


Department of Engineering  
Dan Gaillet, P.E., County Engineer

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## MEMORANDUM

January 31, 2018

To: Sheila Jones, Supervisor, District I  
Trey Baxter, Supervisor, District II  
Gerald Steen, Supervisor, District III  
David Bishop, Supervisor, District IV  
Paul Griffin, Supervisor, District V

From: Dan Gaillet, P.E.   
County Engineer

Re: NPDES Phase II Storm Water Report

Based on our requirements for Madison County's Storm Water Management Program, a yearly report must be submitted to the Mississippi Department of Environmental Quality.

As a result, it is the recommendation of the Engineering Department to accept the yearly report and authorize the Board President to sign the associated paperwork.

# **NPDES Phase II Stormwater Program 2017 Annual Report**

**Prepared for:  
Madison County, Mississippi**

**Submitted to:  
The Mississippi Department of  
Environmental Quality  
Office of Pollution Control  
Environmental Compliance and  
Enforcement Division**

**February 7, 2018**



# ANNUAL REPORT FORM SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) GENERAL PERMIT



GENERAL PERMIT: MSRMS4 0 3 1. This coverage number must be completed for the referenced MS4 or this form will be considered incomplete and will be returned. The coverage number can be found at the bottom left corner of your Certificate of Coverage.

This report covers MS4 Storm Water Management Program activities occurring during calendar year (type "X" in box next to year):

2017 (Year 1)

2018 (Year 2)

2019 (Year 3)

2020 (Year 4)

2021 (Year 5)

## INSTRUCTIONS

Please use this form to satisfy the reporting requirements of ACT7, S-2 of the MS4 General Permit. Use of another form/format or failure to fully complete any section of this Annual Report Form may result in agency review delays or notifications of MS4 non-compliance. If a particular part or section is not applicable to your MS4, fill in as "N/A".

Coverage recipients are encouraged to utilize the electronic version of this form, which allows the data fields in the following tables to be expanded to contain all of the required information. The electronic form is available in the MS4 section of MDEQ's General Permits webpage at: [http://www.deq.state.ms.us/MDEQ.nsf/page/epd\\_epdgeneral](http://www.deq.state.ms.us/MDEQ.nsf/page/epd_epdgeneral)

The submittal of the fifth and final Annual Report (due no later than January 28, 2013) shall be deemed to be a notification of the MS4's intent to be covered by the subsequently issued MS4 General Permit, provided the Annual Report is signed by a principal executive officer or ranking elected official according to ACT9, T-5 of this permit.

Do **NOT** include any attachments **EXCEPT** for those specifically requested in this form. Supporting documentation for annual reports should be maintained with the SWMP and should be available for review during periodic MDEQ inspections and audits.

NOTE: 3-RING BINDERS WILL NOT BE ACCEPTED DUE TO LIMITED FILING SPACE AT MDEQ

## MS4 INFORMATION

MS4 NAME: Madison County

MS4 MAILING ADDRESS: P.O. Box 608 CITY: Canton ZIP: 39046

MS4 COUNTY: Madison County

PRIMARY LOCAL CONTACT NAME (responsible for storm water program implementation): Dan Gaillet, P.E.

CONTACT'S TITLE: County Engineer / Road Manager OFFICE PHONE: ( 601 ) 855-5670

E-MAIL ADDRESS (local contact): Dan.gaillet@madison-co.com

**SECTION I: SUMMARY OF IMPLEMENTATION ACTIVITIES BY MINIMUM MEASURE AND BEST MANAGEMENT PRACTICE**

ACT7, S-2 of the MS4 General Permit requires the coverage recipient is to annually summarize the progress made in implementing the conditions of the permit and the elements of the Storm Water Management Program (SWMP). Complete the following tables for each of the six SWMP minimum measures.

The **Comments** column should contain details regarding the steps that have been taken to implement the BMP. For those BMPs checked as not being in compliance, the **Comments** column should also contain an explanation for the non-compliance and an action plan/schedule for achieving compliance.

**A. Public Education:**

Best Management Practice	Measurable Goal	In Compliance?		Date Completed (If not, date to be completed)	Comments	Responsible Individual (Name or Job Title)
		Yes	No			
<b>Local Partnerships</b>	Madison County will form partnerships with organizations to improve the County's MS4 program and educate citizens. Additional educational activities performed by the County will be documented on the website.	X		On-going	Madison County partners with the Madison County Soil and Water Conservation District to provide storm water education to school children throughout Madison County.	Dan Gaillet/ Madison County Engineering Department
<b>Website</b>	The County will develop a website to provide some general information on what the public can do to help minimize pollution, and how to protect the quality of storm water runoff. The website will be updated as needed.	X		On-going	The County updated its storm water website during the current plan year.	Consultant / Dan Gaillet / Madison County Engineering Department
<b>Brochures and Door Hangers</b>	Madison County will continue to develop brochures to provide general information about storm water related issues.	X		On-going	Madison County provided brochures throughout the year at locations (libraries) around the county.	Consultant / Dan Gaillet / Madison County Engineering Department
<b>Workshops</b>	Workshops are useful in education a specific target audience about a specific topic or issue. Capitalizing on existing training programs, the County will work with its partners to sponsor workshops in a variety of topics	X		11/07/2017	Madison County hosted a contractor/developer training on November 7, 2017 in the Board of Supervisors Board room. Green Infrastructure and Erosion and Sediment Control best management practices were covered.	Consultant / Dan Gaillet / Madison County Engineering Department

