

# **City of River Falls, WI 2014 Annual Report**

March 24, 2014

WPDES MS4 General  
Permit No. WI-S050075-2



**RESOLUTION APPROVING 2014 ANNUAL REPORT FOR THE CITY OF RIVER FALLS, WPDES MS4 GENERAL PERMIT**

**WHEREAS**, the City of River Falls received notice on March 7, 2006, that it is required to apply for a Municipal Separate Storm Sewer System (MS4) General Permit; and

**WHEREAS**, the City of River Falls applied for and was authorized permit coverage effective October 1, 2006; and

**WHEREAS**, permit coverage was revised and renewed on May 1, 2014; and

**WHEREAS**, an annual report is required under the permit coverage; and

**WHEREAS**, the City Council of the City of River Falls has reviewed the content of the 2014 Annual report.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council approves the 2014 Annual Report for the City of River Falls, WPDES MS4 General Permit.

Dated this 24<sup>th</sup> day of March, 2015.

  
\_\_\_\_\_  
Dan Toland, Mayor

ATTEST:

  
\_\_\_\_\_  
Kristi McKahan, Deputy Clerk

March 24, 2015

DNR Service Center  
Attn: Storm Water Program  
5301 Rib Mountain Road  
Wausau, WI 54401

Re: General Permit No. WI-S050075-2  
2014 Annual Report

Storm Water Intake Specialist:

Please find the following enclosed submittals for our annual report for the reporting period of January 1 - December 31, 2014:

- A resolution from the City Council stating that they have reviewed the content of the annual report is attached.
- The budget and preliminary expenditures for 2014 as well as a budget for our storm water program for 2015.
- Descriptions of the Best Management Practices (BMPs) the City is performing to meet the requirements of this permit. Each BMP has measurable goals and timelines on it, I have summarized the progress made for this reporting period for each BMP and also provided information for the measurable goals.

In addition to the required BMPs, other public education events occurred throughout the year, these include:

- May 4, 2014: Kristy had a booth at the St. Croix County Earth Day event.
- May 6, 2014: Kristy did a storm water presentation for Earth Day to 5<sup>th</sup> graders at Rocky Branch Elementary School
- July 31, 2014: River Falls Municipal Utility Customer Appreciation Event. Kristy had a table with rain barrel, street sweeping and other storm water information available.
- Purchased an outfield sign for the new River Falls baseball stadium in 2013. The sign will be up for 3 years, with the opening season in 2014.

**General Permit No. WI-S050075-2**

**Re: 2014 Annual Report**

**March 24, 2015**

City Staff also attended various training with respect to storm water management, these events include:

- January 29-31, 2014: Reid and Jeremy attended the City Engineers Association of Minnesota Annual Conference.
- February 6, 2014: Pat and Irv attended a Road Salt Symposium.
- February 7, 2014: Reid, Jeremy, and Kristy participated in the WDNR Webinar Proposed Municipal Separate Storm Sewer System General Permits
- February 18, 2014: Scott and Nate obtained MPCA Level 1 Certification in Turfgrass Maintenance Best Practices
- April 30 – May 2, 2014: Reid attended APWA – WI Spring Conference
- August 17-20, 2014: Reid attended APWA – National Conference.
- October 9, 2014: Kristy participated in the WDNR Webinar WPDES MS4 General Permit No. WI-S050075-2: What Covered Municipalities Need to Know
- November 5-7, 2014: Reid attended APWA – WI Fall Conference
- November 20-21, 2014: Reid attended the MN-APWA Fall Conference
- Throughout year: Kristy Treichel attended Chippewa Valley Storm Water Forum meetings on behalf of the City to collaborate with colleagues.
- Throughout year: Reid is a member of the MN-APWA Environmental and Sustainability Committee.
- Throughout year: Reid is a member of the CEAM Water Resources Committee.
- Throughout year: Reid served on Technical Advisory Panel (TAP) for Minnesota Local Road Research Board (LLRB) effort lead by the University of Minnesota to develop Guidelines for Permeable Pavement Systems with multiple meetings in 2014.

The public was notified via the River Falls Journal (March 5 and 12) about the annual report and given opportunity to comment on the report and its contents at a public hearing at the City Council Meeting on March 24, 2015. Trout Unlimited, Kinnickinnic River Land Trust, and UWRF were also notified about the completion of the report and the public meeting.

