



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, 2020 To March, 2021

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: James Tigue, P.E., CFM Email Address: jtigue@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))

James Tigue
Owner Signature:

James Tigue, P.E., CFM

Printed Name:

06/01/2021

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

This Agency is authorized to require this information under Section 4 and Title X of the Environmental Protection Act (415 ILCS 5/4, 5/39). Failure to disclose this information may result in: a civil penalty of not to exceed \$50,000 for the violation and an additional civil penalty of not to exceed \$10,000 for each day during which the violation continues (415 ILCS 5/42) and may also prevent this form from being processed and could result in your application being denied. This form has been approved by the Forms Management Center.

2020-2021
Village of Glencoe
Annual Facility Inspection Report
Supplemental Narrative

A. Public Outreach and Education

A.1 – Distributed Paper Materials

Notice regarding pool pumping procedures - Fall 2017 Quarterly

Notice regarding driveway sealant products - Summer 2017 Quarterly

Notice regarding Park District's Installation of bio-swales - Fall Quarterly

Measurable Goal(s): Develop a permanent publication, either new or as part of the current, to be completely dedicated to the subject of stormwater management, runoff, and quality within the next calendar year.

Result(s): Fall 2018 - publication regarding Village storm sewer outfall improvements

Fall 2018 - Publication regarding Village storm sewer outfall improvements, Fall leaf collection and semi-annual cleanup day

Winter 2019 – Publication regarding Village street salting procedures and holiday light and tree recycling

Summer 2019 - Publication regarding coastal erosion pilot project

Fall 2019 - Publication regarding Fall leaf collection and semi-annual cleanup day

Winter 2020 - Publication regarding Village street salting procedures and holiday light and tree recycling

Summer 2020 – Publication regarding annual drinking water quality report and permit requirements

Fall 2020 – Publication regarding Fall leaf collection, pumpkin disposal and food composting

Spring 2021 – Publication regarding recycling event, annual cleanup day, hazardous waste collection event and document destruction/electronics recycling event. Also information on storm sewer improvement projects, lawn sprinkler regulations and annual drinking water quality report.

A.4 – Community Event

Annual Earth Day Cleanup

Measurable Goal(s): Continue to participate in an annual Earth-Day cleanup event. Additional goals for the Village include increased awareness of the event and increased participation from

Result(s): Due to COVID-19 safety measures, the Earth Day 2020 cleanup was cancelled.

A.6 - Other Public Education

No Dumping of Pet waste signs at storm inlets

Measurable Goal(s): It is the goal of the Village to deter offenders from dumping pet wastes into the Village's open grate sewer inlet points. With increased public awareness, the Village hopes to eliminate all public dumping of pet waste of the next years.

Result(s): Storm water intake structures continue to be monitored for illegal pet waste dumping.

The Village's waste disposal information can be found on our website at:

https://www.villageofglencoe.org/government/departments/public_works/garbage.php

B. Public Participation/Involvement

Green infrastructure information – The Village website contains information regarding green infrastructure improvements at the following link:

https://www.villageofglencoe.org/government/departments/public_works/sanitary_and_storm_sewers/storm_sewers_and_stormwater_management/what_can_residents_do_to_help.php

The Village also has a Sustainability Task Force in place that is creating a project information “clearinghouse” to provide a database for residents to learn about and implement green infrastructure.

Further information on the Village's Sustainability Task Force can be found at the following website:

https://www.villageofglencoe.org/government/committees_and_commissions/sustainability_task_force/index.php

B.6 – Program Coordination

Electronics recycling program

Measurable Goal(s): The Village will continue to provide in-house recycling services to residents and businesses. The Village will aim to increase public awareness of this program via increased marketing on all platforms (both physical and electronic).

Result(s): Continue to provide recycling services for non-traditional recyclables. Increase public awareness.

B.7 – Other Public Involvement

Semi-annual Clean-Up Day

Measurable Goal(s): The Village keeps a tally of the quantity of items collected. Total tonnage for the last five years has been between 110 to 130 tons per pickup. The Village will continue to track the quantity of items picked up and monitor for any major fluctuations.

Result(s): Due to COVID-19 impacts, there was only one clean-up day in October of 2020.

C. Illicit Discharge Detection and Elimination

C.1 – Storm Sewer Map Preparation

Continuous storm sewer mapping updates in GIS

Measurable Goal(s): Mapping updates are a continuous effort by multiple departments throughout the Village. Weekly meetings are scheduled between the sewer operations crew, the Engineering Division, and the GIS technician to discuss changes found in the field and have them properly recorded in GIS.

Result(s): Mapping updates of the Village's storm sewer system continue on a weekly basis.

C.2 – Regulatory Control Program

Permitting required for swimming pool pumping, includes regulation regarding flow rate and water quality.

New single family construction requirements - overhead sewers

Separate storm and sanitary services

Measurable Goal(s): The Village plans to initiate electronic tracking of pool pumping permits via the GIS platform. Over time, this process will allow the Village to keep track of which properties did not apply for an annual permit; Village staff may be able to follow up to ensure compliance with Village pool pumping standards.