<b>Training</b>	County departments that provide assistance in implementing the County's SWMP include Engineering, Planning and Zoning, Road, Building and Grounds, Fire Services, and Emergency Management. The County will evaluate potential training programs, activities, and/or materials that can be used to educate the County's staff in storm water related issues.	X		11/17/2017	Paul Lanning with Allen Engineering and Science gave a Presentation to Madison County Employees on 11/17/2017. Around 48 employees were in attendance.	Consultant / Dan Gaillet
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**SECTION I (continued):**

**B. Public Involvement:**

<b>Best Management Practice</b>	<b>Measurable Goal</b>	<b>In Compliance?</b>		<b>Date Completed (If not, date to be completed)</b>	<b>Comments</b>	<b>Responsible Individual (Name or Job Title)</b>
		<b>Yes</b>	<b>No</b>			
<b>Classroom Presentations</b>	As the County's MS4 program continues to evolve, well known educational programs within schools, day cares, and churches will be developed and presented.	X		On-going	Madison County partners with the Madison County Soil and Water Conservation District to provide storm water education to school children throughout Madison County.	Dan Gaillet / Madison County Soil and Water Conservation District
<b>Recycling</b>	The County has been active in promoting recycling throughout the County in addition to the continuation of programs to promote a cleaner County.	X		On-going	Madison County has a designated Recycling Area located at the County Fire Station near Lake Lorman.	Dan Gaillet / Madison County Engineering Department
<b>Storm Drain Marking</b>	The County has developed a storm drain marking program to involve and educate the public	X		On-Going	Madison County is in the process of updating their County ordinances. As a part of the updated ordinances, all new storm drains will have a medallion that states "Drains to River"	Dan Gaillet / Madison County Engineering Department

**SECTION I (continued):**

**C. Illicit Discharge Detection and Elimination:**

Best Management Practice	Measurable Goal	In Compliance?		Date Completed (If not, date to be completed)	Comments	Responsible Individual (Name or Job Title)
		Yes	No			
Legal Authority	Develop Illicit Discharge Ordinance		X	2018	Madison County is in the process of revising their ordinances. This ordinance should be adopted in 2018.	Planning and Zoning / Dan Gaillet / Madison County Engineering Department
	Adopt Illicit Discharge Ordinance					
Data Acquisition	County Sanitary Sewer Systems	X		On-Going	CMC, Bear Creek, and the Pearl River Valley Water Supply District are the wastewater providers in the county. If MCRD employees notice a major issue they will contact a supervisor so the proper entity can be notified to address the issue. The county does not track individual residences with septic systems.	Consultant / Dan Gaillet / Madison County Engineering Department
	Parcels with On-site Sewage Disposal Systems					
Outfall Inventory	Outfall Inventory and Evaluation Schedule	X		On-Going	Allen Engineering and Science mapped a number of outfalls during the reporting year.	Consultant / Planning and Zoning / Dan Gaillet / Madison County Engineering Department
	Outfall Evaluation Inspection Form	X		On-Going	A report is prepared after outfalls are inspected. The report is submitted to the County for review.	
	Outfall Map	X		On-Going	A map has been prepared in GIS based on the locations of outfalls identified.	
	Outfall Evaluation and Screening	X		On-Going	Semi-Annual Dry Weather Screenings were conducted at the mapped outfalls.	
Illicit Discharges	Complaint Tracking System	X		On-Going	The County keeps track of work orders created to address illicit discharges.	Planning and Zoning / Dan Gaillet / Madison County Engineering Department
	Illicit Discharge Inspection Form	X		On-Going	The County has an Illicit Discharge Inspection Form that can be filled out should the need arise.	
Standard Operating Procedures	Sample equipment use, maintenance	X		On-Going	The County visually inspected for Illicit Discharges; therefore, no equipment was utilized.	Dan Gaillet / Madison County Engineering Department

	Outfall Reconnaissance Inventory	X		On-Going	The county semi-annually inspected mapped outfalls for illicit discharges.	
	Illicit Discharge Evaluation	X		On-going	The main issue that was noted during the Outfall Reconnaissance Inventory was illegal dumping. A report was created that was reviewed by the County.	
	On-site sewer disposal system evaluation	X		On-Going	CMC, Bear Creek, and the Pearl River Valley Water Supply District are the wastewater providers in the county. If MCRD employees notice a major issue they will contact a supervisor so the proper entity can be notified to address the issue.	
	Sanitary sewer overflow evaluation	X		On-Going		
<b>Program Evaluation</b>	Evaluate Program Effectiveness	X		On-Going	Madison County reviews the Illicit Discharge Detection Elimination Program annually.	Dan Gaillet

**Provide the following information for illicit discharges detected within your MS4 during the reporting period for this Annual Report.**

