



STATE OF WEST VIRGINIA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
DIVISION OF WATER AND WASTE MANAGEMENT

MS4 ANNUAL REPORT FORM

For Stormwater Discharges from Small Municipal Separate Storm Sewer Systems (MS4s)

Please see instructions before completing this form. If you need more space than allowed, please attach a document.

Abbreviations

BMP = Best Management Practice

IDDE = Illicit Discharge Detection and Elimination

MCM = Minimum Control Measure

SWMP = Storm Water Management Program

TMDL = Total Maximum Daily Load

WV = West Virginia

I. Small MS4 Operator Information

1. Annual report reporting period: November 1, 2022 - August 31, 2023		
2. Name of MS4: Huntington Stormwater Utility		3. Registration number: WVR030033
4. Primary contact: Sherry Wilkins		5. Title: Director
6. Mailing address: P.O. Box 7578		
7. City: Huntington	8. Zip code: 25777	9. County: Cabell/Wayne
10. Telephone number: (304) 781-1952		
11. Email: sherry.wilkins@huntingtonswu.com		

II. Impaired Waters Information

12. Does the MS4 discharge into impaired water bodies?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<p>13. Please provide a description of specific BMPs that were implemented to reduce pollutants of concern in impaired receiving waters and waters in which a TMDL has been developed. (WV MS4 2014 General Permit, p. 46, #12)</p> <p>Implementation of the public education program. HSU provides pet waste bags and brochures at public meetings, festival style events, and trash clean ups. Give talks at public meetings and festival style events about pet waste. Signs are posted with messages to pick up pet waste throughout Ritter Park and the designated dog park. Videos that HSU has created about proper pet waste disposal and other stormwater pollution prevention messages are posted on the various neighborhood associations and City of Huntington's Facebook and YouTube channel.</p> <p>Regular inspections are conducted at construction sites support HSU's effort to reduce the amount of sediment entering receiving waters.</p> <p>Implementation of the Post Construction program will reduce the amount of stormwater runoff that is flowing off of a development. HSU requires that developers at new and re-development sites meet the requirements in the MS4 permit by utilizing the runoff reduction methods. Reducing the amount of runoff from impervious surfaces reduces the amount of pollutants leaving the site.</p> <p>Dry weather field assessments are conducted in Fourpole Creek of the stormwater outfalls. Pollution issues are identified and corrected. As the six minimum controls are implemented, over time, water pollution reductions will be realized. All of the activities that the Stormwater Utility conducts, support reducing water pollution.</p>			
14. Has a TMDL been developed since your plan was approved?		<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

III. Fiscal Reporting

15. Include or attach a fiscal analysis of capital and operating expenditures to implement the MCMs. The fiscal analysis shall include only those expenditures by the locality seeking coverage under the WV MS4 2009 General Permit and not those for MCMs implemented by other entities. (WV MS4 2014 General Permit, p. 46, #13)	
16. Please provide total capital expenditures for this reporting period.	\$ 1,296,973
17. Please provide total operating expenditures for this reporting period.	\$ 986,517

IV. Coordination Efforts and Organization

18. Please provide a description of the coordination efforts with other MS4s, county governments, transportation agencies, colleges, universities, correctional facilities, prisons, and any other entities regarding the implementation of the MCMs, including the status of any memorandum of understanding or other agreements executed between the permittee(s) and any other entity. (WV MS4 2014 General Permit, p. 46)

Marshall University coordinates with HSU on utility projects that are located in the City right of way.

HSU coordinates all new and re-development projects with the City of Huntington planning office and the public works office. Although there is no formal MOU, the City does not issue building permits or certificates of occupancy unless HSU approves the stormwater management hydrology and facilities. HSU attends monthly permitting work group meetings to share information. HSU coordinates catch basin and storm line cleaning with the Huntington Sanitary Board. There is no formal MOU, however a policy does exist that allows for shared resources between the two entities which are under the umbrella of the Huntington Water Quality Board.

Huntington Stormwater Utility coordinates new development projects that are located with State road frontage with the WV DOH. At times, WVDOH provides plans and drawings that are located within HSU's watershed for review. There is no formal MOU.

19. Please provide name and contact information for individual with overall program management and implementation responsibility, and if different, name and contact information of individuals responsible for each minimum control measure. Please attach a table of organization.

Sherry Wilkins, Director, is responsible for overall program management. Carrie Denvir, Stormwater Program Analyst assists with all MCMs including sampling.

V. Changes to SWMP

20. Did any of your activities, BMPs, or measurable goals as outlined in your SWMP change during the reporting period?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
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21. Do you anticipate any planned activities, BMPs, or goals as outlined in your SWMP to change in the upcoming reporting period?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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22. If anything has changed, please indicate the MCM and performance measure and provide a brief description below, and attach detailed documentation of the changes, schedule of implementation, measurable goals, and overall effect on your program. (WV MS4 2014 General Permit, p. 24, #6 and #7)

Due to a renovation project, brochures are not available at City Hall. Brochures are available at the Huntington Visitor Center at Heritage Station and at the customer entrance (where people pay their bills) of the Water Quality Board.

