

City of Worthington, Minnesota



Notice of Intent

To Obtain Coverage

**GENERAL PERMIT
AUTHORIZATION TO DISCHARGE STORM WATER
ASSOCIATED WITH MUNICIPAL SEPARATE STORM SEWER SYSTEMS
UNDER THE NATIONAL POLLUTANT DISCHARGE ELIMINATION
SYSTEM/STATE DISPOSAL SYSTEM PERMIT PROGRAM**

Permit No. MNR 040000

February 15th, 2007

February 15, 2007

RE: Worthington, Minnesota,
Notice of Intent to Obtain Coverage
NPDES/SDS Storm Water Phase II
Permit No. MN R 040000

Storm Water Management Unit
Storm Water Section
Municipal Division
Minnesota Pollution Control Agency
520 Lafayette Road North
St. Paul, MN 55155-4194

To whom it may concern:

In accordance with the National Pollutant Discharge Elimination System (NPDES)/State Disposal System (SDS) Storm Water Phase II Permit Program administered by the Minnesota Pollution Control Agency (MPCA), the City of Worthington is hereby submitting the enclosed Notice of Intent (NOI) and summary of our Storm Water Pollution Prevention Program (SWPPP) for coverage under General Permit No. MN R 040000 (Noticed as MN R 580000).

If you have any questions regarding our NOI or SWPPP, please contact me at 507-372-8640.

Sincerely,

Dwayne Haffield
City Engineer
City of Worthington
PO Box 279, 303 9th Street
Worthington, MN 56187

Enclosure

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City of Worthington, Minnesota



Section I: NOTICE OF INTENT



Minnesota
Pollution
Control
Agency

General Stormwater Permit (MN R 040000) Application for Small Municipal Separate Storm Sewer Systems (MS4s)

RETURN THIS APPLICATION TO:

Minnesota Pollution Control Agency
Municipal Division
520 Lafayette Road North
St. Paul, MN 55155-4194

NO FEE

PLEASE READ: As you complete this form, read the instructions carefully. Use your keyboard's "Tab" key to move through the fields of this form. Select check-boxes and enter text as indicated. Save, and print.

I. MS4 Information			
A. Application Type			
<input checked="" type="checkbox"/> New applicant (this MS4 has no previous application for MS4 coverage on file at MPCA)			
<input type="checkbox"/> Application for re-issuance of coverage (this MS4 applied in 2003)			
B. MS4 Owner General Contact (the community, municipality, agency or other party having ownership or operation control of the MS4)			
City of Worthington			
<i>Community, municipality, agency or other party having ownership or operational control of the MS4</i>			
PO Box 279, 303 9th Street			
<i>Mailing Address</i>			
Worthington	MN	56187	
<i>City</i>	<i>State</i>	<i>Zip Code</i>	
Nobles			
<i>County</i>			
41-6005656		8026209	
<i>Federal Tax ID</i>		<i>State Tax ID</i>	
C. General Contact (official, staff member, consultant or other) for all general correspondence about Permit compliance issues between the MPCA and your MS4			
Haffield	Dwayne	City Engineer	
<i>Last Name</i>	<i>First Name</i>	<i>Title</i>	
PO Box 279, 303 9th Street			
<i>Mailing Address</i>			
Worthington	MN	56187	
<i>City</i>	<i>State</i>	<i>Zip Code</i>	
507-372-8640		d.haffield@ci.worthington.mn.us	
<i>Telephone (include area code)</i>		<i>E-mail Address</i>	

II. Certification of the Storm Water Pollution Prevention Program (SWPPP)

- A. Have you developed a Storm Water Pollution Prevention Program for your MS4? Yes
 Municipalities must demonstrate how their Storm Water Pollution Prevention Program will be implemented and enforced over the term of the five-year Permit. SWPPPs must incorporate appropriate educational components, all required BMPs and the measurable goals associated with each. Storm Water Pollution Prevention Programs must address the specific requirements contained in Part V. G. of the Permit. SWPPPs must outline how the six minimum control measures will be addressed, the contact person, department in charge, timeline and measures that will be implemented to meet the schedules required by the Permit. Attach a BMP Summary Sheet to this application for *each* BMP in your SWPPP.
- B. Does your SWPPP address all of the six Minimum Control Measures as outlined in the Permit? Yes
 The General Permit requires that you incorporate all six of the defined Minimum Control Measures in your Stormwater Pollution Prevention Program. You are required to implement mandatory BMPs which are directly associated to each of the Six Minimum Control Measures.
- C. Have you attached the included BMP Summary Sheets, one for each of the Best Management Practices required by the Permit? Yes
 There are 34 required BMPs all of which require that the provided BMP Summary Sheet be filled out completely and included with your Storm Water Pollution Prevention Program. If any of these required sheets are missing, your application will not be considered complete and will be returned to you.

III. Reporting and Recordkeeping

- A. I have read and understand Part VI *Evaluating, Recordkeeping, and Reporting* of the MS4 General Permit and certify that we intend to comply with the applicable requirements of those sections as well as the Permit as a whole. Yes
- B. Where will your SWPPP be available to the public for review?

Worthington City Hall

<i>Name of Location</i>	<i>If your SWPPP is available electronically, indicate location</i>	
PO Box 279, 303 9th Street		
<i>Street Address</i>		
Worthington	MN	56187
<i>City</i>	<i>State</i>	<i>ZIP Code</i>
Dwayne Haffield	507-372-8640	
<i>Contact Name</i>	<i>Contact Phone Number</i>	
8:00 am – 5:00 pm, M-F		
<i>Hours of Availability</i>		

IV. Limitations of Coverage

- A. Part II Limitations on Coverage and Appendix C**
 I have read and understand Part II *Coverage Under This Permit* and Appendix C *Limitations on Coverage* of the MS4 General Permit and certify that we intend to comply with the applicable requirements of those sections as well as the Permit as a whole. Yes
- B. Outstanding Resource Value Waters (ORVWs)**
 To complete this section, please refer to Part IX and the *List of Special Waters Attachment* in the *Guidance Manual for Small Municipal Separate Storm Sewer Systems (MS4s)* available on the MPCA Web site at: <http://www.pca.state.mn.us/publications/wq-strm4-25b.pdf>. Lists of various categories of waters and an interactive map that identifies Special Waters are available on the MPCA Web site at: <http://www.pca.state.mn.us/water/stormwater/stormwater-ms4.html#waters>.

1. Prohibited Waters

Does the MS4 discharge into **Prohibited Waters** as defined in Minn. R. 7050.0180, subp. 3, 4, and 5? See Attachment Four of the *Guidance Manual for Small Municipal Separate Storm Sewer Systems (MS4s)* for further information. Yes No

2. Restricted Discharge

Does the MS4 discharge into waters with a **Restricted Discharge** as defined in Minn. R. 7050.0180, subp. 6, 6a, and 6b? If yes, please list below and comply with Part IX, Appendix C, Item B. See Attachment Four of the *Guidance Manual for Small Municipal Separate Storm Sewer Systems (MS4s)* for further information. Yes No

3. Prohibited or Restricted Waters

If you answered “yes” to either Question 1 or 2, have you included a map that outlines, at a minimum, the DNR minor sub-watersheds in your jurisdiction with ANY discharges to Prohibited or Restricted Waters? You are required by the Permit to provide this map along with your application. [IX.B.2.b] Yes No

Identify all discharges to Outstanding Resource Value Waters (ORVWs) from your MS4:

Name of Water Body	Type (lake, stream, river)

4. If you answered “yes” to either Question 1 or 2, who is the person responsible for ensuring compliance with this Permit condition?

Name: _____ Position: _____ Phone: _____

C. Special Waters

1. Trout Waters

Does the MS4 discharge into **Trout Waters** as defined in Minn. R. 6264.0050 subp. 2 & 4? If yes, please list below and comply with Part IX, Appendix C, Item C. See Attachments Two and Three of the *Guidance Manual for Small Municipal Separate Storm Sewer Systems (MS4s)* for further information. Yes No

2. Wetlands

Does the MS4 discharge into **Wetlands** as defined in Minn. R. 7050.0130, subp. F? Yes No

D. Other Requirements

1. Environmental Review

Does the MS4 have a process to assure coordination with appropriate Agencies and to evaluate discharges that require applicable **Environmental Review** as required by State or federal laws? See Part IX of the *Guidance Manual for Small Municipal Separate Storm Sewer Systems (MS4s)* for further information. Yes No

Who is the person responsible for ensuring compliance with this Permit condition?

Name: Dwayne Haffield Position: City Engineer Phone: 507-372-8640

2. Endangered or Threatened Species

Does the MS4 have a process to assure coordination with appropriate Agencies and to evaluate discharges whose direct, indirect, interrelated, interconnected, or independent impacts may jeopardize a listed **Endangered or Threatened Species** or adversely modify a designated critical habitat? See Part IX of the *Guidance Manual for Small Municipal Separate Storm Sewer Systems (MS4s)* for further information. Yes No

Who is the person responsible for ensuring compliance with this Permit condition?