Please call me with any questions regarding this submittal at (715) 426-3409.

Sincerely,



Reid R. Wronski, P.E.  
City Engineer

City of River Falls

Storm Water Fund Analysis – Fiscal Year 2014

Preliminary Storm Water Expenses:

	Budget 2014	Preliminary 2014	Budget 2015
Salaries and Benefits	\$158,668	\$152,754	\$161,867
Operating Expenditures	317,705	512,088*	284,146
Debt Service (Interest)	9,282	14,672	6,379
Transfer to Other Funds	56,395	51,005	59,658
Total	\$542,050	\$730,519	\$512,050

\*A small sinkhole opened up on the UW-RF campus in May and the City discovered that the bottom had eroded out on a 96" corrugated metal pipe that carries City drainage south through the campus to the South Fork of the Kinnickinnic River. After further investigation, it was determined that drainage was starting to flow through the bottom of the pipe and undermine the culvert. The City contracted with Lametti & Sons, Inc to provide a reinforced concrete liner on the bottom of the pipe. Approximately 700' of pipe were lined at a final construction cost of about \$228,000.

## BMP Description Sheet

**BMP Title:** Partnership with University of Wisconsin - River Falls (UWRF)  
Proposed Program

**MS4 Name:** City of River Falls

**ID Number:** EPW1

**Minimum Control Measures Addressed by This BMP**

<input checked="" type="checkbox"/>	Public education & outreach	<input checked="" type="checkbox"/>	Construction site pollutant control
<input checked="" type="checkbox"/>	Public participation & involvement	<input checked="" type="checkbox"/>	Post-construction storm water management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

**BMP Description:**

UWRF is considered part of the City's MS4 within this permit. The City and UWRF will voluntarily partner together in all 6 of these areas whenever possible. Training events will include both staff when possible and programs will be advertised in both entities as applicable.

**Measurable Goals:**

- Intergovernmental Agreement in place

**Timeline / Implementation Schedule:**

- City and UWRF will work together annually

**Specific Components & Notes (optional):**

This BMP is provided to show cooperative work between the two entities, however we feel the City programs alone will meet the General Permit Requirements.

**Responsible Person for this BMP**

Dept. or Org: Engineering Department and  
Public Works Department  
Name: Crystal Raleigh  
Title: Senior Civil Engineer  
Phone: (715) 426-3412  
E-mail: [craleigh@rfcity.org](mailto:craleigh@rfcity.org)

**2014 Progress:**

UWRF and City continue to work closely together to meet the permit requirements for both entities. The intergovernmental agreement is in place and being followed.

## BMP Description Sheet

**BMP Title:** City's Website  
Existing Program

**MS4 Name:** City of River Falls

**ID Number:** E10

**Minimum Control Measures Addressed by This BMP**

<input checked="" type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site pollutant control
<input checked="" type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

**BMP Description:**

The City's Engineering Department website ([www.rfcity.org/Eng](http://www.rfcity.org/Eng)) currently provides storm water management information, and will be updated and continually maintained. The website will also provide fact sheets and brochures about storm water related issues and links to other storm water sites. Information about alternative storm water management techniques will be provided.

**Measurable Goals:**

- Check counter annually to see how many people have viewed the site.
- Count the number of informational brochures available on the site for residents.

**Timeline / Implementation Schedule:**

- Put educational information online as it is developed

**Specific Components & Notes (optional):**

**Responsible Person for this BMP**

Dept. or Org: Engineering Department  
 Name: Crystal Raleigh  
 Title: Senior Civil Engineer  
 Phone: (715) 426-3412  
 E-mail: [craleigh@rfcity.org](mailto:craleigh@rfcity.org)

**2014 Progress:**

The following numbers represent page views from January 1-December 31, 2014:

Storm Water page: 136  
 Ordinance page: 68  
 Rainbarrel page: 146  
 Kinni Monitoring page: 104  
 Lake George page: 216  
 Storm water utility page: 35  
 Water star page: 40  
 Raingarden page: 45  
 Your property page: 33

Adopt a pond page: XX

## BMP Description Sheet

**BMP Title:**     **Annual Public Meeting**  
Existing Program

**MS4 Name:**    City of River Falls

**ID Number:**   E11

**Minimum Control Measures Addressed by This BMP**

X	Public education & outreach		Construction site pollutant control
X	Public participation & involvement		Post-construction storm water management
	Illicit discharge detection & elimination		Pollution prevention/Good housekeeping

**BMP Description:**

The City will hold an annual public meeting at a regularly scheduled City Council meeting in approximately March of each year to present progress to date on the City's Storm Water Permit for the previous year and required activities for the coming year.

