



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, 2021 to October 31, 2022		
2. Name of MS4: Huntington Stormwater Utility	3. Registration number: WV030033	
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
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 2009 General Permit, p. 25, #12)		
<p>Public education and involvement helps reduce pollutants such as fecal coliform and iron. During events, meetings, trash clean ups, HSU speaks to public about pet waste. Pet waste bags and brochures are handed out during events, to veterinarian offices, and at meetings. Rolled pet waste bags were donated to the Greater Huntington Parks and Recreation District this reporting period. Three veterinarian offices and one neighborhood were provided pet waste stations. There is also HSU Pet Waste video which is shared on City of Huntington's Facebook and Youtube pages.</p> <p>Inspections at construction sites reduce the amount of sediment entering receiving waterbodies.</p> <p>Post Construction program helps reduce the amount of stormwater runoff; reducing the amount of pollution leaving the site. Bioretention cells, grass swales, underground stormwater facilities reducing the volume of pollutants.</p> <p>Field assessments of outfall pipes along Fourpole Creek, Krouts Creek help identify and correct pollution issues.</p> <p>All activities the Stormwater Utility performs help reduce water pollution.</p>		
14. Has a TMDL been developed since your plan was approved?	<input 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 2009 General Permit, p. 25, #13)	
16. Please provide total capital expenditures for this reporting period.	\$ 4,532,838
17. Please provide total operating expenditures for this reporting period.	\$ 1,874,687

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 memoranda of understanding or other agreements executed between the permittee(s) and any other entity. (WV MS4 2009 General Permit, p. 24, #9)

Partnering with Marshall University, City of Huntington, Greater Huntington Park Recreation District, and Huntington Sanitary Board at various events to promote education about water quality and pollution prevention. HSU collaborated with City of Barboursville and Marshall University MS4 new employee during this reporting period.

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

HSU works with the City of Huntington for new development and the issuance of building permits or certificates of occupancy. The City will not issue these permits until HSU has approved the stormwater management facilities. There is no formal MOU for this arrangement. HSU participates in the City of Huntington's Permit Work Group to provide education and updates on stormwater permitting.

HSU coordinates catch basin and storm line cleaning with Huntington Sanitary Board.

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 MCM's in the stormwater management program.

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
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
<p>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 2009 General Permit, p. 24, #6 and #7)</p> <p>Huntington Stormwater Utility did not host the Canine Carnival this year to the prevalence of the flu.</p>		
23. Is additional documentation attached?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

VI. MCM 1: Public Education and Outreach (WV MS4 2009 General Permit, p. 5-6)

24. Did you complete all the proposed activities and performance measures for this MCM for this reporting period?	<input 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
<p>28. List and briefly describe each of the public education and outreach program development activities undertaken during this reporting period. (WV MS4 2009 General Permit, p. 24, #1)</p> <p>Educational information is given at events and posted on the Internet. Huntington stormwater Utility is still in process of creating a website. HSU has brochures about Pet Waste, Grass Clippings, What to do with Leaves, Sediment, Rain Gardens, Clean Water Starts with You, Streamside Properties, and Bioretention Cells. HSU provides reusable bags and pet waste bags when participating at events, meetings, and trash clean ups. Brochures are also available at the Visitor Center at Heritage Station. Stormwater Ordinances, SWMP, and Annual Reports are available for public on City of Huntington's website. The City of Huntington shares HSU's Videos on their Facebook and YouTube pages. HSU shares videos and other stormwater related posts on the various neighborhood organization's Facebook pages. HSU participated in four neighborhood meetings and five trash clean up events. HSU provided a presentation about stormwater to Women's Caucus group. Reusable bags and pet waste bags were available for participants. A stormwater message about keeping grass clippings and yard debris out of streets is printed on Sanitary and Stormwater bills that goes out to over 22,000 customers. A spring reminder letter was mailed to forty-three local lawncare and landscaping companies. Grass clippings brochure is mailed with this letter. HSU also mails letters to property owners if they have grass clippings, leaf, or sediment issues. One hundred twenty nine (129) grass/ leaf issues were addressed this reporting period. Fifty-two sediment issues were addressed with letters. HSU educated elementary school children at three schools this reporting period. The Enviroscope watershed model was used to talk about pollution prevention. HSU participated for two days at Marshall University's WV Adventure Science Camp. This was a week long event that HSU, WVDEP, NOAA, Army Corps and other entities teach kids about water. HSU donated 5 pet waste stations this reporting period, three of these are at local veterinarian offices. HSU also donated pet waste bags to Cabell Animal Shelter and GHPRD. Signage about proper pet waste disposal are posted around Ritter Park including the Dog Park area. HSU installed 161 Stormdrain Markers on storm drains. HSU hosted a rain barrel workshop for the Southside Garden Club. Reusable shopping bags and WVDEP Rain Barrel brochure were provided to participants. HSU donated a rain barrel and adapter kit to the Cabell County Master Gardeners. Reusable bags, Pet waste bags, HSU brochures, and WVDEP Rain Barrel brochures were available to participants. HSU attended two dog centered events, Cabell Animal Shelter & GHPRD Paws in Park - Easter Dog Event, giving out free pet waste bags to dog owners. Brochures about pet waste were available at both events.</p>			
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 2009 General Permit, p. 24, #3)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
<p>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 2009 General Permit, p. 24, #4)</p>			