HSU is working with the City planning and zoning office to have stormwater brochures inserted into their packet of information that they provide to new businesses and developers in the City.

23. Is additional documentation attached?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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VI. MCM 1: Public Education and Outreach

24. Did you complete all the proposed activities and performance measures for this MCM for this reporting period?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
25. Contact: Carrie Denvir	26. Phone: (304) 781-1948	

Performance Measure 1a: Program implementation

27. Were the proposed activities for developing a public education and outreach program implemented?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
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28. List and briefly describe each of the public education and outreach program development activities undertaken during this reporting period. (WV MS4 2014 General Permit, p. 46, #1)

HSU hosts events and participates in events sponsored by other local entities. There are too many items to list them all here. See the attachment.

Events include: posting information on social media platforms. Providing brochures about pet waste, grass clippings, leaves, sediment pollution, rain gardens, streamside properties, clean water, and more.

HSU provides pet waste bags at various public events throughout the year. HSU participated in five (different) neighborhood association meetings. Stormwater messages are printed on the sanitary/water quality bills once a year that go to over 28,000 customers. Letters were mailed to 45 local lawncare and landscaping companies.

HSU donated two pet waste stations this year. HSU installed 53 storm drain markers.

HSU hosted a rain barrel workshop for the Cabell County Master Gardeners and another workshop for Unlimited Futures (a local business incubator).

29. Did you achieve all the goals that you identified in your SWMP related to developing the education and outreach program for this reporting period? (WV MS4 2014 General Permit, p. 46, #3)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
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30. If not, please describe the progress you did make towards achieving your goal(s), and any obstacles and possible solutions such as revised implementation schedules or revised measurable goals. If you are proposing any changes to your SWMP goals or schedule, please include them in Section V above. (WV MS4 2014 General Permit, p. 46, #4)

Huntington Stormwater Utility exceeded the goals for public education and outreach.

Performance Measure 1b: Evaluation of effectiveness of public education and outreach efforts			
31. Did you evaluate the effectiveness of the public education and outreach program?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
<p>32. How did you evaluate the effectiveness of the public education and outreach program in this reporting period? (WV MS4 2014 General Permit, p. 46, #2)</p> <p>Effectiveness can be determined by the number of people that received information HSU provides. As described in item #28 above, there are numerous ways HSU communicates with the public.</p> <p>Participants at dog events have the opportunity to sign a pledge to clean up after their pet(s). Brochures that are taken at events and meetings provide a way to observe the amount of information provided. The number of pet waste bags provided to the public at events, trash clean ups, and Huntington visitor center. Two pet waste stations were installed at places where dogs are present. Pet waste stations are a way to remind people walking their dogs to properly dispose of pet waste.</p> <p>Effectiveness can also be determined by the number of times stormwater videos are watched. The videos cover topics such as stormwater pollution and proper disposal of grass clippings, stormwater requirements for businesses, proper disposal of pet waste, and trash. The videos are posted on Facebook, YouTube and neighborhood association Facebook pages.</p>			
33. Regardless of your answer to the previous question, have you identified new or better ways to evaluate the public's understanding of your program and water quality issues?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
<p>34. If yes, please describe any changes you would like to consider to improve your evaluation of effectiveness of outreach.</p> <p>None</p>			

Performance Measure 1c: Documentation and tracking of public education and outreach efforts			
35. Did you track and keep records of your outreach activities?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
36. For print, radio, and television media activities, did you keep records that include i) a description of the content or theme; ii) the date of completion of the materials; iii) the date of release or distribution, and iv) the duration of air time or publication? (WV MS4 2014 General Permit, p. 46, #1)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
37. Are your records available upon request?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
38. For pamphlets, brochures, and other finite printed products, did you keep records that include: i) a description of the content or theme; ii) the date of completion of the materials; iii) the date of release or distribution; iv) the location or placement of the materials; and v) date of follow up visits to replenish or transition to the next outreach product? (WV MS4 2014 General Permit, p. 46)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
39. Please describe any additional or alternative documentation and tracking of public education and outreach activities you are implementing.			
<p>HSU maintains a spreadsheet that contains the dates of the outreach activity or event. An internal memo is created for each activity.</p>			

VII. MCM 2: Public Involvement and Participation

40. Did you complete all the proposed activities and performance measures for this MCM for this reporting period?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
41. Contact: Carrie Denvir	42. Phone: (304) 781-1948	

Performance Measure 2a: Opportunities for ongoing public involvement and participation in the SWMP

43. Did you create, or are you in the process of creating, ongoing opportunities for the public to participate in the development, implementation, and updating of your SWMP?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
44. Did you achieve all the goals that you identified in your SWMP related to creating and maintaining ongoing opportunities for public involvement and participation for this reporting period? (WV MS4 2014 General Permit, p. 46, #3)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

45. If not, please describe the progress you did make towards achieving your goal(s), and any obstacles and possible solutions such as revised implementation schedules or revised measurable goals. If you are proposing any changes to your SWMP goals or schedule, please include them in Section V above.
(WV MS4 2014 General Permit, p. 46, #4)

HSU has achieved public involvement goals.

