



COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF ENVIRONMENTAL PROTECTION  
BUREAU OF WATERSHED MANAGEMENT

## MS4 ANNUAL REPORT FORM

### FOR STORM WATER DISCHARGES FROM SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS (MS4s)

Report Period: From: March 10, 2003 To: March 10, 2004

This Report is for (Check One Box):  A DEP General Permit  An Individual Permit

#### SECTION I – SMALL MS4 OPERATOR INFORMATION:

1. NPDES Permit Number –

PAG136248 \_\_\_\_\_

2. Name of MS4 Operator –

Tarentum Borough \_\_\_\_\_

3. Name of Contact Person –

Jeffrey Thomas \_\_\_\_\_

4. Title/Role of Contact Person –

Borough Manager \_\_\_\_\_

5. Division/Department –

Division: - \_\_\_\_\_ Department: - \_\_\_\_\_

6. Phone Number –

Phone: (724) 224-1818 \_\_\_\_\_

Fax: (724) 224-1821 \_\_\_\_\_

7. E-mail Address – Email: - \_\_\_\_\_

MS4 Website: - \_\_\_\_\_

8. Mailing Address –

Address Line 1: 318 East Second Avenue \_\_\_\_\_

Address Line 2: \_\_\_\_\_

City: Tarentum \_\_\_\_\_ County: Allegheny \_\_\_\_\_

Zip Code: 15084 \_\_\_\_\_

**SECTION II – MS4s USING DEP PROTOCOL**

**MCM#1 - PUBLIC EDUCATION & OUTREACH MINIMUM CONTROL MEASURE**

MS4s USING DEP PROTOCOL,  MS4s USING OWN PROGRAM,  MS4s USING MIXED PROTOCOL/PROGRAM

**9. BMP: Develop a Public Education Plan.**

Measurable goal for this BMP was met.  
(Describe below the plan's contents and accomplishments for this permit year.)

Describe:

This item has been discussed; however it is not complete

Measurable goal for this BMP was not met.  
(Describe below the reason(s) and current status, and plans/schedule for meeting this goal.)

**BMP: Distribute the "When It Rains, It Drains" pamphlet to all target audiences.**

Measurable goal for this BMP was met.  
(Describe how many brochures and pamphlets were distributed and to whom. Indicate if they have been posted and advertised on your web site.)

Describe:

This item has been discussed; however the plans have not been finalized. The Borough is considering a mass mailing with adjacent municipalities since they already share partnership with a municipal authority. These details still need to be finalized.

Measurable goal for this BMP was not met.  
(Describe below the reason(s) and current status, and plans/schedule for meeting this goal.)

10. If you are implementing your own Storm Water Management Plan approved by the Department, describe the current status of this Minimum Control Measure. In the columns below list all BMPs and measurable goals you identified on your NOI and/or approved by DEP. If the goals were met, describe how they were met. If they were not met, describe the current status of each and when/how they will be met.

| List/Describe BMPs and Measurable Goals (Approved by DEP) | Describe How Measurable Goal(s) Were Met | If Not Met, Describe Reason(s), Current Status, Plans and Schedule for Meeting the Goal |
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**MCM#2 - PUBLIC PARTICIPATION & INVOLVEMENT MINIMUM CONTROL MEASURE**  
 MS4s USING DEP *PROTOCOL*,  MS4s USING OWN *PROGRAM*,  MS4s USING MIXED *PROTOCOL/PROGRAM*

11. **BMP: Develop Public Participation & Involvement Program.**

Measurable goal for this BMP was met.  Measurable goal for this BMP was not met.  
 (Describe below your program, what was accomplished during the year and how/where public participation occurred.) (Describe below the reason(s) and current status, and plans/schedule for meeting this goal.)

Describe:  
 This item has been discussed at public meetings; however it was not in accordance with the protocol requirements. This item is currently being discussed for scheduling.

12. If you are implementing your own Storm Water Management Plan approved by the Department, describe the current status of this Minimum Control Measure. In the columns below list all BMPs and measurable goals you identified on your NOI and/or approved by DEP. If the goals were met, describe how they were met. If they were not met, describe the current status of each and when/how they will be met.

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**MCM#3 - ILLICIT DISCHARGE DETECTION & ELIMINATION MINIMUM CONTROL MEASURE**

MS4s USING DEP *PROTOCOL*,  MS4s USING OWN *PROGRAM*,  MS4s USING MIXED *PROTOCOL/PROGRAM*

13. **BMP: Complete map of all outfalls.**

Measurable goal for this BMP was met. (Describe your MS4 system, what was mapped – just outfalls or both outfalls and the system. Include list and schedule of completing mapping of priority areas.)  
 Measurable goal for this BMP was not met. (Describe below the reason(s) and current status, and plans/schedule for meeting this goal.)