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? Yes Partially No

32. How did you evaluate the effectiveness of the public education and outreach program in this reporting period?
(WV MS4 2009 General Permit, p. 24, #2)

Effectiveness can be determined by the number of people that received this information. Participants at dog events had opportunity to sign a pledge to clean up after their pet(s). Brochures that are taken at events and meetings provide a way to note amount of information provided.

The number of pet waste bags provided reaches more people being given out at events, trash clean ups, veterinarian offices, and Huntington visitor center. Five pet waste stations were installed at various places where dogs are present.

By the number of times stormwater Videos are watched. The videos are about 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.

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? Yes No

34. If yes, please describe any changes you would like to consider to improve your evaluation of effectiveness of outreach.

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 2009 General Permit, p. 24, #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 2009 General Permit, p. 24, #1)	<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. An internal memo is created for each event.			

VII. MCM 2: Public Involvement and Participation (WV MS4 2009 General Permit, p. 6-7)

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 2009 General Permit, p. 24, #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 2009 General Permit, p. 24, #4)

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 2009 General Permit, p. 24, #1)
HSU monthly board meetings are televised and streamed live on the City of Huntington's website. The public is invited and allowed to speak during these meetings.

HSU lists a phone number available to the public to call if they have stormwater issues or see pollution.

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 2009 General Permit, p. 24, #2)

HSU evaluates the effectiveness by the number of people that attend events, sign pledges, and take our brochures.

During the stormwater management permitting process for new development, requirements are discussed. Their questions and comments are used as feedback. The information packet that is provided to interested developers is constantly updated due to this feedback.

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 2009 General Permit, p. 24, #4)

HSU continues to participate in events, neighborhood meetings, and trash cleanups. All these events encourage public participation.

Board meetings will continue to be advertised and broadcast.

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 2009 General Permit, p. 24, #4) HSU staff attends all Fourpole Creek Watershed Association meetings and is an active participant. FCWA and HSU collaborates on many activities. HSU participated in two trash clean ups events. HSU attended Marshall University's Earth Day event, Western Watershed Gathering, Ohio River Listening Sessions, WVAW Source Water Meeting. HSU attended two Neighborhood Institute meetings. HSU attended one Southside Neighborhood meeting and one Enslow Park Neighborhood meeting. 'Trash talk' videos have been made by HSU and City of Huntington. The videos discuss pollution and ways to prevent pollution.			
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 2009 General Permit, p. 24, #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 access the stormwater management plan and the annual report through the City of Huntington's document center on the City's website: https://www.cityofhuntington.com/document-center/stormwater/		

VIII. MCM 3: Illicit Discharge Detection and Elimination (WV MS4 2009 General Permit, p. 7-10)

55. 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
56. Contact:Carrie Denvir	57. Phone:(301) 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?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
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59. List and briefly describe the activities undertaken to either develop or update your MS4 map.
(WV MS4 2009 General Permit, p. 24, #1)

HSU updates the billing database for impervious surfaces. The GIS map is updated with storm connections and stormwater management facilities that have been constructed.

Storm drain markers are on the GIS map.

HSU inspections of grass, leaves, sediment, or other stormwater illicit discharges are on the map.