Number of Illicit Discharges Detected: 0

Number of Illicit Discharges Eliminated: 0

**SECTION I (continued):**

**D. Construction Site Storm Water Runoff Control:**

Best Management Practice	Measurable Goal	In Compliance?		Date Completed (If not, date to be completed)	Comments	Responsible Individual (Name or Job Title)
		Yes	No			
Legal Authority	Comprehensive Subdivision Regulations	X		2018	Madison County is in the process of revising their ordinances. This ordinance should be adopted in 2018.	Consultant
	Adopt Erosion Control Ordinance	X				
Permitting	Develop SOP	X		On-Going	Madison County Engineering Department conducts plan reviews and provides comments to the builders/contractors. The builders/contractors have to address Madison County's comments before the plans will be approved.	Madison County Engineering Department / Planning and Zoning
	Review / Update Building Permit Application Form	X		On-Going	The County has a permit application form that owners/operators of construction sites are required to fill out.	
	Develop Land Disturbing Activity Application Form		X		The County does not have a specific land disturbing activity application form.	
	Develop Tracking System	X		On-Going	The County tracks the number of permits issued.	
	Review and Update Permit Review Checklist	X		On-Going	The Madison County Planning and Zoning Department handles this task.	
Plan Review	Develop SOP	X		On-Going	The Planning and Zoning Department reviews plans as well as the Engineering Department. A checklist is utilized while reviewing the plans to ensure the proper E & S controls are specified.	Planning and Zoning / Dan Gaillet / Madison County Engineering Department
	Develop Review Checklist	X		On-Going		
	Develop Permit Requirements	X		On-Going		
	Tracking Number and Type of Plans Reviewed	X		On-Going		



<b>Inspections</b>	Develop SOP	X		On-going	Madison County Engineering Department and in-house inspectors perform this task.	Planning and Zoning / Dan Gaillet / Madison County Engineering Department
	Develop Inspection Codes	X		On-Going		
	Review and Update Inspection Form	X		On-Going		
	Track Number and Type of Inspections	X		On-Going		
<b>Enforcement Actions</b>	Develop Enforcement Codes	X		Current Ordinance was adopted February 2010	Madison County has a current ordinance in place however Madison County is in the process of revising their ordinances and is scheduled to become official in 2017.	Planning and Zoning / Dan Gaillet / Madison County Engineering Department
	Track Number and Type	X		On-Going	The County keeps track of the number and type of enforcement actions levied on builder/contractors.	
<b>Training</b>	QCI Training	X		11/17/2017	Paul Lanning with Allen Engineering and Science gave a Presentation to Madison County Employees on 11/17/2017. Around 48 employees were in attendance.	Consultant / Dan Gaillet / Madison County Engineering Department
<b>Program Evaluation</b>	Evaluate Program Effectiveness	X		On-Going	Madison County annually reviews the Construction Site Storm Water Runoff Control Program annually.	Dan Gaillet / Madison County Engineering Department

**Provide the following information for construction projects permitted within your MS4 during the reporting period for this Annual Report.**

<b>Project Category</b>	<b>Number of Projects</b>	<b>Number and Type of Inspections</b>	<b>Number and Type of Enforcement Actions Taken</b>
<b>Small Construction ( 1- 5 Acres)</b>	669 (496 were Residential) (26 were Commercial) (147 were Other including additions, accessory structures, pools)	Daily inspections during construction (Erosion Control, Roads, Stormdrains, Utilities, Detention/Retention)	Number of enforcement actions was not captured by the County. Make sure all erosion control devices are installed and working.
<b>Large Construction (&gt; 5 Acres)</b>	27	Daily inspections during construction (Erosion Control, Roads, Stormdrains, Utilities, Detention/Retention)	Number of enforcement actions was not captured by the County. Make sure all erosion control devices are installed and working.

**SECTION I (continued):**

**E. Post-Construction Storm Water Runoff Control:**

Best Management Practice	Measurable Goal	In Compliance?		Date Completed (If not, date to be completed)	Comments	Responsible Individual (Name or Job Title)
		Yes	No			
Legal Authority	Develop and Adopt Post Construction BMP Ordinance	X		On-Going	Madison County has a current ordinance in place however Madison County is in the process of revising their ordinances and is scheduled to become official in 2018.	Planning and Zoning / Dan Gaillet / Madison County Engineering Department
	Review and update Zoning Regulations	X		On-Going	Madison County has a current ordinance in place however Madison County is in the process of revising their ordinances and is scheduled to become official in 2018.	
	Review and Update Subdivision Regulations	X		On-Going	Madison County has a current ordinance in place however Madison County is in the process of revising their ordinances and is scheduled to become official in 2018.	
Post-Construction BMPs	Evaluate and Identify BMPs and LID Practices	X		On-Going	The Madison County Engineering Department and in-house inspectors maintain files.	Dan Gaillet / Madison County Engineering Department
	Develop Design Standards	X		On-Going	Developers/contractors are aware of the rainfall event size/duration that must be used when sizing post-construction BMPs.	
	Develop Plan Review Procedures	X		On-Going	The County has a plan review process it follows.	
	Develop Review Checklist	X		On-Going	The County utilizes a checklist when reviewing construction plans prior to allowing work to commence. The County provides comments to the developer that must be addressed.	
	Develop Inventory of Post Construction BMPs	X		On-Going	The County keeps an inventory of Post-Construction BMPs.	
	Develop Maintenance Requirements	X		On-Going	Owners of post-construction management structures are aware of the maintenance requirements.	
Inspections	Identify SOPs	X		On-Going	The Madison County Engineering Department perform this task. The County inspects post-construction BMPs as needed. Should an issue be detected during an inspection, the County	Dan Gaillet / Madison County Engineering Department
	Develop SOPs	X				

