



# Rule 13 - MS4 ANNUAL REPORT

State Form 51278 (R6 / 7-12)  
INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

### For questions regarding this form, contact:

IDEM Office of Water Quality , Storm Water Program  
MS4 Coordinator  
100 North Senate Avenue, Room 1255  
MC 65-42  
Indianapolis, IN 46204-2251  
Telephone: (317) 234-1601 or  
(800) 451-6027, ext. 41601 (within Indiana)  
Web Access: <http://www.IN.gov/idem/4900>

- NOTE:**
- Annual reports must be submitted to the Indiana Department of Environmental Management. **Failure to submit the annual report is considered noncompliance with your permit.**
  - For the **first five (5)**-year permit term, this completed form must be submitted by 1 year from the SWQMP – Part C submittal date and, thereafter, 1 year from the previous report (i.e., in years two (2) through five (5) of permit coverage).
  - In the **second and subsequent five (5)**-year permit terms, this completed form must be submitted in years two (2) and four (4) of permit coverage.
  - Please type or print in ink.**
  - Please answer all questions thoroughly and return the form by the due date.
  - Return this form and any required attachments to the IDEM Storm Water Program, MS4 Coordinator at the address listed in the box on the upper-right.

Five Year Permit Term	Reporting Year
<input type="checkbox"/> 1st Permit Term	<b>Permit Year <u>2020</u></b>
<input checked="" type="checkbox"/> Second and subsequent five (5) Year Permit Terms	<input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5

MS4s in their first permit term must submit reports annually. MS4s that are in subsequent permit terms must submit in years 2 and 4 of the permit term.

## PART A: GENERAL INFORMATION – MS4 OPERATOR

1. Permit Number: <b>INR 0 4 0 061</b>	Type of MS4: <input checked="" type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> County <input type="checkbox"/> Non-traditional
2. MS4 Entity: City of Madison <i>(Name of permit holder)</i>	
3. MS4 Operator: Mayor Bob G Courtney	
4. Mailing Address: City Hall 101 W. Main Street Madison, IN ZIP: 47250 County: Jefferson	
5. Email Address: mayor@madison-in.gov	

## PART B: GENERAL INFORMATION – MS4 COORDINATOR

6. MS4 Coordinator (please print): Dennis Kilgore	
7. Person's Title: MS4 Coordinator	
8. Mailing Address: 1213 W. First Street Madison, IN ZIP: 47250	
9. Telephone Number: (812) 265-8328	
10. E-mail Address: ms4@madison-in.gov	

## PART C: GENERAL INFORMATION – REPORT PREPARER

11. Name: <i>(Provide this information if someone other than MS4 Operator or Coordinator completed this report.)</i>	
12. Affiliation with the MS4:	
13. Mailing Address:  , IN ZIP:	
14. Telephone Number:	Extension:
15. E-mail Address:	

**16. Provide a summary of the following program management activities performed during the reporting period:**

- a) If this is a co-permit, list all permittees and operators responsible for permit implementation for each entity.  
Not applicable. Madison is not a co-permittee.
- b) Identify changes to the MS4 area boundaries, including areas added to or lost to the MS4 area via annexation or other similar means. Provide a current map (8.5" X 11" or 8.5" X 14")  
No annexations have taken place during this reporting period.
- c) Identify follow-up or additional water quality characterizations completed during the reporting period if applicable.  
Madison implements an ongoing Stream Visual Assessment Protocol (SVAP) to visually assess water quality at strategic locations throughout the City for streams flowing into, through, and out of the City's jurisdiction. Screenings are performed every spring and fall, during leaf-off conditions. Through the SVAP, the City was able to identify multiple locations which would benefit from maintenance, retrofits, and both structural and non-structural BMPs, such as placement of "No dumping" signs. In some cases, maintenance was performed as a result of the SVAP findings.
- d) Provide updated receiving water information completed during the reporting period if applicable.  
No new receiving waters have been identified.
- e) Identify funding sources (utility fees, grants, enforcement fines etc) utilized for MS4 program implementation during this reporting period.  
The MS4 program is funded through the City's local street department and sanitary sewer funds.
- f) Provide a list of new active industrial sites identified during this reporting period.  
No known new active industrial sites have been permitted since the previous annual report.
- g) Provide a list of facilities owned and operated by the MS4 that require Rule 6 (industrial storm water) permits.  
The City of Madison's municipal airport is located outside of the incorporated area and has a separate stormwater permit. No other facilities owned or operated by Madison require a Rule 6 permit.
- h) Provide a summary of complaints received and follow-up investigation results related to storm water quality issues during this reporting period.  
See attached table for complaints received related to illicit discharges. The majority of stormwater complaints were focused on drainage issues and flooding. A Stormwater Online Request Tracker to track complaints and concerns is available to the public on the City's stormwater website page. The City's Water/Sewer Billing Office also takes calls on complaints and concerns and generates work orders specific to stormwater.
- i) Other:  
In 2018, former MS4 Coordinator Jay Thompson assumed interim responsibility of Wastewater Superintendent for the City. He became the Wastewater Certified Operator on January 1, 2019 and now serves as the Wastewater Superintendent. Dennis Kilgore, wastewater laboratory supervisor, has been promoted to oversee the MS4 Program and now serves as the Stormwater Coordinator. Mr. Thompson still assists with ongoing programs and measures during the transition.  
Additional information is available in the attached table. Further information and supporting materials can be made available upon request.