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 2009 General Permit (Part II Section C.b.3.b)?	<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 2009 General Permit, p. 24, #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 2009 General Permit, p. 24, #3)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
65. How many field assessments were conducted during the reporting period?	349	
66. How many illicit discharges were identified during the reporting period?	49	
67. How would you characterize the type of illicit discharges found (sewer cross connections, spills, illegal dumping, unaware residents, etc.)? Sewer leaks, chemical spills, sediment, grass clippings/yard debris, and wastewater from car wash operations.		
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. Fecal coliform bacteria, sediment, detergents, cat litter, chemical wastes (solids) and sediment.		
69. How many corrective actions were taken to remove illicit discharges?	49	
70. How many enforcement actions were initiated to eliminate illicit discharges into the storm sewer system?	8	
71. Have you attached additional documentation to better identify the nature and extent of the program activities and accomplishments?	<input type="checkbox"/> Yes	<input 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 2009 General Permit, p. 24, #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 2009 General Permit, p. 24, #1)</p> <p>HSU created an application and coverpage explaining why car washes are to discharge into the sanitary sewer. HSU created pollution prevention doorhangers for residents where pollution is found. HSU created a spill response document for a warehouse that had spilled materials outside on their parking lot. Education of the public at neighborhood meetings, events, and trash clean ups about illegal discharges and other stormwater issues. Conduct field reconnaissance on outfall pipes on Fourpole and Krouts Creek. Routinely write letters to homeowners where problems are found. Routinely hand out grass clippings brochure to property owners . (128 times this reporting period). Videos posted on City of Huntington's Facebook, YouTube, and neighborhood associations Facebook pages. Mailed reminder letters and grass clipping brochure to 43 lawn care and landscaping companies. Contact other utilities about sediment control during repairs that are conducted in our streets.</p> <p>HSU assisted the Marshall University MS4 coordinator in a dumping incident on their campus that flows into an HSU storm drain.</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 2009 General Permit, p. 24, #2)</p> <p>The number of issues found and corrected. The number of brochures, letters, and video views. Created an application and information sheet for commercial car wash operations.</p> <p>Speaking directly to property owners that live adjacent to a stream is important. They are stewards of the water but also can cause pollution. Letters with brochure are mailed to appropriate property owners about stormwater runoff issues that grass clippings, leaves, and spills can cause.</p> <p>Forty-three letters were mailed to lawn care businesses. HSU's video about the proper disposal of grass clippings has 2.2K views and 28 likes on city Huntington's Facebook page. There were 277 views of the video on the City's Youtube channel. This video is also broadcast three times a day on public access TV. HSU posts links to videos onto various neighborhood association's Facebook pages. HSU doesn't always have access to view the number of likes, views, or shares on the neighborhood FB pages.</p> <p>Property owners with exposed soils all corrected issues except for one. Forty-three (43) properties inspected for sediment control.</p> <p>Outfalls are also checked during dry weather to try to find illicit discharges. Seventy-three (73) outfalls were checked 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 2009 General Permit, p. 24, #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 2009 General Permit, p. 24, #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	
80. List and briefly describe the training activities conducted during the reporting period. (WV MS4 2009 General Permit, p. 24, #1)			
Huntington Stormwater Utility and Huntington Sanitary Board staff watched a video about illicit discharges and took quiz afterwards. (IDDE A Grate Concern)			
81. How did you evaluate the effectiveness of the training activities? (WV MS4 2009 General Permit, p. 24, #2)			
The number of employees participating and taking the video evaluate the effectiveness. All 65 completed the training.			
82. How many municipal employees were trained to identify and report illicit discharges? (WV MS4 2009 General Permit, p. 24, #2)			
65			
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 2009 General Permit, p. 24, #3)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
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 2009 General Permit, p. 24, #4)			

IX. MCM 4: Construction Site Runoff Control (WV MS4 2009 General Permit , p. 10-12)

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) 781-1948	

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 2009 General Permit (Part II Section C.b.4.a)?	<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 checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
90. Please indicate the anticipated ordinance adoption schedule. (WV MS4 2009 General Permit, p. 24, #1)			
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.	75		
95. Please indicate the number of enforcement actions during the reporting period (can attach document).	1		
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 2009 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 2009 General Permit, p. 24, #1) HSU program analyst performs site visits and educates site foremen and contractors. As problems arise and issues noted, HSU communicates with the site foreman and/or the property owner and permittee about correcting sediment and erosion control issues and why we require it.			
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 2009 General Permit, p. 24, #3)	<input 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 2009 General Permit, p. 24, #4)			

X. MCM 5: Controlling Runoff from New Development and Redevelopment (WV MS4 2009 General Permit, p. 12-19)

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	103. Phone: (304) 781-1952	

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 2009 General Permit (Part II Section C.5.a.ii.A)?	<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 2009 General Permit, p. 24, #1)			
106. Does your (proposed) ordinance include language incorporating the development incentives described in the WV MS4 2009 General Permit (Part II Section C.5.a.ii.A.3)?	<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 2009 General Permit (Part II Section C.5.a.ii.A.4)?	<input 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 type="checkbox"/> Yes	<input type="checkbox"/> No	
109. How many projects were reviewed during the reporting period?	10		
110. What types of projects were reviewed (residential, commercial, industrial, etc.)? (WV MS4 2009 General Permit, p. 18, #2) Commercial projects			
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 2009 General Permit, p. 18, #3) Two project will be using Permeable Pavment (4.2.4), four projects will be using Bioretention Cells (4.2.3), and four projects will be using Infiltration (4.2.6) as approved BMPs.			