46. List and briefly describe each of the activities undertaken during the reporting period to create ongoing opportunities for the public to participate in your SWMP. (WV MS4 2014 General Permit, p. 46, #1)

HSU Board meetings are advertised in the Herald Dispatch before every meeting. All Board meetings are open to the public as well as being live streamed on the city's website. HSU phone numbers are available to the public if they have questions about the stormwater program.

HSU attends the Fourpole Creek Watershed Association and sits on their Board. Fourpole Creek Watershed Association is a citizen group with ongoing projects that the Stormwater Utility partners with on projects.

47. Describe how you evaluated the effectiveness of your public participation efforts (citizen attendance at public hearings, requests for information on your SWMP, hotline activity, etc.).(WV MS4 2014 General Permit, p. 46, #2)

HSU evaluates the effectiveness by the number of people that attend events, sign pledges and take brochures. The City of Huntington employs a business services advocate that assists new and existing business owners through the City's permitting process as well as HSU permitting process. During this process stormwater requirements are discussed and information is provided to any potential developer. When HSU or City of Huntington staff interacts with the public about the stormwater permitting process, HSU receives feedback on potential improvements to the stormwater management program. This feedback is analyzed and is used in the development of informational fact sheets about stormwater management at new and re-development. The information packet that is provided to interested parties and developers is constantly updated due to this feedback loop.

48. Describe the steps taken to ensure that public participation opportunities are ongoing and, if necessary, additional program maintenance activities in future reporting periods to ensure continued participation opportunities. (WV MS4 2014 General Permit, p. 46, #4)

Board meetings will continue to be advertised and broadcast. HSU will continually plan and execute public events and meetings where public participation is encouraged. HSU also actively participates in events that are hosted by other entities. For example, HSU participates at events hosted by the Greater Huntington Park and Recreation District and Marshall University.

Performance Measure 2b: Communications with community, watershed, and environmental organizations			
49. Did you establish a program for routine communications with community based watershed groups or other organizations?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
50. Describe the steps taken to ensure that your programs for routine communications with community-based watershed groups or other organizations are ongoing, or any additional program activities that you believe may be required to ensure continued communications. (WV MS4 2014 General Permit, p. 46, #4) An HSU employee sits on the Board of the Fourpole Creek Watershed Association and regularly attends meetings. HSU and FCWA collaborate on many activities. HSU knows and communicates with employees involved in the MS4 program at Marshall University. HSU participates in events sponsored by Marshall Univ. HSU also knows many of the leaders of the various neighborhood associations in Huntington and attends their meetings. HSU participates in the City permitting work group, this keeps our lines of communication open with many city employees who interact with the public on a regular basis. HSU participated in a WVAV "harmful algal blooms" exercise this reporting period.			
51. Did you achieve all the goals that you identified in your SWMP related to creating and maintaining ongoing communications with community based watershed groups or other organizations for this reporting period? (WV MS4 2009 General Permit, p. 24, #3)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
52. If not, please describe the progress you did make towards achieving your goal(s), and any obstacles and possible solutions such as revised implementation schedules or revised measurable goals. If you are proposing any changes to your SWMP goals or schedule, please include them in Section V above. (WV MS4 2014 General Permit, p. 46, #4)			

Performance Measure 2c: Public availability of SWMP and annual report		
53. Did you make your SWMP and annual report available to the public?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
54. If yes, please indicate the web address, or if a physical location, please indicate where it is and the process, if any, required for the public to access it. The public can go to the City of Huntington website and download the report. http://www.cityofhuntington.com/document-center/stormwater		

VIII. MCM 3: Illicit Discharge Detection and Elimination

55. Did you complete all the proposed activities and performance measures for this MCM for this reporting period?

 Yes No

56. Contact: Carrie Denvir

57. Phone: (304) 781-1948

Performance Measure 3a: MS4 map

58. Were your proposed activities for creating and annually updating your MS4 map for the reporting period implemented?

 Yes Partially No

59. List and briefly describe the activities undertaken to either develop or update your MS4 map. (WV MS4 2014 General Permit, p. 46, #1)

The Huntington Water Quality Board updates the GIS map to identify new storm connections, outfalls, and stormwater management facilities as they are constructed. Storm drain markers are on the GIS map.

The GIS map also contains inspection reports of grass, leaves, sediment, or other illicit discharges.

