



Moundville Sanitary/Stormwater Utility Bd.
P.O. Box 480
Moundville WV 26041
Phone 304.845.4360
Fax 304.845.8973
www.moundvillewwtp.com

July 25, 2019

WVDEP-DWWM
MS4 Stormwater Program
Attention: Director
RE: 6/27/2018 to 6/27/2019 MS4 Annual Report

Moundville Sanitary/Stormwater Utility Board
P.O. Box 480
Moundville, WV 26041
Permit # WVR030013

Dear Director,

Please accept this as the City of Moundville Stormwater Utility Board's MS4 annual report for June 27, 2018 to June 27, 2019. If you have any questions please do not hesitate to call me at 304-845-4360, Monday through Friday, 7:30 am. To 3:30 pm. Or by e mail at lrbonar@moundvillewwtp.com.

Sincerely,

A handwritten signature in black ink that reads "Larry R. Bonar".

Larry R. Bonar
Superintendent
Moundville Sanitary/Stormwater Utility Board

Moundsville Sanitary/Stormwater Utility Board

Permit # WVR030013

City of Moundsville, Marshall County, West Virginia

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STATE OF WEST VIRGINIA
 DEPARTMENT OF ENVIRONMENTAL PROTECTION
 DIVISION OF WATER AND WASTE MANAGEMENT

MS4 ANNUAL REPORT FORM

For Stormwater Discharges from Small Municipal Separate Storm Sewer Systems (MS4s)

Please see instructions before completing this form. If you need more space than allowed, please attach a document.

Abbreviations

BMP = Best Management Practice

IDDE = Illicit Discharge Detection and Elimination MCM

= Minimum Control Measure

SWMP = Storm Water Management Program

TMDL = Total Maximum Daily Load WV

= West Virginia

I. Small MS4 Operator Information

1. Annual report reporting period: 6/27/2018 to 6/27/2019		
2. Name of MS4: City of Moundsville		3. Registration number: WVR030013
4. Primary contact: Larry R. Bonar		5. Title: Superintendent
6. Mailing address: 800 6 th Street		
7. City: Moundsville	8. Zip code: 26041	9. County: Marshall
10. Telephone number: 304-845-4360		
11. Email: lrbonar@moundsvillewwtp.com		

II. Impaired Waters Information

12. Does the MS4 discharge into impaired water bodies?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
13. Please provide a description of specific BMPs that were implemented to reduce pollutants of concern in impaired receiving waters and waters in which a TMDL has been developed. (WV MS4 2009 General Permit, p. 25, #12)			
1). Maintained Pet waste signs at city owned recreational parks and walking trails. Installed 5 new signs in a residential area of town where people walks their pets.			
2.) Maintained Pet waste Stations at City Parks and walking trails. Replaced 8,000 pet waste bags during the year at 7 pet waste stations.			
3). Published ad in Moundsville Echo newspaper on October 16, 2018 and October 24, 2018. This ad was a 6 inch by 10 inch box ad that had 10 tips that anyone can do to help keep our local streams and river clean. It covered car washing, fertilizers and pesticides, yard waste, car washing, disposal of motor oil and anti-freeze, proper disposal of trash, litter, cigarette butts, illicit discharges and pet waste.			
4). Ran a reminder to citizens concerning disposing of grass clippings in street. The reminder was in the Moundsville Echo on June 24, 2019			