**Measurable Goals:**

- Count number of attendees; oral and written comments recorded.
- Track public notice in local paper.

**Timeline / Implementation Schedule:**

- Annual Meeting will be held in the spring of each year

**Specific Components & Notes (optional):**

**Responsible Person for this BMP**

Dept. or Org:    Engineering Department  
Name:            Crystal Raleigh  
Title:             Senior Civil Engineer  
Phone:           (715) 426-3412  
E-mail:           craleigh@rfcity.org

**2014 Progress:**

A public meeting was held on March 25, 2014 to review the 2013 Annual Report. The public meeting notice was published in the River Falls Journal on March 6 & 13. No one from the public made any comments.

## BMP Description Sheet

**BMP Title:** River Falls Journal Article  
Existing Program

**MS4 Name:** City of River Falls

**ID Number:** E12

**Minimum Control Measures Addressed by This BMP**

<input checked="" type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site pollutant control
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

<p><b>BMP Description:</b> Seek publication of at least one article each year in the local paper on the City's MS4 Permit activities.</p>	
<p><b>Measurable Goals:</b></p> <ul style="list-style-type: none"> <li>● Count and record the number of articles published annually.</li> </ul>	<p><b>Timeline / Implementation Schedule:</b></p>
<p><b>Specific Components &amp; Notes (optional):</b></p>	
<p><b>Responsible Person for this BMP</b></p> <p>Dept. or Org: Engineering Department          Name: Crystal Raleigh          Title: Senior Civil Engineer          Phone: (715) 426-3412          E-mail: <a href="mailto:craleigh@rfcity.org">craleigh@rfcity.org</a></p>	
<p><b>2014 Progress:</b> On May 29, 2014 an article about pond adoption and rain barrel rebates was published.</p>	

## BMP Description Sheet

**BMP Title:** Informational Brochures  
Existing Program

**MS4 Name:** City of River Falls

**ID Number:** E13

**Minimum Control Measures Addressed by This BMP**

<input checked="" type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site pollutant control
<input checked="" type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

**BMP Description:**

The City will create informational brochures which may include the following topics: storm ponds/drainage ways, residential storm water management options, mosquitoes/West Nile, used oil, pet waste, yard waste, lawn care, rain barrels, or car washing.

**Measurable Goals:**

- Number of brochures created
- Number of brochures distributed

**Timeline / Implementation Schedule:**

- Brochure topics will be prioritized based on current concerns in the community.
- Brochures will be created and distributed throughout the permit term. Storm pond brochures to residents bordering ponds approx every 4 or 5 years.

**Specific Components & Notes (optional):**

**Responsible Person for this BMP**

Dept. or Org: Engineering Department  
 Name: Crystal Raleigh  
 Title: Senior Civil Engineer  
 Phone: (715) 426-3412  
 E-mail: [craleigh@rfcity.org](mailto:craleigh@rfcity.org)

**2014 Progress:**

Brochures available on the website ([www.rfcity.org/stormwater](http://www.rfcity.org/stormwater))  
 Your Property, Pool and Spa Owner Info, West Nile Virus, Storm Water Management Facilities, Rain Barrel Homeowners Manual, Adopt-a-Pond flyer

## BMP Description Sheet

**BMP Title:** City Newsletter  
Existing Program

**MS4 Name:** City of River Falls

**ID Number:** E14

**Minimum Control Measures Addressed by This BMP**

X	Public education & outreach		Construction site pollutant control
	Public participation & involvement		Post-construction storm water management
	Illicit discharge detection & elimination		Pollution prevention/Good housekeeping

**BMP Description:**  
3-4 times a year the City will submit small articles to be incorporated with the Citywide newsletter. Possible subjects of small articles include: illicit discharges, household practices, lawn care, residential storm water management, pet waste or stream bank management.

**Measurable Goals:**

- Number small articles published

**Timeline / Implementation Schedule:**

- Articles will be published 3-4 times per year. Timing will correspond to the appropriate season as necessary.

**Specific Components & Notes (optional):**

**Responsible Person for this BMP**

Dept. or Org: Engineering Department  
Name: Crystal Raleigh  
Title: Senior Civil Engineer  
Phone: (715) 426-3412  
E-mail: [craleigh@rfcity.org](mailto:craleigh@rfcity.org)

**2014 Progress:**

The City Newsletter ran 5 articles with a storm water focus: rain barrel rebates, balancing snow and ice control with environmental protection, Rain to Rivers website and facebook page, seeking volunteers for the adopt-a-pond program, and street sweeping.

## BMP Description Sheet

**BMP Title:**     **Adopt-a-pond Program**  
Existing Program

**MS4 Name:**    City of River Falls

**ID Number:**   E15

**Minimum Control Measures Addressed by This BMP**

<input checked="" type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site pollutant control
<input checked="" type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

<p><b>BMP Description:</b> The City has an adopt-a-pond program to involve residents living near ponds.</p>	
<p><b>Measurable Goals:</b></p> <ul style="list-style-type: none"> <li>● Number of Ponds adopted.</li> <li>● Keep on file forms/reports completed by participants following clean up events</li> </ul>	<p><b>Timeline / Implementation Schedule:</b></p> <ul style="list-style-type: none"> <li>● In the first 24 months the City will determine the exact responsibilities of the volunteers.</li> <li>● Within 36 months of the start date the City will solicit volunteers and get the program started with at least a couple of ponds.</li> </ul>
<p><b>Specific Components &amp; Notes (optional):</b> By year 5 we are hoping to have at least 50% of the ponds in the City adopted.</p>	
<p><b>Responsible Person for this BMP</b></p> <p>Dept. or Org:    Engineering Department Name:            Crystal Raleigh Title:             Senior Civil Engineer Phone:           (715) 426-3412 E-mail:           craleigh@rfcity.org</p>	
<p><b>2014 Progress:</b> There are currently 25 ponds adopted and those volunteers removed numerous bags of trash in addition to miscellaneous branches and dead limbs. Clean up reports are on file in the Engineering Department at the City. In addition, KRLT also did their river clean up on April 26, 2014. In that event, 140 volunteers filled two dumpsters with trash and 17 tires were collected from the river.</p>	

## BMP Description Sheet

**BMP Title:** Storm Drain Stenciling or Marking  
Existing Program

**MS4 Name:** City of River Falls

**ID Number:** E16

**Minimum Control Measures Addressed by This BMP**

X	Public education & outreach		Construction site pollutant control
X	Public participation & involvement		Post-construction storm water management
	Illicit discharge detection & elimination		Pollution prevention/Good housekeeping

**BMP Description:**  
Solicit volunteers to stencil "drains to river" (or similar message) near inlets or buy markers to affix near the inlets.

**Measurable Goals:**

- Number of drains stenciled or marked
- Number of stenciling volunteers.

**Timeline / Implementation Schedule:**

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**Specific Components & Notes (optional):**

**Responsible Person for this BMP**

Dept. or Org: Engineering Department  
 Name: Crystal Raleigh  
 Title: Senior Civil Engineer  
 Phone: (715) 426-3412  
 E-mail: [craleigh@rfcity.org](mailto:craleigh@rfcity.org)

**2014 Progress:**  
 Approximately 70 markers were placed near Rocky Branch school by 5th graders for an earth day project on May 5, 2014.

## BMP Description Sheet

**BMP Title:**    **Pond Signs**  
Existing Program

**MS4 Name:**    City of River Falls

**ID Number:**    E17

**Minimum Control Measures Addressed by This BMP**

X	Public education & outreach		Construction site pollutant control
	Public participation & involvement		Post-construction storm water management
	Illicit discharge detection & elimination		Pollution prevention/Good housekeeping

**BMP Description:**

The City has created small signs to install around storm water management facilities to educate residents of the facilities purpose and proper use of the area.

**Measurable Goals:**

- Number of signs installed within the City.

**Timeline / Implementation Schedule:**

- As new ponds are constructed, signs shall be installed within the first year. Ideally prior to home construction.

**Specific Components & Notes (optional):**

**Responsible Person for this BMP**

Dept. or Org:    Engineering Department  
Name:            Crystal Raleigh  
Title:             Senior Civil Engineer  
Phone:           (715) 426-3412  
E-mail:           craleigh@rfcity.org

**2014 Progress:**

No new pond signs were installed in 2014.

## BMP Description Sheet

**BMP Title:**    **Illicit Discharges**  
Existing Program

**MS4 Name:**    City of River Falls

**ID Number:**   E18

**Minimum Control Measures Addressed by This BMP**

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site pollutant control
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction storm water management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

**BMP Description:**  
The City has an illicit discharge ordinance in place. Enforcement shall occur as prescribed in ordinance.

**Measurable Goals:**

- Number of illicit discharges reported/followed up

**Timeline / Implementation Schedule:**

- This shall be ongoing through the permit term

**Specific Components & Notes (optional):**

**Responsible Person for this BMP**

Dept. or Org:    Engineering Department  
Name:            Crystal Raleigh  
Title:             Senior Civil Engineer  
Phone:           (715) 426-3412  
E-mail:           craleigh@rfcity.org

**2014 Progress:**  
There was one illicit discharge event reported and followed up on in 2014. The details of the event are on file in the Engineering Department.

## BMP Description Sheet

**BMP Title:**    **Outfall Inspections (on-going)**  
Existing Program

**MS4 Name:**    City of River Falls

**ID Number:**    E19

**Minimum Control Measures Addressed by This BMP**

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site pollutant control
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction storm water management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

<p><b>BMP Description:</b> Field screening will be performed at outfalls during dry weather periods.</p>	
<p><b>Measurable Goals:</b></p> <ul style="list-style-type: none"> <li>Notes from on-going field screenings will be put on file.</li> </ul>	<p><b>Timeline / Implementation Schedule:</b></p> <ul style="list-style-type: none"> <li>Major Outfalls will be inspected yearly</li> <li>Minor Outfalls will be inspected on a 3 year rotating basis</li> </ul>
<p><b>Specific Components &amp; Notes (optional):</b></p>	
<p><b>Responsible Person for this BMP</b></p> <p>Dept. or Org:    Engineering Department  Name:             Crystal Raleigh  Title:            Senior Civil Engineer  Phone:           (715) 426-3412  E-mail:          craleigh@rfcity.org</p>	
<p><b>2014 Progress:</b> A total of 12 outfalls were inspected in 2014, this included all the major outfalls.</p>	

## BMP Description Sheet

**BMP Title:** Storm Sewer System Outfall and BMP Map  
Existing Program

**MS4 Name:** City of River Falls

**ID Number:** E20

**Minimum Control Measures Addressed by This BMP**

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site pollutant control
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction storm water management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

**BMP Description:**

The City has a map showing public and known private storm water structures (including inlets, manholes, pipes, culverts, outfalls, ponds, etc) within the City limits.

**Measurable Goals:**

- MS4 map updates.

**Timeline / Implementation Schedule:**

- The City will update and maintain this map annually (at a minimum) and send updates to the DNR.

**Specific Components & Notes (optional):**

**Responsible Person for this BMP**

Dept. or Org: Engineering Department  
Name: Crystal Raleigh  
Title: Senior Civil Engineer  
Phone: (715) 426-3412  
E-mail: [craleigh@rfcity.org](mailto:craleigh@rfcity.org)

**2014 Progress:**

Map was updated as needed throughout 2014.

## BMP Description Sheet

**BMP Title:** Storm Water Management Ordinance (City Chapter 12.16)  
Existing Program

**MS4 Name:** City of River Falls

**ID Number:** E21

**Minimum Control Measures Addressed by This BMP**

<input type="checkbox"/>	Public education & outreach	<input checked="" type="checkbox"/>	Construction site pollutant control
<input type="checkbox"/>	Public participation & involvement	<input checked="" type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

**BMP Description:**

The City has an existing ordinance which includes storm water management as well as construction site erosion and sediment control criteria. This ordinance requires submittal and approval of a grading plan and an erosion and sediment control plan for land disturbing activities.

**Measurable Goals:**

- Number of storm water management permits issued (sites reviewed).

**Timeline / Implementation Schedule:**

- Review and revise ordinance and standards as an ongoing practice.

**Specific Components & Notes (optional):**

**Responsible Person for this BMP**

Dept. or Org: Engineering Department  
Name: Crystal Raleigh  
Title: Senior Civil Engineer  
Phone: (715) 426-3412  
E-mail: [craleigh@rfcity.org](mailto:craleigh@rfcity.org)

**2014 Progress:**

5 Storm Water Management Permits were issued in 2014. City kept a list of ideas for potential revisions to ordinances when conflicts arose.

## BMP Description Sheet

**BMP Title:**     **Construction Site Inspection and Enforcement**  
Existing Program

**MS4 Name:**    City of River Falls

**ID Number:**   E22

**Minimum Control Measures Addressed by This BMP**

<input type="checkbox"/>	Public education & outreach	<input checked="" type="checkbox"/>	Construction site pollutant control
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction storm water management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

<p><b>BMP Description:</b> The Engineering and Building Inspections Departments currently work together to enforce erosion control practices and regulations. We expect that this arrangement will continue.</p>	
<p><b>Measurable Goals:</b></p> <ul style="list-style-type: none"> <li>● Count and record the number of citations and cease &amp; desist orders written annually.</li> </ul>	<p><b>Timeline / Implementation Schedule:</b></p> <ul style="list-style-type: none"> <li>● The City will conduct inspection as an ongoing practice.</li> </ul>
<p><b>Specific Components &amp; Notes (optional):</b></p>  	
<p><b>Responsible Person for this BMP</b></p> <p>Dept. or Org:    Engineering Department Name:            Crystal Raleigh Title:             Senior Civil Engineer Phone:           (715) 426-3412 E-mail:           craleigh@rfcity.org</p>	
<p><b>2014 Progress:</b> During 2014 zero citations were issued. All inspection sheets are on file in the engineering department.</p>	

## BMP Description Sheet

**BMP Title:** Public Storm Water Management Facility Operation and Maintenance  
Existing Program

**MS4 Name:** City of River Falls

**ID Number:** E23

**Minimum Control Measures Addressed by This BMP**

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site pollutant control
<input type="checkbox"/>	Public participation & involvement	<input checked="" type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

**BMP Description:**

The City has developed a maintenance book for public ponds as well as inspection forms that will record the inspection date and results for each inspection performed. The City will also record and track follow-up actions needed, assign a priority level and a timeline for addressing the problems noted in the inspection.

**Measurable Goals:**

- Count and record the number of BMPs inspections done annually.
- Ponds maintained in accordance with requirements

**Timeline / Implementation Schedule:**

- Ponds will be inspected and scheduled for maintenance as needed.

**Specific Components & Notes (optional):**

**Responsible Person for this BMP**

Dept. or Org: Engineering Department  
 Name: Crystal Raleigh  
 Title: Senior Civil Engineer  
 Phone: (715) 426-3412  
 E-mail: [craleigh@rfcity.org](mailto:craleigh@rfcity.org)

**2014 Progress:**

There are currently 107 City owned/maintained ponds. 23 ponds were inspected in 2014 (21%). The maintenance noted during these inspections has been mostly completed. The rest is scheduled for 2015. Inspection and maintenance records are on file in the Engineering Department.

## BMP Description Sheet

**BMP Title:** Private Storm Water Facility - Maintenance and Monitoring Agreement  
Existing Program

**MS4 Name:** City of River Falls

**ID Number:** E24

**Minimum Control Measures Addressed by This BMP**

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site pollutant control
<input type="checkbox"/>	Public participation & involvement	<input checked="" type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

**BMP Description:**

The City currently requires a long term maintenance and monitoring agreement for all private storm water management facilities to ensure that the practice remains in place and functioning to the intended performance standards. This document is drafted by the City, signed by the land owner and then the City files it with the County against the property.

**Measurable Goals:**

- Number of agreements filed each year.

**Timeline / Implementation Schedule:**

- This practice will be ongoing

**Specific Components & Notes (optional):**

**Responsible Person for this BMP**

Dept. or Org: Engineering Department  
 Name: Crystal Raleigh  
 Title: Senior Civil Engineer  
 Phone: (715) 426-3412  
 E-mail: [craleigh@rfcity.org](mailto:craleigh@rfcity.org)

**2014 Progress:**

2 long term agreements were filed with the County in 2014.

## BMP Description Sheet

**BMP Title:** Private Storm Water Management Inspection  
Existing Program

**MS4 Name:** City of River Falls

**ID Number:** E25

**Minimum Control Measures Addressed by This BMP**

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site pollutant control
<input type="checkbox"/>	Public participation & involvement	<input checked="" type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

**BMP Description:**

The City has developed an inspection program for private ponds (with maintenance agreements) similar to the public pond system.

**Measurable Goals:**

- Inspection plan developed.
- Number of letters sent to owners regarding needed maintenance.

**Timeline / Implementation Schedule:**

- Inspect ponds at a minimum every 5 years.

**Specific Components & Notes (optional):**

**Responsible Person for this BMP**

Dept. or Org: Engineering Department  
Name: Crystal Raleigh  
Title: Senior Civil Engineer  
Phone: (715) 426-3412  
E-mail: [craleigh@rfcity.org](mailto:craleigh@rfcity.org)

**2014 Progress:**

No private facilities were inspected this year.

## BMP Description Sheet

**BMP Title:** TMDL Compliance  
Proposed Program

**MS4 Name:** City of River Falls

**ID Number:** E26

**Minimum Control Measures Addressed by This BMP**

<input checked="" type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site pollutant control
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

**BMP Description:**

The City is part of the Lake St. Croix TMDL. Once the City receives notice of its' requirements under this TMDL we will work towards compliance.

**Measurable Goals:**

**Timeline / Implementation Schedule:**

- Within 24 months of approval date, proper submittals per Section 1.5.4.3 will be met.
- Within 48 months of approval date, requirements in Section 1.5.4.4 and 1.5.4.5 shall be met.

**Specific Components & Notes (optional):**

**Responsible Person for this BMP**

Dept. or Org: Engineering Department  
 Name: Crystal Raleigh  
 Title: Senior Civil Engineer  
 Phone: (715) 426-3412  
 E-mail: [craleigh@rfcity.org](mailto:craleigh@rfcity.org)

**2014 Progress:**

No progress in 2014.

## BMP Description Sheet

**BMP Title:** Pollution Prevention Planning for Municipal Facilities  
Proposed Program

**MS4 Name:** City of River Falls

**ID Number:** E27

**Minimum Control Measures Addressed by This BMP**

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site pollutant control
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

<p><b>BMP Description:</b> Create pollution prevention plans for Municipal garages, storage areas and other sources of storm water pollution from Municipal Facilities.</p>	
<p><b>Measurable Goals:</b></p> <ul style="list-style-type: none"> <li>● Number of plans created.</li> </ul>	<p><b>Timeline / Implementation Schedule:</b></p> <ul style="list-style-type: none"> <li>● Shall be submitted with annual report due March 31, 2016 and annually thereafter.</li> </ul>
<p><b>Specific Components &amp; Notes (optional):</b></p>  	
<p><b>Responsible Person for this BMP</b></p> <p>Dept. or Org: Engineering Department          Name: Crystal Raleigh          Title: Senior Civil Engineer          Phone: (715) 426-3412          E-mail: <a href="mailto:craleigh@rfcity.org">craleigh@rfcity.org</a></p>	
<p><b>2014 Progress:</b> No progress in 2014.</p>	

## BMP Description Sheet

**BMP Title:**    **Snow & Ice Control Policy/ Salt Storage Facility**  
Existing Program

**MS4 Name:**    City of River Falls

**ID Number:**   PW40

**Minimum Control Measures Addressed by This BMP**

<input checked="" type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site pollutant control
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

**BMP Description:**

Maintain a well-defined snow & ice control program that is current with new technology and in compliance with the State of WI standards for storage of materials.

**Measurable Goals:**

- Amount of salt and sand applied to street system.
- Number of plow operators trained in proper application rates and handling of materials

**Timeline / Implementation Schedule:**

- Policy is in place and implementation will be ongoing.
- Will submit operations information required with annual report due March 31, 2016, and annually thereafter.

**Specific Components & Notes (optional):**

**Responsible Person for this BMP**

Dept. or Org:    Public Works  
Name:            Terry Kusilek  
Title:            Street Supervisor  
Phone:           (715) 426-3481  
E-mail:           tkusilek@rfcity.org

**2014 Progress:**

Jan - Dec 2014: Salt 388 Tons; Salt Brine 12,653 Gallons; Salt Sand Mix 66 Tons; Salt/MgCl Mix (Clear Lane & Thawrox Brands) 118 ton; Mg Cl 410 Gallons. As of January 2014, the City is no longer contracted with the school district to provide snow removal. These numbers do not reflect chemical usage on School District property.

