



Oregon

Kate Brown, Governor

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December 31, 2020

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

RE: Completed NPDES MS4 Phase II 2019-2020 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 submitted on September 11, 2020 for the period of March 1, 2019 - June 30, 2020.

The annual report details that you are currently meeting the requirements of the permit issued on March 1, 2019. The City has met all requirements associated with the February 28, 2020 deadline for the public education and outreach and public involvement and participation measures. In addition, the City has made considerable progress with the remaining permit measures.

The City's website contains all required information as well as links to the updated Stormwater Management Program Document (SWMP). The next upcoming permit deadline will be for the illicit discharge detection and elimination measure which is due on February 28, 2022. The City revised the illicit discharge municipal code 13.40 in 2009. This code meets the requirements of permit schedule A.3.c.iii and sets the foundation for the City's illicit discharge program. The City has completed the requirement to enable illicit discharge reporting via the City website (email) as well as by telephone. The City is responding appropriately to the reports and has enforcement mechanisms in place to address the discharges when necessary. The City has a current MS4 map in place. As also mentioned in the report, pollutant parameter action levels and escalating enforcement and response procedures have not yet been established. Please reach out to me or Deborah Kimball at DEQ if you need assistance in developing these documents.

The pollution prevention and good housekeeping for municipal operations permit condition will also need to be implemented by the February 28, 2022 deadline. According to the annual report, the City is on track to meet the deadline and is currently completing the majority of the requirements. The City is in the process of building a new station at the Public Works facility that will allow residual liquids from catch basin sediments to drain into the sanitary sewer prior to being disposed of in the contaminated waste dumpster. In addition, the City cleans a large percentage of the MS4 annually and has a catch basin prioritization system in place that allows the City to clean and inspect all catch basins once every three years. This judicious maintenance of the catch basins reduces the amount of pollutants entering the MS4 and has a positive impact on the quality of the stormwater leaving Philomath.

The construction site runoff control and post-construction site runoff for new development and redevelopment measures will need to be implemented by the February 28, 2023 deadline. The City has developed substantive policies and procedures related to both measures and should continue working on the program to ensure that details related to the MS4 permit are included by the 2023 deadline.

As you work on the permit conditions in the coming months, please reach out with any questions that arise. We can provide examples of how other communities in Oregon are meeting permit requirements as well as provide you with our own technical expertise.

Thank you for your commitment to improving water quality in Oregon.

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

Sincerely,

A handwritten signature in blue ink, appearing to read "Ryan Johnson", with a long horizontal flourish extending to the right.

Ryan Johnson, MS4 Stormwater Specialist
Water Quality Division



State of Oregon
Department of
Environmental
Quality

www.oregon.gov/DEQ; Search "MS4"

Annual Report

MS4 Phase II General Permit

National Pollutant Discharge Elimination System
MS4 Stormwater Discharge Permit

*2019 - 2020
Monitoring Year*

*City of Philomath
September 3, 2020*

DEQ File Number 112241

1.0 Certification and Signature

1. Permit Registrant(s): City of Philomath
2. Legally Authorized Representative: Kevin Fear
3. Title: Public Works Director
4. Email: kevin.fear@philomathoregon.gov
5. Phone: 541-929-3579

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 (40 CFR 122.22(d)).

Signature: _____

Date: _____

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Instructions

At least once per year, the permit registrant must evaluate compliance with the requirements of the MS4 Phase II general permit using this Annual Report template. This self-evaluation includes assessment of progress made towards implementing the SWMP control measures in Schedule A, and implementation of actions to comply with any additional requirements identified pursuant to Schedule D.1 (Requirements for Discharges to Impaired Waterbodies).

For each SWMP control measure or activity listed below, please answer all the questions and in the comments field cite any relevant information and/or statistics that helps to illustrate implementation or compliance. If your answer is “No,” in the comments field explain the reasons and outline the anticipated implementation timeline. If the requirement does not apply, explain why it is not applicable in the comments field.

No later than November 1 each year, beginning in 2020, the permit registrant must submit an Annual Report to DEQ. One signed copy and one electronic copy must be submitted to DEQ using the address provided in permit. DEQ can provide an FTP site for submittal of the electronic copy, upon request.

2.0 General Information
2.1 Registrant Information

6. Permit Registrant(s): City of Philomath

7. Type(s): City / County / Special District / Other:

8. Registrant Type:
Existing Registrant: New Registrant:

9. Community Type:
Large Community: Small Community:

10. DEQ Permit No: 112241

11. EPA File No: ORS112241

12. Physical Address: 1515 Willow Lane

City: Philomath	State: OR	Zip: 97370
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13. Point of Contact: Kevin Fear

Title: Public Works Director	Email: kevin.fear@philomathoregon.gov	Phone: 541-929-3579
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14. Mailing Address (if different): PO Box 400

City: Philomath	State: OR	Zip: 97370
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2.2 Municipal Separate Storm Sewer System (MS4) Information

15. Estimate the area in square mileage served by the MS4: 3 square miles

16. Estimate the population served by the MS4: 4900

2.3 MS4 Stormwater Discharge Information
Identify the names of all know waters that receive a discharge from your MS4.

Receiving Waterbody	# of Outfalls	Impaired waterbody				Impairment(s)
		303d listed		TMDL issued		
a. Marys River	2	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Dissolved Oxygen and Iron
b. Newton Creek	10	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
c. East Newton Creek	7	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
d.		Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
e.		Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
f.		Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
g.		Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
h.		Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
i.		Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
j.		Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	

2.4 Coordination Among Registrants and Joint Agreements
Required for permit registrants relying on another entity to satisfy one or more of the requirements of the permit.