Performance Measure 3b: Illicit Discharge Detection and Elimination (IDDE) ordinance development		
60. Has your municipality adopted an IDDE ordinance in accordance with the requirements of the WV MS4 2014 General Permit (Part II Section C.7.c.10& 11)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
61. If not, please describe the activities or progress made in adopting or updating an existing ordinance and provide an estimated date for adoption. (WV MS4 2014 General Permit, p. 46, #1)		

Performance Measures 3c and 3e: IDDE program implementation and assessment, and program tracking		
62. Is your IDDE program fully implemented, including visual inspections based on a system of prioritizing outfalls and procedures for characterizing discharges?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
63. If no, please describe obstacles, if any, to implementation, and an estimate of when your program will be fully implemented.		
64. Were all your measurable goals met for implementing and evaluating an IDDE program during this reporting period? (WV MS4 2014 General Permit, p. 46, #3)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
65. How many field assessments were conducted during the reporting period?	208*	
66. How many illicit discharges were identified during the reporting period?	69	
67. How would you characterize the type of illicit discharges found (sewer cross connections, spills, illegal dumping, unaware residents, etc.)? Illegal dumping. People that are unaware that they are not supposed to dump materials into the street. Petroleum hydrocarbons. Sediment from construction sites and grass clippings in the street. * Note, field assessments include investigating and checking catch basins where illegal dumping may occur.		
68. How would you characterize the type of pollutants discovered in illicit discharges (oil and grease, fecal coliform, chlorine, paints, etc.)? Name the top five pollutants discovered or uncovered by your IDDE program. Wastewater from cement/grouting work, sediment, fecal coliform, vehicle wastewater, and leaves/grass clippings.		
69. How many corrective actions were taken to remove illicit discharges?	69	
70. How many enforcement actions were initiated to eliminate illicit discharges into the storm sewer system?	0	
71. Have you attached additional documentation to better identify the nature and extent of the program activities and accomplishments?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Performance Measure 3d: Public education on hazards of illegal discharges and improper disposal of waste			
72. Did you conduct any activities for educating the public on hazards of illegal discharges for this reporting period? (WV MS4 2014 General Permit, p. 46, #3)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
<p>73. List and briefly describe each of the education and outreach activities undertaken during this reporting period. (WV MS4 2014 General Permit, p. 46, #1)</p> <p>HSU created door hangers to post in neighborhood where illicit discharges are seen, but the culprit is unknown. If known; letters are written to violators providing education and information about stormwater pollution.</p> <p>"What to do if you find pollution" brochure was created during this reporting period. Brochures are provided for the events that HSU attends.</p> <p>The City Public Works department advertises via social media to keep leaves out of the curbs and obtaining extra pickup for bagged leaves.</p> <p>HSU videos discuss stormwater pollution, grass clippings, pet waste to remind the public to not dispose of these things in the street or storm drain. These videos are posted on social media platforms.</p>			
74. Were any of these activities included in the public education and outreach efforts described in MCM 1?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
<p>75. How did you evaluate the effectiveness of the activities described in the list above? (WV MS4 2014 General Permit, p. 46, #2)</p> <p>By the number of issues found and corrected. The number of letters sent. Letters with brochures are mailed to property owners, where violations are found, addressing spills, grass clippings, and vehicle oil/grease leaks. Forty-five (45) letters were mailed to lawn care businesses. HSU's video about the proper disposal of grass clippings has 2,200 views and 28 likes on the City's Facebook page. There were 342 views of the video on the City's YouTube channel.</p> <p>Property owners with exposed soils and sediment issues all corrected the problem except for one. Forty-three (43) properties were inspected for sediment control. Seventy-eight (78) outfalls were checked during this reporting period.</p>			
76. Did you achieve all the goals that you identified in your SWMP related to educating the public on hazards of illegal discharges for this reporting period?(WV MS4 2014 General Permit, p. 46, #3)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
<p>77. If not, please describe the progress you did make towards achieving your goal(s), and any obstacles and possible solutions such as revised implementation schedules or revised measurable goals. If you are proposing any changes to your SWMP goals or schedule, please include them in Section V above. (WV MS4 2014 General Permit, p. 46, #4)</p>			

Performance Measure 3f: Training for municipal staff on identification, reporting, and elimination of illicit discharges			
78. Have you developed a program to train municipal employees on illicit discharges?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
79. Did you conduct any municipal employee training during this reporting period?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
<p>80. List and briefly describe the training activities conducted during the reporting period. (WV MS4 2014 General Permit, p. 46, #1)</p> <p>Fifty-four (54) HSU and Huntington Sanitary Board field staff were trained on illicit discharges and how to report them.</p> <p>Thirty-five (35) employees of the City's public works department received the same training on illicit discharges and how to report them.</p> <p>Video used was IDDE: Grate Concern. A quiz is included in the training.</p>			
<p>81. How did you evaluate the effectiveness of the training activities? (WV MS4 2014 General Permit, p. 46, #2)</p> <p>Employees discussed the video and completed the quiz about illicit discharges. Eighty-nine people passed the quiz.</p>			
<p>82. How many municipal employees were trained to identify and report illicit discharges? (WV MS4 2014 General Permit, p. 46, #2)</p> <p>89</p>			
83. Did you achieve all the goals that you identified in your SWMP related to training municipal employees on IDDE procedures for this reporting period?(WV MS4 2014 General Permit, p. 46, #3)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
<p>84. If not, please describe the progress you did make towards achieving your goal(s), and any obstacles and possible solutions such as revised implementation schedules or revised measurable goals. If you are proposing any changes to your SWMP goals or schedule, please include them in Section V above. (WV MS4 2014 General Permit, p. 46, #4)</p>			