- 5). Advertised the Ohio River Sweep at the Moundsville City Building.
- 6). Sent out to all Utility Customers a newsletter that contained information on the storm water report line, illegal dumping, illicit discharges, CSOs. The dates, times and restrictions for the Marshall County Spring Cleanup which has E Recycle, tire disposal, dumpsters for general clean up. Newsletter also contain tips on recycling fro used motor oil (local places that will accept the used oil), places that take used newspapers (animal shelter), used electronic disposal and television disposal by the City.
- 7). Conduct Public Education on pet waste by:
- A. Published ad in the Moundsville Echo newspaper on May 15, 2019 and May 29, 2019. The ad is a 6 inch by 8 inch boxed ad discussing the harmful effects of pet waste to our local streams as well as people and how to properly dispose of pet waste.
 - B.
 - C. Published ad in Moundsville Echo newspaper on October 16, 2018 and October 24, 2018. This ad was a 6 inch by 10 inch box ad that had 10 tips that anyone can do to help keep our local streams and river clean. It covered car washing, fertilizers and pesticides, yard waste, car washing, disposal of motor oil and anti-freeze, proper disposal of trash, litter, cigarette butts, illicit discharges and pet waste.
 - D.
 - C. Maintained and added 5 new pet waste signs throughout town.
 - D. Educational materials at City Building bulletin board and flyers.
 - E. Did education at the Marshall County Chamber of Commerce Home Show on March 1 and March 2, 2019.
 - F.
 - E. Educational material on web site www.moundsvillewwtp.com.
- 8). Advertised storm water hotline/report line where citizens can call to provide information on spills, illicit discharges, cross connections, flooding or to obtain information on storm water pollution and program:
- A. Advertised report line in the August 23, 2018 Wheeling News Register and Intelligencer 2018 High school Football Preview supplement.
 - B. Advertised report line in the August 28, 2018 Wheeling News Register and Intelligencer 2018 High school Football supplement for the local John Marshall High School football team.
 - C. Advertised report line in the October 13, 2018, Wheeling News Register and Intelligencer. Appeared in a section for Moundsville and surrounding areas citizens.
 - D. Advertised report line in the November 22, 2018, Wheeling News Register and Intelligencer.
 - E. Advertised report line in the 2018-2019 High School Preview supplement on 11/28/ 18 in the Wheeling News Register and Intelligencer.
 - F. Advertised report line in the 2/23/19 additions of the Wheeling News Register and Intelligencer.
 - G. Advertised report line in the 2/25/19 special supplement "Cultivating Success" of the Wheeling News Register and Intelligencer.

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H. Advertised report line on the March 2019 water and sewer bill sent to all Utility customers in Moundsville and surrounding areas.

I. Advertised report line in the Marshall County Green Tab on March 10, 2019. All Moundsville and County residents receives a free copy of the Green Tab.

J. Advertised report line in the 6/27/19 additions of the Wheeling News Register and Intelligencer.

K. Advertised the report line at the March 1 and 2 2019 Marshall County Chamber of Commerce Business and Home Show.

L. Advertised the report line in our 4th quarter news letter sent to all Utility customers.

M. Have report line on our web site at www.moundsvillewwtp.com.

9.) Conducted dry weather storm water outfall inspections of 25 outfalls.

10). Conducted Commercial education to car dealers, gas stations, mechanic shops, auto body shops, towing companies, Marshall County School Bus garage, WV DOT garage and auto parts stores. Sent information packet to 33 commercial businesses. Packet contained general storm water information on possible harmful discharges from their business, what to do if one occurs, employee training on good housekeeping and storage of possible pollutants, inspection of area, outdoor storage, disposal and recycling of hazardous material, material on a storm water collection system and other information on storm water pollution. Packet also contained a 4 inch by 6 inch magnet with emergency contact phone numbers in case of a gasoline or chemical spill.

11). Continue to work with the Moundsville Sanitary Board during smoke testing, dye testing and camera work for seeking cross connections.

12). Conducted training for City Employees, Departments represented: Public Works, Sanitary, Building Inspection, Stormwater Department, Sanitation and Fire Department. The City Safety Manager also conducted Safety Committee meetings, and discussions was also held at monthly Department Head Meetings.

A. Rain Check MS4 and IDDE video and training was held during a training session. 27 Employees attended.

B. Spills and Skills and GHS/ Hazcom Container Labeling training for City Employees. 25 employees attended.

C. Employees attended Rural Water Conference and AWWA/WEA Annual Conference and attended training sessions, attended additional training at Environmental Training Center, Ripley, WV and at sessions sponsored by WV Rural Water. Topics included Defensive driving, collection systems maintenance, managing your MS4, project funding, easement and ROW, how to choose and engineer, lab sampling, and fall protection, safe handling of tools, hazard recognition, and heat related illnesses, hearing protection, confined space entry and various other topics.

13.) Maintained report line and log book of calls from Utility customers.