**17. Identify the best management practices (BMPs) for public education and outreach included in your Storm Water Quality Management Plan (SWQMP) Part C and then respond to the following:**

- a) Identify progress made towards development and implementation of each BMP for this minimum control measure (MCM) including timetables and measurable goals during this reporting period.  
See attached table.
- b) Describe implementation problems encountered and changes made due to ineffectiveness or infeasibility during this reporting period.  
No major problems were encountered while implementing MCM1.
- c) Describe program BMPs that went beyond those identified in the SWQMP.  
The City, through a partnership with the SWAC, has continued to annually host Stormwater Awareness Week, which promotes a regional message about stormwater quality through a yard sign campaign with simple, effective water quality messages that were installed in targeted locations throughout the City. Activities promoted during Stormwater Awareness Week include Prescription Drug Drop-off events, electronic waste (e-waste) collection days, discounts on local car washes, and the ORSANCO River Sweep.
- d) Identify storm water BMPs installed or initiated for this MCM during this reporting period.  
The City is represented by the City of Madison's Facebook page, which has 5,745 followers and the SWAC's Facebook page, which has 57 followers and routinely posts messages about stormwater quality. See attached table for more information.
- e) Describe program implementation partnerships and explain successes and barriers during this reporting period.  
The City participated in two "Touch-a-Truck" events- one at the Public Library and one at the Canaan Community Festival- where the Street Sweeper was featured for the public. Children were able to get pictures taken with the sweeper operator and inside the truck. The operator also distributed coloring sheets stating "Clean Streets=Clean Creeks", crayons and candy.  
The City of Madison is a member of the Southern Indiana Stormwater Advisory Committee, which is a regional partnership among local communities whose core function is to guide stormwater quality programs in a cost-effective, consistent, and efficient manner. The SWAC is composed of eight (8) regulated MS4 communities, including the City of Jeffersonville, City of Madison, City of New Albany, Floyd County, Oak Park Conservancy District, Town of Clarksville, Town of Sellersburg, and Town of Georgetown.  
The City has an agreement with the Southeastern Indiana Recycling District (SEIRD) (formerly SISWD) to provide educational materials to constituents regarding recycling and household hazardous waste collections.  
According to the SWQMP Part C, the City has an agreement with the Jefferson County Soil and Water Conservation District (SWCD) to develop educational materials. The City is currently looking for more opportunities to partner together on MS4 initiatives.
- f) Other:  
Additional materials are included in the attached table. Further information and supporting materials can be made available upon request.

**18. Identify the best management practices for public participation and involvement included in your SWQMP Part C and then respond to the following:**

