.
Estimated or actual amount of material by weight collected from catch basin, trash rack, or other structural BMP cleaning.	32	6.1.1	Included in street sweeping values below.		
Estimated or actual amount of material by weight collected from street sweeping. Report if routes were re-evaluated and re-prioritized.	33	6.1.2	No data for reporting period.	803 miles were swept, which amounted to 39.5 loads and 20.5 tons of debris.	682 miles were swept, which amounted to 63 loads and 38 tons of debris.
If applicable, number or percentage and location of canine parks sited at least one hundred fifty (150) feet away from a surface waterbody.	34		N/A	N/A	N/A
Estimate tonnage of leaf and woody debris collected and disposed of annually.		6.1.3	No data for reporting period.	Approx. 78 tons collected.	78 tons collected.
Date and location of public education activities focused on MCM6.		6.3	See MCM1 and MCM2 for public education and outreach activities.		
Date, location, and number of employees trained in pollution prevention and good housekeeping procedures. Training for public employees should be conducted annually.		6.3	Sellersburg actively participated in the 2013, 2014, and 2015 MS4 Annual Conferences. The SWAC was provided a display table to display materials created by the group and disseminate information about the group to representatives throughout the state. Handout materials were provided and members were available to discuss some of the efforts and challenges met by the group. Representatives of Sellersburg attended the INAFSM Conferences in September 2014 and 2015. The Town also utilizes the Municipal Stormwater Resource Handbook, produced by the SWAC. Every municipal maintenance vehicle has a spill kit and employees are provided training.		
			11/27 - Hazardous Communication Training. 12/8 & 12/9 - Hazardous Communication and IDDE training for police department. 11/28 & 12/31 - Sewer department facility inspection.	4/24 - Municipal employee training on inlet protection (8 employees). 5/12 - MS4 Annual Meeting in Indianapolis. 4/30, 5/28, & 9/25 - Sewer department facility inspection.	1/27 - SWAC hosted a training event for municipal employees in Clarksville (34 people attended). The SWAC has developed a series of training materials which provided simple "do's and don'ts" that can be used at municipal facilities for site management or in the field while performing municipal services. The SWAC purchased a series of six (6) training videos from the North Central Texas Council of Governments (NCTCOG) on pollution prevention and good housekeeping, which are available to municipal employees. 2/25 - Municipal employee training on pollution prevention (8 employees). 7/30 - Spill kit training (6 employees). 1/28, 5/29, 6/30, 7/30, 9/30 - Municipal Facility Self-Inspection at sewer plant.

# Covered Bridge Annexed by Sellersburg



- Covered Bridge Annexed Area
- Sellersburg
- Clark County Boundary

0 2,500 5,000 10,000 Feet