IX. MCM 4: Construction Site Runoff Control (WV MS4 2014 General Permit , p. 19-22)

85. Did you complete all proposed activities and performance measures for this MCM for this reporting period?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
86. Contact: Carrie Denvir	87. Phone: (304) 781-1952	

Performance Measures 4a and 4b: Develop and implement an ordinance to address stormwater runoff from construction sites one acre or greater			
88. Has your municipality adopted a construction site runoff control ordinance in accordance with the requirements of the WV MS4 2014 GP (Part II Section C.7.d.2 and 4)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
89. If a program ordinance has not been adopted, have the proposed activities for developing and implementing an ordinance to address stormwater runoff from construction sites been implemented?	<input type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
90. Please indicate the anticipated ordinance adoption schedule. (WV MS4 2014 General Permit, p. 24, #1) The Sediment and Erosion Control Ordinance was enacted in 2012. A major revision and update is being undertaken during this reporting cycle. It is anticipated that the revised ordinance will go before city council fall of 2023.			
91. Has your construction site ordinance been reviewed and/or updated to include any new criteria during the reporting period?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
92. Is your construction site program being fully implemented to include provisions for: i) plan review, ii) routine site inspections, iii) enforcement, and iv) record keeping and reporting?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
93. Please indicate the number of plan approvals during the reporting period.	8		
94. Please indicate the number of construction site inspections during the reporting period.	82		
95. Please indicate the number of enforcement actions during the reporting period (can attach document).	3		
96. Are enforcement records maintained and available upon request?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
97. Is there adequate funding to fulfill the program implementation requirements required by the WV MS4 2014 General Permit?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
98. Briefly list and describe any activities outlined in your SWMP completed during the past permit year related to construction site operator and/or permittee site inspector training. (WV MS4 2014 General Permit, p. 46, 4.a)1) HSU educates new businesses and potential permittees about the requirements for sediment and erosion control at construction sites. HSU does on-site education to contractors and foreman who are on site during inspections. HSU implements a permitting process that includes an application, plan review, approval or denial, and enforcement of sediment and erosion control plans during active construction - these activities provide education to the permittee. HSU has created a brochure about sediment and erosion control and how sediment affects water quality. When inspection reports are sent to the site owners/contractors, information about proper installation of sediment and erosion BMPs is included with the reports. HSU exceeds the requirements of the MS4 permit by requiring sediment and erosion control measures on all sites with exposed soils, including the CSO areas.			
99. Did you achieve all the goals that you identified in your SWMP related to developing or implementation and assessment of a construction site runoff control program for this reporting period? (WV MS4 2014 General Permit, p. 46, #3)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
100. If not, please describe the progress you did make towards achieving your goal(s), and any obstacles and possible solutions such as revised implementation schedules or revised measurable goals. If you are proposing any changes to your SWMP goals or schedule, please include them in Section V above. (WV MS4 2014 General Permit, p. 46, #4)			

X. MCM 5: Controlling Runoff from New Development and Redevelopment (WV MS4 2014 General Permit, p. 22-33)

101. Did you complete all proposed activities and performance measures for this MCM for this reporting period?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
102. Contact: Sherry Wilkins and Carrie Denvir	103. Phone: (304) 781-1948	

Performance Measure 5a: Develop, implement, and enforce a program to protect water resources by addressing stormwater discharges from regulated new and redevelopment projects

104. Has your municipality adopted a stormwater management ordinance in accordance with WV MS4 2014 General Permit (Part II Section C.7.e.13)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
105. If your ordinance has not been adopted, please describe the progress made towards final ordinance adoption during this reporting period, and expected date of final adoption. (WV MS4 2014 General Permit, p. 46, 4.a)1)			
106. Does your (proposed) ordinance include language incorporating the development incentives described in the WV MS4 2014 General Permit (Part II Section C.7.e.13)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
107. Does your (proposed) ordinance include language incorporating the off-site mitigation or fee-in lieu alternatives to on-site BMP implementation as described in the WV MS4 2014 General Permit (Part II Section C.7.e.16)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
108. Have you developed a process for reviewing and updating your ordinance and program implementation to address the adequacy of provisions for: i) requiring runoff volume reduction on new and redevelopment sites, ii) plan review, iii) BMP construction and maintenance inspections, iv) enforcement, v) inventory and tracking, and vi) record keeping and reporting?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
109. How many projects were reviewed during the reporting period?	9		
110. What types of projects were reviewed (residential, commercial, industrial, etc.)? (WV MS4 2014 General Permit, p. 32,(u)(ii))			
Commercial and industrial. Majority is commercial.			
111. Provide a summary of the number and types of stormwater BMPs approved in new and redevelopment projects during the reporting period. Please list the BMPs according to the BMP specification number from the WV Stormwater Management Manual (2012). (WV MS4 2014 General Permit, p. 32(u)(iii))			
All projects are redevelopment. Bioretention cells at 3 sites. Infiltration trenches at 4 sites. Permeable pavement at 2 sites.			