	Develop Tracking System	X			notifies the owner of the issue that must be addressed.	
	Track Number and Type of Inspections	X				
<b>Training</b>	Evaluate Training Needs	X		11/7/2017	Madison County hosted a training on November 7, 2017 in the Board of Supervisors Board room. A portion of the training covered post-construction practices.	Consultant
	Identify Training Sources	X				
	Conduct Training	X				
<b>Program Evaluation</b>	Evaluate Program Effectiveness	X		On-going	Madison County annually reviews the Post-Construction Storm Water Runoff Control Program annually.	Planning and Zoning / Dan Gaillet / Madison County Engineering Department

**SECTION I (continued):**

**E. Post-Construction Storm Water Management in New Development and Redevelopment (continued):**

Provide the location and type of post-construction management practices installed at new development and redevelopment projects within your MS4 during the reporting period for this Annual Report. Location description should include the subdivision/project name, along with a physical address, latitude/longitude coordinates or site directions.

<b>Location of Post-Construction Management Practice</b>	<b>Type of Management Practice (i.e., detention basin, manufactured system, etc.)</b>
Dixson Pass	Detention/Retention Pond
Horseshoe Acres-Amended	Detention/Retention Pond
Links V of Caroline	Detention/Retention Pond
The Shores at Caroline, Phase 2A	Detention/Retention Pond
Windward Cove-Amended	Detention/Retention Pond
Woodscape of Oakfield	Detention/Retention Pond
Hampton Ridge 4A of Caroline	Detention/Retention Pond
Hampton Ridge 4B of Caroline	Detention/Retention Pond
Camden Lake of Caroline Phase 3	Detention/Retention Pond
Coventry	Detention/Retention Pond
Falls Crossing 6	Detention/Retention Pond
Camden Pointe III of Caroline	Detention/Retention Pond

**SECTION I (continued):**

**F. Pollution Prevention/Good Housekeeping for Municipal Operations:**

Best Management Practice	Measurable Goal	In Compliance?		Date Completed (If not, date to be completed)	Comments	Responsible Individual (Name or Job Title)
		Yes	No			
Maintenance of Roadways	Evaluate existing maintenance activities to identify changes to benefit water quality.	X		On-Going	The Madison County road department is in charge of all maintenance activities related to the upkeep of county roads. The employees and staff work to ensure the best, most efficient, most economical and least impactful practice to water quality is utilized.	Consultant / Madison County Engineering Department
	Research and identify alternative practices to reduce discharge of materials during maintenance.	X		On-Going		
	Revise maintenance standard operating procedures based on identified alternative practices.	X		On-Going		
	Maintain records of roadway maintenance documenting value of alternative maintenance practices.	X		On-Going		
	Document activities and alternative practices used in the Annual Report.	X		On-Going		
Street Sweeping	Identify segments with curb and gutter construction for removal of sediments and other pollutants.		X	2017	Due to the rural nature of Madison County, Street sweeping is not a feasible endeavor for the County to undertake. Each year the county will review its operating plan to determine if and when to implement a Street Sweeping program. Currently there is not enough curb and gutter to justify the cost.	Dan Gaillet / Madison County Engineering Department
	Establish schedules and implement regular sweeping of identified roadways.		X	2017		
	Monitor sweeping operations to determine if schedule adjustments would provide optimized pollutant removal.		X	2017		
	Maintain records of roadway sections swept and associated man-hours.		X	2017		
	Adjust sweeping schedules according to program assessment on an annual basis.		X	2017		
	Document sections swept and man-hours utilized in the Annual Report		X	2017		

<b>Litter and Debris Collection</b>	Evaluate the existing inventory of collection areas.	X			Litter is collected by both Madison County Employees as well as Madison County Correction Inmates.	Dan Gaillet / Madison County Engineering Department
	Collect litter according to established schedules.	X				
	Provide agency support to participating partners in clean-up and litter removal programs.	X				
	Evaluate and adjust collection schedules annually to optimize program effectiveness.	X				
	Evaluate litter collection program to maximize the impact of litter removal.	X				
	Maintain records of the quantity of litter collected for each defined area (in cubic yards or tons).	X				
	Report the quantity of litter collected from collection areas in the Annual Report.	X				
<b>Herbicide Application</b>	Review and update as necessary the existing inventory of areas designated for herbicide application.	X		On-Going	The County contracts with a company to apply herbicide on county road Right of Ways. The contractor is certified to spray herbicide and he keeps a log of the total volume sprayed each year.	Dan Gaillet / Madison County Engineering Department
	Ensure compliance with local, state, and federal regulations associated with herbicide application (e.g. licensing).	X		On-Going		
	Review and update as necessary the existing herbicide application schedule.	X		On-Going		
	Assess each location for opportunities to implement alternative practices for non-herbicide methods of maintenance.	X		On-Going		
	Develop a prioritized list of areas where alternative weed control practices would reduce volumes of herbicide used.	X		On-Going		
	Report the total volume of herbicide applied in the Annual Report.	X		On-Going		

<b>Vehicle Maintenance</b>	Review and update the existing inventory of owned vehicles and equipment.	X		On-Going	Madison County Road Department Employees monitor the condition of their vehicles and equipment. Should an issue arise, vehicles/equipment are repaired as soon as feasible. Additionally, vehicles/equipment are serviced per the manufactures guidelines.	Dan Gaillet / Madison County Engineering Department
	Require vehicle operators to conduct daily inspections to check for leaks or other maintenance issues.	X		On-Going		
	Conduct routine maintenance on all vehicles and equipment per standard operating procedures.	X		On-Going		
	During routine maintenance, inspect vehicles and equipment for fluid leaks.	X		On-Going		
	Schedule repairs for vehicles determined to have fluid leaks.	X		On-Going		
	Maintain vehicle and equipment maintenance records and document fluid leak repair activities.	X		On-Going		
	Review vehicle and equipment maintenance records to ensure compliance with manufacturer service specifications.	X		On-Going		
	The equipment superintendent's checklist for vehicles repaired include in the Annual Report.	X		On-Going		
<b>Implement a Program for Disposal and Recycling of Potentially Hazardous Materials</b>	Conduct environmental audits maintenance facilities to determine the types and quantities of materials used.	X		10/3/2016, 11/28/16 and 08/03/2017	Facility Audits were conducted on the dates shown and reports were generated.	Dan Gaillet / Madison County Engineering Department
	Review standard operating procedures for disposal of hazardous materials, review as necessary.	X		On-Going	County employees are aware of the proper procedures for disposal of hazardous materials.	
	Develop facility-specific SWPPPs based on the completed environmental audits.	X		On-Going	A Spill Prevention, Control, and Countermeasure (SPCC) Plan was prepared for the County Road Department Facility.	
	Develop training materials related to maintenance operations for the proper disposal of hazardous materials.	X		11/17/2017	Road Department Employee training was conducted on the date shown.	
	Research and implement alternative methods of disposal of hazardous materials including recycling or reuse.	X		On-Going	The County recycles/reuses materials whenever feasible.	

	Report the finding of the environmental audits and remedial actions undertaken in the Annual Report.	X		On-Going	The County has copies of the facility audits on file. Issues that were identified in the facility audit were reviewed and addressed by the County.	
<b>Spill Prevention Plans</b>	Evaluate each owned facility to determine if Spill Prevention Control and Countermeasure Plans are required.	X		2017	Through our evaluation we determined that the Madison County Road Department facility was required to have a SPCC Plan.	Consultant / Dan Gaillet / Madison County Engineering Department
	Develop, review and maintain SPCC plans for owned facilities that require plans.	X		2017	A SPCC Plan was prepared based on the evaluation.	
	Comply with SPCC plan requirements at qualifying owned facilities.	X		2017	The Madison County Road Department Facility has a SPCC Plan that complies with the most recent regulations.	
	Ensure that all qualifying Madison County owned facilities are equipped with the appropriate spill cleanup equipment.	X		2017	The Madison County Road Department Facility has Spill Kits located on site.	
	Report the number of facilities with SPCC plans and the current status of each plan in the Annual Report.	X		2017	The Madison County Road Department Facility located on South Liberty Street is the only County Owned facility with a SPCC Plan.	
<b>Employee Training</b>	Review existing training materials and modify as necessary.	X		2017	Updated training material was prepared.	Consultant / Dan Gaillet / Madison County Engineering Department
	Identify personnel required to attend training.	X		2017	Road Department Employees.	
	Develop a schedule for training.	X		2017	A training session will be conducted Annually.	
	Conduct employee training according to the identified schedule.	X		11/17/2017	Road Department Employee training was conducted on the date shown.	
	Maintain records of training programs conducted and employee's attendance.	X		2017	A sign in sheet was signed by the attendees of the training session.	
	Report the number of training programs conducted and employee attendance in the Annual Report.	X		2017	One training session was conducted and forty-eight (48) employees were present.	



**SECTION II: ASSESSMENT OF THE APPROPRIATENESS OF BMPs**

ACT7, S-2(1) of the MS4 General Permit requires the coverage recipient to assess the appropriateness of its BMPs in achieving the identified measurable goals for each of the minimum control measures. List each BMP adopted by the MS4 and rate its appropriateness. For BMPs rated “Inappropriate” or “Minimally Appropriate”, the MS4 should outline proposed changes to the program in Section IV of this form to address the deficiencies.

NOTE: Use the following codes for Minimum Measure ID: Public Education – **PE**; Public Involvement – **PI**; Illicit Discharge Detection and Elimination – **ID**; Construction Site Runoff Control – **CS**; Post-Construction Storm Water Management – **PC**; Pollution Prevention/Good Housekeeping - **PP**

Minimum Measure ID	Best Management Practice	We Consider the Listed BMP Appropriate to the Following Degree			
		Inappropriate	Minimally Appropriate	Good	Superior
PE 1	Stormwater education for local citizens/developers/engineers & restaurant owners			X	
PE 2	Offer presentations and events to support storm water education for local schools			X	
PI 1	Hold public meetings to receive input on the implementation of the program			X	
PI 2	Regulate and enforce current ordinance(s) adopted by the Madison County. Public input in compliance with/updating of ordinances.				X
PI 3	Marking of storm drains, stream clean up and monitoring			X	
ID 1	Storm drainage system map				X
ID 2	Identify illicit connections through dry weather screening/elimination of illicit discharges.				X
ID 3	Identify illegal dumping areas			X	
ID 4	Identify failing septic systems			X	
ID 5	Inform county employees, the public and businesses on illegal dumping			X	
ID 6	Ordinance				X
CS 1	Training of County personnel and contractors				X
CS 2	Mandatory pre construction meetings/review of construction plans				X
CS 3	Madison County issued Construction Site Storm Water Runoff Control Permit			X	
CS 4	Periodic Inspections				X
CS 5	Ordinance				X
PC 1	Develop a program to maintain structural BMPs				X



**SECTION III: SUMMARY OF STORM WATER ACTIVITIES PLANNED DURING THE NEXT REPORTING CYCLE**

ACT7, S-2(3) of the MS4 General Permit requires the coverage recipient to summarize the storm water activities planned during the next reporting cycle of the permit term. The **Comments** column should contain details regarding the steps that will be taken to further implement the BMP.

NOTE: Use the following codes for Minimum Measure ID: Public Education – **PE**; Public Involvement – **PI**; Illicit Discharge Detection and Elimination – **ID**; Construction Site Runoff Control – **CS**; Post-Construction Storm Water Management – **PC**; Pollution Prevention/Good Housekeeping - **PP**

Minimum Measure ID	Best Management Practice	Measurable Goal	Comments	Responsible Individual (Name or Job Title)
PE 1	Local Partnerships	<ul style="list-style-type: none"> <li>• Participation with existing partnerships</li> <li>• Identify additional partnerships</li> </ul>	Continued from previous year.	All Departments
PE 2	Public Participation	<ul style="list-style-type: none"> <li>• Classroom presentations</li> <li>• Recycling</li> <li>• Cleanup presentations</li> <li>• Public events</li> </ul>	Continued from previous year.	Engineering / Solid Waste All departments
PE 3	Brochures	<ul style="list-style-type: none"> <li>• Evaluate target audiences</li> <li>• Identify locations for public display</li> <li>• Evaluate pollution sources</li> <li>• Develop new brochures</li> <li>• Identify distribution alternatives</li> </ul>	Continued from previous year.	Engineering / Planning
PE 4	Website	<ul style="list-style-type: none"> <li>• Storm water information</li> </ul>	Continued from previous year.	Engineering / IT
PE 5	Workshops	<ul style="list-style-type: none"> <li>• Evaluate workshop topics</li> <li>• County workshop</li> <li>• Erosion Control Workshop</li> <li>• LID Workshop</li> </ul>	Continued from previous year.	Engineering Planning
PE 6	Program Evaluation	<ul style="list-style-type: none"> <li>• Evaluate program effectiveness</li> </ul>	Continued from previous year.	Engineering
PI 1	Classroom Presentations	As the County’s MS4 program continues to evolve, well known educational programs within schools, day cares, and churches will be developed and presented.	Continued from previous year.	Engineering
PI 2	Recycling	Continue to promote and track recyclables collected on a monthly basis.	Continued from previous year.	Engineering
PI 3	Storm Drain Marking	The storm drain marking program shall be managed within the Engineering Department and shall solicit volunteers from various organizations including but not limited to scouting, community service groups, schools, civic organizations, etc.	Continued from previous year.	Engineering

ID 1	Legal Authority	• Develop Illicit Discharge Ordinance	Continued from previous year.	Engineering
		• Adopt Illicit Discharge Ordinance		County Supervisors
ID 2	Data Acquisition	• County sanitary sewer systems	Continued from previous year.	Engineering
		• Parcels with on-site sewage disposal systems		
ID 3	Outfall Inventory	• Outfall inventory and evaluation schedule	Continued from previous year.	Engineering
		• Outfall evaluation inspection form		
		• Outfall map		
		• Outfall evaluation and screening		
ID 4	Illicit Discharges	• Complaint tracking system	Continued from previous year.	General Services
		• Illicit discharge inspection form		Engineering
ID 5	Standard Operating Procedures	• Sample equipment use, maintenance	Continued from previous year.	Engineering
		• Outfall reconnaissance inventory		
		• Illicit discharge evaluation		
		• On-site sewer disposal system evaluation		
		• Sanitary sewer overflow evaluation		
ID 6	Program Evaluation	• Evaluate Program Effectiveness	Continued from previous year.	Engineering
CS 1	Legal Authority	• Comprehensive subdivision regulations	Continued from previous year.	Engineering
		• Adopt erosion control ordinance		County Supervisors
CS 2	Permitting	• Develop SOP	Continued from previous year.	Planning and Zoning / Engineering
		• Review/update building permit application form		
		• Develop land disturbing activity application form		
		• Develop tracking system		
		• Review and update permit review checklist		Engineering
CS 3	Plan Review	• Develop SOP	Continued from previous year.	Planning and Zoning / Engineering
		• Develop review checklist		
		• Develop permit requirements		
		• Tracking number and type of plans reviewed		Engineering
CS 4	Inspections	• Develop SOP	Continued from previous year.	Planning and Zoning / Engineering
		• Develop review checklist		
		• Develop permit requirements		
		• Tracking number and type of plans reviewed		
CS 5	Enforcement Actions	• Develop enforcement codes	Continued from previous year.	Engineering
		• Track number and type		
CS 6	Training	• QCI training	Continued from previous year.	Engineering
CS 7	Program Evaluation	• Evaluate program effectiveness	Continued from previous year.	Engineering
PC 1	Legal Authority	• Develop and adopt post construction BMP ordinance	Continued from previous year.	Planning and Zoning / Engineering
		• Review and update zoning regulation		