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14. Has a TMDL been developed since your plan was approved?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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III. Fiscal Reporting

15. Include or attach a fiscal analysis of capital and operating expenditures to implement the MCMs. The fiscal analysis shall include only those expenditures by the locality seeking coverage under the WV MS4 2009 General Permit and not those for MCMs implemented by other entities. (WV MS4 2009 General Permit, p. 25, #13)	
16. Please provide total capital expenditures for this reporting period.	\$ 245,605.75
17. Please provide total operating expenditures for this reporting period.	\$279,450.69

IV. Coordination Efforts and Organization

18. Please provide a description of the coordination efforts with other MS4s, county governments, transportation agencies, colleges, universities, correctional facilities, prisons, and any other entities regarding the implementation of the MCMs, including the status of any memoranda of understanding or other agreements executed between the permittee(s) and any other entity. (WV MS4 2009 General Permit, p. 24, #9)

- 1). Maintained storm water posters in Courthouse.
- 2). Advertised 2019 River Sweep on bulletin board at Moundsville City Building.
- 3). Advertised Marshall County clean up days, electronics and tire disposal days in our newsletter sent out to all City of Moundsville utility customers.
- 4). Conducted Commercial education to Marshall County School Bus garage, WV DOT garage. Information was on storm water, possible harmful discharges from their business, what to do if one occurs, employee training on good housekeeping and storage of possible pollutants, inspection of area, outdoor storage, disposal and recycling of hazardous material, material on a storm water collection system and other information on storm water pollution. Packet also contained a 4 inch by 6 inch magnet with emergency contact phone numbers in case of a gasoline or chemical spill.
- 5). Participated in the Marshall County Business and Home Expo on March 1 and 2, 2019.
- 6). We belong to the Municipal Water Quality Association, attend meetings when able, attended meetings with the WVMS4 State Organization.

19. Please provide name and contact information for individual with overall program management and implementation responsibility, and if different, name and contact information of individuals responsible for each minimum control measure. Please attach a table of organization.

Larry R. Bonar, P.O. Box 480, Moundsville, WV 26041, 304-845-4360, lrbonar@moundsvillewwtp.com

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V. Changes to SWMP

20. Did any of your activities, BMPs, or measurable goals as outlined in your SWMP change during the reporting period? MDSV. WVR030013	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
21. Do you anticipate any planned activities, BMPs, or goals as outlined in your SWMP to change in the upcoming reporting period?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<p>22. If anything has changed, please indicate the MCM and performance measure and provide a brief description below, and attach detailed documentation of the changes, schedule of implementation, measurable goals, and overall effect on your program. (WV MS4 2009 General Permit, p. 24, #6 and #7)</p> <p>1. Have not conducted a storm drain marking program. Plan on doing the program in the near future. Public Education and Outreach and MCM #2, Public Involvement and Participation are affected.</p> <p>2). Gathering information on billing commercial and industrial sites by the impervious square foot area instead of a flat fee. Will need to change the Storm water ordinance to do so. Does not affect any MCM but would add revenue to carry out all MCMs.</p> <p>3). No longer presenting watershed and storm water education to local High School HISTA club and classes. They are not requesting us to do the presentation.</p>		
23. Is additional documentation attached?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

VI. MCM 1: Public Education and Outreach (WV MS4 2009 General Permit, p. 5-6)

24. Did you complete all the proposed activities and performance measures for this MCM for this reporting period?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
25. Contact: Larry R. Bonar	26. Phone:304-845-4360	

Performance Measure 1a: Program implementation

27. Were the proposed activities for developing a public education and outreach program implemented? MDSV. WV030013	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
<p>28. List and briefly describe each of the public education and outreach program development activities undertaken during this reporting period. (WV MS4 2009 General Permit, p. 24, #1)</p> <p>1). Continue to develop and maintain web site (www.moundsvillemwtp.com), have storm water education on site, past MS4 annual reports, storm water permit and storm water ordinance on site. Have storm water survey on web page, no one completed survey, tested survey and works as planned.</p> <p>2). Maintain Brochures and educational material for the public at the City Building. Brochures contains material on storm water runoff, streams, preventing pollution, dos and don'ts concerning storm water, pet waste, and Storm water Report Line.</p> <p>3). Had an educational booth at the 2019 Marshall County Chamber of Commerce Home and Business Expo held in Moundsville on March 1 and 2, 2019.Held a drawing for a rain barrel , had 184 people sign up to win the rain barrel, also had educational material and discussed with the public the advantage of using rain barrel(s). Gave out 552 individual brochures and educational material along with 100 bags that contained educational materials. Subjects covered were solutions to storm water problems, urban runoff, stream protection, and combined sewer overflows, illicit discharges concerning storm water, rain barrels, watershed pollution problem solutions, and</p>			

storm water report line, Held several discussions with the general public on storm water. Conducted a storm water survey 2 people completed survey, goal was to have 30 surveys conducted only 2 people wanted to do the survey.