17. Is there a joint agreement in place for the implementation of one or more stormwater management program control measure? *Schedule A.2* Yes No

18. If yes, has there been any change to the joint agreement(s) submitted previously? Yes No

If yes, include, as an attachment, a summary of the changes.
N/A

2.5 Stormwater Management Program Information

19. Discuss the status and overall progress of establishing legal authority to control pollutant discharges into and discharges from the MS4 and to implement and enforce the conditions of this permit. *Schedule A.2.c*
The City of Philomath has a full chapter of its municipal code (13.40) devoted to storm water management. The chapter addresses the storm water fee, permitting, illicit discharges, illegal connections, violations, penalties, etc. The City Attorney is currently reviewing for compliance and coverage with the new permit.

2.6 Stormwater Management Program Information

20. Is an updated SWMP Document attached? *Schedule A.2.c*
Yes No (must be submitted with the second Annual Report)
If necessary, provide an explanation:

21. Identify the publicly accessible website where the SWMP Document is posted. *Schedule 2.c & A.3.b.ii*
[https:// ci.philomath.or.us](https://ci.philomath.or.us)
If necessary, provide an explanation:
The storm website, with other links and information is located within the Philomath website. It includes a link to report stormwater concerns.

22. Does the SWMP Document include an implementation schedule for control measures that have yet to be or are partially implemented? *Schedule A.2.c*
Yes No
If necessary, provide an explanation:

23. Describe the method used to gather, track, and use SWMP information to set priorities or assess compliance: *Schedule A.2.d*
Currently Philomath gathers, tracks, sets priorities and assesses compliance manually on paper. Each inspection, spill report, maintenance is printed and archived in a notebook. We are slowly working towards populating our GIS program and evaluating asset management software to aid us in making all aspects of the program more accessible.

24. Have adequate finances, staff, equipment and other support capabilities been provided to implement the permit? *Schedule A.2.e*
Yes No
If necessary, provide an explanation:

25. During this monitoring year was compliance with the requirements of this permit evaluated? *Schedule B.1*
Yes No
If necessary, provide an explanation:

26. During this monitoring year was it determined or reported that discharge from the MS4 caused or contributed to an excursion of an applicable water quality standard? *Schedule A.1.a*
Yes No
If “Yes”, complete section 3.7, Water Quality Standards of this template.

3.0 Stormwater Management Program Control Measures

3.1 Public Education and Outreach

27. Provide a brief summary of the ongoing public education and outreach program. *Schedule A.3.a*
Philomath is addressing public education and outreach by choosing strategies that reach the maximum amount of residents such as mailings with water and sewer bills (also known as the City Newsletter), newspaper articles, citizens academy sessions, postings on the City Facebook page and articles posted on the City website. Door hangers were delivered to all homes, apartments and businesses this permit year and will be distributed as an ongoing program in varying years. The annual Arbor Day celebration with the grade school children was canceled this year because of school closures due to the Covid19 pandemic. The City and Benton County teamed to create an activity book dedicated to storm water education . They were going to be handed out at the Arbor Day celebration. They will be used at other opportunities as well. BMP's brochures for both concrete clean-up and construction site measures are included with each building permit that is issued.
28. Were the required components in place by the implementation date? *Schedule A.3.a.i*
Yes No (Implementation date: Feb. 28, 2020 for Existing Registrants and Sept. 1, 2023 for New Registrants)
29. Provide the number of education and outreach activities conducted: *Schedule A.3.a.iii*
During this reporting year: 5
30. During the permit term: 5
If necessary, provide an explanation:
Various outreach programs. -See #27 above.
31. Indicate target audiences addressed during this reporting year: *Schedule A.3.a.iv*
 General public, homeowners, homeowner association, schoolchildren, and businesses
 Local elected officials, land use planners and engineers
 Construction site operators
32. Have each target audience been addressed during the permit term? *Schedule A.3.a.iv*
Yes No
33. Indicate target topics addressed during this reporting year: *Schedule A.3.a.iv*
 Impacts of illicit discharges on receiving waters and how to report them
 Impacts from impervious surfaces and appropriate techniques to avoid adverse impacts
 BMPs for proper use, application and storage of pesticides and fertilizer
 BMPs for litter and trash control
 BMPs recycling programs
 BMPs for power washing, carpet cleaning and auto repair and maintenance
 Low impact development/green infrastructure
 Septic systems, information pertaining to maintenance of septic systems
 Watershed awareness and how storm drains lead to local creeks and rivers, and potential impacts to fish and other wildlife
 Other:
34. Describe the types of educational messages or activities distributed and/or offered during this reporting year. *Schedule A.3.a.iii*
Arbor Day Celebration with Philomath Elementary School(cancelled), Door Hangers for Winter, New Website, Winter tips newsletter, Citizens Academy, BMP brochures for concrete washout to local concrete mix companies and are given out with each building permit, teamed with Benton County and Benton Soil and Water Conservation Districts annual native plant sale to hand out brochures.
35. Was outreach to construction site operators working within your community offered during this reporting year? *Schedule A.3.a.v*
Yes No
36. Total number during the permit term: 3 during Pre-construction meetings and 44 for individual home and business construction.