- a) Identify progress made towards development and implementation of each BMP for this MCM including timetables and measurable goals during this reporting period.  
See attached table.
- b) Describe implementation problems encountered and changes made due to ineffectiveness or infeasibility during this reporting period.  
Madison has had no significant problems implementing their public participation and involvement program.
- c) Describe program BMPs that went beyond those identified in the SWQMP.  
The City has continued to implement Stormwater Awareness Week, in partnership with the SWAC, to educate and encourage public involvement in regards to stormwater issues. Activities include prescription drug drop-off events, electronic waste (e-waste) collection days, discounts at local car washes, and the ORSANCO River Sweep. Stormwater Awareness Week was promoted through the SWAC webpage and SWAC Facebook pages in an effort to reach constituents through social media.  
As previously stated in Part E, the City participated in two "Touch-a-Truck" events- one at the Public Library and one at the Canaan Community Festival- where the Street Sweeper was featured for the public. Children were able to get pictures taken with the sweeper operator and inside the truck. The operator also distributed coloring sheets stating "Clean Streets=Clean Creeks", crayons and candy.
- d) Identify storm water BMPs installed or initiated for this MCM during this reporting period.  
The City has continued to enhance their social media presence on Facebook, which is periodically used as a forum for sharing information on stormwater quality and ways in which followers can help. The City has 10,153 followers and water quality messages can reach a large audience.
- e) Describe program implementation partnerships and explain successes and barriers during this reporting period.  
The City is a valuable member of the SWAC. Mobilizing community cleanup events and other volunteer programs is more effective when performed on a regional scale, such as through the ORSANCO River Sweep. An estimated 60 people volunteered in 2019 for the River Sweep. The 2020 event was cancelled due to COVID-19.  
City residents may dispose of HHW at the Southeastern Indiana Recycling District (SEIRD), formerly the Southeastern Indiana Solid Waste District (SISWD), at the Jefferson Proving Ground facility.
- f) Other:  
Additional materials are included in the attached table. Further information and supporting materials can be made available upon request.

**19. Identify the best management practices for illicit discharge detection and elimination (IDDE) included in your SWQMP Part C and then respond to the following:**

- a) Identify progress made towards development and implementation of each BMP for this MCM including timetables and measurable goals during this reporting period (mapping, screening, etc.).  
In 2013, the City developed, through the SWAC, an Illicit Discharge Detection and Elimination Quick-Reference Field Guide for Municipal Employees, which has continued to be used during illicit discharge investigations throughout the beginning of this permit term. This continues to be utilized through this permit term.  
An illegal dumping request tracker was created on the City website in September 2015. The request tracker will be promoted during Stormwater Awareness Week each year.  
See attached table for additional information.
- b) Describe implementation problems or challenges encountered, particularly as it relates to mapping and screening of outfalls during this reporting period.  
Madison mapped their stormwater system using GIS during the first permit term and has continued to make updates as needed. Duplicate features in GIS required data clean-up to make the map more accurate.
- c) Identify changes made to the IDDE Plan during this reporting period if applicable.  
No changes were made to the IDDE plan. The City has continued to utilize the SWAC's IDDE Standard Operating Procedure (SOP) which has continued to provide adequate guidance for locating and addressing illicit discharges. Outfall screenings for illicit discharges takes place multiple times per year, both during dry weather and following wet weather events.
- d) Identify updates or revisions to IDDE ordinance or other regulatory mechanism made during this reporting period.  
No changes were made to the Illicit Discharge Control ordinance (Ord. 2006-20, passed 11-21-06).
- e) Describe level of mapping and screening completed to date. If there are unmapped or unscreened outfalls, provide a plan and a timetable for completion.  
All of Madison's stormwater system has been mapped and all outfalls have been screened. Due to duplicate features on GIS, outfalls were counted multiple times. After GIS clean-up, the City currently has 97 mapped outfalls.
- f) Other:  
Additional materials are included in the attached table. Further information and supporting materials can be made available upon request.

**20. List the best management practices for the construction site storm water run-off program identified in your SWQMP Part C and then respond to the following:**

- a) Identify progress made towards development and implementation of each BMP for this MCM including timetables and measurable goals during this reporting period.  
See attached table.
- b) Describe program implementation partnerships and explain successes and barriers during this reporting period.  
Educational materials for construction have been developed through the SWAC, which are periodically updated for content and contact information. This includes 17 brochures, most of which are for construction site operators regarding stormwater quality BMPs. The Clark County SWCD also provides training for the SWAC's Qualified Professional Inspector (QPI) program, which trains individuals on construction site and post-construction stormwater management practices.
- c) Identify the number of construction sites permitted during this reporting period and identify the number and type of enforcement actions taken against construction site operators during the same period.  
During this reporting period, five (5) plans were reviewed and permitted for construction, and sites were inspected throughout the period. The City has partnered with the Jefferson County SWCD using the same contractor, L & H Environmental, for plan review and site inspections. The City still reviews plans and provides input for the official plan review.
- d) Identify the number and types of training opportunities that were provided to contractors, developers, and builders during this permit period.  
Through the SWAC, the QPI program is still offered.
- e) MS4 personnel responsible for plan review, inspection, and enforcement of construction activities shall receive, at a minimum, annual training addressing appropriate control measures, inspection protocol, and enforcement procedures. Identify training provided to MS4 personnel responsible for these activities during this reporting period.  
SWAC meetings are held quarterly where EPSC procedures, including plan review, inspections, and enforcement practices are discussed. The City of Madison was represented at SWAC meetings.
- f) Identify updates or revisions to the storm water construction ordinance or other regulatory mechanism made during this reporting period.  
The City continues to implement their Construction Site Runoff ordinance (Ordinance No. 2006-20, passed 11-21-06), and Stormwater BMP Design Manual. Both documents are available on the City's stormwater website.
- g) Other:  
Additional materials are included in the attached table. Further information and supporting materials can be made available upon request.

