



Illinois Environmental Protection Agency

Bureau of Water • 1021 N. Grand Avenue E. • P.O. Box 19276 • Springfield • Illinois • 62794-9276

Division of Water Pollution Control ANNUAL FACILITY INSPECTION REPORT

for NPDES Permit for Storm Water Discharges from Separate Storm Sewer Systems (MS4)

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

Report Period: From March, 2013 _____ To March, 2014 _____

Permit No. ILR40 0198

MS4 OPERATOR INFORMATION: (As it appears on the current permit)

Name: Village of Glencoe Mailing Address 1: 675 Village Court

Mailing Address 2: _____ County: Cook

City: Glencoe State: IL Zip: 60022 Telephone: 847-835-4111

Contact Person: Christine Van Dornick Email Address: christiv@villageofglencoe.org
(Person responsible for Annual Report)

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

Village of Glencoe

THE FOLLOWING ITEMS MUST BE ADDRESSED.

A. Changes to best management practices (check appropriate BMP change(s) and attach information regarding change(s) to BMP and measurable goals.)

- | | | | |
|--|-------------------------------------|---|-------------------------------------|
| 1. Public Education and Outreach | <input checked="" type="checkbox"/> | 4. Construction Site Runoff Control | <input checked="" type="checkbox"/> |
| 2. Public Participation/Involvement | <input checked="" type="checkbox"/> | 5. Post-Construction Runoff Control | <input checked="" type="checkbox"/> |
| 3. Illicit Discharge Detection & Elimination | <input checked="" type="checkbox"/> | 6. Pollution Prevention/Good Housekeeping | <input checked="" type="checkbox"/> |

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

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

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

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

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

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

Christine Van Dornick

Owner Signature:

Christine Van Dornick

Printed Name:

January 28, 2015

Date:

Village Engineer

Title:

EMAIL COMPLETED FORM TO: epa.ms4annualinsp@illinois.gov

or Mail to: ILLINOIS ENVIRONMENTAL PROTECTION AGENCY
WATER POLLUTION CONTROL
COMPLIANCE ASSURANCE SECTION #19
1021 NORTH GRAND AVENUE EAST
POST OFFICE BOX 19276
SPRINGFIELD, ILLINOIS 62794-9276

Village of Glencoe
675 Village Court
Glencoe, IL 60022
ILR400198
Attachment B
Annual Facility Inspection Report
Best Management Practices Documentation

A. Public Education and Outreach

1. The Village publishes many articles for Public Awareness. Some are part of the bi-monthly Village Newsletter. In the spring, 2014, issue, there is an article on sewer back up maintenance. It advises residents to regularly maintain their sanitary or storm services by having them cleaned and rodded especially if their home is an older structure. The Village of Glencoe has a system that allows a resident to communicate with a Public Works Supervisor even if it is after regular business hours.
2. Another article in the Glencoe Quarterly was published in fall of 2013. The article informed residents of the Village's efforts to reduce the use of de-icing chemicals through selective treatment at critical areas. This process reduces the environmental impact of winter maintenance products.
3. The Village has continued the budget for the sanitary sewer rebate program since 2003. After significant rainfall events, there is typically a renewed interest from residents who may have experienced a sewer back up. The Village sends staff representatives to residents to help them pinpoint the correct solution for a flooding or sewer back up problem.
4. The Village has maintained a high level of participation with curb side recycling. The Village also collects the following items for recycling: holiday lights, batteries, electronics (computers, phones, etc.), florescent light bulbs.
5. The Village sponsors a "Sharps Program" where residents may drop off used prescription needles. The Public Safety Department also collects unused medical prescription drugs. Both programs help to keep these items from entering a landfill where they may contaminate ground water supplies. The Sharps program collects nearly 28 gallons of materials that are safely disposed by a licensed hauler.
6. The fall 2013, Glencoe Quarterly Newsletter had an article about the Village's curbside leaf pick-up program. Residents are encouraged to keep leaves on the parkway so that there is less chance they will cover storm sewer inlets. 8500 CY of leaves are picked up by Village staff and transported to the Chicago Botanic Garden where they are used on site as mulch.
7. The Village sponsors an annual Spring Clean-up date. On May 1 and 8 in 2013, the Village collected more than 125 tons of refuse, 6 pallet loads of electronic items for recycling, 15 automobile tires, and 2 CY of scrap metal.