- 4). Used monthly water/sewer billing to educate citizens on the storm water report line. Message concerning our storm water report line appeared on the March 2019 water and sewer bills. Bills are sent to over 4500 Utility customers.
- 5). Continue to send newsletters to all citizens and utility customers of Moundsville Sanitary/Stormwater Utility Board. Sent out 1 newsletters out, it was sent out in the 4th quarter of the reporting period. Topics included were Moundsville Stormwater Utility report line, illicit discharges and illegal dumping, 2019 Marshall County Cleanup Days that includes electronics and tire recycling, and general disposal of unwanted items, recycling ideas for electronics, newspapers, used motor oil, televisions and combined sewer overflows. Over 4500 utility customers and their households receives newsletters.
- 6). Maintain educational posters at the local Marshall County Courthouse.
- 7). Advertised Storm water Report Line in the Wheeling Intelligencer and News Register a local newspaper on: August 23, 2018 in the 2018 High School Football preview supplement, Aug. 28, 2018 2018 High School Football John Marshall supplement, Oct. 13, 2018 newspaper, Nov. 22, 2018 newspaper, the 2018-2019 High School Basketball preview supplement, Feb. 2, 2019 newspaper, the Feb. 25, 2019 Cultivating Success supplement, June 27, 2019 newspaper. Advertised the report line in the March 10, 2019 Marshall County Green Tab, a weekly publication that is delivered to homes in Marshall County free of charge. Report Line appeared on March 1, 2019 City of Moundsville Water and Sewer Bills, over 4500 bills sent out to all Utility customers. Ad also has information on Illegal Dumping and Illicit discharges. Report line information displayed at Moundsville City Building and at the 2018 Moundsville Chamber of Commerce Business and Home Show.
8. Maintained bulletin board at Moundsville City Building and Water Office. Topics included pet waste, illicit discharges, report line, watershed education, 2019 Ohio River Sweep, storm water dos and don'ts.
- 9). Made available at the Moundsville City Building the 2017-2018 annual storm water report. Three copies was picked up. Storm water annual reports are on our web page.
- 10). Advertised a 6 inch by 10 inch educational ad in the Moundsville Dailey Echo (newspaper) on 5/15/2019 and 5/29/2019 concerning the effects of pet waste has on local streams and how to prevent pollution from pet waste.
- 11). Advertised a 6 inch by 10 inch on October 16, 2018 and October 24, 2018 that discussed 10 things that anyone can do to help the keep our local streams and rivers clean. It covered car washing, yard care, fertilizer and pesticide use, car maintenance, pet waste, illicit discharges, trash/litter disposal and disposal of cigarettes.
- 12). Continue to work with The City of Moundsville Recreation Department to maintain pet waste disposal stations at all City parks and recreational facilities.
- 13). Meeting Notices: Ran meeting announcements in the local newspapers (Moundsville Dailey Echo, Wheeling News Register and posted meeting notices at the Moundsville City Building, Water Department and Wastewater Plant at least 3 days before meeting. Ad had meeting agenda and included an invitation for the public to attend. We had very low attendance at the meetings.

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14). Commercial Businesses Education: On 6/14/19 sent an 8 page informational letter with a 4x5 inch magnet with emergency response numbers in case of a spill or hazardous condition. The information were sent to 33 convenient stores and gas stations, towing services, auto repair shops, automobile body shops, automobile parts stores, detailing shops, new and used car dealers, Marshall County School bus garage. Topics included were reporting spills, proper way of handling spills, storm drain systems, BMP and illegal discharges and connections, general pollution prevention/best management practices, outdoor storage and waste disposal and recycling, engine parts cleaning and radiator flushing and auto body work.

