

ATTACHMENT #1

The Village of Kimberly is in compliance with permit requirements for **Public Education and Outreach** as per the following:

Approximately 3118 quarterly newsletters are sent to every property owner, tenant, and business in the community. These newsletters are also posted on the website. The newsletters contain information pertinent to the season with articles ranging from household hazardous waste disposal, free tire pick-ups, antifreeze disposal options, oil recycling drop off sites, garbage collection, appliance collection, large item collection, yard waste options and collections, seasonal street salting and brine operations, pet waste disposal and care, lawn fertilizing, grass clippings, lawn watering, car washing, stormwater catchbasin cleaning use and explanations, sump pump best management practices, and street sweeping. Depending on the season you can also find articles on rain barrel purchases and usage, rain garden installation and ideas, and general ideas to keep pollutants out of the storm sewer system. The Village is always adding pertinent information it obtains from NEWSOC, Fox Wolf Watershed Alliance (FWWA) and other sources regarding Best Management Practices for stormwater.

Best Management Practices the Village utilized for compliance:

- Display racks with educational materials are located in the foyers of the Village Hall, Municipal Garage, and Recreation Department buildings. These racks contain educational materials regarding but not limited to: illicit discharges, household hazardous waste, pet waste options, grass clippings, leaf maintenance, shoreline management, rain barrels and gardens, lawn and garden fertilizing and others.
- The Village is continually adding stormwater tip sheets and other information to its web-site as it becomes available. Additional web links are being added as they become available and have pertinent stormwater information for the general public. Web links may include Northeast Wisconsin Stormwater Consortium (NEWSOC), Wisconsin Department of Natural Resources, (DNR), Fox Wolf Watershed Alliance (FWWA) and the UW-Extension. The Village website is updated monthly; all meeting agendas and minutes are posted to the website as they are written or as they occur. Articles pertinent to stormwater education are posted on a seasonal basis, each season articles are rotated or new ones are added as they become available. The website has a link to NEWSOC website which continues to add new articles as they become available.
- All stormwater drains that were faded or deteriorating were re-stenciled in 2013.
- Stormwater topics were discussed at several public meetings in 2013. The Village held a Public Hearing for stormwater work that was to be completed on South Birch Street. The Village Board also discussed the MS4 Annual Report, stormwater grants, and retention pond work and storm sewer system maintenance as it fit into their agendas.
- 2013 membership in the Northeast Wisconsin Stormwater Consortium provides the Village with new and developing educational and mass media materials for its members. Quarterly meetings are held and ideas are shared by members to determine the best way to distribute and present materials to the public. Please refer to the 2013 NEWSOC Annual Report on file with the DNR.

ATTACHMENT #2

The Village of Kimberly is in compliance with permit requirements for **Public Involvement and Participation** as per the following:

Best Management Practices the Village utilized for compliance:

- The Village Board discussed stormwater issues at several public meetings in 2013. The public was provided an opportunity to become involved and participate during these meetings. Stormwater topics discussed were the MS4 Annual Report, stormwater, grants, Sunset, Emons, and Cortland Court Ponds, along with future ponds that are being considered for future development. Also discussed were topics that included mini storm sewer installations and policies, main line stormsewer reconstruction and linings, as well as stormwater and sump pump practices and policies.
- The Village is a member of the Northeast Wisconsin Stormwater Consortium (NEWSC) and attends and participates in policy making and educational best management practices.
- Part time summer employees under the guidance of full time staff re-stenciled all stormwater drains which were determined to be fading or worn off in 2013.
- The Village of Kimberly and Garners Creek Stormwater Utility have developed a partnership. Garners Creek has educational kiosks on two of their stormwater ponds; Kimberly is considering the same type of kiosk on the Sunset pond in 2014.
- The Village did receive two complaints or tips regarding BMP violations in 2013.

ATTACHMENT #3

The Village of Kimberly is in compliance with permit requirements for **Illicit Discharge Detection and Elimination** as per the following:

- The Village adopted an Illicit Discharge Ordinance on November 5, 2007.
- The Village adopted fees for its Illicit Discharge Ordinance Program on December 17, 2007.
- Chapter 5 of the Village Illicit Discharge Field Screening Program includes a table that lists several measurable goals for the Illicit Discharge Inspection and Elimination Program. Four (4) minor and three (3) major outfalls were screened as a part of the 2013 Field Screening Program. All seven (7) outfalls were characterized as unlikely to have an illicit discharge. Zero (0) outfalls were characterized as a potential illicit discharge. Zero (0) outfalls characterized as a suspect or obvious illicit discharge. Of the seven (7) outfalls that were screened, zero showed indicators of a potential illicit discharge. One (1) outfall was flowing at the time of the screening and samples were collected and tested. The testing showed no indicators. The 2013 Field Screening Report is on file at the Village Public Works Department Office.
- No spills or releases of hazardous substances were reported in 2013. No NR 706 spill notifications were issued to the Department of Natural Resources during this period. No illicit discharge notifications were issued to adjacent municipalities.
- No illicit discharge tips were received from the general public in 2013.
- All storm drains that required touch-up were re-stenciled in 2013. The stencilers were given brochures to hand out to residents who were interested in the project.
- 51 sump pump inspections were done in 2013, these inspections are done to assure properties do not have sanitary/clearwater cross connections.
- Over 3000 gallons of waste oil was collected at the Village drop off site, this oil was picked up by Environmental Services and recycled. The Village also started an oil filter recycling program which has separated used oil filters from the general refuse collection program. These filters are now drained and recycled.
- Our quarterly Village Newsletter the "Kimtalk" contains articles relating to illicit discharges designed to eliminate blowing grass and leaves into the street. Several household hazardous waste articles are contained in our newsletters these articles contain valuable information on what is considered hazardous waste and the proper disposal of them. Articles are rotated and updated as new information is obtained. Clean sweep programs are advertised and the locations of these programs are included in our newsletter and on our web site.