112. Provide a summary of the number and type of projects that qualified for each of the development incentives described in the WV MS4 2009 General Permit (Part II Section C.5.a.ii.A.3) during the reporting period. Please indicate if you have attached additional documentation. (WV MS4 2009 General Permit, p. 18, #3)

All of the approved projects received reductions because they were either redevelopment projects or transit oriented development.

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 2009 General Permit (Part II, Section C.b.5.a.ii.A.4) during the reporting period. Please indicate if you attach additional documentation. (WV MS4 2009 General Permit, p. 18, #3)

HSU is not offering offsite mitigation or payment in lieu options.

114. How many maintenance agreements were approved during the reporting period? (WV MS4 2009 General Permit, p. 18, #4)	6
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115. Were any maintenance agreements recorded at the county courthouse?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
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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 2009 General Permit, p. 18, #5)

Eighty-one (81) inspections of stormwater management facilities were performed. These are bioretention cells, grass swales, and porous pavements. Facilities with underground stormwater facilities (5) are reminded to have biannual or quarterly inspections and to keep records for HSU's review. Of the eighty-one inspections, fifty-six facilities required maintenance to be performed. HSU is currently working with a few facilities to get them in compliance. One notice of violation was issued.

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 2009 General Permit, p. 24, #3)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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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 2009 General Permit, p. 24, #4)

HSU attempts to inspect all stormwater management facilities that have been approved twice a year.

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 2009 General Permit (Part II Section C.5.a.i.A)?	<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 2009 General Permit, p. 18, #1)			
121. Minimize impervious cover.	Article 971 of Codified Ordinances of the City of Huntington		
122. Preserve, protect, create, and restore ecologically sensitive areas.	Article 971 of Codified Ordinances of the City of Huntington		
123. Implement practices that prevent or reduce thermal impacts to streams.	Article 971 of Codified Ordinances of the City of Huntington		
124. Seek to avoid or prevent hydromodification of water bodies caused by development.	Article 971 of Codified Ordinances of the City of Huntington		
125. Minimize impacts to existing vegetation (especially trees).	Article 971 of Codified Ordinances of the City of Huntington		
126. Minimize impacts to native undisturbed soils.	Article 971 of 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. (WV MS4 2009 General Permit, p. 24, #1)			

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 2009 General Permit, p. 24, #8)		

XI. MCM 6: Pollution Prevention & Good Housekeeping for Municipal Operations (WV MS4 2009 General Permit, p. 19-21)

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
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. Street sweeping operations removed 1550 tons of debris (3.1 million pounds) during this reporting period.			
135. Do you have a pollution prevention plan for each of your municipal facilities as required by the WV MS4 2009 General Permit (Part II Section C.b.6.a)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
136. Do you have an inspection schedule for conducting inspections at your municipal facilities as required by the WV MS4 2009 General Permit (Part II Section C.b.6.a)?	<input type="checkbox"/> Yes	<input 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 2009 General Permit (Part II Section C.b.6.a)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
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 2009 General Permit (Part II Section C.b.6.a). There are no municipal facilities that drain into the separate storm system. They all discharge into the combined sewer system.			
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 2009 General Permit, p. 24, #1)			
	<input type="checkbox"/> Yes	<input 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 2009 General Permit, p. 24, #3)	<input 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 2009 General Permit, p. 24, #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 2009 General Permit (Part II, Section C.b.6.c)?	<input 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 2009 General Permit (Part II, Section C.b.6.c)?	<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 2009 General Permit (Part II, Section C.b.6.c)?	<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 2009 General Permit, p. 24, #1)	65		
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	
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 2009 General Permit, p. 24, #2) Eight HSU and fifty-seven HSB employees watched an Illicit Discharge video and took quiz afterwards. Effectiveness is evaluated by quiz results.			
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 2009 General Permit, p. 24, #3)	<input 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 2009 General Permit, p. 24, #4)			