37. Identify and describe the assessment/evaluation of, at least, one education and outreach activity that occurred during this reporting year. Include the assessment process or metric for evaluation, and why this activity was considered successful. *Schedule A.3.a.vi*

The hanging of door hangers. Every home, business and apartment in Philomath received a notice which would mean that 100% of businesses and residence were informed of several components of storm water protection.

38. Will the assessment be used to inform future stormwater education and outreach efforts? *Schedule A.3.a.vi*

Yes No

39. Provide an explanation:

Seems like the solution to reach the maximum amount of citizens. It is much more time consuming to physically hang a door hanger, and in some cases speak to many of the citizens who are home and answer the door while hanging them and to pay someone to hang them. Works well for a small MS4, maybe not so for a larger one.

3.2 Public Involvement and Participation
<p>40. Provide a brief summary of the overall progress towards implementation of this control measure. <i>Schedule A.3.b</i> A new stormwater website was introduced in Philomath's city website,</p>
<p>41. Were the required components in place by the implementation date? <i>Schedule A.3.b.i</i> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> (<i>Implementation date: Feb. 28, 2020 for Existing Registrants and Sept. 1, 2023 for New Registrants</i>)</p>
<p>42. Is the SWMP Document posted on a publicly accessible website? <i>Schedule 2.c & A.3.b.ii</i> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> ci.philomath.or.us</p>
<p>43. Was the publicly accessible website updated during this reporting year? <i>Schedule 2.c & A.3.b.ii</i> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If necessary, provide an explanation:</p>
<p>44. Does the publicly accessible website include illicit discharge complaint/reporting information or procedures? <i>Schedule A.3.b.ii.A</i> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If necessary, provide an explanation:</p>
<p>45. Does the publicly accessible website include draft documents issued for public comment, final reports, plans and other official SWMP policy documents? <i>Schedule A.3.b.ii.B</i> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If necessary, provide an explanation: The website contains final reports and the SWMP and links to multiple sites.</p>
<p>46. Does the publicly accessible website include links to all ordinances, policies and/or guidance documents related to the construction and post-construction stormwater management control programs, including education, training, licensing, and permitting? <i>Schedule A.3.b.ii.C</i> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If necessary, provide an explanation:</p>
<p>47. Does the publicly accessible website include contact information for relevant staff, including phone numbers, mailing addresses and email addresses? <i>Schedule A.3.b.ii.D</i> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If necessary, provide an explanation:</p>
<p>48. During this reporting year, was a stewardship opportunity created or partnered with another entity? <i>Schedule A.3.b.iii</i> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If "Yes", summarize the stewardship opportunity(s). The Public Works Committee acts as the Citizen Advisory type group. Philomath has volunteers that have done daily trash clean ups during the summer along the Marys River. We also partnered with the Benton County Soil and Water Conservation District and the Marys River Watershed Council who are both monitoring and treating invasive weeds along the river bank and have gathered volunteers to eradicate invasive weeds in the park. We have also grouped with the local Boy Scout chapter with Eagle Scout participants heading up creek clean up and riparian planting. Childrens activity books were handed out at the Benton Soil and Water Conservation Districts annual native plant sale.</p>

3.3 Illicit Discharge Detection and Elimination

49. Provide a brief summary of the overall progress towards implementation of this control measure. *Schedule A.3.c*
This control measure has been in place for several years and all outfalls have been inspected annually, with some inspected monthly as they are also our stormwater sample points. hilomath also performs voluntary monitoring of creeks and the river in Philomath testing for Dissolved Oxygen, pH, Temperature, and Turbidity from several locations.

50. Were the required components in place by the implementation date? *Schedule A.3.c.i*
Yes No (Implementation date: Feb. 28, 2022 for Existing Registrants and Sept. 1, 2023 for New Registrants)

51. Is the MS4 map(s) current? *Schedule A.3.c.ii.A*
Yes No

52. Describe the MS4 map(s) format(s):
MS4 Map is in both AutoCad and GIS format.

53. Is the MS4 map(s) included as attachment? Yes No
Or are the digital shapefiles available for electronic submittal? Yes No
(Existing Registrants must submit their MS4 map with the third Annual Report; New Registrants must submit by Sept. 1, 2023)
If necessary, provide an explanation:

54. Is the digital inventory of all known outfalls, with the associated receiving waterbody current? *Schedule A.3.c.ii.A*
Yes No
If necessary, provide an explanation:

55. Indicate if the following features are included on your MS4 map:
 Location of all known outfalls, included the requirements in *Schedule A.3.c.ii.B*
 Stormwater collection and conveyance system, included the requirements in *Schedule A.3.c.ii.C*
 Stormwater structural controls, included the requirements in *Schedule A.3.c.ii.C*
 Location of known chronic discharges *Schedule A.3.c.ii.D*
If necessary, provide an explanation:
There are no chronic discharge locations at this time in Philomath

56. Have non-stormwater discharges into the MS4 been prohibited through enforcement of an ordinance or other regulatory mechanism? *Schedule A.3.c.iii*
Yes No
If necessary, provide an explanation:
Chapter 13 of the Philomath Municipal Code 13.40.150 to 13.40.250

57. Indicate which of the following have an ordinance or other regulatory mechanism to prohibit discharge to the MS4: *Schedule A.3.c.iii*