		<ul style="list-style-type: none"> <li>• Review and update subdivision regulations</li> </ul>		
<b>PC 2</b>	Post Construction BMPs	<ul style="list-style-type: none"> <li>• Evaluate and identify BMPs and LID practices</li> </ul>	Continued from previous year.	Planning and Zoning / Engineering
		<ul style="list-style-type: none"> <li>• Develop design standards</li> </ul>		
		<ul style="list-style-type: none"> <li>• Develop plan review procedures</li> </ul>		
		<ul style="list-style-type: none"> <li>• Develop review checklist</li> </ul>		
		<ul style="list-style-type: none"> <li>• Develop inventory of post construction BMPs</li> </ul>		
		<ul style="list-style-type: none"> <li>• Develop maintenance requirements</li> </ul>		
<b>PC 3</b>	Inspections	<ul style="list-style-type: none"> <li>• Identify SOPs</li> </ul>	Continued from previous year.	Planning and Zoning / Engineering
		<ul style="list-style-type: none"> <li>• Develop SOPs</li> </ul>		
		<ul style="list-style-type: none"> <li>• Develop tracking system</li> </ul>		
		<ul style="list-style-type: none"> <li>• Track number and type of inspections</li> </ul>		
<b>PC 4</b>	Training	<ul style="list-style-type: none"> <li>• Evaluate training needs</li> </ul>	Continued from previous year.	Planning and Zoning / Engineering
		<ul style="list-style-type: none"> <li>• Identify training sources</li> </ul>		
		<ul style="list-style-type: none"> <li>• Conduct training</li> </ul>		
<b>PC 5</b>	Program Evaluation	<ul style="list-style-type: none"> <li>• Evaluate program effectiveness</li> </ul>	Continued from previous year.	Planning and Zoning / Engineering
<b>PP 1</b>	Maintenance of Roadways	<ul style="list-style-type: none"> <li>• Evaluate existing maintenance activities to identify changes to benefit water quality</li> </ul>	Continued from previous year.	Assistant Road Manager
		<ul style="list-style-type: none"> <li>• Research and identify alternative practices to reduce discharge of materials during maintenance</li> </ul>		
		<ul style="list-style-type: none"> <li>• Revise maintenance standard operating procedures based on identified alternative practices</li> </ul>		
		<ul style="list-style-type: none"> <li>• Maintain records of roadway maintenance documenting value of alternative maintenance practices</li> </ul>		
		<ul style="list-style-type: none"> <li>• Document activities and alternate practices used in the Annual Report</li> </ul>		
<b>PP 2</b>	Litter and Debris Collection	<ul style="list-style-type: none"> <li>• Evaluate the existing inventory of collection areas</li> </ul>	Continued from previous year.	Solid Waste
		<ul style="list-style-type: none"> <li>• Collect litter according to established schedules</li> </ul>		Solid Waste
		<ul style="list-style-type: none"> <li>• Provide agency support to participating partners in clean-up and litter removal programs</li> </ul>		Solid Waste
		<ul style="list-style-type: none"> <li>• Evaluate and adjust collection schedules annually to optimize program effectiveness</li> </ul>		Solid Waste
		<ul style="list-style-type: none"> <li>• Evaluate litter collection program to maximize the impact of litter removal</li> </ul>		MS4 PM
		<ul style="list-style-type: none"> <li>• Maintain records of the quantity of litter collected for each defined area (in cubic yards or tons)</li> </ul>		Solid Waste
		<ul style="list-style-type: none"> <li>• Report the quantity of litter collected from collection areas in the Annual Report</li> </ul>		MS4 PM / Solid Waste / Assistant Road Manager
		<ul style="list-style-type: none"> <li>• Report the quantity of litter collected from collection areas in the Annual Report</li> </ul>		Assistant Road Manager
<b>PP 3</b>	Herbicide Application	<ul style="list-style-type: none"> <li>• Review and update as necessary the existing</li> </ul>	Continued from previous year.	Assistant Road Manager

		<ul style="list-style-type: none"> <li>inventory of areas designated for herbicide application</li> <li>• Ensure compliance with local, state, and federal regulations associated with herbicide application</li> <li>• Review and update as necessary the existing herbicide application schedule</li> <li>• Assess each location for opportunities to implement alternative practices for non-herbicide methods of maintenance</li> <li>• Develop a prioritized list of areas where alternative weed control practices would reduce volumes of herbicides used</li> <li>• Report the total volume of herbicide applied in the Annual Report</li> </ul>		MS4 PM / Assistant Road Manager
PP 4	Vehicle Maintenance	<ul style="list-style-type: none"> <li>• Review and update the existing inventory of owned vehicles and equipment</li> <li>• Require vehicle operators to conduct daily inspections to check for leaks or other maintenance issues</li> <li>• Conduct routine maintenance on all vehicles and equipment per standard operating procedures</li> <li>• During routine maintenance, inspect vehicles and equipment for fluid leaks</li> <li>• Schedule repairs for vehicles determined to have fluid leaks</li> <li>• Maintain vehicle maintenance records and document fluid leak repair activities</li> <li>• Review vehicle &amp; equipment maintenance records to ensure compliance with manufacturer service specifications</li> <li>• The equipment superintendent's checklist for vehicles repaired include in the Annual Report</li> </ul>	Continued from previous year.	Assistant Road Manager
PP 5	Implement a Program for Disposal and Recycling of Potentially Hazardous Materials	<ul style="list-style-type: none"> <li>• Conduct environmental audits maintenance facilities to determine the types and quantities of materials used</li> <li>• Review standard operating procedures for disposal of hazardous materials, revise as necessary</li> <li>• Develop facility-specific SWPPPs based on the completed environmental audits</li> <li>• Develop training materials related to maintenance</li> </ul>	Continued from previous year.	MS4 PM / Assistant Road Manager
				MS4 PM / Assistant Road Manager
				MS4 PM / Assistant Road Manager
				MS4 PM / Assistant

