

ATTACHMENT #1

The Village of Kimberly is in compliance with permit requirements for **Public Education and Outreach** and identifies measurable goals that are being attained as per the following:

Approximately 3200 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, BMP's for pet waste disposal, lawn fertilizing, grass clippings, lawn watering, car washing, storm water catch basin cleaning use and explanations, sump pump best management practices, and street sweeping. Depending on the season you may also find articles on rain barrel construction and usage, rain garden installation ideas, and general ideas to keep pollutants from entering the storm sewer system. The Village is always adding pertinent information it obtains from Northeast Wisconsin Storm water Consortium (NEWSC), or the Fox Wolf Watershed Alliance (FWWA), Outagamie Solid Waste Department, Wisconsin Department of Natural Resources (WDNR), Renew our Waters (ROW), and other sources regarding Best Management Practices for storm water.

Best Management Practices the Village utilized for compliance:

- Display racks and postings of educational materials are located in the foyers of the Village Hall, Municipal Garage, and Recreation Department buildings. These racks and postings 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 more.
- The Village is continually adding storm water tip sheets and other information to its web-site as they become available. Additional web links that have pertinent storm water information for the general public are also added. Web links may include NEWSC, WDNR, FWWA, ROW, 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 storm water 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 the NEWSC and Outagamie Solid Waste Department websites these sites continue to add new articles and information annually.
- All storm water drains where stencils were faded or deteriorated were re-stenciled in 2015. Any new drains that were added or rebuilt in 2015 were also stenciled.
- Storm water topics were discussed at several public meetings in 2015. The Village held a Public Hearing for storm water work that was to be completed on Amsterdam, Elm and Ann Streets. The Village Board also discussed the MS4 Annual Report, storm water grants, a new retention pond that is being considered for 2016 and storm sewer system maintenance as it fit into their agendas.
- 2015 membership in the Northeast Wisconsin Storm water Consortium provides the Village with new and developing educational and mass media materials. Bi-annual 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 2015 NEWSC Annual Report on file with the WDNR.

ATTACHMENT #2

The Village of Kimberly is in compliance with permit requirements for **Public Involvement and Participation** and identifies measurable goals that are being attained per the following:

Best Management Practices the Village utilized for compliance:

- The Village Board discussed storm water issues at several public meetings in 2015. The public was provided an opportunity to become involved and participate during these meetings. Storm water topics discussed were the MS4 Annual Report, storm water, storm water grants, Sunset, Emons, Cortland Court and the proposed addition of Memorial Park Ponds. Also discussed were topics that included mini storm sewer installations and policies, main line storm sewer reconstruction and linings, as well as storm water and sump pump practices and policies.
- The Village is a member of the Northeast Wisconsin Storm water 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 storm water drains which were determined to be fading, worn, added to new storm water catch basins in 2015.
- The Village of Kimberly and Garners Creek Storm water Utility have developed a partnership. Garners Creek has educational kiosks on two of their storm water ponds; Kimberly is considering the same type of kiosk on one of their ponds in the future.
- The Village did not receive a complaint regarding BMP violations in 2015.
- The Sunset Park boat launch is used during the annual Fox River clean up sponsored by NEWSC and FWWA.
- Village of Kimberly clubs and organizations along with the School District volunteer to assist in the Fox River clean-up.

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. Nine (9) outfalls were screened as a part of the 2015 Field Screening Program. All nine (9) 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 nine (9) outfalls that were screened, zero showed indicators of a potential illicit discharge. Two (2) outfalls were flowing at the time of the screening and samples were collected and tested. The testing showed no indicators. The 2015 Field Screening Report is on file at the Village Public Works Department Office.
- No spills or releases of hazardous substances were reported in 2015. 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 2015.
- All new and existing storm drains that required touch-up were re-stenciled in 2015. The stencil applicators were given brochures to hand out to residents who were interested in the project.
- 26 sump pump inspections were done in 2015, these inspections are done to assure properties do not have sanitary/clearwater cross connections. The number of Clearwater inspections has seen a reduction of 50% due to the new State Law that prohibits inspections of homes prior to, or at the time of sale. As of December 31, 2015 eight hundred thirty one (831) sump pump discharges have been inspected for compliance.
- Over 3200 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 in 2013 which has separated used oil filters from the general refuse collection program. These filters are now drained and recycled.
- Our quarterly Village Newsletter the "Kim-Talk" contains articles relating to illicit discharges and is designed to eliminate blowing grass and leaves into the street, depositing used oils into the storm or sanitary sewer system and directs residents to proper waste and recycling drop-off sites. 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 ten (10) 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 was one Erosion Control permit issued for sites of one or more acres in 2015.
- The general public issued no complaints regarding erosion control in 2015. The Building Inspector will give a verbal warning to the contractors who neglect Best Management Practices for erosion control if corrective action is not taken within a 24 hour period a written warning is issued. Fines may be issued 24 hours after a written warning is issued.
- 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 BMP and good general construction practices that minimize impacts of stormwater run-off.
- 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 Storm water Management** as per the following:

- Post Construction Stormwater Management Ordinance fees adopted December 17, 2007.
- There was one permit 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.
- One long term agreement was recorded at the Register of Deeds for Outagamie County.
- Village employees conducted 4 separate inspections at Emons, Sunset, Cortland, Park Villa ponds after significant rainfalls in 2015. The records of these inspections are available at the Street Department office.
- Village employees cleaned debris around all ponds and out flow racks on two separate occasions during 2015.
- The Village has contracted a professional Environmental Scientist to inspect the wet detention ponds 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 ponds.
- 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 2015.

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. A fifth pond is planned for 2016.
- Four (4) inspections and two (2) cleanings were performed for these municipally owned ponds during 2015.
- Mechanical street sweeping was performed one or more times per month from March 16th through November 19th along 1142 curb-miles of Village streets in 2015.
- Approximately 213 yards, or 21 tons of street sweeping waste was disposed of at the Outagamie County landfill in 2015.
- All Village owned parking lots are swept once per month during the sweeping season (March-November).
- 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 2018.
- The Village Capital Improvement Program has designated 2025 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 once again in the fall. Approximately 4 tons of catchbasin waste was deposited to the County landfill.
- 203 tons of road salt was applied to 66 lane miles of street in 2015.
- 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 9th and November 25th. Yard waste was collected monthly from April through November in addition to the eight free days. Approximately 60 tons of yard waste was disposed of in the compost area of Outagamie County landfill. Approximately 2100 cubic yards of leaves were collected in 2015 and delivered to area landscapers for compost purposes.
- 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; 318 tires were picked up in 2015.
- 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.
- The Village is in the final planning stages to add a fifth wet detention pond to service parts of the community not yet being treated by an existing pond.