- Septic, sewage, and dumping or disposal of liquids or materials other than stormwater into the MS4
- Discharges of washwater resulting from the hosing or cleaning of gas stations, auto repair garages, or other types of automotive services facilities
- Discharges resulting from the cleaning, repair, or maintenance of any type of equipment, machinery, or facility, including motor vehicles, cement-related equipment, and port-a-potty servicing, etc.
- Discharges of washwater from mobile operations, such as mobile automobile or truck washing, steam cleaning, power washing, and carpet cleaning, etc.
- Discharges of washwater from the cleaning or hosing of impervious surfaces in municipal, industrial, commercial, or residential areas (including parking lots, streets, sidewalks, driveways, patios, plazas, work yards and outdoor eating or drinking areas, etc.) where detergents are used and spills or leaks of toxic or hazardous materials have occurred (unless all spilled material has been removed)
- Discharges of runoff from material storage areas, which contain chemicals, fuels, grease, oil, or other hazardous materials from material storage areas

<input checked="" type="checkbox"/> Discharges of pool or fountain water containing chlorine, biocides, or other chemicals; discharges of pool or fountain filter backwash water <input checked="" type="checkbox"/> Discharges of sediment, unhardened concrete, pet waste, vegetation clippings, or other landscape or construction-related wastes <input checked="" type="checkbox"/> Discharges of trash, paints, stains, resins, or other household hazardous wastes. <input checked="" type="checkbox"/> Discharges of food-related wastes (grease, restaurant kitchen mat and trash bin washwater, etc.) If necessary, provide an explanation: City Attorney is currently working on updating the municipal code to provide more clarification.
58. Is the written escalating enforcement and response procedure included as an attachment? <i>Schedule A.3.c.iv</i> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> (For Existing Registrant must be submitted with the third Annual Report. New Registrants must submit by September 1, 2023) If necessary, provide an explanation: Not completed at this permit phase yet. It is in progress.
59. Is there a phone number, webpage, and/or other communication channel publicized for the public use to report illicit discharges? <i>Schedule A.3.c.v.A</i> <input checked="" type="checkbox"/> Phone number(s) <input checked="" type="checkbox"/> Webpage(s) <input checked="" type="checkbox"/> Other communication channels If necessary, provide an explanation:
60. Provide the number of complaints received during this reporting year. <i>Schedule A.3.c.v.D</i> Number: 3 (<i>complaints related to IDDE</i>)
61. On average, how long did it take to respond to complaints? <i>Schedule A.3.c.v.B</i> In working days: <1 in all cases response was within a half hour.
62. Provide the number of complaints that included notification of the Oregon Emergency Response System during this reporting year. <i>Schedule A.3.c.v.B</i> Number of notification: 0
63. Provide the number of complaints where staff performed an investigation during this reporting year. <i>Schedule A.3.c.v</i> Number: 3 (<i>investigations related to IDDE</i>)
64. On average, how long did it take to conduct an initial investigation? <i>Schedule A.3.c.v.B</i> In working days: <1
65. Provide the number of illicit discharges discovered and eliminated during this reporting year. <i>Schedule A.3.c.v</i> Number: 0
66. On average, how long did it take to eliminate an illicit discharge? <i>Schedule A.3.c.v.B</i> In working days: N/A
67. Provide the number times escalating enforcement procedure was use to eliminate an illicit discharge during this reporting year. <i>Schedule A.3.c.v.B</i> Number of times: 0
Do any of the illicit discharges involve the repair or replacement of the wastewater and/or storm sewer conveyance systems? <i>Schedule A.3.c.v.B</i> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA <input checked="" type="checkbox"/> If necessary, provide an explanation:
68. Provide the number of illicit discharges that were referred to another entity during this reporting year. <i>Schedule A.3.c.v.C</i> Number: 2
69. On average, how long did it take to notify the entity(s)? In working days: In both cases less than 30 minutes. See explanation below.