**21. List the best management practices for post-construction storm water run-off control identified in your SWQMP Part C and then respond to the following:**

- a) Identify progress made towards development and implementation of each BMP in the SWQMP including timetables and measurable goals during this reporting period.  
See attached table.
- b) Describe implementation problems encountered and changes due to ineffectiveness or infeasibility during this reporting period.  
The City had no major issues implementing post-construction measures. There is currently an inventory of structural BMP's in GIS.
- c) Describe program implementation partnerships and explain successes and barriers.  
The City has continued to utilize the SWAC's Drainage Detention System Guidebook, which has been updated annually for consistency and contact information. The booklet is made available to owners of retention and detention basins in an ongoing manner. The document is also available on the SWAC's website.
- d) MS4 area personnel responsible for implementation of the post-construction minimum control measure shall receive, at a minimum, annual training. Identify training provided for this minimum control measure during this reporting period.  
City staff attended and participated in the 2019 Indiana MS4 Annual Meeting.
- e) Identify updates or revisions to the post-construction storm water ordinance or other regulatory mechanism made during this reporting period.  
The City continues to implement their Post-Construction Stormwater Regulations Ordinance (Ord. No. 2007-1, passed 2-20-07). The City also continues to implement their Stormwater BMP Design Manual.
- f) Other:  
Additional materials are included in the attached table. Further information and supporting materials can be made available upon request.

**22. List the best management practices for municipal operations pollution prevention and good housekeeping identified in your SWQMP Part C and respond to the following:**

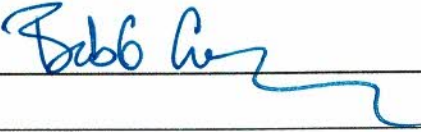
- a) Identify progress made towards development and implementation of each BMP in the SWQMP including timetables and measurable goals during this reporting period.  
See attached table.
- b) Describe implementation problems encountered and changes due to ineffectiveness or infeasibility as it relates to pollution prevention and good housekeeping at MS4 owned and operated facilities during this reporting period.  
The City had no major issues implementing an effective municipal operations and good housekeeping pollution prevention program.
- c) Identify storm water BMPs installed or initiated at MS4 owned and operated facilities.  
The City has continued to implement the procedures outlined in Stormwater Municipal Operations Plans (SMOPs), located at each municipally owned facility, including the Wastewater Treatment Plant and Street Department Garage. The plans are available to all employees. Each municipal maintenance vehicle has a spill kit and employees are provided with annual training. The Street Department stores gasoline and diesel fuel in underground storage tanks with leak detection equipment. The tanks are registered through IDEM. The City's Wastewater Plant features above ground storage spill containment. Secondary containment exists at the City's street dept. garage, wastewater treatment plant, and golf course. Inspections of these facilities are conducted annually.
- d) Identify and describe appropriate storm water training provided to MS4 employees. Employees are required to have a minimum training once per year.  
City representatives attended the 2019 Indiana MS4 Annual Meeting. The SWAC was provided a display table to disseminate materials produced by the group. Training opportunities were very limited in 2020 due to COVID-19.  
It is the intention to send the new MS4 Coordinator, Dennis Kilgore, to this year's MS4 Annual Meeting and any other conferences that offer training opportunities.
- e) Other:  
Additional materials are included in the attached table. Further information and supporting materials can be made available upon request.



The individual listed in "PART A: GENERAL INFORMATION – MS4 OPERATOR" must sign the following certification statement:

*"By signing this annual report, I hereby 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 gather and evaluate 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."*

Type or Print Name: Bob Courtney, Mayor

Signature:  03/30/2021  
(mm/dd/yyyy)