



May 31, 2013

Ms. Terri LeMasters  
Illinois Environmental Protection Agency, DWPC  
Compliance Assurance Section #19  
1021 North Grand Avenue East  
Post Office Box 19276  
Springfield, Illinois 62794-9276

RE: McHenry Township Road District, NPDES Phase II - Year 10, Annual Report  
HR Green Job No.: 86130186

Dear Ms. LeMasters:

Enclosed please find the NPDES Phase II - Year 10 Annual Report for the McHenry Township Road District. As the representative of the Township, HR Green, Inc. coordinated with the Township in the completion of the enclosed Annual Report for continued coverage under the General Permit, issued by the Illinois EPA.

If you have any questions, please contact me.

Sincerely,

HR GREEN, INC.

A handwritten signature in black ink, appearing to read 'Stephen R. Bicking'.

Stephen R. Bicking, P.E., D.WRE, CFM  
Operations Manager – Water/Environmental

AKL/LRG

Enclosure

cc: Mr. Akram Chaudhry, HR Green, Inc.  
Mr. Leon Van Every, McHenry Township Road District

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HRGreen.com

Phone 815.385.1778 Fax 815.385.1781 Toll Free 800.728.7805  
420 North Front Street, Suite 100, McHenry, Illinois 60050



**ILLINOIS ENVIRONMENTAL PROTECTION AGENCY  
ANNUAL FACILITY INSPECTION REPORT  
NPDES PERMIT FOR STORM WATER DISCHARGES  
FROM MUNICIPAL SEPARATE STORM SEWER SYSTEMS (MS4)**

Complete each section of this report.

Reporting Period from: March, 2012 To: March, 2013 Permit Number : ILR400084

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

Name: McHenry Township Road District Telephone: 815-385-3076

Mailing Address: 3703 North Richmond Road

City: Johnsburg State: IL Zip: 60051 County: McHenry

Contact Person: Leon Van Every / Stephen Bicking (HR Green, Inc.)

(Person responsible for Annual Report)

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

McHenry Township Road District

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

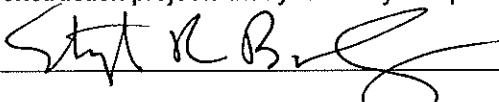
B. Attach the status of compliance with permit conditions, an assessment of the appropriateness of your identified best management practices and progress towards achieving the statutory goal of reducing the discharge of pollutants to the MEP, and your identified measurable goals for each of the minimum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

Signature: 

Date: 5/31/13

*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))*

EMAIL COMPLETED FORM TO: [epa.ms4annualinsp@illinois.gov](mailto:epa.ms4annualinsp@illinois.gov)

or Mail to: Illinois Environmental Protection Agency, DWPC  
Compliance Assurance Section #19  
1021 North Grand Avenue East  
Post Office Box 19276  
Springfield, Illinois 62794-9276

Information required by this form must be provided to comply with 415 ILCS 5/39 (1996). Failure to do so may prevent this form from being processed and could result in your application being denied. This form has been approved by the Forms Management Center.

**McHenry Township Road District**  
**NPDES Phase II – Year Ten Annual Report Summary**

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**Part A. Changes to Best Management Practices**

There were no changes in Year 10 to the Best Management Practices (BMPs) that were outlined in the NOI permit for Years 6-10.

## **Part B. Status of Compliance with Permit Conditions**

The status of BMPs and measurable goals performed in Year 10 are described below.

### **1. Public Education and Outreach**

#### **A.1 Distributed Material**

**Measurable Goals:** The MTRD currently issues a quarterly newsletter and has NPDES information on their website. An article pertaining to stormwater will be included in the newsletter and/or on the website at least one time per year.

**Status:** The MTRD has prepared an article pertaining to stormwater in their quarterly newsletter, and will continue issuing a quarterly newsletter and maintaining an updated website. Newsletters are sent to every resident within the township. The webpage also has a tab devoted to Stormwater Management which explains how to reduce the amount of pollution that finds its way into streams, rivers, and lakes. An article pertaining to stormwater was published in the Spring 2013 newsletter.

### **2. Public Participation/Involvement**

#### **B.6 Program Coordination**

**Measurable Goals:** The MTRD has an Adopt-A-Highway program whereby public or private organizations or clubs can offer to clean up highway ditches (part of the MS4) on a bi-annual basis. The MTRD will continue to promote this program to provide opportunities for public involvement.

**Status:** The MTRD has maintained the Adopt-A-Highway program whereby public or private organizations or clubs can offer to clean up highway ditches (part of the MS4) on a bi-annual basis. A cleanup in West Shore Beach was completed totaling 15 bags of trash and other debris.

### **3. Illicit Discharge Detection and Elimination**

#### **C.1 Storm Sewer Map Preparation**

**Measurable Goals:** The MTRD will complete an outfall map along with mapping all of its known or observed storm sewers and culverts, and will update the map, as needed.

**Status:** The MTRD has completed the sewer outfall map, showing outfall locations and receiving streams. The MTRD will update the map with more detail as needed.

#### **C.2 Illicit Discharge Detection and Elimination (IDDE) Ordinance – N/A. See C.9.**

#### **C.3 Detection/Elimination Prioritization Plan**

**Measurable Goals:** The MTRD will utilize Dry Weather Screening to identify illicit discharges. The Storm Sewer Outfall Map will aid in identifying areas at risk for illicit discharges. Outlets shown on the Outfall Map will be prioritized and visited at least once every 5 years.

**Status:** The MTRD has continued developing, training, and educating employees to perform activities such as illicit discharge tracing procedures and visual dry weather outfall screening.

#### **C.4 Illicit Discharge Tracing Procedures**

**Measurable Goals:** The MTRD will continue to develop, train, and educate employees in relevant positions to perform activities such as illicit discharge tracing procedures and visual dry weather stormwater outfall screening. The MTRD will utilize these Tracing Procedures to find the source of illicit discharges. The Storm Sewer Outfall Map will assist in identifying areas to be inspected.

**Status:** The MTRD has continued developing illicit discharge tracing procedures, and will implement the procedures through the training and education of employees. The MTRD has protocol in place for dealing with the possible discovery of any illicit discharges.

#### **C.5 Illicit Source Removal Procedures**

**Measurable Goals:** The MTRD will develop written procedures and perform Illicit Discharge evaluations in accordance with BMPs C.4 and C.7. If any illicit discharges are suspected or found, The MTRD will inform the County for further enforcement action, under the County Ordinances.

**Status:** The MTRD has continued developing procedures and will continue to perform Illicit Discharge evaluation in accordance with BMPs C.4 and C.7.

#### **C.7 Visual Dry Weather Screening**

**Measurable Goals:** The MTRD will use visual dry weather screening to identify illicit discharges. A multi-year schedule will be prepared for visiting each known outlet to perform the screening in accordance with the priority areas identified in C.3. A standardization form will be used to keep a record of the screenings as they take place.

**Status:** The MTRD has begun scheduled visits of known outfalls and will continue visiting outfalls. Annually MTRD staff performs ditch restorations and outfall visits. MTRD staff inspects roadside ditches and drainage systems while completing regular roadway inspections.

#### **C.9 Public Notification of Illicit Discharge Ordinance—N/A.**

The MTRD's ownership is limited to roadway ROW within the Township. Any illicit discharges found within the Township will be enforced by the County under its IDDE Ordinance.

### **4. Pollution Prevention/Good Housekeeping**

#### **F.1 Staff Training**

**Measurable Goals:** The MTRD will continue to train and educate its employees in relevant positions to perform activities such as illicit discharge tracing procedures and visual dry weather stormwater outfall screening. The MTRD will also seek other opportunities for training through seminars and other training materials widely available.

**Status:** The MTRD has continued training and educating employees to perform illicit discharge tracing procedures and visual dry weather outfall screening.

#### **F.2-F.4 MTRD Facility Operation and Maintenance Program**

**Measurable Goals:** The MTRD will develop an operation and maintenance program to address the maintenance needs of its properties. The Program will include a description of all Properties, Fleet and Building Maintenance, and Erosion Control Procedures for new construction or other land disturbance, and prevention and containment of hazardous material spills.

**Status:** The MTRD has developed an operation and maintenance program.

**Part C. Information and Data Collection Results**

The protocol established in the permit was followed; no illicit discharges were observed and no illicit discharges were tested.

**Part D. Summary of Year 11 Stormwater Activities**

Below are listed the various BMPs which have milestones to be completed in Year 11, as outlined in the NOI as part of the second permit term which is set to expire on March 31, 2014. The specific milestone to be completed for each BMP is shown.

- A.1 - Prepare at least one (1) educational article and publish it in the newsletter at least once per year.
- B.6 - Maintain Adopt-A-Highway program.
- C.1 - Update the Outfall Map, as necessary, to show outfall locations and receiving streams.
- C.3 - Implement plan and update/modify as needed.
- C.4 - Continue developing illicit discharge tracing procedures and implement the procedures through the training and education of employees.
- C.5 - Continue developing written procedures and continue to perform Illicit Discharge evaluations in accordance with BMPs C.4 and C.7.
- C.7 - Continue scheduled visits of known outfalls.
- F.1 - Continue training municipal employees in relevant positions and update the program, as needed.
- F.2-F.4 – Continue to follow the Operation and Maintenance Program.



**Part E. Notice of Qualifying Local Program**

Development in McHenry Township is regulated by McHenry County, which has adopted the McHenry County Watershed Development Ordinance. The following items are expected to be covered by the County's ordinance as described in the original NOI:

**Section C – Illicit Discharge Detection and Elimination:**

Per BMP No. C.2, an Illicit Discharge Detection and Elimination (IDDE) Ordinance has been adopted by the County.

**Section D - Construction Site Runoff Control:**

Development within McHenry Township is regulated by McHenry County. The County Zoning and Subdivision Control Ordinances along with the County Watershed Development Ordinance include provisions for the control of stormwater runoff during construction. The McHenry County Department of Planning and Development also has procedures for the orderly review of new development.

**Section E - Post-Construction Runoff Control:**

Development within McHenry Township is regulated by McHenry County. The County Zoning and Subdivision Control Ordinances along with the County Watershed Development Ordinance include provisions for the control of stormwater runoff during construction. The McHenry County Department of Planning and Development also has procedures for the orderly review of new development.

**Part F: Construction Projects Conducted During Year 10**

There were no construction projects initiated by the Township that disturbed more than one acre of land during Year 10.