15. Attend Watershed meetings when they are available.

29. Did you achieve all the goals that you identified in your SWMP related to developing the education and outreach program for this reporting period? (WV MS4 2009 General Permit, p. 24, #3)	X <input type="checkbox"/> Yes	<input type="checkbox"/> No
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30. If not, please describe the progress you did make towards achieving your goal(s), and any obstacles and possible solutions such as revised implementation schedules or revised measurable goals. If you are proposing any changes to your SWMP goals or schedule, please include them in Section V above. (WV MS4 2009 General Permit, p. 24, #4) NA

Performance Measure 1b: Evaluation of effectiveness of public education and outreach efforts

31. Did you evaluate the effectiveness of the public education and outreach program?	X <input type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
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32. How did you evaluate the effectiveness of the public education and outreach program in this reporting period? (WV MS4 2009 General Permit, p. 24, #2)

- 1). Recorded calls and comments in log book, responded as needed.
- 2). Had survey on web site, received no responses for survey this report period. Checked web site to be sure survey worked and it did.
- 3). Discussed storm water program and in general to determine the effectiveness of program with the public at the 2019 Marshall County Chamber of Commerce Business and Home Show. Conducted survey 2 people took survey. Appears that we are having more conversations and questions from the general public on the environment and storm water every year that we attend the Show.

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33. Regardless of your answer to the previous question, have you identified new or better ways to <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No evaluate the public's understanding of your program and water quality issues?		
34. If yes, please describe any changes you would like to consider to improve your evaluation of effectiveness of outreach. NA		

Performance Measure 1c: Documentation and tracking of public education and outreach efforts			
35. Did you track and keep records of your outreach activities?	X <input type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
36. For print, radio, and television media activities, did you keep records that include i) a description of the content or theme; ii) the date of completion of the materials; iii) the date of release or distribution, and iv) the duration of air time or publication? (WV MS4 2009 General Permit, p. 24, #1)	X <input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
37. Are your records available upon request?	X <input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
38. For pamphlets, brochures, and other finite printed products, did you keep records that include: i) a description of the content or theme; ii) the date of completion of the materials; iii) the date of release or distribution; iv) the location or placement of the materials; and v) date of follow up visits to replenish or transition to the next outreach product? (WV MS4 2009 General Permit, p. 24, #1)	X <input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
39. Please describe any additional or alternative documentation and tracking of public education and outreach activities you are implementing. NA			

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VII. MCM 2: Public Involvement and Participation (WV MS4 2009 General Permit, p. 6-7)

40. Did you complete all the proposed activities and performance measures for this MCM for this reporting period?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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41. Contact: Larry R. Bonar	42. Phone: 304-845-4360
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Performance Measure 2a: Opportunities for ongoing public involvement and participation in the SWMP

43. Did you create, or are you in the process of creating, ongoing opportunities for the public to participate in the development, implementation, and updating of your SWMP?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
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44. Did you achieve all the goals that you identified in your SWMP related to creating and maintaining ongoing opportunities for public involvement and participation for this reporting period? (WV MS4 2009 General Permit, p. 24, #3)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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45. If not, please describe the progress you did make towards achieving your goal(s), and any obstacles and possible solutions such as revised implementation schedules or revised measurable goals. If you are proposing any changes to your SWMP goals or schedule, please include them in Section V above. (WV MS4 2009 General Permit, p. 24, #4)

Need to contact a local scout Troop to put markers on storm drains and to hand out door hangers with storm water information. Have verbally contacted people involved in Scouts need to send letter to see if they are interested.

46. List and briefly describe each of the activities undertaken during the reporting period to create ongoing opportunities for the public to participate in your SWMP. (WV MS4 2009 General Permit, p. 24, #1)

- 1). Posted public notice of monthly storm water meetings, advertised in local newspaper, Water Department, Sanitary Board's Office and City Building.
- 2). Advertised Storm water Report Line in the Wheeling Intelligencer and News Register a local newspaper on: August 23, 2018 in the 2018 High School Football preview supplement, Aug. 28, 2018 2018 High School Football John Marshall supplement, Oct. 13, 2018 newspaper, Nov. 22, 2018 newspaper, the 2018-2019 High School Basketball preview supplement, Feb. 2, 2019 newspaper, the Feb. 25, 2019 Cultivating Success supplement, June 27, 2019 newspaper. Advertised the report line in the March 10, 2019 Marshall County Green Tab, a weekly publication that is delivered to homes in Marshall County free of charge. Report Line appeared on March 1, 2019 City of Moundsville Water and Sewer Bills, over 4500 bills sent out to all Utility customers. Ad also has information on Illegal Dumping and Illicit discharges. Report line information displayed at Moundsville City Building and at the 2018 Moundsville Chamber of Commerce Business and Home Show.
- 3). Continue to send newsletters to all citizens and utility customers of Moundsville Sanitary/Stormwater Utility Board. Sent out 1 newsletter, it was sent out in the 4th quarter of the reporting period. Topics included were Moundsville Stormwater Utility report line, illicit discharges and illegal dumping, 2019 Marshall County Cleanup Days that includes electronics and tire recycling, and general disposal of unwanted items, recycling ideas for electronics, newspapers, used motor oil, televisions and combined sewer overflows. Over 4500 utility customers and their households receives newsletters.
- 4). Continue to have web site that has educational material on storm water, annual storm water reports, SWMP and ordinance on web site along with a survey.