		operations for the proper disposal of hazardous materials		Road Manager
		• Research and implement alternative methods of disposal of hazardous materials including recycling or reuse		MS4 PM / Assistant Road Manager
		• Report the findings of the environmental audits and remedial actions undertaken in the Annual Report		MS4 PM / Assistant Road Manager
<b>PP 6</b>	Spill Prevention Plans	• Evaluate each owned facility to determine if Spill Prevention Control and Countermeasure Plans are required	Continued from previous year.	Assistant Road Manager
		• Develop, review and maintain SPCC plans for owned facilities that require plans		Assistant Road Manager
		• Comply with SPCC plan requirements at qualifying owned facilities		MS4 PM
		• Ensure that all qualifying Madison County owned facilities are equipped with appropriate spill cleanup equipment		Assistant Road Manager
		• Report the number of facilities with SPCC plans and the current status of each plan in the Annual Report		MS4 PM
<b>PP 7</b>	Employee Training	• Review existing training materials and modify as necessary	Continued from previous year.	Assistant Road Manager
		• Identify personnel required to attend training		Assistant Road Manager
		• Develop a schedule for training		Assistant Road Manager
		• Conduct employee training according to the identified schedule		Assistant Road Manager
		• Maintain records of training programs conducted and employee's attendance		MS4 PM / Assistant Road Manager
		• Report the number of training programs conducted and employee attendance in the Annual Report		MS4 PM





**SECTION V: CONTROL MEASURES PLANNED/IMPLEMENTED TO ADDRESS WASTELOAD ALLOCATIONS**

ACT7, S-2(12) of the MS4 General Permit requires the coverage recipient to document all control measures being planned or implemented that may address the Wasteload Allocations (WLA) provisions of a Total Maximum Daily Load (TMDL) established for impaired receiving stream segments within the MS4 (if it is found that the MS4 must implement specific WLA provisions of a TMDL). The general permit also requires the MS4 to include an implementation schedule for all planned controls.

Approved TMDL / Water Body Name / Pollutant of Concern	Best Management Practice	Wasteload Allocation Details	Implementation Schedule
Big Black River / ID – 107811 / pH (TMDL Priority – High)	The County will focus a portion of the Public Outreach BMPs on addressing this issue.	N/A	2017-2018
Hobuck Creek / ID – 105511 / Biological Impairment (TMDL Priority – Low)	The County will focus a portion of the Public Outreach BMPs on addressing this issue. Biological Impairment is most likely the result of sedimentation from new construction, agricultural practices, and/or clear cutting. Educational brochures will be created and distributed to the public.	N/A	2017-2018
Little Bear Creek / ID – 105712 / Biological Impairment (TMDL Priority – Low)	The County will focus a portion of the Public Outreach BMPs on addressing this issue. Biological Impairment is most likely the result of sedimentation from new construction, agricultural practices, and/or clear cutting. Educational brochures will be created and distributed to the public.	N/A	2017-2018
Persimmon Creek / ID – 106311 / Biological Impairment (TMDL Priority – Low)	The County will focus a portion of the Public Outreach BMPs on addressing this issue. Biological Impairment is most likely the result of sedimentation from new construction, agricultural practices, and/or clear cutting. Educational brochures will be created and distributed to the public.	N/A	2017-2018
Rambo Creek / ID – 103912 / Biological Impairment (TMDL Priority – Low)	The County will focus a portion of the Public Outreach BMPs on addressing this issue. Biological Impairment is most likely the result of sedimentation from new construction, agricultural practices, and/or clear cutting. Educational brochures will be created and distributed to the public.	N/A	2017-2018

**SECTION VI: OTHER INFORMATION (type “X” in all boxes that apply)**

- During this reporting period, the MS4 has collected and analyzed monitoring data as part of its SWMP implementation (attach copies).
- During this reporting period, the MS4 relied on another government agency to satisfy some of its permit obligations (attach description of the SWMP components being delegated and a copy of the legal agreement between the MS4 and the implementing entity).

**SECTION VII: REPORT CERTIFICATION AND SIGNATURE**

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 gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I also certify that the MS4 for which I am responsible has in effect, an accurate and up to date MS4 Notice of Intent (NOI) and Storm Water Management Plan (SWMP). I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

\_\_\_\_\_  
**Authorized Signature<sup>1</sup>**

02/ /2018

\_\_\_\_\_  
**Date**

Board President

\_\_\_\_\_  
**Printed Name**

\_\_\_\_\_  
**Title**

<sup>1</sup>This report shall be signed according to the ACT9, T-5 and T-6 of the MS4 General Permit.

**Please submit this form to: Chief, Environmental Compliance and Enforcement Division  
MDEQ, Office of Pollution Control  
P.O. Box 2261  
Jackson, Mississippi 39225**