Result(s): The Village processed pool pumping permits for 130 properties from June March 2020 to March 2021

C.7 – Visual Dry Weather Screening

Annual storm outfall inspections.

Measurable Goal(s): Outfall inspections conducted during dry weather will look for any flow. If flow is observed, the following data is collected: temperature, pH, conductivity, ammonia, chlorine, dissolved oxygen, odor, and color. If any parameters are found to be outside of acceptable range, staff will attempt to trace the source of the illicit discharge.

Result(s): Dry-weather inspections performed on 69 storm sewer outfall locations.

C.8 – Pollutant Field Testing

Annual storm outfall inspections

Measurable Goal(s): Samples of discharge water were collected and tested. The following data was collected: temperature, pH, conductivity, ammonia, chlorine, dissolved oxygen, odor, and color.

Result(s): Wet weather inspections were conducted at all 69 storm sewer outfall locations. No illicit discharges were detected between March 2020 and March 2021.

C.10 – Other Illicit Discharge Controls

Rehabilitation of public sanitary sewers to prevent sanitary sewer overflows.

Measurable Goal(s): The Village keeps track of sanitary sewer overflows and basement backups which occur during rain events. Concurrently, the Village is investigating and tracking known defects within the sanitary sewers and sanitary manholes which allow clear water to enter. As the sanitary sewer collection system is rehabilitated, keeping clear water out of the system, the Village will track the decreases in basement backups and sanitary sewer overflows.

Result(s): Sanitary sewer investigation continued with sanitary manhole investigations and dyed water flooding (to investigate cross-connections between the storm sewers and sanitary sewers)

Village staff and residents may make our Public Works staff aware of concerns related to illicit storm sewer discharges. Upon receipt of the complaint, a Public Works staff member will visit the location related to the discharge. Using GIS map information and field observations of manholes, the Public Works staff member will investigate and determine the source of the discharge. Should there be a need for further intervention or corrective actions, the necessary steps will be taken. In our experience, these are often one-time events and are able to be handled with property education. Records of these investigations will be retained. There are no records of these issues during the March 2020-March 2021 timeframe.

The Village does not have any active illicit discharges and currently does not have an active illicit discharges list.

D. Construction Site Runoff Control

D.2 – Erosion and Sediment Control BMPs

Village's Steep Slope Ordinance

Measurable Goal(s): Goals of the ordinance include, "Discouraging development that threatens the stability of steeply sloped terrain," and "Reducing uncontrolled storm water runoff, soil erosion, and mud slides by minimizing grading, encouraging the preservation of trees and other vegetation, and, where necessary, requiring revegetation." These goals are measured by requiring the following construction techniques: Minimizing disruption or alteration of natural drainage ways; Minimizing the time during which areas are bare and exposed; Designing and properly locating structures so that structure's weight does not negatively impact slope stability; Controlled runoff. Concentrated runoff from impervious surfaces shall be collected and transported in a pipe or other approved manner to a municipal storm sewer system, if available; Water discharge into steep slope. Whenever stormwater is transported across a property for discharge into a steep slope zone, the conveyance pipes shall be of non-segmented (continuous sections of minimum 100 ft.) pipe material, which shall be installed below ground by directional boring where possible; Discharge point stabilization. Natural drainage ways shall be stabilized by landscape integration and rip-rap or other means consistent with sound professional engineering practice, to a distance below drainage and culvert discharge points sufficient to convey the discharge without channel erosion and in such a manner as to dissipate the energy of the discharge as approved by the Director of Public Works; Energy dissipater. All outflow from a stormwater conveyance pipe must discharge into an energy dissipater.

Result(s): Nine properties which abut bluff/ravine slopes were reviewed by the Village between March 2020 to March 2021. All plan sets were reviewed to ensure compliance with the Village's steep slope ordinance.

D.4 – Site Plan Review Procedures

Site Development Checklist - includes a section specifically about erosion control, spoils storage, concrete washout areas.

Village Standard Details for silt fencing, inlet protection and topsoil stockpile protection are available. These details are incorporated into engineering plans for construction.

Single family home - stormwater detention requirements

Measurable Goal(s): Each of the above erosion control measures is inspected upon initial installation. Continued monitoring of erosion control measures occurs throughout the span of construction.

Result(s): Between March 2020 to March 2021, 63 single family site development plans were reviewed by Village staff. All site development plans were reviewed for compliance with the Village's Site Development Checklist.

D.5 – Public Information Handling Procedures

Public Records available via Freedom of Information Act

Measurable Goal(s): Village documents are public record as allowed by the Freedom of Information Act (FOIA). Upon submission of a FOIA request, staff reviews the request and responds accordingly within the required response time frame. Quantity of FOIA responses are recoded by the Village's Deputy Clerk.

Result(s): Respond to FOIA requests as required within the allotted time frame. Record the number inquiries with the Village's Deputy Clerk.

D.6 – Site Inspection/Enforcement Procedure

Steep Slope Ordinance

Measurable Goal(s): As development occurs, and established inspections are conducted, the Village inspector can note any violations of the Village's steep slope ordinance. Should any violations be observed, the Village may fine and/or issue a stop-work order until the violation is addressed.