8. The Glencoe School District has informational signs out in drop-off and pick-up zones reminding parents of "No Idle Zones". Turning off the vehicles produces less carbon monoxide and other emissions.
9. Through a pilot program initiated by the Sustainability Working Group, native species are being planted near the Green Bay Trail. Through two consecutive years of work and fundraising, buckthorn trees and bushes are removed and native species replanted in the corridor along the trail. This process promotes rain infiltration, and provides an environment that attracts birds.
10. As part of the building permit review for both new house construction and additions, the Village requires tree protection and erosion control measures to be installed and inspected before the building permit is issued. These facilities are checked during the building process and corrections are required as necessary.
11. Beginning in 2013, the Villages Quarterly newsletter was combined with the Glencoe School District and Park District. This means less paper waste is generated in the production of the newsletter.

B) Public Participation/ Involvement

1. Each year since 1997, the Village has sponsored a Student Earth Day Clean-up event. The Glencoe School District, Park District and School District Parent Teacher Organization (PTO) work with Village staff to assist in publicizing and promoting this event. 73 students participated in 2013 along with parents and teachers. Students and volunteers clean up local parks and school grounds. The Village supplies volunteers with garbage bags and gloves and collects the refuse. These volunteers set an example by their actions.
2. People become directly involved when they participate in the curb side recycling program. The Village currently has an 85% participation level in single family areas. The business district has recycling picked up on a daily basis. The collection of electronic devices and the document shredding event are well received by the residents who participate in them.

C) Illicit Discharge Detection and Elimination

The Village participated in a sanitary sewer lining program in 2013. The Village lined 11585 linear feet of sanitary sewer in this program. With the cured in place pipe lining procedures, there is minimal disruption to residential services but the process greatly reduces the amount of infiltration into the sanitary sewer system.

The Village completed two large storm sewer improvements in 2013. Both projects reduced street and private property flooding and reduced infiltration into nearby sanitary sewer systems.

Residential sanitary service infiltration is reduced in a number of ways. When new homes are constructed, there is a new sanitary service provided from the house to the main line. All new homes are required to have an overhauled sewer system. There have been more residential services lined since more contractors provide this service and the costs have been reduced. Both new pipes and the lining of residential services reduce the amount of infiltration into service pipes and thus reducing infiltration into the main line sewers. In 2013, the Village issued 32 new house construction permits. This is over 1% of all single family homes for one year of construction.

The Village utilized its Geographic Information System (GIS) to prepare a base inventory for all storm sewer discharge locations. These locations are being sampled quarterly for detection of sanitary cross-over flows. Any incidence reported of potential sanitary discharge into storm sewer is followed up by staff and pursued until the source is located and the corrections have been made.

Activities to pursue and record:

- a. The Village can use the storm sewer discharge sampling and collaborate this with the GIS system. Quarterly sampling should be continued along with sampling after major rain events.
- b. As homes are remodeled or re-built, the potential for cross-over flows are reduced. An accurate record has been kept and updated for homes with potential I & I. Any corrections can be combined with permit requirements as these residences are improved.

D) Construction Site Run-off Control

1. The Village of Glencoe has many tools to reduce runoff from properties under construction. First, storm detention is often required on single family properties. On existing homes where remodeling or other changes to the impervious footprint are proposed, the Village will require that storm water is managed. Multiple methods are used. One is to require semi-pervious materials for driveway extensions or terrace areas. Another is to utilize rain gardens to increase absorption and control run-off.
2. The Village passed a steep slope ordinance that has specific criteria to limit construction on bluffs and ravine areas. It provides definitions to clarify the boundaries of the steep slope zone. With this ordinance, the Village has been able to require the correct means and documentation for any construction close to the top of a bluff or in a ravine area. These

areas are sensitive to changes in vegetation and moisture levels and can be subject to slope failure if improper construction is permitted.

3. Erosion control is required on any construction site. Silt fence is installed and inspected both prior to the permit being issued and during the construction process. The silt fence is not allowed to be removed until vegetation is established.
4. Other housekeeping issues are monitored on construction sites. Dumpsters are not to be overfilled so that materials will blow off the site. Construction fences are monitored so that sites are contained and trees are protected. Street areas are to be kept clear of mud and debris on a daily basis. The Village uses a system of fines to control most of these site issues. Non-compliance results in a stop work order until the issue is resolved.
5. Public Information
The public is informed through various means. The website is updated on a weekly basis with upcoming events, changes to ordinances, public meetings and individual letters. The bi-monthly newsletter is sent to residents and is available on-line through the website. The Village sends out project specific letters to those who are affected by the construction. Any person may request information through the Freedom of Information Act. Staff members are available to assist residents, developers, contractors, and the general public with a variety of questions and requests.

E) Post Construction Run-off Control

Since most of the construction sites that the Village encounters are single family sites, our method of determining problems from any one site are typically after a large rain event. The staff responds to yard and basement flooding concerns and provides feedback to the residents about whether it is a public or private service problem. The Village is considering requiring as-built plans for single family sites because many are not constructed per plan and this can have an impact on how well any system functions. Having an as-built plan also provides staff with the most up to date information so that we are able to assist homeowners better.

For the Capital Improvement Projects, the Village makes certain that required forms of erosion control are used and maintained on the project site. These include inlet filter baskets and silt fence.

F) Pollution Prevention/ Good Housekeeping

The Spill Prevention Control and Countermeasure Plan was updated from its inception in 2005. This plan assigns duties and responsibilities

to various divisions for manmade calamities such as a chemical or fuel spill.

The Village has modified the Cook County Hazard Mitigation Plan template so that it meets the individual needs of the community and staff operating plans. The Hazard Mitigation plan still needs to be formally adopted by the Village Board and covers the Villages response plan for any type of natural disaster.

The Village maintains a material storage yard located at 1900 West Frontage Road. This storage yard contains roofed storage bins for sand and aggregate, a covered road salt storage area, a liquid calcium chloride tank, and elevated potable water tower. A complete concrete curb was placed around the calcium chloride tank for containment of any spills. The aggregate bins are roofed to prevent erosion from these areas. There are exterior storage areas for spoils from various excavations. The spoils are removed via a private contractor to an appropriate dump site depending on the content of the material.

The Village has a regular schedule for street sweeping and several employees that are trained for this role. The business district is swept daily during the week. All other streets are swept once per week. The sweeper discharges the materials at the material storage yard located on the West Frontage Road. Liquids are decanted from the solids and they are discharged into the sanitary sewer system. Any of the solids are checked for contaminants. Any suspect materials are hauled away by a special licensed waste hauler. Landscape or natural materials are placed with similar materials and recycled appropriately.

The Public Works Service Building located within the business district has many facilities that are regularly inspected. The building has an interior triple basin connected to the sanitary service that is inspected bimonthly. There are three service bays to maintain publicly owned vehicles. Waste oil is contained in clearly marked drums and picked up by a licensed waste hauler. There is a fuel supply service area on Temple Court. The fuel system is monitored based on requirements set forth from the State Fire Marshall's Office. The Village works with various types of materials that require an MSDS data sheet. This data is in a central location for all employees to utilize. There is annual employee training for potentially hazardous materials.

The Village manages and operates one public golf course. There are two other private courses within Village limits. On the public course, there is site specific treatment rather than large broadcast of pesticides. A natural grass buffer was created around the detention pond. This provides a natural filter system for both pesticides and contaminants to

keep the pond water cleaner and create a habitat for shore birds. The two private courses have submitted a statement of environmental responsibility. These statements clarify water usage, environmentally friendly pesticide applications, and creation of native plant zones.

The Village complied with the Cook County Watershed Management Ordinance by submitting a list of storm water management projects that were in progress at the time the Ordinance was adopted.

Summary of evaluation of Local BMP's

The Village requires and monitors storm water controls on public and private systems to minimize erosion and illicit discharge. The storm system is continually updated with the current GIS system. With local municipal systems being regularly monitored and cooperation of other agencies, the BMP's in place will improve the effectiveness of the NPDES Program.

Schedule D

Proposed Storm Sewer Improvements
2014 Construction Season

Completion of Greenwood and Oakdale Storm Basin Improvements;
completion by June 2014
(delay due to extreme winter conditions)

Elm Place and Valley Storm Improvements completion by fall of 2014

Sanitary Sewer Improvements

2013 Sanitary Sewer Lining Program completed in 2013
2014 Sanitary Sewer Lining project deferred due to budget constraints

Schedule F

Projects paid for from March of 2013 to March of 2014

Harbor Basin Improvement \$2,279,814

More than 2700 LF of 42" pipe and various other pipe sizes added to reduce flooding

Replacement of Sanitary Sewer under Lakewood Drive Timber Bridge
\$20,490 total cost. Replaced 162 feet of sanitary sewer main May 2013

Completed 11585 LF of sanitary sewer lining of various pipe sizes
Total cost \$370,981.

Replaced 50 LF of 12" sanitary sewer and 128 LF of 18" sanitary sewer
due to a conflict with a new storm system being installed on Grove Street
Total cost \$18,015