<p>If necessary, provide an explanation: In the first incident which was a broken concrete cleanout pool, the contractor blocked the catchbasin, contained and cleaned up immediately. It is not included as a referral to another entity. The second incident was an illegal dump on a city street, Northwest Fire Fighters Environmental were called immediately due to an unknown amount of fuel dumped on a gravel road. They responded within the hour and had it excavated and cleaned up in less than 3 to 4 hours. The third was Republic Services Garbage Haulers who had their own hazmat team onsite within the hour to clean up a broken hydraulic line that caused fluid leakage.</p>
<p>70. Indicate which of the following are included in the complaints or reports tracking documentation: <i>Schedule A.3.c.v.D</i></p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Date the complaint was received and, if available, the complainant's name and contact information <input checked="" type="checkbox"/> Name of staff responding to the complaint <input checked="" type="checkbox"/> Date the investigation was initiated <input checked="" type="checkbox"/> The outcome of the staff investigation <input checked="" type="checkbox"/> Corrective action(s) taken to eliminate the illicit discharge <input checked="" type="checkbox"/> The responsible party for the corrective action(s) <input checked="" type="checkbox"/> The status of enforcement procedure(s), when necessary <input checked="" type="checkbox"/> The date the corrective action(s) was completed and staff that evaluated final compliance <p>If necessary, provide an explanation:</p>
<p>71. Provide percentage of outfalls inspected. <i>Schedule A.3.c.vi.A/B</i> Known outfalls screened this reporting year: 100%</p> <p>72. Known outfalls screened during the permit term: 100%</p> <p>If necessary, provide an explanation: 100 % of all outfalls are currently inspected yearly. Some (12) are also sampled on a monthly basis.</p>
<p>73. Provide percentage of outfalls inspected as part of field screening of priority location. <i>Schedule A.3.c.vi.C</i> Priority location outfalls screened this reporting year: 0</p> <p>74. Priority location outfalls screened during the permit term: 0</p> <p>If necessary, provide an explanation: 100% of all outfalls are currently inspected yearly there are currently no outfalls identified as a priority.</p>
<p>75. Indicate which of the following dry-weather field activities are performed and documented in accordance with dry-weather field: <i>Schedule A.3.c.vi</i></p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> General observation <input checked="" type="checkbox"/> Field Screening and Analysis <input checked="" type="checkbox"/> Pollutant Parameter Action <input checked="" type="checkbox"/> Laboratory Analysis <p>If necessary, provide an explanation: Pollutant Parameter Action and Laboratory Analysis is not a regular field activity. They would only be performed if the cause of any IDDE was un-identifiable and deemed necessary.</p>
<p>76. If flow is observed and the source is unknown, provide a brief description of the field investigation and analysis process. <i>Schedule A.3.c.vi.D,E,G</i> Flows are traced upstream from the outfall using the storm maps to isolate the location. If flow is observed as anything other than clear water, or if it is suspected that a pollutant exists, it is sampled and taken to the lab for analysis.</p>
<p>77. Have pollutant parameter action levels been established and are they included as an attachment? <i>Schedule A.3.c.v.G</i> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> (For Existing Registrant must be submitted with the third Annual Report. New Registrants must submit by September 1, 2023) If necessary, provide an explanation:</p>
<p>78. Are all persons responsible for investigating and eliminating illicit discharges and illicit connections into the MS4 are appropriately trained to conduct such activities? <i>Schedule A.3.c.vii</i> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>

If necessary, provide an explanation:

All persons are trained and have refreshers several times per year.

79. Are all new staff working to implement the IDDE program within 30 days of their assignment to this program?

Schedule A.3.c.vii

Yes No

If necessary, provide an explanation:

Turnover has been low to non existant , but IDDE training is part of the new hire training.

3.4 Construction Site Runoff Control

80. Provide a brief summary of the overall progress towards implementation of this control measure. *Schedule A.3.d*
Philomath has adopted the Benton County code regarding Construction Site Runoff. Benton County administers Philomath's Construction Site Runoff Control through an IGA and works closely with Benton County. The following is currently being updated by Benton County with Philomath input and is not ready for implementation this reporting period. Current standards are being used at this time. Parts of this section left blank this reporting period.

81. Were the required components in place by the implementation date? *Schedule A.3.d.i*
Yes No (Implementation date: Feb. 28, 2023 for Existing Registrants and Sept. 1, 2023 for New Registrants)

82. Do ordinances or other regulatory mechanism require erosion controls, sediment controls, and waste materials management controls used and maintained at all qualifying construction projects? *Schedule A.3.d.ii*
Yes No NA
If necessary, provide an explanation:

83. Philomath has adopted Benton County Code that covers the requirement of erosion controls.

84. Indicate the minimum land disturbance where construction site operators are required to complete and implement an Erosion and Sediment Control Plan (ESCP) for construction project sites: *Schedule A.3.d.ii*
In square feet or portion of an acre: 1 ft² , acres
If necessary, provide an explanation:
Also if less than an acre if part of a common plan of development that results in a cumulative disturbance of 1 acre or more

85. For construction projects that disturb one or more acres (or that disturb less than one acre, if it is part of a "common plan of development or sale" disturbing one or more acres), provide a brief description how these project are referred to DEQ or the appropriate DEQ agent, to obtain a NPDES Construction Stormwater General Permit. *Schedule A.3.d.iii*
The developer is required to obtain a NPDES Construction Stormwater General Permit (1200c) from DEQ prior to any construction permit being issued.

86. Provide the written specifications that address the proper installation and maintenance of such controls during all phases of construction activity as an attachment *Schedule A.3.c.iv*
Attached: Yes No
If necessary, provide an explanation:
Yes, in the Benton County Erosion and Sediment Control Manual

87. Provide the Erosion and Sediment Control Plan template as an attachment? *Schedule A.3.d.iv.A*
Attached: Yes No
If necessary, provide an explanation:
Not yet completed-Working with Benton County on creating template

88. Indicate which of the following are required for qualifying construction projects: *Schedule A.3.d.iv*
 Site operator are required to complete an ESCP template prior to beginning construction/land disturbance
 Site operator are required to be kept the ESCP on site
 Site operator are required maintain and update the ESCP as site conditions change, or as needed.
 Site operator are required to provide the ESCP to the permit registrant, DEQ, or another administrating entity
If necessary, provide an explanation:
Site operators engineer is generally who completes the ESCP. Site operator provides a CESCL and Benton County follows up with inspections and compliance by the CESCL.