<p>112. Provide a summary of the number and type of projects that qualified for each of the development incentives described in the WV MS4 2014 General Permit (Part II Section C.7.e.16.(u)(iii)) during the reporting period. Please indicate if you have attached additional documentation.</p> <p>All projects met the criteria for redevelopment and transit oriented development. No additional documentation attached.</p>		
<p>113. Provide a summary of the number of projects that qualified for any offsite mitigation or payment in lieu options described in the WV MS4 2014 General Permit (Part II, Section C.7.e.16(u)(iii)) during the reporting period. Please indicate if you attach additional documentation.</p> <p>None. No additional documentation attached.</p>		
<p>114. How many maintenance agreements were approved during the reporting period? (WV MS4 2014 General Permit, p. 32, (u)(iv))</p>	<p>8</p>	
<p>115. Were any maintenance agreements recorded at the county courthouse?</p>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<p>116. Provide a summary of the number and type of stormwater BMP inspections conducted by MS4 personnel or contracted agents (construction as-built, ongoing operation and maintenance audits, complaint driven, etc.). Include (or attach) a summary of: i) the type and number of BMPs requiring maintenance or repair, ii) the number brought into compliance, and iii) the number of enforcement actions taken. (WV MS4 2014 General Permit, p. 32, (u)(v))</p> <p>Fifty inspections of stormwater management facilities were performed. 39 bioretention cells, 8 porous pavements, and one grass swale. Facilities with underground stormwater facilities (5) are reminded to have biannual or quarterly inspections and to keep records for HSU's review. Porous pavements are also reminded to have biannual sweeping of their facilities and to keep records of maintenance. Of the fifty inspections, forty-nine required maintenance to be performed. All deficient stormwater facilities have been corrected. One permittee has been issued an NOV for failure to properly construct their stormwater facility.</p>		
<p>117. Did you achieve all the goals that you identified in your SWMP related to developing and/or implementing and assessing a stormwater management program for this reporting period?(WV MS4 2014 General Permit, p. 46, #3)</p>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<p>118. If not, please describe the progress you did make towards achieving your goal(s), and any obstacles and possible solutions such as revised implementation schedules or revised measurable goals. If you are proposing any changes to your SWMP goals or schedule, please include them in Section V above. (WV MS4 2014 General Permit, p. 46, #4)</p> <p>HSU exceeds the permit requirements for post-construction stormwater management, because sites less than one acre are regulated as well as sites that are located in the CSO.</p>		

Performance Measure 5b: Long-term watershed protection elements			
119. Does a local ordinance or equivalent document incorporate the watershed protection elements described in WV MS4 2014 General Permit (Part II Section C.7.e.8)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
120. If yes, please describe how the permittee's legal authority addresses the following watershed protection elements: (WV MS4 2014 General Permit, p. 32, (u)(i))			
121. Minimize impervious cover.	Article 971 of the Codified Ordinances of the City of Huntington		
122. Preserve, protect, create, and restore ecologically sensitive areas.	Article 971 of the Codified Ordinances of the City of Huntington		
123. Implement practices that prevent or reduce thermal impacts to streams.	Article 971 of the Codified Ordinances of the City of Huntington		
124. Seek to avoid or prevent hydromodification of water bodies caused by development.	Article 971 of the Codified Ordinances of the City of Huntington		
125. Minimize impacts to existing vegetation (especially trees).	Article 971 of the Codified Ordinances of the City of Huntington		
126. Minimize impacts to native undisturbed soils.	Article 971 of the Codified Ordinances of the City of Huntington		
127. If the watershed protection elements have not yet been incorporated into a planning document or ordinance, please describe the actions to be taken to incorporate these elements.			

Performance Measure 5c: Street and parking design assessments		
128. Were the proposed activities for assessing the current street design guidelines and parking requirements implemented?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
129. If this is your third-year report, please attach your report assessing the current street and parking design requirements, and recommendations and proposed schedules for incorporating policies and standards to maximize vegetation and minimize impervious cover where possible. (WV MS4 2014 GP, p. 46,#8)		

XI. MCM 6: Pollution Prevention & Good Housekeeping for Municipal Operations (WV MS4 2014 General Permit, p. 33-38)

130. Did you complete all the required performance measures for this MCM for this reporting period?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
131. Contact: Carrie Denvir	132. Phone: (304) 781-1948	

Performance Measures 6a and 6b: Develop and implement an operation and maintenance program for all municipal facilities that includes prevents or reduces the discharge of polluted runoff

133. Were the proposed activities for developing a pollution prevention and good housekeeping program for municipal operations implemented?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
<p>134. List and briefly describe the activities outlined in your SWMP for the development of a pollution prevention and good housekeeping program for municipal operations undertaken during this reporting period.</p> <p>During this report cycle (November 1, 2022 through August 30, 2023) street sweeping operations remove 1,256 tons of debris. This was achieved by completing two cycles of sweeping 299.36 curb miles. The street sweeping program covers the entire city, including both combined and separate sewer areas. There are no municipal facilities that drain into the separate storm sewer system area.</p> <p>2,126 catch basins were cleaned out. (Some catch basins are cleaned more than one time if needed).</p>			
135. Do you have a pollution prevention plan for each of your municipal facilities as required by the WV MS4 2014 General Permit (Part II Section C.7.f)1)?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
136. Do you have an inspection schedule for conducting inspections at your municipal facilities as required by the WV MS4 2014 General Permit (Part II Section C.7.f)5)?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
137. Are you tracking and maintaining records of inspection and maintenance activities for each municipal facility as required by the WV MS4 2014 General Permit (Part II Section C.7.f)?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
<p>138. If you answered no to any of the previous three questions, please indicate your proposed schedule for implementing the requirements of the WV MS4 2014 General Permit (page 46, 4.a)1).</p> <p>The Huntington Stormwater Utility does not have any municipal facilities that discharge into the separate storm system. All City municipal facilities discharge into a combined sewer system, therefore, these municipal facilities are not included within the MS4. The Federal definition of MS4 specifically excludes combined sewer systems from the MS4.</p>			
139. How many inspections were conducted at each municipal facility during the reporting period?	0		
140. List the top three problems that you have found while conducting inspections at municipal facilities.			
141. Were these problems corrected? (WV MS4 2014 General Permit, p. 46, 4.a)1)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	

142. Did you achieve all the goals that you identified in your SWMP related to developing a pollution prevention and good housekeeping program for municipal operations for this reporting period? (WV MS4 2014 General Permit, p. 46, 4.a)3)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
143. If not, please describe the progress you did make towards achieving your goal(s), and any obstacles and possible solutions such as revised implementation schedules or revised measurable goals. If you are proposing any changes to your SWMP goals or schedule, please include them in Section V above. (WV MS4 2014 General Permit, p. 46, 4.a)4)		

Performance Measure 6c: Municipal employee good housekeeping training			
144. Were the proposed activities for developing a pollution prevention and good housekeeping training program for municipal employees implemented as described in the WV MS4 2014 GP (Part II, Section C.7.f.8)10)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
145. Were the proposed activities for implementing a pollution prevention and good housekeeping training program for municipal employees implemented as described in the WV MS4 2014 GP (Part II, Section C.7.f.8)9)10)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
146. Did municipal employees receive training in accordance with the guidelines described in the WV MS4 2014 GP (Part II, Section C.7.f)8)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
147. How many employees received training during the reporting period? (WV MS4 2014 GP, p. 46, 4.a)1)?	89		
148. Are you maintaining records of all municipal training activities (including training agendas, learning objectives, instructor qualifications, sign in sheets, etc.)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
<p>149. Explain how the effectiveness of the training activities was evaluated (number of employees trained and/or certified in specific good housekeeping skills, measurable improvements in cost or performance of facility maintenance activities, or as outlined in your SWMP). (WV MS4 2014 GP, p. 46, 4.a)4)</p> <p>After the training, the employees take a quiz. Results of the quiz determine the effectiveness of the training.</p>			
150. Did you achieve all the goals that you identified in your SWMP related to training municipal employees on pollution prevention and good housekeeping for this reporting period?(WV MS4 2014 GP, p. 46, 4.a)3)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
151. If not, please describe the progress you did make towards achieving your goal(s), and any obstacles and possible solutions such as revised implementation schedules or revised measurable goals. If you are proposing any changes to your SWMP goals or schedule, please include them in Section V above. (WV MS4 2014 General Permit, p. 46, 4.a)4)			

**Huntington Stormwater Utility * Public Education and Outreach
Reporting cycle November 1, 2022 through August 31, 2023
Permit Registration #WVR030033**

Date	Event	Location
12/13/2022	Neighborhood Institute Meeting- pet waste station presentation	City Hall
12/15/2022	Clean City Community Award - Assisted with submission	
11/5/2022	Fourpole Creek watershed assoc trash clean up	Harris Riverfront Park
11/8/2022	Fourpole watershed assoc meeting	22nd St West
11/13/2022	Participation - Gallaher trash clean up	Gallaher - Roby Rd
11/15/2022	City permit work group	City Hall
11/18/2022	Facebook - shared NC pet waste video	Facebook Neighborhood Pages
12/7/2022	Participation WVAW HAB functional event	
12/13/2022	Fourpole Creek watershed assoc meeting	21st St West
12/20/2022	City permit work group	City Hall
12/30/2022	Donate pet waste bags brochures -	HSB Water Quality Board Office
1/2/2023	Facebook- Southside thread- pet waste	Facebook Southside Neighborhood Page
1/5/2023	Facebook - Shared virtual event ORSANCO PFAS 1/11/23	Facebook - Neighborhood Pages
1/5/2023	Participation Southside neighborhood meeting	Phil Cline YMCA
1/9/2023	Neighborhood Institute Meeting - handout about grants	City Hall
1/10/2023	FCWA meeting	20th St West
1/13/2023	Training construction site - brochures	Church of God (sediment)
1/17/2023	City permit work group	City Hall
1/18/2023	Highlawn trash clean up	Highlawn - 5th Ave
1/19/2023	Stormwater & CSO Presentation	St Joseph High School - Enviro class
1/19/2023	Donate pet waste bags	Cabell/Wayne Animal Shelter