Name: Dwayne Haffield Position: City Engineer Phone: 507-372-8640

3. Historic Places and Archeological Sites

Does the MS4 have a process to assure coordination with appropriate Agencies and to evaluate discharges which may adversely affect properties listed or eligible for listing in the National Register of **Historic Places** or affecting known or discovered **archeological sites**? Yes No
See Part IX of the *Guidance Manual for Small Municipal Separate Storm Sewer Systems (MS4s)* for further information.

Who is the person responsible for ensuring compliance with this Permit condition?

Name: Dwayne Haffield Position: City Engineer Phone: 507-372-8640

4. Drinking Water Sources

Does the MS4 have any discharges that may affect Source Water Protection as defined in part **IX.H** of the General Permit? Yes No

If “yes,” does the MS4 have BMPs incorporated into the SWPPP to protect drinking water sources that the MS4 discharge may affect? Yes No

The City has an approved Department of Health Wellhead Protection Plan that addresses this issue. For more information please contact Scott Hain at 507-372-8680.

V. Owner or Operator Certification

The person with overall, MS4 legal responsibility must sign the application. This person shall be duly authorized to sign the application and may be either a principal executive officer or ranking elected official. (See Minn. R. 7001.0060).

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 (Minn. R. 7001.0070).

I also certify under penalty of law that I have read, understood, and accepted all terms and conditions of the National Pollutant Discharge Elimination System (NPDES) General Storm Water Permit for MS4s that authorizes storm water discharges identified in this application form.

I understand that as a Permittee, I am legally accountable under the Clean Water Act to ensure compliance with the terms and conditions of the NPDES General Storm Water Permit for MS4s.

I also understand that MPCA enforcement actions (pursuant to Minn. Stat. §115.07, 116.072, and Section 309 of the Clean Water Act) may be taken against me or the MS4 if the terms and conditions of the NPDES General Storm Water Permit for MS4s are not met.

Authorized Signature of the person with overall authority to certify intent to comply with the Permit and implement the SWPPP (principal executive officer or a ranking elected official).

X

Authorized Signature *Date*

Haffield *Dwayne* *City Engineer*

Last Name *First Name* *Title*

PO Box 279, 303 9th Street

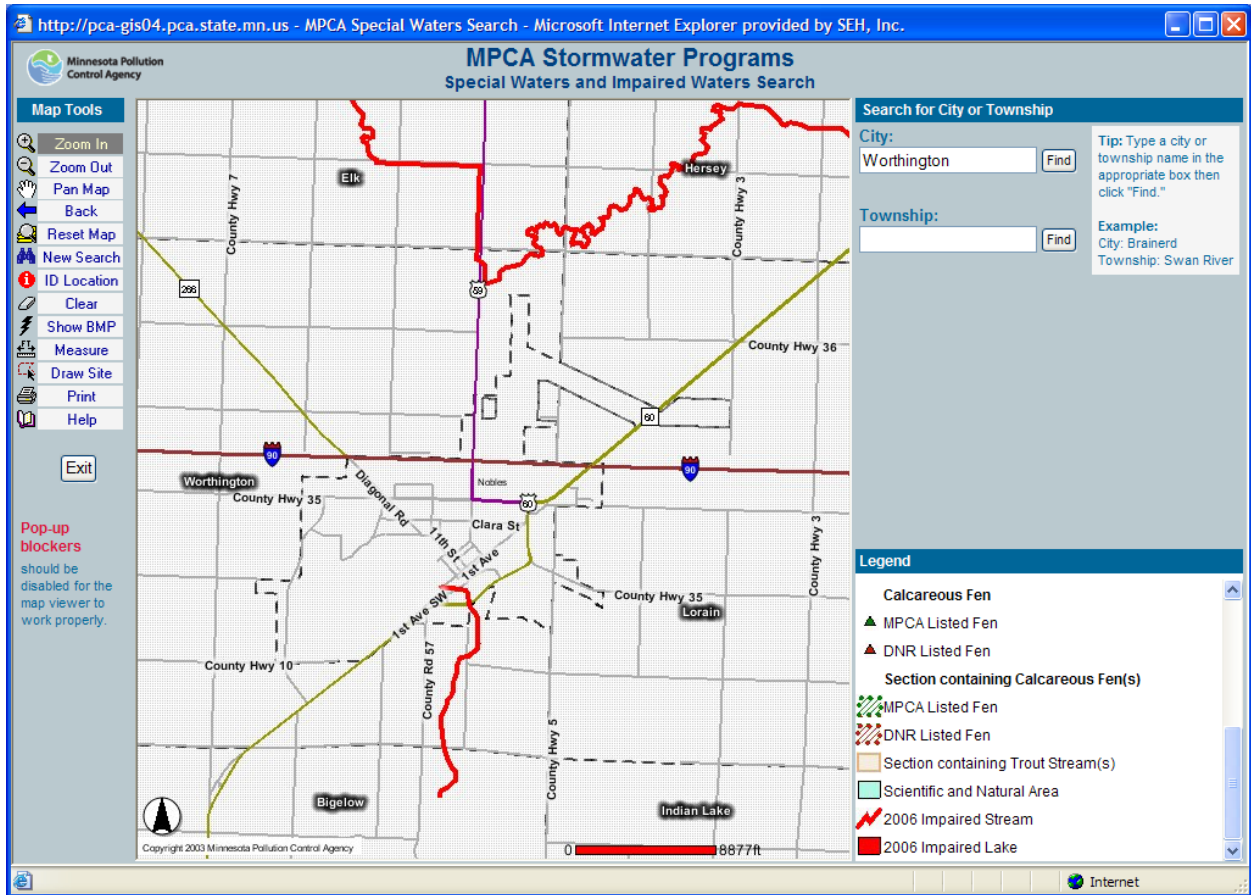
Mailing Address

Worthington *MN* *56187*

City *State* *ZIP Code*

507-372-8640 *d.haffield@ci.worthington.mn.us*

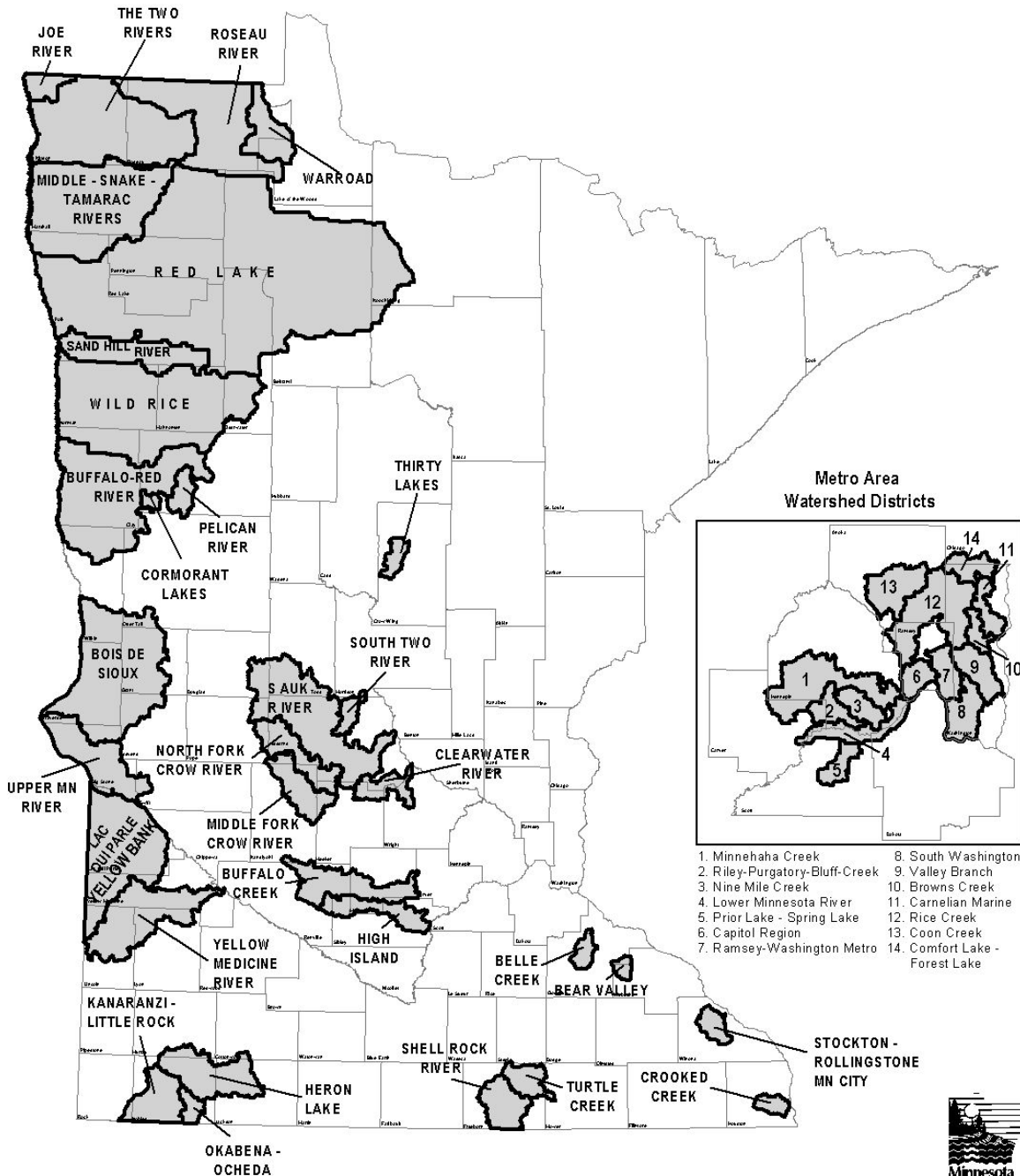
Telephone (include area code) *E-mail Address*