89. ESCP templates [from construction projects that will result in land disturbance of one or more acres (or that disturb less than one acre, if it is part of a "common plan of development or sale" disturbing one or more acres)] are reviewed using a checklist or similar document to determine compliance? *Schedule A.3.d.v*
Yes No

90. Provide the ESCP review template as an attachment? *Schedule A.3.d.v*
Attached: Yes No

91. Indicate the minimum land disturbance where you require the ESCP to be review, if different than one acre: ft²
, acres

<p>If necessary, provide an explanation: Benton County administers this control measure through an IGA.</p>
<p>92. All construction projects [that will result in land disturbance of one or more acres (or that disturb less than one acre, if it is part of a “common plan of development or sale” disturbing one or more acres)] are expected or scheduled to be inspected at least once per permit term? <i>Schedule A.3.d.vi.A.1</i> Indicate the number of inspections completed to comply with this requirement during this reporting year: 3</p>
<p>93. Number of inspections completed to comply with this requirement during the permit term: 3 If necessary, provide an explanation: All three were new subdivisions that were actively being constructed this year.</p>
<p>94. Are construction projects with visible sediment in stormwater/dewatering discharge or when a complaint is received inspected? <i>Schedule A.3.d.vi.A.2</i> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>
<p>95. Indicate number of projects that were inspected bases on this inspection trigger: 0 If necessary, provide an explanation: Required Erosion and Sediment control measures and up front warnings of shutting down job site until stormwater was brought into compliance worked as expected.</p>
<p>96. Indicate the total number of construction projects that were inspected this monitoring year: 5</p>
<p>97. Indicate the total number of construction projects that were inspected during the permit term: 5</p>
<p>98. Indicate which of the following are documented during an inspection: <i>Schedule A.3.c.vi.B</i> <input checked="" type="checkbox"/> That the ESCP is reviewed to determine if the described <input checked="" type="checkbox"/> Control measures were installed, implemented, and maintained appropriately <input checked="" type="checkbox"/> Assessment of the site’s compliance with the ordinances or requirements <input checked="" type="checkbox"/> Visual observation of any existing or potential non-stormwater discharges, illicit connections, and/or discharge of pollutants from the site <input checked="" type="checkbox"/> Recommendations to the construction site operator for follow-up <input checked="" type="checkbox"/> Education or instruction provided to the site operator related to stormwater pollution prevention practices If necessary, provide an explanation: Education and instruction was provided prior to construction permits being issued usually during the Pre-Construction meeting and onsite if necessary.</p>
<p>99. If available, provide a copy of the written or electronic inspection report form. <i>Schedule A.3.c.vi.B</i> Attached: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>
<p>100. For Existing Large Communities: indicated number of new construction projects inspected that disturb less one acre during this monitoring year. <i>Schedule A.3.c.vi.B</i> If necessary, provide an explanation: N/A</p>
<p>101. Provide the written escalating enforcement and response procedure as an attachment? <i>Schedule A.3.d.vii</i> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <i>(For Existing Registrant must be submitted with the third Annual Report. New Registrants must submit by September 1, 2023)</i> If necessary, provide an explanation: In the process of being reviewed for compliance by the city attorney.</p>
<p>102. Was the escalating enforcement procedure used to achieve compliance at any construction projects? <i>Schedule A.3.d.vii</i> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Indicate number of time during this reporting year: 0</p>
<p>103. Indicate number of time during the permit term: 0 If necessary, provide an explanation:</p>

104. Were all persons responsible for ESCP reviews, site inspections, and enforcement are appropriately trained to conduct such activities? *Schedule A.3.d.viii*

Yes No

If necessary, provide an explanation:

Benton County has trained ESCP and CESCL inspections

105. Were all new staff working to implement the construction site runoff control program appropriately trained within 30 days of their assignment to this program? *Schedule A.3.d.viii*

Yes No

If necessary, provide an explanation:

3.5 Post-Construction Site Runoff for New Development and Redevelopment

106. Provide a brief summary of the overall progress towards implementation of this control measure. *Schedule A.3.e*
Philomath has adopted the Benton County code regarding Post-Construction Site Runoff. Benton County administers Philomath's Construction Site Runoff Control through an IGA. The following is currently being updated by Benton County with Philomath input and is not ready for implementation this reporting period. Current standards are being used at this time. This section left blank this reporting period.

107. Were the required components in place by the implementation date? *Schedule A.3.d.i*
Yes No (Implementation date: Feb. 28, 2023 for Existing Registrants and Sept. 1, 2023 for New Registrants)

108. For projects creating or replacing impervious area, indicate the area (or threshold) where the site is required to implement the post-construction site runoff program requirements: *Schedule A.3.e.ii*
In square feet: ft²

109. If necessary, provide an explanation:

110. Indicate which of the following are required at qualifying sites: *Schedule A.3.e.ii*
 The use of stormwater controls
 A site-specific stormwater management approach that targets natural surface or predevelopment hydrological function through the installation and long-term operation and maintenance of stormwater controls
 Long-term O&M of stormwater controls at project sites that are under the ownership of a private entity
If necessary, provide an explanation:

111. Were ordinance(s), code(s) and development standards reviewed to identify, minimize or eliminate barriers that inhibit design and implementation techniques intended to minimize impervious surfaces and reduce stormwater runoff? *Schedule A.3.e.iii*
Yes No

112. If barriers were identified or if necessary, provide an explanation:

113. Provide an explanation of the timeline for removal of barriers or if removal is outside your authority:

114. Indicate which of the following technical standards are used to determine the retention requirement: *Schedule A.3.e.iv.A*
 Volume-based method
 Storm event percentile-based method
 Annual average runoff-based method
If necessary, provide an explanation:

115. For projects that are unable to meet the retention requirement, is the remainder of the rainfall/runoff treated prior to discharge with a structural stormwater control? *Schedule A.3.e.iv.B*
Yes No

116. Was the stormwater structural control designed to remove, at minimum, 80 percent of the total suspended solids?
Yes No
If necessary, provide an explanation:

117. Are the allowable structural stormwater controls and specifications available for review? *Schedule A.3.e.iv.C*
Yes No

118. Indicate if they are attached or the location where they can be viewed:
Attached
Location:

If necessary, provide an explanation:

119. Have alternatives for projects complying with the retention requirement been approved? *Schedule A.3.e.iv.D*

Yes No

120. If yes, are the written technical justifications evaluated? *Schedule A.3.e.iv.D*

Yes No

121. Provide a brief description of the factors of technical infeasibility or site constraints that prevented the on-site management of the runoff amount stipulated in the stormwater retention requirement or a portion thereof. *Schedule A.3.e.iv.D*

If necessary, provide an explanation:

122. Before the allowance of alternative compliance, were mitigation options established? *Schedule A.3.e.iv.E*

Yes No

If necessary, provide an explanation:

123. If applicable, indicate which of the following mitigation options have been used and provide a narrative description of the implementation of the mitigation option? *Schedule A.3.e.iv.E*

Off-Site Mitigation

Groundwater Replenishment Projects

Treatment Equivalent to the Retention Requirement

If necessary, provide an explanation:

124. Was a procedure developed for the review and approval of structural stormwater control plans for new development and redevelopment projects? *Schedule A.3.e.v*

Yes No

If necessary, provide an explanation:

125. Indicate the minimum land disturbance or creation of new impervious area where plans are required to be reviewed: ft² , acres of land disturbance creation of new impervious area

126. Are all sites that use alternative compliance to meet the retention requirement reviewed?

Yes No

If necessary, provide an explanation:

127. Indicate if an inventory and implementation strategy is used to ensure that all stormwater controls are operated and maintained to meet the site performance standard in Schedule A.3.e.iv of the permit? *Schedule A.3.e.vi*

Yes No

If necessary, provide an explanation:

128. Indicate which of the following strategies have been developed to ensure that all stormwater controls are operated and maintained to meet the site performance standard in Schedule A.3.e.iv.: *Schedule A.3.e.vi*

Legal authority to inspect and require effective operation and maintenance of privately owned and operated stormwater controls

Inspection procedures and an inspection schedule to ensure compliance with the O&M requirements of each stormwater control operated by the permit registrant and by other private entities

A tracking mechanism for documenting inspections and the O&M requirements for each stormwater control

Reporting requirements for privately owned and operated stormwater controls that document compliance with the O&M requirement in Schedule A.3.f.
If necessary, provide an explanation:

129. Are the location of all public and private stormwater controls installed during this permit term are documented on the MS4 Map? *Schedule A.3.e.vi*
Yes No
If necessary, provide an explanation:

130. Were all persons responsible for performing post-construction runoff site plan reviews, administrating the alternative compliance program, or performing O&M practices or evaluating compliance with long-term O&M requirements are appropriately trained to conduct such activities? *Schedule A.3.e.vii*
Yes No
If necessary, provide an explanation:

131. Were all new staff working to implement the post-construction site runoff for new development and redevelopment program appropriately trained within 30 days of their assignment to this program? *Schedule A.3.e.vii*
Yes No
If necessary, provide an explanation:

3.6 Pollution Prevention and Good Housekeeping for Municipal Operations

132. Provide a brief summary of the overall progress towards implementation of this control measure. *Schedule A.3.f*
 Have engineered drawings and a contractor on board and began construction of dump site at Public Works yard that will drain liquids to the sewer system. It will be used to dump the spoils from catchbasin cleaning before loading out to the "contaminated waste" dumpster. The new area will also house the "contaminated waste" dumpster used for sweeper spoils (the sweeper can already dump directly into the dumpster) and catchbasin cleaning. Completion is expected by the end of summer 2020.

133. Were the required components in place by the implementation date? *Schedule A.3.f.i*
 Yes No (Implementation date: Feb. 28, 2022 for Existing Registrants and Sept. 1, 2023 for New Registrants)

134. Were O&M strategies for existing controls developed for both permit registrant-owned controls and controls owned and operated by another entity discharging to the MS4? *Schedule A.3.f.ii*

135. Yes No N/A
 If necessary, provide an explanation:
 Not this reporting period

136. Indicate the percentage of catch basins inspected/cleaned: *Schedule A.3.f.iii*
 Percentage inspected this reporting year: 56.%; Percentage cleaned: 52% of catch basins that needed cleaning

137. If known, estimate of material removed: 35 cubic yards

138. Percentage inspected during the permit term: 52%; Percentage cleaned: 52%

139. If known, estimate of material removed: 35 cubic yards
 If necessary, provide an explanation:
 There was an additional 282 catchbasins inspected 1 & 2 months prior to the permit year beginning. This was part of our usual inspection program. They are not included in the totals above. If they were our total percentage of inspected catch basins would be 98%.

140. Indicated if a catch basin inspection prioritization system and/or an alternate inspection frequency has been established. *Schedule A.3.f.iv*

Yes No
 If necessary, provide an explanation:
 Initial system is to clean/inspect 1/3 of the catch basins in the city every year so each catchbasin will be cleaned/inspected at least once every 3 years.