Result(s): The Village tracks any instances of violators and tracks the quantity of fines leveled.

E. Post-Construction Runoff Control

E.2 – Regulatory Control Program

Maximum hardscape allowances on non-major construction.

Measurable Goal(s): Impervious calculations must be submitted with permit submittal. Calculations are kept on record in the house file for that property address. Any subsequent construction must continue to comply with Village ordinance (9-83) and submit calculations.

Result(s): Require the submittal of total impervious area calculations. Stormwater detention requirements applicable for all subsequent construction.

E.3 – Long Term O&M Program

Storm Sewer cleaning/ Catch Basin cleaning/ Storm sewer CCTV

Measurable Goal(s): Village staff keeps detailed records of the locations and quantities of storm sewer infrastructure cleaned. Storm sewers are televised when cleaning operations indicate an encounter that needs to be viewed. Any identified obstructions are addressed at the time of discovery. Should construction debris be found in the storm sewers near a recently completed

construction project, Village staff will address the appropriate responsible parties.

Result(s): Between March 2020 to March 2021 Village staff cleaned 54,465 feet of storm sewer mainlines and vacuumed out 447 storm structures.

F. Pollution Prevention/Good Housekeeping

F.2 – Inspection and Maintenance Program

Storm structure cleaning/Storm sewer mainline cleaning/Storm sewer CCTV

Measurable Goal(s): Village staff maintains records of daily quantities of storm sewer structures and mainlines cleaned. Records of the amount of storm sewer televised is also recorded.

Result(s): Between March 2020 and March 2021, Village crews cleaned 54,465 feet of storm sewer mainlines, vacuumed 447 storm structures, 44 storm structures were repaired for structural defects and televised 2,034 feet of storm sewer.

F.4 – Municipal Operations Waste Disposal

Street sweeping and Leaf collection

Solid waste receptacle requirements/Accumulation of waste prohibitions

Measurable Goal(s): Village staff maintains records of the total daily quantities of streets swept and areas of daily (seasonal) leaf collection.

Result(s): Maintain daily records of street sweeping and leaf collection quantities.

F.5 – Flood Management/Assess Guidelines

Hazardous Waste Storage

Measurable Goal(s): Via Ordinance 9-101, "All buildings located within a 100-year floodplain shall be protected from flood damage below the flood protection elevation. Existing buildings located within a regulatory floodway also shall meet the more restrictive appropriate use standards included in § 9-99. "

Any proposed development in a flood plain area is reviewed for compliance with this ordinance. The Village shall continue to require compliance with this ordinance.

Result(s): No homes within a floodplain area were developed between March 2020 to March 2021.

F.6 – Other Municipal Operations Controls

Fuel Station Monitoring

The Village has a vehicle fueling station in town that requires annual inspection and also has a spill-prevention plan which is updated annually. The system has an active monitoring system and requires authorization for use of the system.

Vehicle Washing Areas

Vehicle washing area drains to a triple catch basin within the Public Works garage. Cleaning of the triple basin occurs quarterly or more frequent, if needed. The triple basin is cleaned out by in house staff using the Village owned Vac-con truck.

Salt storage and distribution

Salt storage is done in a dedicated facility with a roof and door.

- a. Calcium chloride or brine mixtures are added at the vehicle during application
- b. Salt training is completed annually for Public Works staff
- c. Salt applicator calibration completed annually

Spill Prevention Contamination and Countermeasures Plan

Measurable Goal(s): Covered salt storage prevents salt drift (from wind) and leaching (from rain/snow precipitation) into the Village's storm sewer system and nearby open waterways.

Result(s): No salt drift nor leeching occurred during the period of March 2020 to March 2021.

The Village continues to participate in the North Branch Watershed Workgroup organized to implement control measures which will reduce the chloride concentration in any receiving stream in the watershed.

Annual Monitoring and Data Collection Summary

As a member of the North Branch Watershed Workgroup, the Village participates in the collaborative watershed-scale annual monitoring summary to meet the water quality monitoring requirements of the MS4 permit.

- *Included with this narrative is the North Branch Watershed Workgroup 2020 Workplan Scorecard. The NBWW 2020 Workplan Scorecard is also available at the following url: (https://www.nbwwil.org/wp-content/uploads/2020/12/NBWW-Workplan_2020.pdf) as part of your Annual Monitoring and Data Collection, Year 17 Results.*
- *An NOI spreadsheet detailing NBWW's monitoring strategy. This spreadsheet can be used as an MS4 program reference and can be included as an NOI reference in the WATER QUALITY AND SEDIMENT MONITORING PROGRAMS Section of the NOI. MS4s should reference program participation, include the spreadsheet hyperlink. Spreadsheet: [NBWW Notice of Intent Monitoring Strategy](#).*

- *NBWW Monitoring Site Locations:*
<https://www.arcgis.com/home/webmap/viewer.html?webmap=b47c2711490648a0a01dc613927f2726>.