From: MPCA Special and Impaired Waters Search Map

Worthington is in the Heron Lake and Okabena-Ocheda Watershed Districts

**Minnesota Association of Watershed Districts
MAWD**



6/06



City of Worthington, Minnesota



Section II: SUMMARY OF SWPPP

Background

The City of Worthington is located in southwest Minnesota in Nobles County. Worthington shares no borders with another NPDES MS4. The City covers approximately 5,660 acres (8.8 square miles) of land consisting of a mix of residential, commercial, light-industrial, right-of-way, lakes/water, open space, park lands, and an airport.

Following is a summary the City completed to prepare this Notice of Intent (NOI) for coverage under the NPDES MS4 Phase II Permit.

- Self-Assessment Process,
- Listing of the Best Management Practices (BMPs) for each Minimum Control Measure (MCM) incorporated into the SWPPP.

BMP summary sheets for each of the six MCMs are provided in Appendix A.

Self-Assessment Process

The City of Worthington Public Works and Engineering staff realized that funding many of the upcoming mandates would require a storm water utility to be set up. Therefore, a storm water utility was established in 2004 and a portion of those funds are paying for the current work involved in setting up the NOI and SWPPP.

Throughout the process of selection and development of Best Management Practices (BMPs) that establish the basis for the Storm Water Pollution Prevention Program (SWPPP), the City has considered the significant sources of pollution, the potentially polluting activities being conducted in the watershed and the sensitivity of the receiving waters. The City has also considered the physical and organizational characteristics of the minor watersheds within the City. The ultimate goal of the City's SWPPP is to control or reduce the discharge of storm water generated pollutants to receiving waters.

Receiving Waters

Receiving waters are recipients of outfall discharges from the City's municipal separate storm sewer system (NPDES MS4 Phase II Permit, page 19 of 23). In designating receiving waters within the SWPPP, the MS4 owner (Worthington) must consider the sensitivity of the receiving waters (ibid., page 7 of 23) and future SWPPP modifications to address storm water discharges impacting water quality of the receiving waters (ibid., page 12 of 23).

The following table lists the receiving waters within the City of Worthington:

RECEIVING WATER	LOCATION
Lake Okabena	Southwest Worthington
Judicial Ditch #6*	Southeast Worthington
Okabena Creek*	North Worthington

* Impaired Waters

Existing Storm Water Management Program

The City currently does not have a storm water management plan nor a storm water ordinance. The City realizes the importance of these guiding documents, and will be working on creating and implementing these in the near future and on a timeline as prescribed in the permit. The City has a storm water utility providing dedicated funding for implementation activities.

Process for Evaluating, Recordkeeping and Reporting

The City will comply with the requirements of Part VI of the NPDES MS4 permit and has identified the items to be tracked and recorded in the BMP Summary Sheets included with this submittal. Records are maintained by the individuals responsible for each BMP and are compiled during the annual reporting process. The City will continue to:

- A. Evaluate program compliance and progress towards achieving its goals on an ongoing basis and summarize these findings in the annual report.
- B. Keep record for at least three years beyond the term of the permit.
- C. Make program-related records available to the public during regular business hours and upon adequate advance notice of the desire to review the program records.
- D. Submit our annual report by June 30 of each year.

BMPs for the Six Minimum Control Measures

The table which follows outlines BMPs that form the City's SWPPP.

2006 Unique BMP ID	Notes	Best Management Practices for Each Minimum Control Measure
MCM #1: Public Education & Outreach		
1a-1		City Storm Water Education Program to Distribute Materials
2a-1, 2b-1, 2c-1, 1e-1		Annual Public/City Council Meeting
1b-1, 1c-1, 1d-1		City Website
		Partner with Local Watershed Districts Education Programs
1f-1		Environmental Utility Fund (Storm Water Utility)
MCM #2: Public Involvement and Participation		
2a-1, 2b-1, 2c-1, 1e-1		Annual Public/City Council Meeting
1c-2		Public Education and Outreach Program
MCM #3: Illicit Discharge Detection and Elimination		
1c-3, 3d-1		Public Education & Outreach Program
3b-1		Regulatory Program to Prohibit Non-Storm Water Discharges into the MS4
3a-1		Storm System Outfall and BMP Map
3c-1, 3e-1		Illicit Discharge and Detection Program
MCM #4: Construction Site Storm Water Controls		
1c-4		Public Education & Outreach Program
4a-1		Construction Erosion and Sediment Control Ordinance
4b-1		Local Watershed District Permit Programs
4d-1		Plan Review Process
4b-1, 4c-1, 4f-1		Construction Site Inspection and Street Sweeping Follow-up
4e-1		Complaint Response Program
MCM #5: Post Construction Storm Water Management for New Development and Redevelopment		
1c-5		Public Education & Outreach Program
5b-1		Post-Construction Runoff Control Ordinance
5c-1		BMP Maintenance Program
5a-1, 5b-1		Alternative Treatment Systems

MCM #6: Pollution Prevention/Good Housekeeping for Municipal Operations

1c-6		Public Education & Outreach Program
3d-1, 6a-1		City Staff Training and Information Program
6b-2, 6b-3, 6b-4		Structural BMP and Outfall Inspection Program
6b-5		Storm Water System Maintenance Program
6b-6, 6b-7		Development of Storm System BMP Database
6a-2		Street Sweeping Program
6a-1		Spill Prevention and Control Program
6b-5, 6b-7		Maintenance Program



City of Worthington, Minnesota

Section III. SWPPP BMP SUMMARY SHEETS

Minimum Control Measure 1: PUBLIC EDUCATION AND OUTREACH



Key to Unique BMP ID Numbers	Required BMP Title	Permit Reference
1a-1	Distribute Educational Materials	V.G.1.a
1b-1	Implement an Education Program	V.G.1.b
1c-1	Education Program: Public Education and Outreach	V.G.1.c
1c-2	Education Program: Public Participation	V.G.1.c
1c-3	Education Program: Illicit Discharge Detection and Elimination	V.G.1.c
1c-4	Education Program: Construction Site Run-off Control	V.G.1.c
1c-5	Education Program: Post-Construction Stormwater Management in New Development and Redevelopment	V.G.1.c
1c-6	Education Program: Pollution Prevention/Good Housekeeping for Municipal Operations	V.G.1.c
1d-1	Coordination of Education Program	V.G.1.d
1e-1	Annual Public Meeting	V.G.1.e
1f-1	Storm Water Utility	NA

BMP Summary Sheet

MS4 Name: City of Worthington, Minnesota

Minimum Control Measure: 1-PUBLIC EDUCATION AND OUTREACH

Unique BMP Identification Number: 1a-1

BMP Title: Distribute Educational Materials
BMP Description: <p>The City will continue to produce and maintain a website that will communicate water resource activities and projects at http://www.ci.Worthington.mn.us.</p> <p>The City will obtain and/or develop a series of informational handouts that will be made available at City facilities. These handouts (flyers) may also be distributed at times in direct mailings to reach businesses and residents regarding general storm water issues.</p>
Measurable Goals: <ol style="list-style-type: none">1. Maintain City web page for water resources information.2. Update education materials, as needed, and make available at City.
Timeline/Implementation Schedule: <ol style="list-style-type: none">1. Ongoing/Annually2. Ongoing/Annually
Specific Components and Notes: <p>Audience or audiences: All City residents; community groups and visitors to Worthington. Increased awareness: The flyers will educate the target audiences by giving them a good understanding of a variety of water quality topics and how citizens can make a difference.</p>
Responsible Party for this BMP: <p>Name: Dwayne Haffield Department: City Engineer Phone: 507-372-8640 E-mail: d.haffield@ci.worthington.mn.us</p>