141. During the permit term were existing procedures for inspection and maintenance schedules reviewed/updated to ensure pollution prevention and good housekeeping practices are conducted for the following activities? *Schedule A.3.f.iv*

- Pipe cleaning for stormwater and wastewater conveyance systems
- Cleaning of culverts conveying stormwater in roadside ditches
- Ditch maintenance
- Road and bridge maintenance
- Road repair and resurfacing including pavement grinding
- Dust control for roads and municipal construction sites
- Winter road maintenance, including salt or de-icing storage areas
- Fleet maintenance and vehicle washing
- Building and sidewalk maintenance including washing
- Solid waste transfer and disposal areas
- Municipal landscape maintenance
- Material storage and transfer areas, including fertilizer and pesticide, Hazardous material, used oil storage, and fuel
- Fire fighting training activities
- Maintenance of municipal facilities including public parks and open space, golf courses, airports, parking lots, swimming pools, marinas, etc.

If necessary, provide an explanation:

<p>142. Do any permit registrant-owned facilities have coverage under DEQ's 1200-Z Industrial Stormwater Discharge Permit? <i>Schedule A.3.f.v</i> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA <input checked="" type="checkbox"/> If "Yes", provide DEQ File Number(s): If necessary, provide an explanation:</p>
<p>143. Are practices in place to reduce the discharge of pollutants to the MS4 associated with the application and storage of pesticides and fertilizers? <i>Schedule A.3.f.vi</i> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If necessary, provide an explanation: Fertilizers are not used at this time in our maintenance program. Pesticides are used sparingly and bought at time of need so that there is no storage of pesticides. All applicators of pesticides maintain certification and follow all BMP's and up to date recommendations for application for use are followed that the Oregon Department of Agriculture recommends.</p>
<p>144. Are methods/practices in place to reduce the discharge litter within the jurisdiction? <i>Schedule A.3.f.vii</i> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If necessary, provide an explanation: Philomath has Municipal codes 8.10.090, 8.10.100, 9.15.020, 9.15.055, 9.15.060, 9.15.110 & 9.15.130 covering various types of litter and environmental conditions. City crews sweep street and pickup trash and empty trash cans immediately after the frolic parade which is the only city event.</p>
<p>145. Are practices in place to ensure that collected material or pollutants removed in the course of maintenance managed and disposed of in a manner such as to prevent such pollutants from entering the waters of the state in accordance with state and federal rules? <i>Schedule A.3.f.viii</i> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If necessary, provide an explanation: All debris removed from maintenance of catch basins and sweeping is disposed of at a landfill that accepts contaminated materials. With new dumpster area any run-off is diverted to the sewer system and not to the storm system.</p>
<p>146. Were all persons responsible for evaluating O&M practices, evaluating compliance with long-term O&M requirements or ensuring pollution prevention at facilities and during operation appropriately trained to conduct such activities? <i>Schedule A.3.f.ix</i> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If necessary, provide an explanation:</p>
<p>147. Were all new staff working to implement the pollution prevention and good housekeeping for municipal operations program appropriately trained within 30 days of their assignment to this program? <i>Schedule A.3.f.ix</i> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If necessary, provide an explanation: Training is on going for all employees and some type of training happens almost monthly.</p>

4.0 Monitoring

If the requirement does not apply, mark "NA" and explain why it does not apply to you in the comments field.

148. Was municipal stormwater monitoring performed at outfall locations, in the receiving waterbody, or to demonstrate compliance with this permit? *Schedule B.3*

Yes No

149. If "Yes" is the data included in the Annual Report?

Yes No

If necessary, provide an explanation:

4.1 Wood Village Monitoring Requirements

150. Provide a summary of the following to evaluate the control strategies established for the Lower Columbia Slough Phosphate, Lead, and Bacteria TMDLs: *Schedule D.1.b*

Phosphate:

Lead:

Bacteria:

151. Indicated which of the following were completed:

For phosphate, monitor influent and effluent dissolved orthophosphate concentrations and total phosphate concentrations at a representative site in Fairview Lake (Reach 4) and Fairview Creek (Reach 5)

For lead, estimates of the effectiveness of controls to remove TSS

For bacteria, measuring E. coli concentrations and its distribution over flows (for example, flow duration intervals) to demonstrate compliance with E. coli criteria

If necessary, provide an explanation:

5.0 Water Quality Standards

152. During this monitoring year was it determined or reported that the MS4 discharge caused or contributed to an excursion of an applicable water quality standard? *Schedule A.1.b*

Yes No

If necessary, provide an explanation:

153. How and when did the excursion of an applicable water quality standard occur? *Schedule A.1.b*

If necessary, provide an explanation:

N/A

154. Was the excursion self-reported or did DEQ send written notification? *Schedule A.1.b*

Self-reported: Yes No

If necessary, provide an explanation:

N/A

155. Within 48 hours was an investigation started into the cause of the water quality excursion? *Schedule A.1.b.i*

Yes No

If necessary, provide an explanation:

N/A

156. Within 30 days of becoming aware of the excursion, was DEQ notified in writing, if self-reporting? *Schedule A.1.b.ii*

Yes No

If necessary, provide an explanation:

N/A

157. Within 60 days of becoming aware of or being notified of the excursion, was a report submitted to DEQ that documents the following: *Schedule A.1.b.iii*

The results of the investigation, including the date the excursion was discovered

A brief description of the conditions that triggered the violation or the cause

Corrective actions taken or planned, including the date corrective action was completed or is expected to be completed

If necessary, provide an explanation:

N/A

158. Were the corrective actions implemented in accordance with the schedule approved by DEQ? *Schedule A.1.b*

Yes No

If necessary, provide an explanation:

N/A

159. Provide any additional comments or narrative description, if necessary: