



Oregon

Kate Brown, Governor

Department of Environmental Quality
Northwest Region Portland Office/Water Quality
700 NE Multnomah Street, Suite 600
Portland, OR 97232
(503) 229-5263
FAX (503) 229-6957
TTY 711

April 2, 2019

Kevin Fear
City of Philomath
PO Box 400
Philomath, OR 97370

RE: Completed NPDES MS4 Phase II 2017-2018 Annual Report Review

Dear Mr. Fear:

On behalf of the Oregon Department of Environmental Quality, I have reviewed your National Pollutant Discharge Elimination System (NPDES) municipal separate storm sewer system (MS4) Phase II annual report for the period of July 1, 2017-June 30, 2018. Thank you for your commitment to improving water quality in Oregon. Your report details that you are meeting the requirements of your MS4 Phase II permit that was issued on May 8, 2007. I look forward to meeting with you in the coming months and learning more about your program and the important work that Philomath does to improve the stormwater quality from the areas you manage.

If you have any questions please contact me at (503) 229-5347 or Ryan.Johnson@deq.state.or.us.

Sincerely,

Ryan Johnson, MS4 Stormwater Specialist
Water Quality Division

**National Pollutant Discharge Elimination System
Stormwater Discharge Permit
Permit # 102914**

**City of Philomath, Kevin Fear, Public Works Director
Annual Report: July 1, 2017 through June 30, 2018**

Schedule B Section 2

Annual Reporting Requirements:

- a. At this time the City of Philomath is meeting with Benton County at least once yearly. This year we met once, mostly informally to discuss mutual projects, and to review the Low Impact Development manual written by the summer intern.
- b. Trucks are carrying maps of all city infrastructures.
The Philomath Public Works Department is continuing its monthly staff meetings to provide training and reminders of Philomath's SWMP and to educate and empower employees in the elimination of pollutants in stormwater runoff. Meetings also pertaining to developing and implementing an operations plan to reduce or eliminate pollutants carried by stormwater runoff into the storm drainage system as a result of city activities. Philomath Public Works has developed a Stormwater Operations and Maintenance plan and is using it as guidelines for maintenance and for training. The City of Philomath has continued to make stormwater brochures available at the Public Works Office, Police Department (also the location of the Philomath Chamber of Commerce), City Hall, Philomath Library and on the city website.
The city will continue updating its stormwater maps as needed and continues to follow its Illicit Discharge Detection and Elimination Plan.
The City has mapped and inspected all known outfalls within the permit area and has inspected all outfalls again this year.
The city is continuing to educate other city employees, including the Police department and employees of City Hall in Stormwater awareness.
- b. The City continues to sample the 13 sites, mainly where creeks or streams enter the city, and where they exit the city. The city samples once a month, randomly, during different weather conditions for temperature, turbidity, pH and Dissolved oxygen. Only two sites are flowing year around, most sample points only flow 6-8 months during the year. Several of these sites are also noted and mapped outfalls. These sites are also checked for illicit discharges during sampling. The City sampled for mercury this reporting period. Previous sampling was strictly for informational purposes at this point, as it is not a requirement of this permit, but perhaps to use as a baseline in the future for purposeful evaluations. The results are included with this report.
- c. The City continues to install stormwater medallions on any new catchbasin that are installed and replace missing or damaged medallions on existing catchbasins. The City inspected all outfalls this (permit) year.

The City has developed and is following its plan for enforcement actions for dealing with IDDE's.

The City will continue to enforce its stormwater policies.

The City will also continue to provide the Stormwater brochures to the general public and keep the brochure on its website and also provide the targeted brochures with building permits.

The City also puts out seasonal stormwater stories in the city newsletter and on occasion in the Philomath Express newspaper.

The City will continue to train staff on identifying and preventing illicit discharges and illegal dumping.

The City will continue following BMP's.

- d. There were no changes made to the SWMP this reporting period.
- e. Philomath annexed in one parcel of approximately 7 acres from Benton County this reporting period. The area is located north of Chapel Drive, south of Applegate Street and abuts along the east side of the Philomath Middle School. The affected tax is 12507 TL 504.
This parcel of land was already bordered by the city limits on at least three sides and the annexed most all of them in as island annexations. There will be no change of use for this property in the near future as it is currently zoned as residential and proposed use still residential. No changes to the SWMP will need to be made as this property has been included in the current and past SWMP's boundaries.
- f. The City will continue to rely on Benton County to administer and enforce the ordinances for Erosion and Sediment Control and for Post Construction Development.
- g. There were two known enforcement actions taken this permit year, one of which is still pending a court hearing. There were a total of four responses and investigations this year. Due to the number of incidents summaries are provided in this report. See full reports for details.
 - 1. Concrete cleanup wash water (several gallons)-Cited, billed for cleanup and fined
 - 2. Fuel spill (about 24 gallons) (drained to SEWER catch basin) (turned over to an Environmental cleanup agency)-billed for cleanup by environmental agency.
 - 3. Oil Spill (less than 2 quarts)-investigated-no one identified
 - 4. Paint cleanup drained to street (about 3 undiluted ounces of paint, several gallons of diluted paint-Cited, billed for cleanup. Waiting for court appearance.Copies of all four investigation reports are included with this report. (Pictures not included)

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Respectfully submitted,

Kevin Fear, Public Works Director
City of Philomath

Year 2017-18 Program at a Glance – MS4 Implementation for the City of Philomath-2017-18

Program Area	BMP Measures	Responsible Party	Implementation Tasks from SWMP	Measurable Goals	Goal(s) Achieved?	Accomplishments, proposed changes and plans for the coming year
Control Measure 2.0 Public Education/Outreach	2.1 Develop a Stormwater Education Strategy	Philomath Public Works Director	Continue to participate in the Stakeholders Stormwater Review Committee.	To meet with the stakeholder committee at least once per year.	Philomath has continued to participate in the stakeholder committee meetings.	Philomath will continue to participate in the stakeholder committee meetings in the future years. Met with Marys River Watershed Council Director and several board members and toured the water treatment plant and surrounding area. Attended Marys River Watershed Council board meeting.-2016-17 No meeting with the Marys River Watershed Council-2017-18
	2.2 Stormwater Brochures for the General Public	Philomath Public Works Director	To create and distribute stormwater brochures to the general public.	Distribute stormwater brochures to the permit area by a general mailing.	Year 2 and 4 goal.	Did the Mailing through the city newsletter. Newsletter went out as a storm brochure/article-2017-18
	2.3 Targeted Stormwater Brochure	Philomath Public Works Director	The City of Philomath has acquired brochures addressing “Erosion and Sediment Control for Single Family Housing” and will continue to distribute with building permits.	Continue to distribute “Erosion and Sediment Control for Single Family Housing” brochures with new building permits.	Yes. Brochures are being handed out with new building permits.	Philomath will Continue to hand out “Erosion and Sediment Control for Single Family Housing” brochures with new building permits. Brochures continue to be handed out with permits-reprinted brochures as needed.
	2.4 Storm Drain Stenciling	Philomath Public Works Director	The City of Philomath will continue to stencil or apply “Dump No Waste” markers above or on catch basins.	Continue to stencil or apply “Dump No Waste-Drains to Stream” markers on catch basins and keep them updated. Also will monitor missing or worn markings and replace as necessary.	Yes. Markers were inspected during routine cleaning.	All basins in the City were inspected and checked for markers, several have been found missing. 2016-17 & 17-18. A summer intern replaced all missing markers that were identified, and a few others that came off since inspections.-2017-18
	2.5 Stormwater Website	Philomath Public Works Director	The City of Philomath will continue to provide Stormwater information on the City’s website.	Continue to Provide 24 hour information to people who visit the City of Philomath website.	Yes.	Continue to update stormwater information on City’s website as needed. 2016-17, 2017-18.
	2.6 Stormwater Door-hangers	Philomath Public Works Director	Philomath will create or use an existing storm water informational door hanger for distribution within the permit area.	Distribute stormwater door-hangers in the permit area.	Year 4 and 5 goal Yes	Not this reporting period
Control Measure 3.0 Public Involvement	3.1 Stakeholders stormwater review committee	Philomath Public Works Director	Philomath will continue to participate in a Stakeholders Stormwater Review Committee that will meet at least once a year.	Meet with the stakeholder committee members and evaluate the education and outreach programs	Philomath has continued to participate in the stakeholder committee meetings.	Philomath will continue to participate in the stakeholder committee meetings in the future years
	3.2 Solicit Input from the Marys River Watershed	Philomath Public Works Director	Solicit input from The Marys River Watershed Council on the City’s SWMP.	Evaluate the input from the Marys River Watershed Council to assist in better achieving the programs objectives.	Yes	Met with Marys River Watershed Council on two occasions. -2016-17
	3.3 Distribute News Releases	Philomath Public Works Director	Prepare at least one news release on the SWMP and distribute to local papers and/or the City Newsletter in years 1, 3 and 5 starting in permit year 1.	Submit at least one Stormwater news article in years 1, 3 and 5 to local newspapers to distribute information to the public.	Year 5: Yes	Included at least one article on stormwater and one on free garbage drop off week.-2016-17 & 2017-18.

Year 2017-18 Program at a Glance – MS4 Implementation for the City of Philomath-2017-18