BMP Summary Sheet

MS4 Name: City of Worthington, Minnesota

Minimum Control Measure: PUBLIC EDUCATION AND OUTREACH

Unique BMP Identification Number: 1b-1

BMP Title: Implement an Education Program
BMP Description: <p>The City's education program consists of a wide range of activities as described in the BMP summary sheets in MCM 1 and 2, including newspaper articles, mailings, public meetings, public participation program and web-based information access.</p>
Measurable Goals: <ol style="list-style-type: none">1. Distribute storm water-related literature to the public.2. Maintain a list of available information.
Timeline/Implementation Schedule: <ol style="list-style-type: none">1. Ongoing/Annually2. Ongoing/Annually
Specific Components and Notes:
Responsible Party for this BMP: Name: Dwayne Haffield Department: City Engineer Phone: 507-372-8640 E-mail: d.haffield@ci.worthington.mn.us

BMP Summary Sheet

MS4 Name: City of Worthington, Minnesota

Minimum Control Measure: PUBLIC EDUCATION AND OUTREACH

Unique BMP Identification Number: 1c-1

BMP Title: Education Program: Public Education and Outreach
Audience(s) Involved: All City residents, business owners, City Council and committees, developers, contractors, watershed organizations and others.
Educational Goals for Each Audience: Increased awareness: BMPs have been selected to increase awareness by making positive impressions on individuals that will help to change attitudes and behaviors towards storm water issues. The desired end result is improvements in the water quality of City lakes and water resources.
Activities Used to Reach Educational Goals: <ol style="list-style-type: none">1. Distribution of educational and informational flyers.2. Maintain web site postings of storm water program information.3. Post opportunities for public participation on the water resources web page.
Activity Implementation Plan: <ol style="list-style-type: none">1. Ongoing/Annually2. Ongoing/Annually3. Ongoing/Annually
Performance Measures: <ol style="list-style-type: none">1. Quantity of flyers distributed.2. Web site access to storm water management pages.3. Participation levels for public events.
218-326-7480 Responsible Party for this BMP: Name: Dwayne Haffield Department: City Engineer Phone: 507-372-8640 E-mail: d.haffield@ci.worthington.mn.us

BMP Summary Sheet

MS4 Name: City of Worthington, Minnesota

Minimum Control Measure: PUBLIC EDUCATION AND OUTREACH

Unique BMP Identification Number: 1c-2

BMP Title: Education Program: Public Participation
Audience(s) Involved: Residents, developers, businesses, volunteers, etc.
Educational Goals for Each Audience: Increased awareness: The program will make known the importance of storm water issues and how people can make an impact on a larger scale. Activities may include storm drain stenciling, picking up trash near the stenciled storm drains and by noting where maintenance is needed.
Activities Used to Reach Educational Goals: <ol style="list-style-type: none">1. Work with Watershed Districts to find opportunities for public participation.2. Maintain and update flyers at City offices.
Activity Implementation Plan: <ol style="list-style-type: none">1. Ongoing/Annually.2. Ongoing/Annually.
Performance Measures: <ol style="list-style-type: none">1. Number of participation events.2. Number of flyers maintained.
Responsible Party for this BMP: Name: Dwayne Haffield Department: City Engineer Phone: 507-372-8640 E-mail: d.haffield@ci.worthington.mn.us

BMP Summary Sheet

MS4 Name: City of Worthington, Minnesota

Minimum Control Measure: PUBLIC EDUCATION AND OUTREACH

Unique BMP Identification Number: 1c-3

BMP Title: Education Program: Illicit Discharge Detection and Elimination
Audience(s) Involved: Residents, developers, businesses, volunteers, visitors to the City, City staff.
Educational Goals for Each Audience: The program will make known the importance of storm water issues and how people can make an impact on a larger scale. The City will publish a complaint telephone number as one method residents can use to notify the City of potential illicit discharges. Using unified messaging, calls received will be forwarded to an email account or by another method, creating a log of all calls received. Follow-up action for each call and email will be documented.
Activities Used to Reach Educational Goals: 1. Maintain telephone number to collect notices of potential illicit discharges. 2. Post at least one article on the City website relating to Minimum Control Measure #3. 3. Submit at least 1 article in the Worthington newspaper (Daily Globe) relating to MCM #3.
Activity Implementation Plan: 1. Ongoing/Annually 2. Annually 3. Annually
Performance Measures: 1. Number of calls to hotline relating to potential illicit discharges. 2. Article posted. 3. Article Submitted.
Responsible Party for this BMP: Name: Dwayne Haffield Department: City Engineer Phone: 507-372-8640 E-mail: d.haffield@ci.worthington.mn.us

BMP Summary Sheet

MS4 Name: City of Worthington, Minnesota

Minimum Control Measure: PUBLIC EDUCATION AND OUTREACH

Unique BMP Identification Number: 1c-4

BMP Title: Education Program: Construction Site Run-off Control
Audience(s) Involved: Residents, developers, businesses, volunteers, contractors.
Educational Goals for Each Audience: The program will make known the importance of storm water issues and how people can make an impact on a larger scale. An article on erosion control will be posted on the city's website and could be accessed via links on the city's dedicated storm water page. Links to the MPCA website will be posted also.
Activities Used to Reach Educational Goals: <ol style="list-style-type: none">1. Post at least one article on the City website relating to Minimum Control Measure #4.2. Submit at least 1 article to the Worthington Newspaper (Daily Globe) relating to MCM #4.3. Distribute and make available standard guidance information to developers as initial contacts are made (materials may include MnDOT guide manual, MPCA guidance, City Standard Details, etc.).
Activity Implementation Plan: <ol style="list-style-type: none">1. Annually2. Annually3. Ongoing/Annually
Performance Measures: <ol style="list-style-type: none">1. Article posted.2. Article Submitted3. Summary of material/number of developers sent erosion control guidance materials.
Responsible Party for this BMP: Name: Dwayne Haffield Department: City Engineer Phone: 507-372-8640 E-mail: d.haffield@ci.worthington.mn.us

BMP Summary Sheet

MS4 Name: City of Worthington, Minnesota

Minimum Control Measure: PUBLIC EDUCATION AND OUTREACH

Unique BMP Identification Number: 1c-5

BMP Title: Education Program: Post-Construction Stormwater Management in New Development and Redevelopment
Audience(s) Involved: Residents, developers, businesses, volunteers, contractors.
Educational Goals for Each Audience: The program will make known the importance of storm water issues and how people can make an impact on a larger scale. The City will continue to maintain and update flyers and the City website.
Activities Used to Reach Educational Goals: 1. Post at least one article on the City website relating to Minimum Control Measure #5. 2. Submit at least 1 article to the Worthington Newspaper relating to MCM #5. 3. Distribute and make available treatment system standards and guidance documents to developers as initial contacts are made.
Activity Implementation Plan: 1. Annually 2. Annually 3. Ongoing/Annually
Performance Measures: 1. Article posted. 2. Article submitted. 3. Summary of material/number of developers guidance materials.
Responsible Party for this BMP: Name: Dwayne Haffield Department: City Engineer Phone: 507-372-8640 E-mail: d.haffield@ci.worthington.mn.us

BMP Summary Sheet

MS4 Name: City of Worthington, Minnesota

Minimum Control Measure: PUBLIC EDUCATION AND OUTREACH

Unique BMP Identification Number: 1c-6

<p>BMP Title: Education Program: Pollution Prevention/Good Housekeeping for Municipal Operations</p>
<p>Audience(s) Involved: Residents, developers, businesses, volunteers, City staff.</p>
<p>Educational Goals for Each Audience: The program will make known the importance of storm water issues and how people and city staff can make an impact on a larger scale. This information will also let residents know what the City is doing on a regular basis to actively improve water quality throughout the City. City maintenance staff will better understand the potential impacts of operations and maintenance activities on water resources. Topics will be discussed at regularly scheduled staff meetings.</p>
<p>Activities Used to Reach Educational Goals:</p> <ol style="list-style-type: none">1. Conduct annual staff meeting on municipal operations and potential impacts on water quality.
<p>Activity Implementation Plan:</p> <ol style="list-style-type: none">1. Annually
<p>Performance Measures:</p> <ol style="list-style-type: none">1. Meeting held.
<p>Responsible Party for this BMP:</p> <p>Name: Dwayne Haffield Department: City Engineer Phone: 507-372-8640 E-mail: d.haffield@ci.worthington.mn.us</p>

BMP Summary Sheet

MS4 Name: City of Worthington, Minnesota

Minimum Control Measure: PUBLIC EDUCATION AND OUTREACH

Unique BMP Identification Number: 1d-1

BMP Title: Coordination of Education Program
BMP Description: <p>The City will work with Watershed Districts to distribute general information on non-point source pollution, water resource impacts and needs for and benefits of reduction. The most efficient method of coordinating these programs is by maintaining links to related programs on the various website.</p>
Measurable Goals: <ol style="list-style-type: none">1. Provide web link/access to material available from MPCA.2. Provide web link/access to material available from Watershed Districts.
Timeline/Implementation Schedule: <ol style="list-style-type: none">1. Annually2. Annually
Specific Components and Notes:
Responsible Party for this BMP: Name: Dwayne Haffield Department: City Engineer Phone: 507-372-8640 E-mail: d.haffield@ci.worthington.mn.us

BMP Summary Sheet

MS4 Name: City of Worthington, Minnesota

Minimum Control Measure: PUBLIC EDUCATION AND OUTREACH

Unique BMP Identification Number: 1e-1

BMP Title: Annual Public Meeting
BMP Description: <p>The City will hold an annual public meeting at a Council meeting in approximately May of each year to present progress to date on the City's SWPPP for the past year and required activities for the following year. The City will follow applicable public notice requirements and solicit public opinion about the adequacy of the SWPPP. The City will consider both written and oral public comments. Worthington will also broadcast the annual informational meeting on community cable programming.</p>
Measurable Goals: <ol style="list-style-type: none">1. Time and Date of Annual meeting2. Record number of people in attendance3. Record of questions and responses to the plan. (The session will be taped. Only significant questions and/or comments will be noted.)
Timeline/Implementation Schedule: <ol style="list-style-type: none">1. Annually2. Annually3. Annually
Specific Components and Notes:
Responsible Party for this BMP: Name: Dwayne Haffield Department: City Engineer Phone: 507-372-8640 E-mail: d.haffield@ci.worthington.mn.us

BMP Summary Sheet

MS4 Name: City of Worthington, Minnesota

Minimum Control Measure: PUBLIC EDUCATION AND OUTREACH

Unique BMP Identification Number: 1f-1

BMP Title: Storm Water Utility Fund
BMP Description: The City has a Storm Water Utility Fund that is used to help fund storm water related projects and maintenance activities. While not a required BMP under the NPDES MS4 permit, the City will maintain this BMP.
Measurable Goals: <ol style="list-style-type: none">1. Review rate structure annually (in accordance with annual financial audit process).2. Make changes to rates as needed to support program needs.
Timeline/Implementation Schedule: <ol style="list-style-type: none">1. Annually2. As needed.
Specific Components and Notes:
Responsible Party for this BMP: Name: Dwayne Haffield Department: City Engineer Phone: 507-372-8640 E-mail: d.haffield@ci.worthington.mn.us

BMP Summary Sheet Instructions

Minimum Control Measure 2: PUBLIC PARTICIPATION/INVOLVEMENT



Key to Unique BMP ID Numbers	Required BMP Title	Permit Reference
2a-1	Comply with Public Notice Requirements	V.G.2.a
2b-1	Solicit Public Input and opinion on the Adequacy of the SWPPP	V.G.2.b
2c-1	Consider Public Input	V.G.2.c

BMP Summary Sheet

MS4 Name: City of Worthington, Minnesota

Minimum Control Measure: 2-PUBLIC PARTICIPATION/INVOLVEMENT

Unique BMP Identification Number: 2a-1

BMP Title: Comply with Public Notice Requirements
BMP Description: <p>The City will provide at least 30 days notice to residents through the local newspaper relating to the date, time and details of the annual public meeting. The meeting will be held in approximately May of each year to present progress to date on the City's SWPPP for the past year and required activities for the following year. The City will follow applicable public notice requirements and solicit public opinion about the adequacy of the SWPPP. The City will consider both written and oral public comments. Worthington will also broadcast the annual informational meeting on community cable programming if possible.</p>
Measurable Goals: <ol style="list-style-type: none">1. Prepare and notice the public meeting in the official local paper.2. Specify format and timing of meeting to ensure full and fair consideration of all views.
Timeline/Implementation Schedule: <ol style="list-style-type: none">1. Notice at least 30 days prior to the scheduled meeting.2. Annually with notice posted at least 30 days prior to meeting.
Specific Components and Notes: See also BMP 1e-1, 2b-1, 2c-1
Responsible Party for this BMP: Name: Dwayne Haffield Department: City Engineer Phone: 507-372-8640 E-mail: d.haffield@ci.worthington.mn.us

BMP Summary Sheet

MS4 Name: City of Worthington, Minnesota

Minimum Control Measure: 2-PUBLIC PARTICIPATION/INVOLVEMENT

Unique BMP Identification Number: 2b-1

BMP Title: Solicit Public Input and opinion on the Adequacy of the SWPPP
BMP Description: <p>The City will hold an annual public meeting at a Council meeting in approximately May of each year to present progress to date on the City's SWPPP for the past year and required activities for the following year. The City will follow applicable public notice requirements and solicit public opinion about the adequacy of the SWPPP. The City will consider both written and oral public comments. Worthington will also broadcast the annual informational meeting on community cable programming.</p>
Measurable Goals: <ol style="list-style-type: none">1. Provide an opportunity for public input in written or oral format.2. Have draft annual report available at public meeting.
Timeline/Implementation Schedule: <ol style="list-style-type: none">1. Annually, prior to the meeting, at the meeting or by data specified in the notice.2. Annually
Specific Components and Notes:
Responsible Party for this BMP: Name: Dwayne Haffield Department: City Engineer Phone: 507-372-8640 E-mail: d.haffield@ci.worthington.mn.us

BMP Summary Sheet

MS4 Name: City of Worthington, Minnesota

Minimum Control Measure: 2-PUBLIC PARTICIPATION/INVOLVEMENT

Unique BMP Identification Number: 2c-1

BMP Title: Consider Public Input
BMP Description: <p>The City will hold an annual public meeting at a Council meeting in approximately May of each year to present progress to date on the City's SWPPP for the past year and required activities for the following year. The City will follow applicable public notice requirements and solicit public opinion about the adequacy of the SWPPP. The City will consider both written and oral public comments. Worthington will also broadcast the annual informational meeting on community cable programming.</p>
Measurable Goals: <ol style="list-style-type: none">1. Summarize comments and analyze needs for adjustments to the SWPPP where appropriate.2. Incorporate any significant changes identified by the input into the annual report and SWPPP revisions.
Timeline/Implementation Schedule: <ol style="list-style-type: none">1. Annually.2. Annually.
Specific Components and Notes:
Responsible Party for this BMP: Name: Dwayne Haffield Department: City Engineer Phone: 507-372-8640 E-mail: d.haffield@ci.worthington.mn.us

BMP Summary Sheet Instructions



Minimum Control Measure 3: ILLICIT DISCHARGE DETECTION AND ELIMINATION

Key to Unique BMP ID Numbers	Required BMP Title	Permit Reference
3a-1	Storm Sewer System Map	V.G.3.a
3b-1	Regulatory Control Program	V.G.3.b
3c-1	Illicit Discharge Detection and Elimination Plan	V.G.3.c
3d-1	Public and Employee Illicit Discharge Information Program	V.G.3.d
3e-1	Identification of Non Stormwater Discharges and Flows	V.G.3.e

BMP Summary Sheet

MS4 Name: City of Worthington, Minnesota

Minimum Control Measure: 3-ILLCIT DISCHARGE DETECTION AND
ELIMINATION

Unique BMP Identification Number: 3a-1

BMP Title: Storm Sewer System Map
BMP Description: <p>The City has prepared a map that shows the location of portions of the City storm sewer system, treatment facility components and receiving water bodies. The map currently helps facilitate management of the overall illicit discharge detection and elimination program and the BMP maintenance program. The map is currently drafted and is updated annually. The map will help coordinate management activities to remove illicit connections and track storm system inspections and maintenance. The map will identify: 1) ponds, streams, lakes and wetlands that are part of the City's storm system; 2) structural pollution control devices (grit chambers, separators, etc.); 3) all pipes and conveyances as a goal, but at a minimum, those pipes that are 24 inches in diameter and over; and 4) Out falls to receiving waters and other MS4s, structures that discharge directly to groundwater, overland discharge points and all other points that are outlets, but not diffuse flow areas.</p>
Measurable Goals: <ol style="list-style-type: none">1. Incorporate new BMPs and storm systems created by new and redevelopment projects.
Timeline/Implementation Schedule: <ol style="list-style-type: none">1. Ongoing/Annually
Specific Components and Notes:
Responsible Party for this BMP: Name: Dwayne Haffield Department: City Engineer Phone: 507-372-8640 E-mail: d.haffield@ci.worthington.mn.us

BMP Summary Sheet

MS4 Name: City of Worthington, Minnesota

Minimum Control Measure: 3-ILLICIT DISCHARGE DETECTION AND
ELIMINATION

Unique BMP Identification Number: 3b-1

BMP Title: Regulatory Control Program
BMP Description: The City currently has an ordinance pertaining to illicit discharges and enforcement actions. (City Code 51.016)
Measurable Goals: 1. Review ordinances to determine if adequately meeting the illicit discharge requirements.
Timeline/Implementation Schedule: 1. Fall 2007
Specific Components and Notes:
Responsible Party for this BMP: Name: Dwayne Haffield Department: City Engineer Phone: 507-372-8640 E-mail: d.haffield@ci.worthington.mn.us

BMP Summary Sheet

MS4 Name: City of Worthington, Minnesota

Minimum Control Measure: 3-ILLICIT DISCHARGE DETECTION AND
ELIMINATION

Unique BMP Identification Number: 3c-1

BMP Title: Illicit Discharge Detection and Elimination Plan
BMP Description: The City currently has a catch basin and storm sewer system cleaning program, where illicit discharges are detected and reported. The City will provide a telephone number so illicit discharges can be reported.
Measurable Goals: 1. Respond to complaints or information relating to potential illicit discharges and illegal dumping. 2. Evaluate annual monitoring data (if available) that may be available from the local watershed districts.
Timeline/Implementation Schedule: 1. Ongoing/Annually 2. Annually
Specific Components and Notes:
Responsible Party for this BMP: Name: Dwayne Haffield Department: City Engineer Phone: 507-372-8640 E-mail: d.haffield@ci.worthington.mn.us

BMP Summary Sheet

MS4 Name: City of Worthington, Minnesota

Minimum Control Measure: 3-ILLCIT DISCHARGE DETECTION AND
ELIMINATION

Unique BMP Identification Number: 3d-1

BMP Title: Public and Employee Illicit Discharge Information Program
BMP Description: Illicit discharge information will be provided to City staff and an annual meeting to discuss illicit discharges and detection will be conducted.
Measurable Goals: 1. Distribute information on illicit discharges in conjunction with BMP 1c-2. 2. Conduct annual staff meeting in conjunction with BMP 6a-1.
Timeline/Implementation Schedule: 1. Ongoing/Annually 2. Annually
Specific Components and Notes:
Responsible Party for this BMP: Name: Dwayne Haffield Department: City Engineer Phone: 507-372-8640 E-mail: d.haffield@ci.worthington.mn.us

BMP Summary Sheet

MS4 Name: City of Worthington, Minnesota

Minimum Control Measure: 3-ILLICIT DISCHARGE DETECTION AND ELIMINATION

Unique BMP Identification Number: 3e-1

BMP Title: Identification of Non Stormwater Discharges and Flows		
BMP Description:		
<p>The City has reviewed the following categories of non-storm water discharges or flows (i.e., illicit discharges) and has determined that none identified in the list are known to be significant contributors of pollutants to our system at this time.</p>		
	Significant Contributor?	
Category	Yes	No
Water line flushing		√
Landscape irrigation		√
Diverted stream flows		√
Rising ground waters		√
Uncontaminated ground water		√
Uncontaminated pumped ground water		√
Discharges from potable water sources		√
Foundation drains		√
Air conditioning condensation		√
Irrigation water		√
Springs		√
Water from crawl space pumps		√
Footing drains		√
Lawn watering		√
Individual residential car washing		√
Flows from riparian habitats and wetlands		√
Dechlorinated swimming pool discharges		√
And street wash water		√
Discharges or flows from fire fighting activities		√
Measurable Goals:		
1. Review non-storm water discharge list annually to evaluate significance of each potential source.		
Timeline/Implementation Schedule:		
1. Annually		
Specific Components and Notes:		
Responsible Party for this BMP:		
Name: Dwayne Haffield		
Department: City Engineer		
Phone: 507-372-8640		
E-mail: d.haffield@ci.worthington.mn.us		

BMP Summary Sheet Instructions



Minimum Control Measure 4: CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

Key to Unique BMP ID Numbers	Required BMP Title	Permit Reference
4a-1	Ordinance or other Regulatory Mechanism	V.G.4.a
4b-1	Construction Site Implementation of Erosion and Sediment Control BMPs	V.G.4.b
4c-1	Waste Controls for Construction Site Operators	V.G.4.c
4d-1	Procedure for Site Plan Review	V.G.4.d
4e-1	Establishment of Procedures for the Receipt and Consideration of Reports of Stormwater Noncompliance	V.G.4.e
4f-1	Establishment of Procedures for Site Inspections and Enforcement	V.G.4.f

BMP Summary Sheet

MS4 Name: City of Worthington, Minnesota

Minimum Control Measure: 4-CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

Unique BMP Identification Number: 4a-1

BMP Title: Ordinance or other Regulatory Mechanism
BMP Description: The City will create an ordinance to address ESC requirements and enforcement that, at a minimum, meets the requirements of the MPCA NPDES Construction Storm Water Permit.
Measurable Goals: <ol style="list-style-type: none">1. Establish ordinance.2. Enforce ordinance and review for needed updates.
Timeline/Implementation Schedule: <ol style="list-style-type: none">1. Spring of 2007 (Due date: Sept, 2007)2. Ongoing/Annually
Specific Components and Notes:
Responsible Party for this BMP: Name: Dwayne Haffield Department: City Engineer Phone: 507-372-8640 E-mail: d.haffield@ci.worthington.mn.us

BMP Summary Sheet

MS4 Name: City of Worthington, Minnesota

Minimum Control Measure: 4-CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

Unique BMP Identification Number: 4b-1

BMP Title: Construction Site Implementation of Erosion and Sediment Control BMPs
BMP Description: The City will work with the Watershed Districts on implementation of ESC BMP's.
Measurable Goals: <ol style="list-style-type: none">1. Coordinate ESC activities with Watershed Districts.2. Conduct plan review of proposed erosion control practices.3. Conduct inspections of construction sites.
Timeline/Implementation Schedule: <ol style="list-style-type: none">1. Spring of 2007 (due date Sept. 2007)2. Ongoing/Annually3. Ongoing/Annually
Specific Components and Notes:
Responsible Party for this BMP: Name: Dwayne Haffield Department: City Engineer Phone: 507-372-8640 E-mail: d.haffield@ci.worthington.mn.us

BMP Summary Sheet

MS4 Name: City of Worthington, Minnesota

Minimum Control Measure: 4-CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

Unique BMP Identification Number: 4c-1

BMP Title: Waste Controls for Construction Site Operators
BMP Description: The City has a current ordinance which prohibits the deposit of litter (92.02(1)), and also pertains to construction site waste controls. The ordinance gives the City the authority to address issues relating to potential water quality hazards of construction site waste management.
Measurable Goals: <ol style="list-style-type: none">1. Review the existing ordinance.2. Enforce policy on construction sites (during inspections under 4b-1)
Timeline/Implementation Schedule: <ol style="list-style-type: none">1. Spring of 2007 (Due Date Sept. 2007)2. Annually
Specific Components and Notes:
Responsible Party for this BMP: Name: Dwayne Haffield Department: City Engineer Phone: 507-372-8640 E-mail: d.haffield@ci.worthington.mn.us

BMP Summary Sheet

MS4 Name: City of Worthington, Minnesota

Minimum Control Measure: 4-CONSTRUCTION SITE STORMWATER
RUNOFF CONTROL

Unique BMP Identification Number: 4d-1

BMP Title: Procedure for Site Plan Review
BMP Description: The City will work with the Watershed Districts on implementation of a Site Plan Review Process
Measurable Goals: 1. Develop and document a Site Plan Review process. 2. Record the number of sites/projects reviewed annually.
Timeline/Implementation Schedule: 1. Spring of 2007 (Due date Sept. 2007) 2. Ongoing/Annual
Specific Components and Notes:
Responsible Party for this BMP: Name: Dwayne Haffield Department: City Engineer Phone: 507-372-8640 E-mail: d.haffield@ci.worthington.mn.us

BMP Summary Sheet

MS4 Name: City of Worthington, Minnesota

Minimum Control Measure: 4-CONSTRUCTION SITE STORMWATER
RUNOFF CONTROL

Unique BMP Identification Number: 4e-1

BMP Title: Establishment of Procedures for the Receipt and Consideration of Reports of Stormwater Noncompliance
BMP Description: <hr/> <p>The City will post a complaint telephone number on the website. Residents of the City will be able to use the call line to report illicit discharges, report construction site erosion or sedimentation concerns and provide comments on the City's SWPPP. City staff will respond to complaints and report the results of the inspections completed.</p>
Measurable Goals: <ol style="list-style-type: none">1. Record the number of calls and the nature of the complaint/call.2. Record the number of staff inspections resulting from the call line and the follow-up actions initiated from calls and complaints received.
Timeline/Implementation Schedule: <ol style="list-style-type: none">1. Ongoing/Annually2. Ongoing/Annually
Specific Components and Notes:
Responsible Party for this BMP: Name: Dwayne Haffield Department: City Engineer Phone: 507-372-8640 E-mail: d.haffield@ci.worthington.mn.us

BMP Summary Sheet

MS4 Name: City of Worthington, Minnesota

Minimum Control Measure: 4-CONSTRUCTION SITE STORMWATER
RUNOFF CONTROL

Unique BMP Identification Number: 4f-1

BMP Title: Establishment of Procedures for Site Inspections and Enforcement
BMP Description: The City currently inspects all construction sites to review compliance with code and permit requirements. Developers/applicants apply to the City for a building permit and City staff complete final project reviews and site inspections during construction. The City will develop a procedure for site inspections for ESC violations and will coordinate this with local watershed districts. See also BMP 4b-1
Measurable Goals: <ol style="list-style-type: none">1. Develop procedure for Site Inspections for ESC2. Record the number of sites inspected annually.3. Record the number of non-compliant sites and the number of sites where City clean-up is needed.
Timeline/Implementation Schedule: <ol style="list-style-type: none">1. Spring of 2007 (Due date Sept. 2007)2. Ongoing/Annually3. Ongoing/Annually
Specific Components and Notes: Related to effort and program activities in BMP 4b-1.
Responsible Party for this BMP: Name: Dwayne Haffield Department: City Engineer Phone: 507-372-8640 E-mail: d.haffield@ci.worthington.mn.us