## BMP Description Sheet

**BMP Title:** City Fleet Maintenance  
Proposed Program

**MS4 Name:** City of River Falls

**ID Number:** PW41

**Minimum Control Measures Addressed by This BMP**

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site pollutant control
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

**BMP Description:**

The City has a Fleet Maintenance program to target the inspection & maintenance of the City fleet to minimize storm water impacts. Focusing on leak detection and vehicle cleaning.

**Measurable Goals:**

- Number of vehicles/equipment in City fleet
- Implement operator level maintenance on all wheeled vehicles.

**Timeline / Implementation Schedule:**

- Policy is in place and implementation will be ongoing.

**Specific Components & Notes (optional):**

**Responsible Person for this BMP**

Dept. or Org: Public Works  
 Name: Terry Kusilek  
 Title: Street Supervisor  
 Phone: (715) 426-3481  
 E-mail: tkusilek@rfcity.org

**2014 Progress:**

94 units in City fleet - includes vehicles and equipment assigned to police, fire, ambulance, public works, sewer, water, electric and administration.





## BMP Description Sheet

**BMP Title:**     **Compost/Wood Chip Recycling Program**  
Existing Program

**MS4 Name:**    City of River Falls

**ID Number:**   PW43

**Minimum Control Measures Addressed by This BMP**

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site pollutant control
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

<p><b>BMP Description:</b> The City has a permitted compost site.</p>	
<p><b>Measurable Goals:</b></p> <ul style="list-style-type: none"> <li>● Cubic yards of leaves/grass clippings collected.</li> <li>● Cubic yards of brush/trees collected.</li> <li>● Cubic yards of wood chips and compost produced.</li> </ul>	<p><b>Timeline / Implementation Schedule:</b></p> <ul style="list-style-type: none"> <li>● These numbers will be given annually.</li> </ul>
<p><b>Specific Components &amp; Notes (optional):</b></p>	
<p><b>Responsible Person for this BMP</b></p> <p>Dept. or Org:   Public Works Name:           Terry Kusilek Title:           Street Supervisor Phone:          (715) 426-3481 E-mail:         tkusilek@rfcity.org</p>	
<p><b>2014 Progress:</b> Brush/Trees Collected: 14,090 CY Wood Chips Produced: 14,090 CY Top Soil/Compost Produced: 150 CY Note: Some woodchips were left at the compost site for residents to use, the remaining were sent to St. Paul, MN via Environmental Wood Products for use in the bio-generators producing heat/cooling for numerous downtown St. Paul buildings. Remaining brush and leaves (3200 CY) were land spread on City property.</p>	

## BMP Description Sheet

**BMP Title:** Storm Sewer Inspection and Maintenance  
Proposed Program

**MS4 Name:** City of River Falls

**ID Number:** PW44

**Minimum Control Measures Addressed by This BMP**

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site pollutant control
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

**BMP Description:**

The City has a Storm Sewer Inspection and Maintenance Policy.

**Measurable Goals:**

- Number of storm sewer structures inspected annually

**Timeline / Implementation Schedule:**

- These numbers will be given annually.

**Specific Components & Notes (optional):**

**Responsible Person for this BMP**

Dept. or Org: Public Works  
 Name: Terry Kusilek  
 Title: Street Supervisor  
 Phone: (715) 426-3481  
 E-mail: tkusilek@rfcity.org

**2014 Progress:**

771 of 3113 City and University owned/maintained structures were inspected in 2013. This is approximately 25%.

## BMP Description Sheet

**BMP Title:** Fertilizer/Pesticide/Herbicide Application Practices on City Property  
Proposed Program

**MS4 Name:** City of River Falls

**ID Number:** PW45

**Minimum Control Measures Addressed by This BMP**

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site pollutant control
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

**BMP Description:**

The City has a written policy for application practices for treatment of City owned properties.

**Measurable Goals:**

- Number of parks/areas fertilized
- Number of soils tests conducted

**Timeline / Implementation Schedule:**

**Specific Components & Notes (optional):**

**Responsible Person for this BMP**

Dept. or Org: Public Works  
 Name: Terry Kusilek  
 Title: Street Supervisor  
 Phone: (715) 426-3481  
 E-mail: tkusilek@rfcity.org

**2014 Progress:**

Soil tests were performed on 12 City owned lawns in 2014. Draft Comprehensive Plan for turf management was developed and is being reviewed.