1/21/2023	Participation - Gallaher trash clean up	Gallaher - Roby Rd
1/24/2023	Training construction site - brochures	City Fire Station - EP Leach
1/24/2023	Training construction site - brochures	MIRC - Cabell Huntington Hospital
1/30/2023	Training construction site - brochures	Geiger Brothers - IBEW
2/3/2023	Facebook - Earth Day trash clean up event	Facebook - Neighborhood Pages
2/4/2023	Participation Enslow Park neighborhood meeting	Enslow Park Pres Church
2/7/2023	Participation Highlawn neighborhood meeting	Highlawn Church
2/8/2023	Highlawn trash clean up	Highlawn - 5th Ave
2/14/2023	Donate pet waste bags	Harmony House - Dog event
2/14/2023	MS4 Meeting - southwestern counties	HSU
2/14/2023	Fourpole Creek watershed assoc meeting	19th St West
2/15/2023	Installed storm drain markers	Downtown
2/21/2023	Training construction site - brochures	REI - Summit Bank
2/21/2023	City permit work group	City Hall
2/22/2023	Facebook HSU stormwater video	Facebook - neighborhood pages
2/22/2023	Training at construction site - brochures	Riedel Wilks - Rubberlite
3/1/2023	Facebook - Event- FCWA Rain Barrel Workshop	Facebook - neighborhood rages
3/2/2023	Participation Southside Neibhorhood meeting	Phil Cline YMCA
3/7/2023	Stormwater presentation	Highlawn neighborhood association
3/9/2023	Guyandotte Neighborhood Association meeting	Guyandotte
3/13/2023	Facebook - pollution prevention - infogram	Facebook - neighborhood pages
3/14/2023	Forupole Creek watershed assoc meeting	18th St West
3/19/2023	Facebook - Shared WVDEP Vernal Pool - Kanawha Forest	Facebook - neighborhood pages
3/29/2023	Rain barrel presentation	Unlimited Resources
3/31/2023	Table event- handed out 95 pet waste bags	GHPRD Paws at Park

4/6/2023	Partipation - Mt West Community College trash clean up	Highlawn area
4/8/2023	Participation Highlawn Make It Shine - trash clean up	Highlawn - 5th Ave
4/11/2023	Grass clipping letters & brochures	mailed 43 local lawn care providers
4/11/2023	Forepole Creek watershed assoc meeting	17th St West
4/12/2023	Earth Day present information - table event	Marshall University
4/18/2023	Facebook - HSU grass clipping video	Facebook - Neighborhood Pages
4/18/2023	City Permit Work group	City Hall
4/20/2023	Donate pet waste bags	Tin Woof Inn (new business)
4/22/2023	HSU Earth Day trash clean up	in City - Enslow, Southside, Expression Church, FCWA
5/6/2023	Table event- handed out bags, Scoop Poop game, pet waste bags	Highlawn Comm Garden Event
5/16/2023	Donated pet waste station	Guyandotte Neighborhood Association
5/16/2023	Donated pet waste station	Southside Neighborhood Association (12th Ave)
5/16/2023	City Permit Work Group	City Hall
5/20/2023	Cabell Co Master Gardeners - Rain Barrel Workshop	HSU
5/22/2023	Facebook - HSU Grass Clipping Video	Facebook - Neighborhood Pages
6/8/2023	Stormwater Brochures- HSB mailed out packets	local businesses - City
6/13/2023	Statewide MS4 training meeting	HSU
6/15/2023	Library Summer Reading - games and prizes	Guyandotte & West Huntington Libraries
6/16/2023	Library Summer Reading - games and prizes	Gallaher Library
6/20/2023	FCWA meeting	16th St West
6/26/2023	Donated Rain Barrel & adapter	YMCA garden - Southside Garden Club members
7/7/2023	Brochures to Water Quality Board Office	HSB Water Quality Board Office
7/11/2023	Brochures to city visitor center	Heritage Station
7/11/2023	FCWA meeting	15th St West
7/18/2023	Facebook HSU stormwater video	Facebook - Neighborhood Pages

7/18/2023	City permit work group	City Hall
7/20/2023	Installed storm drain markers	Downtown & Westmoreland
7/28/2023	Brochures to city visitor center	Heritage Station
7/31/2023	Adventure Science Camp - education	Marshall University & Pump Station & WTP
8/3/2023	Adventure Science Camp - education	Marshall University & Fourpole Creek & HMoA
8/18/2023	Facebook - pollution prevention - infogram	Facebook - Neighborhood Pages