BMP Summary Sheet Instructions



Minimum Control Measure 5: POST-CONSTRUCTION STORMWATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT

Key to Unique BMP ID Numbers	Required BMP Title	Permit Reference
5a-1	Development and Implementation of Structural and/or Non-structural BMPs	V.G.5.a
5b-1	Regulatory Mechanism to Address Post Construction Runoff from New Development and Redevelopment	V.G.5.b
5c-1	Long-term Operation and Maintenance of BMPs	V.G.5.c

BMP Summary Sheet

MS4 Name: City of Worthington, Minnesota

Minimum Control Measure: 5-POST-CONSTRUCTION STORMWATER
MANAGEMENT IN NEW DEVELOPMENT AND
REDEVELOPMENT

Unique BMP Identification Number: 5a-1

BMP Title: Development and Implementation of Structural and/or Non-structural BMPs
BMP Description: The City will require BMPs to be installed in accordance with local requirements and the MPCA NPDES Construction Storm Water Permit. The City will track new BMPs on the map required in MCM #3.
Measurable Goals: 1. Record the number and type of structural and non-structural BMPs installed annually (e.g., ponds, rain gardens, infiltration basins, sump manholes, grit chambers, bioretention areas, etc.) on the MS4's SW map. 2. Maintain and update mapping.
Timeline/Implementation Schedule: 1. Annually 2. Annually
Specific Components and Notes:
Responsible Party for this BMP: Name: Dwayne Haffield Department: City Engineer Phone: 507-372-8640 E-mail: d.haffield@ci.worthington.mn.us

BMP Summary Sheet

MS4 Name: City of Worthington, Minnesota

Minimum Control Measure: 5-POST-CONSTRUCTION STORMWATER
MANAGEMENT IN NEW DEVELOPMENT AND
REDEVELOPMENT

Unique BMP Identification Number: 5b-1

BMP Title: Regulatory Mechanism to Address Post Construction Runoff from New Development and Redevelopment
BMP Description: The City will create and enforce a "Storm Water Ordinance."
Measurable Goals: <ol style="list-style-type: none">1. Create a Storm Water Ordinance by June, 20082. Enforce Ordinance
Timeline/Implementation Schedule: <ol style="list-style-type: none">1. June, 20082. Annually (after adoption)
Specific Components and Notes:
Responsible Party for this BMP: Name: Dwayne Haffield Department: City Engineer Phone: 507-372-8640 E-mail: d.haffield@ci.worthington.mn.us

BMP Summary Sheet

MS4 Name: City of Worthington, Minnesota

Minimum Control Measure: 5-POST-CONSTRUCTION STORMWATER
MANAGEMENT IN NEW DEVELOPMENT AND
REDEVELOPMENT

Unique BMP Identification Number: 5c-1

BMP Title: Long-term Operation and Maintenance of BMPs
BMP Description: The City currently inspects and maintains its storm water system and will continue to inspect its system and report locations where maintenance is needed.
Measurable Goals: 1. Record and report number of structures and BMPs maintained.
Timeline/Implementation Schedule: 1. Ongoing/Annually
Specific Components and Notes:
Responsible Party for this BMP: Name: Dwayne Haffield Department: City Engineer Phone: 507-372-8640 E-mail: d.haffield@ci.worthington.mn.us

BMP Summary Sheet Instructions



Minimum Control Measure 6: POLLUTION PREVENTION/GOOD HOUSEKEEPING

Key to Unique BMP ID Numbers	Required BMP Title	Permit Reference
6a-1	Municipal Operations and Maintenance Program	V.G.6.a
6a-2	Street Sweeping	
6b-2	Annual Inspection of All Structural Pollution Control Devices	V.G.6.b.2
6b-3	Inspection of a Minimum of 20 percent of the MS4 Outfalls, Sediment Basins and Ponds Each Year on a Rotating Basis	V.G.6.b.3
6b-4	Annual Inspection of All Exposed Stockpile, Storage and Material Handling Areas	V.G.6.b.4
6b-5	Inspection Follow-up Including the Determination of Whether Repair, Replacement, or Maintenance Measures are Necessary and the Implementation of the Corrective Measures	V.G.6.b.5
6b-6	Record Reporting and Retention of all Inspections and Responses to the Inspections	V.G.6.b.6
6b-7	Evaluation of Inspection Frequency	V.G.6.b.7

BMP Summary Sheet

MS4 Name: City of Worthington, Minnesota

Minimum Control Measure: 6-POLLUTION PREVENTION/GOOD HOUSEKEEPING

Unique BMP Identification Number: 6a-1

BMP Title: Municipal Operations and Maintenance Program
BMP Description: <p>The City currently inspects and maintains its storm sewer system and will continue to inspect its system and report locations where maintenance is needed. Illicit discharges will also be reported as described previously.</p>
Measurable Goals: <ol style="list-style-type: none">1. Record and report number of inspections completed.2. Record and report number BMPs with maintenance required.3. Record and report number of illicit discharges detected.
Timeline/Implementation Schedule: <ol style="list-style-type: none">1. Annually2. Annually3. Annually
Specific Components and Notes:
Responsible Party for this BMP: Name: Jim Laffrenzen Department: Public Works Phone: 507-372-8652 E-mail: jlaff@frontiernet.net

BMP Summary Sheet

MS4 Name: City of Worthington, Minnesota

Minimum Control Measure: 6-POLLUTION PREVENTION/GOOD HOUSEKEEPING

Unique BMP Identification Number: 6a-2

BMP Title: Street Sweeping
BMP Description: <p>The City will continue the current street sweeping program for vehicle safety, pedestrian safety, and water quality and environmental reasons. Street sweeping will be done as weather permits (late March to early April) through the first snowfall.</p>
Measurable Goals: <ol style="list-style-type: none">1. Sweep at least once in the spring of each year (additional fall sweeping as weather permits)2. Estimate the number of hours of sweeping.
Timeline/Implementation Schedule: <ol style="list-style-type: none">1. Annually2. Annually
Specific Components and Notes:
Responsible Party for this BMP: Name: Jim Laffrenzen Department: Public Works Phone: 507-372-8652 E-mail: jlaff@frontiernet.net

BMP Summary Sheet

MS4 Name: City of Worthington, Minnesota

Minimum Control Measure: 6-POLLUTION PREVENTION/GOOD HOUSEKEEPING

Unique BMP Identification Number: 6b-2

BMP Title: Annual Inspection of All Structural Pollution Control Devices
BMP Description: <p>The City currently operates a program of cleaning structural BMPs including catch basins, storm water ponds and system outfalls. City staff inspects system components to look for sediment and debris buildup and proper functioning of the system and illicit discharges. The City is developing a more detailed database for the storm system that will be used to better track inspection activities and initiate maintenance work orders. The City will continue this program and look for opportunities to improve the tracking of inspection results and program efficiency.</p>
Measurable Goals: <ol style="list-style-type: none">1. Inspect 100% of the pollution control devices such as trap manholes, grit chambers, sumps, floatable skimmers, separators and other small settling or filtering devices each year.2. Record and track follow-up actions needed, assign a priority level and a timeline for addressing the problem.3. Record inspection date, weather conditions and results for each component inspected.4. Record and track the dates of completing major maintenance activities.
Timeline/Implementation Schedule: <ol style="list-style-type: none">1. Annually2. Ongoing/Annually3. Ongoing/Annually4. Ongoing/Annually
Specific Components and Notes:
Responsible Party for this BMP: Name: Jim Laffrenzen Department: Public Works Phone: 507-372-8652 E-mail: jlaff@frontiernet.net

BMP Summary Sheet

MS4 Name: City of Worthington, Minnesota

Minimum Control Measure: 6-POLLUTION PREVENTION/GOOD HOUSEKEEPING

Unique BMP Identification Number: 6b-3

BMP Title: Inspection of a Minimum of 20 percent of the MS4 Outfalls, Sediment Basins and Ponds Each Year on a Rotating Basis
BMP Description: <p>The City currently operates a program of cleaning structural BMPs including catch basins, storm water ponds and system outfalls. City staff inspects system components to look for sediment and debris buildup and proper functioning of the system and illicit discharges. The City is developing a more detailed database for the storm system that will be used to better track inspection activities and initiate maintenance work orders. The City will continue this program and look for opportunities to improve the tracking of inspection results and program efficiency.</p>
Measurable Goals: <ol style="list-style-type: none">1. Inspect at least 20% of system outfalls, sediment basins and ponds each year.2. Record and track follow-up actions needed, assign a priority level and a timeline for addressing the problem.3. Record inspection date, weather conditions and results for each component inspected.4. Record and track the dates of completing major maintenance activities.
Timeline/Implementation Schedule: <ol style="list-style-type: none">1. Annually2. Ongoing/Annually3. Ongoing/Annually4. Ongoing/Annually
Specific Components and Notes:
Responsible Party for this BMP: Name: Jim Laffrenzen Department: Public Works Phone: 507-372-8652 E-mail: jlaff@frontiernet.net