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- 5). Have paper copies of 2017-2018 Annual Stormwater Report available at the Moundsville City Building. Three (3) copies were picked up. No copies were requested by phone or mail.
- 6). Had an educational booth at the 2019 Marshall County Chamber of Commerce Home and Business Expo held in Moundsville on March 1 and 2, 2019. Held a drawing for a rain barrel, had 184 people sign up to win the rain barrel, also had educational material and discussed with the public the advantage of using rain barrel(s). Gave out 552 individual brochures and educational material along with 100 bags that contained educational materials. Subjects covered were solutions to storm water problems, urban runoff, stream protection, and combined sewer overflows, illicit discharges concerning storm water, rain barrels, watershed pollution problem solutions, and storm water report line, Held several discussions with the general public on storm water. Conducted a storm water survey 2 people completed survey, goal was to have 30 surveys conducted only 2 people wanted to complete the survey.
- 7). Attended local watershed meetings during the report period.
- 8). Continue to seek comments from the public on our storm water program through the web site and quarterly flyers, newspaper ads.

47. Describe how you evaluated the effectiveness of your public participation efforts (citizen attendance at public hearings, requests for information on your SWMP, hotline activity, etc.). (WV MS4 2009 General Permit, p. 24, #2)

Maintained and recorded calls in the stormwater report log. Record number of citizens that attended the monthly Stormwater Utility Board meeting (1 attended) and made notes of public participation, number of brochures/fact sheets given out and number of people that was in the drawing for the rain barrel at the Marshall County Chamber of Commerce Business and Home Show.

48. Describe the steps taken to ensure that public participation opportunities are ongoing and, if necessary, additional program maintenance activities in future reporting periods to ensure continued participation opportunities. (WV MS4 2009 General Permit, p. 24, #4)

Will continue to send out educational material on stormwater, run educational material in local newspapers, and maintain web site and bulletin board at City building. Continue to advertise Moundsville Stormwater Utility Board monthly or special meetings in the newspapers and City Departments so the public will attend. Continue to attend the annual Business and Home show. Attend Rural Water Conference, AWWA/WEA annual conference, MWQA meetings and the States MS4 organization meetings to obtain new ideas and opportunity for the public.

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Performance Measure 2b: Communications with community, watershed, and environmental organizations

49. Did you establish a program for routine communications with community based watershed groups or other organizations? Yes Partially No

50. Describe the steps taken to ensure that your programs for routine communications with community-based watershed groups or other organizations are ongoing, or any additional program activities that you believe may be required to ensure continued communications. (WV MS4 2009 General Permit, p. 24, #4)

One of our employees is a member and officer of a local watershed group. Another watershed group their members receives our newsletters and their meetings have been attended by one of our staff when requested.

51. Did you achieve all the goals that you identified in your SWMP related to creating and maintaining ongoing communications with community based watershed groups or other organizations for this reporting period? (WV MS4 Permit, p. 24, #3) Yes Partially No and
2009 General

52. If not, please describe the progress you did make towards achieving your goal(s), and any obstacles and possible solutions such as revised implementation schedules or revised measurable goals. If you are proposing any changes to your SWMP goals or schedule, please include them in Section V above. (WV MS4 2009 General Permit, p. 24, #4) NA

Performance Measure 2c: Public availability of SWMP and annual report

53. Did you make your SWMP and annual report available to the public? Yes No

54. If yes, please indicate the web address, or if a physical location, please indicate where it is and the process, if any, required for the public to access it.

- 1). www.moundsvillewwtp.com.
- 2). Available in print at the Moundsville City Building. Reports are located in the main hallway beside the bulletin board by the Water Office where bills are paid. Three (3) copies were picked up.
- 3). Available at the Wastewater Treatment Plant, walk in, phone or e mail.