Describe:  
This item has been started but is not complete.

**BMP: Adopt and Implement DEP Model Ordinance Dealing with this Minimum Control Measure.**

Measurable goal for this BMP was met. (Describe below the steps taken or planned to adopt and implement DEP guidance model ordinance.)  
 Measurable goal for this BMP was not met. (Describe below the reason(s) and current status, and plans/schedule for meeting this goal.)

Describe:  
The model ordinance is being reviewed by staff and Council.

**BMP: Presentation on IDD&E Program and Ordinance during a public meeting.**

Measurable goal for this BMP was met. (Describe below how various targeted audiences were exposed to the MS4 permit and related requirements. Indicate how many persons attended and what is planned to next year.)  
 Measurable goal for this BMP was not met. (Describe below the reason(s) and current status, and plans/schedule for meeting this goal.)

Describe:  
This item cannot be completed until the ordinance is finalized.

**BMP: Distribute educational material (see Public Education and Outreach Minimum Measure).**

Measurable goal for this BMP was met. (Describe below what material was used and how and who were targeted to receive educational material.)  
 Measurable goal for this BMP was not met. (Describe below the reason(s) and current status, and plans/schedule for meeting this goal.)

Describe:  
This item has not been addressed to this point.

14. If you are implementing your own Storm Water Management Plan approved by the Department, describe the current status of this Minimum Control Measure. In the columns below list all BMPs and measurable goals you identified on your NOI and/or approved by DEP. If the goals were met, describe how they were met. If they were not met, describe the current status of each and when/how they will be met.

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| List/Describe BMPs and Measurable goals (Approved by DEP) | Describe How Measurable Goal(s) Were Met | If Not Met, Describe Reason(s), Current Status, Plans and Schedule for Meeting the Goal |
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**MCM#4 - CONSTRUCTION SITE STORM WATER RUNOFF CONTROL MINIMUM CONTROL MEASURE**

MS4s USING DEP *PROTOCOL*,  MS4s USING QWN *PROGRAM*,  MS4s USING MIXED *PROTOCOL/PROGRAM*

**15. BMP: Adopt and Implement DEP Model Ordinance Dealing with this Minimum Control Measure**

Measurable goal for this BMP was met. (Describe below the steps taken or planned to adopt and implement DEP model ordinance.)  
 Measurable goal for this BMP was not met. (Describe below the reason(s) and current status, and plans/schedule for meeting this goal.)

Describe:

The ordinance is still being reviewed; however, due to Tarentum Borough's urban nature, construction sites are minimal.

**BMP: Require that the Erosion and Sediment Control Plans be developed in accordance with the requirements of Chapters 102 (erosion & sedimentation) of the DEP regulations.**

Measurable goal for this BMP was met. (Describe below the process for ensuring storm Water runoff controls during construction are designed and implemented.)  
 Measurable goal for this BMP was not met. (Describe below the reason(s) and current status, and plans/schedule for meeting this goal.)

Describe:

This requirement is already enforced in the Borough; however, due to Tarentum's urban nature, these construction sites are minimal.

**BMP: Meet Public Education and Outreach permit requirements and measurable goals for developers and builders.**

Measurable goal for this BMP was met. (Describe below steps taken to inform/educate builders, developers, MS4 staff and citizens and summarize any feedback or pollution incidents or complaints received.)  
 Measurable goal for this BMP was not met. (Describe below the reason(s) and current status, and plans/schedule for meeting this goal.)

Describe:

This item has not been addressed, but due to minimal development, this item could be completed quickly.

**16.** If you are implementing your own Storm Water Management Plan approved by the Department, describe the current status of this Minimum Control Measure. In the columns below list all BMPs and measurable goals you identified on your NOI and/or approved by DEP. If the goals were met, describe how they were met. If they were not met, describe the current status of each and when/how they will be met.

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**MCM#5 - POST-CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT & REDEVELOPMENT MINIMUM CONTROL MEASURE**

MS4s USING DEP PROTOCOL,  MS4s USING QWN PROGRAM,  MS4s USING MIXED PROTOCOL/PROGRAM

**17. BMP: Adopt and Implement DEP Model Ordinance Dealing with this Minimum Control Measure.**

Measurable goal for this BMP was met. (Describe below the steps taken or planned to adopt and implement DEP model post construction SWM ordinance, describe the process for coordinating permits and plan reviews.)

Measurable goal for this BMP was not met. (Describe below the reason(s) and current status, and plans/schedule for meeting this goal.)

Describe:  
The ordinance is still in the review phase.