Program Area	BMP Measures	Responsible Party	Implementation Tasks from SWMP	Measurable Goals	Goal(s) Achieved?	Accomplishments, proposed changes and plans for the coming year
Control Measure 4.0 Illicit Discharge Program	4.1 Storm Sewer System Map	Philomath Public Works Director	Continue to update and improve Philomath's storm sewer map.	Update and improve existing stormwater maps.	Yes. Philomath continues to improve and update the storm sewer maps	Philomath will continue to improve and update maps as needed. Working on quick reference maps to aid in stopping spills faster.-2017-18
	4.2 Ordinance to Prohibit Non-Stormwater Discharges	Philomath Public Works Director	Continue to enforce ordinance #13, the Illicit Discharge ordinance.	Continue to enforce the illicit discharge ordinance.	Yes. Philomath continues to enforce the Illicit discharge ordinance.	There were no illicit discharge incidents this reporting period.
	4.3 Illicit Discharge/Illegal Dumping Elimination Program	Philomath Public Works Director	Continue to implement the Illicit Discharge/Illegal Dumping Elimination program.	Goal 1: Continue to respond to reports of illicit discharge and illegal dumping. Goal 2: Continue to conduct routine field inspections of outfalls	Goal 1: Yes Goal 2: Yes	Goal 1: There were no reports or known instances of illicit discharges, or illegal dumping. Goal 2: Inspected all outfalls this reporting period.
	4.4 Plan for enforcement Actions	Philomath Public Works Director	Continue to enforce the plan to ensure compliance with stormwater ordinances.	Continue implementing the plan for enforcing the stormwater ordinances developed in the SWMP	Yes.	Philomath is continuing to enforce the stormwater ordinances and will continue to do so into the future. There was one enforcement act during this reporting period.
	4.5 Train City Field Staff on Illicit Discharge/Illegal Dumping BMP's	Philomath Public Works Director	Continue to provide training to Public Works Field Staff on how to respond when illicit discharge/illegal dumping is suspected.	The City of Philomath Field Staff will continue to receive ongoing training on how to respond when illicit discharges/illegal dumping is suspected in the field.	Yes.	Staff is continually trained on identifying IDDE issues and spill response. There is also a written operating manual posted for employees to follow. We will continue updating and refining the manual as needed. Review of the Stormwater O &M, updated reporting forms. Reviewed and clarified items in the Spill Response Plan.
Control Measure 5.0 Construction Site Program	5.1 Construction site Runoff Control Program	Benton County Building Inspectors	Adopted as a city ordinance Benton County's Erosion and Sediment Control Policy. Benton County is administering the policy through an IGA between Benton County and the City of Philomath	Benton County will be administering the policy through an IGA with the City of Philomath.	Yes.	This BMP is achieved with the IGA between Benton County and the City of Philomath. Benton County and Philomath have been meeting several times regarding construction projects.2016-17, 2017-18.
Control Measure 6.0 Post-Construction SW Program	6.1 Post-Construction Runoff Control Program	Benton County Building Inspectors	Adopted as a city ordinance Benton County's Post-Construction Control Policy. Benton County is administering the policy through an IGA between Benton County and the City of Philomath.	Benton County will be administering the policy through an IGA with the City of Philomath.	Yes.	This BMP is achieved with the IGA between Benton County and the City of Philomath. Benton County and Philomath have been meeting several times regarding construction projects.2016-17, 2017-18

Year 2017-18 Program at a Glance – MS4 Implementation for the City of Philomath-2017-18

Program Area	BMP Measures	Responsible Party	Implementation Tasks from SWMP	Measurable Goals	Goal(s) Achieved?	Accomplishments, proposed changes and plans for the coming year
Control Measure 7.0 Pollution Prevention in Municipal Operations Program	7.1a Operation and Maintenance Plan •Define Specific Problems	Philomath Public Works Director	Identify the actual water quality problems	Define Specific Problems and address potential and known problems.	Yes	Identified the maintenance activities that are performed by city crews that may affect storm water. The City of Philomath continually addresses this topic monthly during stormwater training meetings to ensure we are addressing any new issues.
	7.1b Operation and Maintenance Plan •Define Specific Solutions	Philomath Public Works Director	Identify which of the City's maintenance activities are likely to improve water quality and apply the City's resources to improve these areas.	Determine the activities the City will pursue to demonstrate success.	Yes	Identified and applied solutions to help improve water quality for the maintenance activities that are performed by city crews that may affect storm water.-2016-17. Continue identifying and applying solutions, addressing new issues.-2017-18.
	7.1c Operation and Maintenance Plan •Educate Employees	Philomath Public Works Director	Provide training to the City's Field Staff on detection and responding to potential problems that could contribute to stormwater pollution.	Conduct employee training.	Training will continue to be ongoing	Training is conducted nearly every month before or after the staff and safety meeting. Topics range from many topics to DVD or online type training formats.
	7.1d Operation and Maintenance Plan •Empower Employees	Philomath Public Works Director	Provide training to field personnel that will enable them to apply materials to minimize runoff into the City's drainage system(s).	Provide employees with the tools, equipment, and flexibility to get jobs done with minimal impact to the drainage system.	Training will continue to be ongoing.	Bio bags, absorbent booms, absorbent pads and hay bales have been purchased and the field crew has been instructed on their uses. The Philomath Public Works Design Standards Manual also addresses correct placement and use of erosion control devices.
	7.1e Assess program Effectiveness	Philomath Public Works Director	Review City's operational improvements and assess their effectiveness at improving water quality.	Meet with the Staff and report on the successes of the operational improvements.	No. Permit year 5	Staff met. Employees are deploying sediment control and/or catch basin booms and pads at catch basins or entrances to creeks and streams prior to starting projects that may lead to contamination. Crews are also deploying control measures when responding to spills, house fires, car wrecks and any issues which may lead to contaminates reaching streams, rivers or the drainage system. Monthly meetings are used to review successes and area's we can do better. Also, follow up meetings immediately after incidents to evaluate response and execution.