ATTACHMENT #4

The Village of Kimberly is in compliance with permit requirements for **Construction Site and Pollutant Control** per the following:

- Construction Site Erosion Control Ordinance adopted November 5, 2007.
- Construction Site Erosion control fees adopted December 17, 2007.
- Erosion Control plans were reviewed in conjunction with fourteen (14) building permits that were issued for single family and two-family construction sites of less than one acre.
- Each residential or commercial building permit issued must include an approved erosion control plan that is signed by the person applying for the permit. A copy is given to them and the original is retained by the Building Inspector.
- There were no construction sites of one or more acres permitted in 2013.
- The general public issued one complaint regarding erosion control in 2013. This complaint was in regard to improper maintenance of silt socks or silt fences on a construction job site. The Building Inspector gave a verbal warning to the contractor who corrected the violation within the 24 hour period given.
- Information packets were distributed to each building permit applicant where excavation or ground disturbance was part of the permit. Within these packets Contractors are given material that explains proper tracking pads, concrete washout procedures, brooming and cleaning of streets, and other items that relate to general construction practices.
- The Building Inspector attends continuing education each year that relates to BMP for Erosion Control as part of the annual one & two family building code updates.

ATTACHMENT #5

The Village of Kimberly is in compliance with permit requirements for **Post Construction Stormwater Management** as per the following:

- Post Construction Stormwater Management Ordinance fees adopted December 17, 2007.
- There were no permits issued for post-construction sites of less than 20,000 square feet of disturbed impervious surface.
- There were no permits issued for post-construction sites of more than 200,000 square feet of disturbed impervious surface.
- No long term agreements were recorded at the Register of Deeds for Outagamie County.
- Village employees conducted 6 separate inspections at Emons, Sunset, Cortland, Park Villa ponds after significant rainfalls in 2013.
- Village employees cleaned debris around all ponds and out flow racks on two separate occasions during 2013.
- The Village has contracted a professional Environmental Scientist to inspect the wetlands once a month in April, June, July, August, September and October for invasive species and other ecological management purposes. The scientist will divide and transplant wetland plants in the ponds to enhance the ecological, aesthetic and stormwater treatment components of the wetlands.
- The Village has contracted a trapper to eliminate burrowing animals from compromising the banks of all stormwater ponds.
- The public submitted zero (0) post-construction stormwater tips in 2013.

ATTACHMENT #6

The Village of Kimberly is in compliance with permit requirements for **Pollution Prevention** as per the following:

- The Village owns and operates four structural best management practices (BMPs) ponds- Emons Pond, Sunset Pond, Park Villa Pond and Cortland Court Pond which is shared with the Village of Combined Locks.
- Six (6) inspections and two (2) cleanings were performed for these municipally owned ponds during 2013.
- Mechanical street sweeping was performed one or more times per month from April 22nd through October 21st along 925 curb-miles of Village streets in 2013.
- Approximately 320 yards, or 34 tons of street sweeping waste was disposed of at the Outagamie County landfill in 2013.
- All Village owned parking lots are swept once per month during the sweeping season (March-October).
- Street sweeping is done on all street construction sites as needed daily by the contractor. Construction site sweeping is done prior to weekends by the Village during the construction project.
- The Village continues to pursue a parking control ordinance that will benefit the street sweeping program. The target goal for implementing this ordinance is March of 2014.
- The Village Capital Improvement Program has designated 2018 for a possible purchase of a Hi-Gen vacuum style street sweeper. It is possible that this piece of equipment may be a joint purchase with a second community.
- The Village cleaned all stormwater catchbasins once in the spring and 25% of them again in the fall. Approximately 2 tons of catchbasin waste was deposited to the County landfill.
- 281 tons of road salt was applied to 61 lane miles of street in 2013.
- The Village purchased a salt brine machine in December of 2011, this machine is used for pre-treating streets before snow events. Brine is a more stable product that stays on the street with less direct salt being pushed to the street gutter and washed into the storm sewers.
- Eight free curb-side pickup days were provided for residential yard waste. Curb-side leaf pickup was provided between October 7th and November 27th. Yard waste was collected monthly from April through November in addition to the eight free days. 61 tons of yard waste was disposed of in the Outagamie County landfill. Approximately 2300 cubic yards of leaves were collected in 2013.
- Curbside recycling collection was performed once every other week. Curbside garbage collection is performed once every week. Curbside metals and whitegoods are collected on Fridays each week as needed (sign-up basis) and large bulky collection is done once a month.
- The Village offers free used tire pick-up twice in a calendar year; 297 tires were picked up in 2013.

- Village employees are trained in stormwater education as new material becomes available.
- The Village has one property with more than 5 acres of turf grass where lawn fertilizers are applied (Sunset Park). The Village has a Nutrient Management Program in place; within this program phosphorus free fertilizers are mandated.