BMP Summary Sheet

MS4 Name: City of Worthington, Minnesota

Minimum Control Measure: 6-POLLUTION PREVENTION/GOOD HOUSEKEEPING

Unique BMP Identification Number: 6b-4

BMP Title: Annual Inspection of All Exposed Stockpile, Storage and Material Handling Areas
BMP Description: <p>The City currently operates material stockpiles and handling areas at certain locations within the City. The City inspects these areas at least annually and conducts maintenance as needed as part of the overall storm system maintenance program. The City will continue this program and look for opportunities to improve the tracking of inspection results and program efficiency. The inspection program will be coordinated with the BMP and outfall mapping updates.</p>
Measurable Goals: <ol style="list-style-type: none">1. Inspect material stockpile and handling areas each year.2. Record and track follow-up actions needed, assign a priority level and a timeline for addressing problems.3. Record inspection date, weather conditions and results for each component inspected.4. Record and track the dates of completing major maintenance activities.
Timeline/Implementation Schedule: <ol style="list-style-type: none">1. Annually2. Ongoing/Annually3. Ongoing/Annually4. Ongoing/Annually
Specific Components and Notes:
Responsible Party for this BMP: Name: Jim Laffrenzen Department: Public Works Phone: 507-372-8652 E-mail: jlaff@frontiernet.net

BMP Summary Sheet

MS4 Name: City of Worthington, Minnesota

Minimum Control Measure: 6-POLLUTION PREVENTION/GOOD HOUSEKEEPING

Unique BMP Identification Number: 6b-5

BMP Title: Inspection Follow-up Including the Determination of Whether Repair, Replacement, or Maintenance Measures are Necessary and the Implementation of the Corrective Measures
BMP Description: The City will continue to update the inventory of structural runoff controls and continue current BMP maintenance and inspection programs and record data in the developing database system to integrate the location of these controls with schedules for regular inspection and maintenance. The program will result in timely maintenance of the City's storm system components.
Measurable Goals: 1. Inspect and maintain system components according to priority system established by the City. 2. Track the number of system components maintained and the general condition of the system.
Timeline/Implementation Schedule: 1. Ongoing/Annually 2. Ongoing/Annually
Specific Components and Notes:
Responsible Party for this BMP: Name: Jim Laffrenzen Department: Public Works Phone: 507-372-8652 E-mail: jlaff@frontiernet.net

BMP Summary Sheet

MS4 Name: City of Worthington, Minnesota

Minimum Control Measure: 6-POLLUTION PREVENTION/GOOD HOUSEKEEPING

Unique BMP Identification Number: 6b-6

BMP Title: Record Reporting and Retention of All Inspections and Responses to the Inspections
BMP Description: <p>The City will develop a system for keeping records. The City's goal is to implement a more comprehensive (GIS-based) database management system for the storm sewer system that is linked with the system map. This BMP is intended to start with the GIS data and create a database that can be expanded to include information on a range of BMPs (rainwater gardens, storm-ceptors, ponds, sump manholes, infiltration areas, etc.) located in and operated by the City. The database will help the City in tracking the condition of system components, scheduling and tracking inspections under related BMPs in the City's MS4 permit, and in completion of the annual reporting requirements. Ultimately, the database will allow more efficient use of City resources to comply with NPDES program requirements and therein protecting and improving water resources in the City.</p>
Measurable Goals: <ol style="list-style-type: none">1. Maintain and update the GIS-based database system to accommodate all City storm system infrastructure.2. Maintain and update the database with system inspection records.
Timeline/Implementation Schedule: <ol style="list-style-type: none">1. Ongoing2. Ongoing
Specific Components and Notes:
Responsible Party for this BMP: <p style="margin-left: 40px;">Name: Jim Laffrenzen Department: Public Works Phone: 507-372-8652 E-mail: jlaff@frontiernet.net</p>

BMP Summary Sheet

MS4 Name: City of Worthington, Minnesota

Minimum Control Measure: 6-POLLUTION PREVENTION/GOOD HOUSEKEEPING

Unique BMP Identification Number: 6b-7

BMP Title: Evaluation of Inspection Frequency
BMP Description: <p>The City currently operates a program of cleaning structural BMPs. City staff inspects system components to look for sediment and debris buildup and proper functioning of the system and illicit discharges. The inspection program will be coordinated with the BMP and Outfall mapping updates.</p> <p>As the City develops a more functional system database to better track system maintenance activities and findings, the system will assist in evaluating the frequency of maintenance for components of the City's system. As the system is populated with data, the City will be better able to evaluate the need for more or less frequent maintenance of BMPs, storm system and material storage and handling areas.</p>
Measurable Goals: <ol style="list-style-type: none">1. Reevaluate inspection schedule and frequencies following annual reporting results.2. Increase or decrease frequency if prior year conditions warranted more or less frequent cleaning or maintenance.
Timeline/Implementation Schedule: <ol style="list-style-type: none">1. Ongoing/Annually2. Ongoing/Annually
Specific Components and Notes:
Responsible Party for this BMP: Name: Jim Laffrenzen Department: Public Works Phone: 507-372-8652 E-mail: jlaff@frontiernet.net

BMP Summary Sheet Instructions



Minimum Control Measure 4: CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

Key to Unique BMP ID Numbers	Required BMP Title	Permit Reference
7a-1	Discharge Affecting Source Water Protection Areas	
7b-1	Impaired Waters Review Process	

BMP Summary Sheet

MS4 Name: Worthington, Minnesota

Minimum Control Measure: Source Water Protection

Unique BMP Identification Number: 7a-1

BMP Title: Discharge Affecting Source Water Protection Areas
BMP Description: The City has an approved Department of Health Wellhead Protection Plan that addresses discharges affecting source water protection areas.
Measurable Goals: 1. Implementation of the Wellhead Protection Program
Timeline/Implementation Schedule: 1. Ongoing/Annually
Specific Components and Notes:
Responsible Party for this BMP: Name: Scott Hain Department: Phone: 507-372-8680 E-mail: shain@wpu.ci.worthington.mn.us

BMP Summary Sheet

MS4 Name: Worthington, Minnesota

Minimum Control Measure: IV.D Section 303(d) Listings

Unique BMP Identification Number: 7b-1

BMP Title: Impaired Waters Review Process

BMP Description:

The City will review discharges from our MS4 system to impaired waters, as defined by the current USEPA approved 303(d) list. As part of this review, the City:

- Has identified the impaired waters within or immediately downstream of our jurisdictional boundaries and that may be impacted by the MS4's stormwater discharge.
- Will delineate the watershed area(s) that contribute to the impaired waters and will use a combination of storm sewer maps and field surveys to identify potential stormwater discharges to these waters; and
- Will evaluate the hydrology, land use and other characteristics of the watershed area(s) that may impact the impaired water as a result of a stormwater discharge from our MS4.

Based on the ongoing review process above, we will determine if any changes to the existing stormwater system or BMPs are needed to minimize the impact of discharges from our MS4 to the impaired water(s). If such modifications are deemed necessary, we will modify our SWPPP and submit those modifications to the MPCA with the current year's annual report. In our review, we will consider timing and long and short term costs. The basis for our decisions will be documented in our program records and will be kept along with other records associated with the MS4 permit. A narrative summary of this review will then be prepared, and identify any associated SWPPP revisions that were made.

Measurable Goals:

1. Update the impaired waters list. The list will be updated to address impaired waters within our jurisdictional boundaries or adjacent to our boundary where there is direct discharge of storm water that may impact the water body.
2. Update storm system map. BMP 3a-1 map will be updated to include impaired waters.
3. Complete a written summary. Summary will include conclusions reached during our review, the decision making process used to determine what SWPPP revisions may be needed, and a projected schedule and timeline to incorporate any necessary changes into the SWPPP, if needed.

Timeline/Implementation Schedule:

1. Completed, updated annually or as new information becomes available.
2. Completed, updated annually or as new information becomes available.
3. Annually

Specific Components and Notes:

This process is to be reassessed annually over the course of the permit cycle. As new 303(d) lists with additional impaired waters listed are published in the future, the City will review changes to the list and conduct the necessary review of additional waters within or directly adjacent to our boundaries that may be impacted by the MS4's stormwater discharges. When an approved TMDL is finalized, the City intends to comply with the resulting permit requirements. We understand that waters impaired due to mercury will be addressed by other agencies and that this pollutant will not be part of our review under this BMP.

Responsible Party for this BMP:

Name: Dwayne Haffield

Department: City Engineer

Phone: 507-372-8640

E-mail: d.haffield@ci.worthington.mn.us