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VIII. MCM 3: Illicit Discharge Detection and Elimination (WV MS4 2009 General Permit, p. 7-10)

55. Did you complete all the proposed activities and performance measures for this MCM for this reporting period?	X <input type="checkbox"/> Yes	<input type="checkbox"/> No
56. Contact: Larry Bonar	57. Phone: 304-845-4360	

Performance Measure 3a: MS4 map

58. Were your proposed activities for creating and annually updating your MS4 map for the reporting period implemented?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> Partially	<input type="checkbox"/> No
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59. List and briefly describe the activities undertaken to either develop or update your MS4 map.
(WV MS4 2009 General Permit, p. 24, #1)

- 1). Enlisted Burgess & Niple to assist in determining how many feet of storm water pipe is in our system: 51,040 feet.
- 2). Burgess & Niple also is assisting us in developing a new sanitary sewer collection system map as well as a storm water collection system map. They put us in touch with a Mr. Curtis Truss Jr. OTCO Executive Director, he offers GIS and GPS services with interns doing the work. WE told him we are interested having both systems mapped and obtaining GIS software. We are currently waiting on him to put us the schedule.
- 3). There were 6 changes for the current storm water system map. Items include new catch basins and piping added to system to aid in better street drainage.

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Performance Measure 3b: Illicit Discharge Detection and Elimination (IDDE) ordinance development		
60. Has your municipality adopted an IDDE ordinance in accordance with the requirements of the WV MS4 2009 General Permit (Part II Section C.b.3.b)?	X <input type="checkbox"/> Yes	<input type="checkbox"/> No
61. If not, please describe the activities or progress made in adopting or updating an existing ordinance and provide an estimated date for adoption. (WV MS4 2009 General Permit, p. 24, #1) NA.		

Performance Measures 3c and 3e: IDDE program implementation and assessment, and program tracking		
62. Is your IDDE program fully implemented, including visual inspections based on a system of prioritizing outfalls and procedures for characterizing discharges?	X <input type="checkbox"/> Yes	<input type="checkbox"/> No
63. If no, please describe obstacles, if any, to implementation, and an estimate of when your program will be fully implemented. NA		
64. Were all your measurable goals met for implementing and evaluating an IDDE program during this reporting period? (WV MS4 2009 General Permit, p. 24, #3)	x <input type="checkbox"/> Yes	<input type="checkbox"/> No
65. How many field assessments were conducted during the reporting period?	6	
66. How many illicit discharges were identified during the reporting period?	2	
67. How would you characterize the type of illicit discharges found (sewer cross connections, spills, illegal dumping, unaware residents, etc.)? 1). Sewer cross connections.		
68. How would you characterize the type of pollutants discovered in illicit discharges (oil and grease, fecal coliform, chlorine, paints, etc.)? Name the top five pollutants discovered or uncovered by your IDDE program. 1). Fecal coliform, solids, rags, BOD, NH3		
69. How many corrective actions were taken to remove illicit discharges?	2	
70. How many enforcement actions were initiated to eliminate illicit discharges into the storm sewer system?	0	
71. Have you attached additional documentation to better identify the nature and extent of the program activities and accomplishments?	X <input type="checkbox"/> Yes	<input type="checkbox"/> No

See attachment on page 32 of MS4 annual report for further explanation.

MDSV WVR030013

Performance Measure 3d: Public education on hazards of illegal discharges and improper disposal of waste

72. Did you conduct any activities for educating the public on hazards of illegal discharges for this reporting period? (WV MS4 2009 General Permit, p. 24, #3)

X Yes

Partially

No

73. List and briefly describe each of the education and outreach activities undertaken during this reporting period. (WV MS4 2009 General Permit, p. 24, #1)

1) Sent out to all Utility Customers a newsletter that contained information on the storm water report line, illegal dumping, **illicit discharges**, CSOs. The dates, times and restrictions for the Marshall County Spring Cleanup which has E Recycle, tire disposal, dumpsters for general clean up. Newsletter also contain tips on recycling fro used motor oil (local places that will accept the used oil), places that take used newspapers (animal shelter), used electronic disposal and television disposal by the City.