**BMP: Require that post-construction structural and non-structural BMPs are designed, constructed and maintained to meet (1) the requirements of the approved Act 167 Plan and the municipal ordinance, or until such Act 167 Plan is in place, (2) the DEP statewide water quality requirements (e.g., 25 Pa Code Chapter 93). Use municipal resources or establish an agreement with the local CCD or other service provided for coordination of post-construction BMP approvals.**

Measurable goal for this BMP was met. (Describe below the process for ensuring post construction storm Water runoff controls are designed and implemented.)

Measurable goal for this BMP was not met. (Describe below the reason(s) and current status, and plans/schedule for meeting this goal.)

Describe:  
This requirement will be implemented by the Borough; however, it may not be applicable due to it's urban nature.

**BMP: Ensure that storm water BMPs are built, operated, and maintained as designed.**

Measurable goal for this BMP was met. (Describe below how the MS4 ensures that post-construction storm water BMPs are operated and maintained in the future.)

Measurable goal for this BMP was not met. (Describe below the reason(s) and current status, and plans/schedule for meeting this goal.)

Describe:  
This item will be addressed; however, currently there are no ponds located in the Borough.

**18.** If you are implementing your own Storm Water Management Plan approved by the Department, describe the current status of this Minimum Control Measure. In the columns below list all BMPs and measurable goals you identified on your NOI and/or approved by DEP. If the goals were met, describe how they were met. If they were not met, describe the current status of each and when/how they will be met.

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**MCM#6 - POLLUTION PREVENTION AND GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS AND MAINTENANCE MINIMUM CONTROL MEASURE**

MS4s USING DEP PROTOCOL,  MS4s USING OWN PROGRAM,  MS4s USING MIXED PROTOCOL/PROGRAM

19. **BMP: Compile information on storm water system features, such as catchments and detention basins, and on programs to ensure proper operations and maintenance of the MS4.**

Measurable goal for this BMP was met. (Describe below the process used to inventory and catalogue key system features and P2 activities to help with illicit discharge detection and elimination and to facilitate proper O&M of municipal operations.)

Measurable goal for this BMP was not met. (Describe below the reason(s) and current status, and plans/schedule for meeting this goal.)

Describe:  
This has not been addressed at this point in time.

**BMP: Gather information on existing operations and programs for municipal vehicle maintenance, fueling, and washing.**

Measurable goal for this BMP was met. (Describe below process used to inventory and catalogue existing pollution prevention activities and various municipal operations including system maintenance.)

Measurable goal for this BMP was not met. (Describe below the reason(s) and current status, and plans/schedule for meeting this goal.)

Describe:  
This item has not been started but not completed.

20. If you are implementing your own Storm Water Management Plan approved by the Department, describe the current status of this Minimum Control Measure. In the columns below list all BMPs and measurable goals you identified on your NOI and/or approved by DEP. If the goals were met, describe how they were met. If they were not met, describe the current status of each and when/how they will be met.

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**SECTION III - CERTIFICATION**

**CERTIFICATION STATEMENT**

I 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 gathered and evaluated 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.

Jeffrey Thomas, Borough Manager

Name and official title

Signature

June 8, 2004

Date

Sworn and subscribed to before me, this 8th day of June, 2004

Notary Public

My commission expires \_\_\_\_\_

(Notary Public Seal and Stamp)

**SECTION IV - SPECIAL ADDENDUM REPORT**

**FOR**

**MS4S DISCHARGING INTO THE CHESAPEAKE BAY WATERSHED**

**Report Period: March 10, 2003 to March 10, 2004**

1. NPDES Permit Number: – \_\_\_\_\_ Name of MS4 Operator: – \_\_\_\_\_  
  
Name of Contact Person – \_\_\_\_\_ Telephone Number: (\_\_\_\_) \_\_\_\_\_

**GEOGRAPHIC LOCATION:**

2. **State Hydrologic Unit Code** – Provide the Hydrologic Unit Code(s) of the watershed(s) to which the MS4 discharges its storm water. This information is available at EPA's 'Surf Your Watershed' Web Site at <http://cfpub.epa.gov/surf/state.cfm?statepostal=PA>  
  
List Hydrologic Unit Code(s): \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**URBAN STORM WATER BEST MANAGEMENT PRACTICES:**

3. **Structural BMPs** – List the permanent structural BMPs installed in the MS4, the number of acres that drain to each BMP, the name of the water body to which the BMP discharges, how often each BMP is inspected or maintained (quarterly, annually, etc.), and the name of the person or organization responsible for inspection and maintenance of the BMP.

| Structural BMP | Drainage Area | Name of Receiving Water Body | Inspection/ Maintenance Frequency | Name of Responsible Person or Organization |
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