2). Conducted Commercial education to car dealers, gas stations, mechanic shops, auto body shops, towing companies, Marshall County School Bus garage, WV DOT garage and auto parts stores. Sent information packet to 33 commercial businesses. Packet contained general storm water information on possible harmful discharges from their business, IDDE, what to do if one occurs, employee training on good housekeeping and storage of possible pollutants, inspection of area, outdoor storage, disposal and recycling of hazardous material, material on a storm water collection system and other information on storm water pollution. Packet also contained a 4 inch by 6 inch magnet with emergency contact phone numbers in case of a gasoline or chemical spill.

3). Conducted training for City Employees, Departments represented: Public Works, Sanitary, Building Inspection, Stormwater Department, Sanitation and Fire Department. The City Safety Manager also conducted Safety Committee meetings, and discussions was also held at monthly Department Head Meetings.

A. Rain Check MS4 and IDDE video and training was held during a training session. 27 Employees attended.

B. Spills and Skills and GHS/ Hazcom Container Labeling training for City Employees. 25 employees attended.

4). Had an educational booth at the 2019 Marshall County Chamber of Commerce Home and Business Expo held in Moundsville on March 1 and 2, 2019. Held a drawing for a rain barrel, had 184 people sign up to win the rain barrel, also had educational material and discussed with the public the advantage of using rain barrel(s). Gave out 552 individual brochures and educational material along with 100 bags that contained educational materials. Subjects covered were solutions to storm water problems, urban runoff, stream protection, and combined sewer overflows, illicit discharges concerning storm water, rain barrels, watershed pollution problem solutions, and storm water report line, Held several discussions with the general public on storm water. Conducted a storm water survey 2 people completed survey, goal was to have 30 surveys conducted only 2 people wanted to do the survey.

5). Advertised Storm water Report Line in the Wheeling Intelligencer and News Register a local newspaper on: August 23, 2018 in the 2018 High School Football preview supplement, Aug. 28, 2018 2018 High School Football John Marshall supplement, Oct. 13, 2018 newspaper, Nov. 22, 2018 newspaper, the 2018-2019 High School Basketball preview supplement, Feb. 2, 2019 newspaper, the Feb. 25, 2019 Cultivating Success supplement, June 27, 2019 newspaper. Advertised the report line in the March 10, 2019 Marshall County Green Tab, a weekly publication that is delivered to homes in Marshall County free of charge. Report Line appeared on March 1, 2019 City of Moundsville Water and Sewer Bills, over 4500 bills sent out to all Utility customers. Ad also has information on Illegal Dumping and Illicit discharges. Report line information displayed at Moundsville City Building and at the 2018 Moundsville Chamber of Commerce Business and Home Show.

MDSV WVR030013

6). Continue to send newsletters to all citizens and utility customers of Moundsville Sanitary/Stormwater Utility Board. Sent out 1 newsletter, it was sent out in the 4th quarter of the reporting period. Topics included were Moundsville Stormwater Utility report line, illicit discharges and illegal dumping, 2019 Marshall County Cleanup Days that includes electronics and tire recycling, and general disposal of unwanted items, recycling ideas for electronics, newspapers, used motor oil, televisions and combined sewer overflows. Over 4500 utility customers and their households receives newsletters.

7). Maintained bulletin board at Moundsville City Building and Water Office. Topics included pet waste, illicit discharges, report line, watershed education, 2019 Ohio River Sweep, storm water dos and don'ts.

8). Web site has information on IDDE.

74. Were any of these activities included in the public education and outreach efforts described in X Yes No MCM 1?

75. How did you evaluate the effectiveness of the activities described in the list above?
(WV MS4 2009 General Permit, p. 24, #2)

Track calls and comments through storm water log book, meetings and general comments.

76. Did you achieve all the goals that you identified in your SWMP related to educating the public on hazards of illegal discharges for this reporting period? (WV MS4 2009 General Permit, p. 24, #3)

X Yes No

77. If not, please describe the progress you did make towards achieving your goal(s), and any obstacles and possible solutions such as revised implementation schedules or revised measurable goals. If you are proposing any changes to your SWMP goals or schedule, please include them in Section V above. (WV MS4 2009 General Permit, p. 24, #4) NA

MDSV WVR030013

Performance Measure 3f: Training for municipal staff on identification, reporting, and elimination of illicit discharges

78. Have you developed a program to train municipal employees on illicit discharges? X Yes Partially No

79. Did you conduct any municipal employee training during this reporting period? X Yes No

80. List and briefly describe the training activities conducted during the reporting period.

(WV MS4 2009 General Permit, p. 24, #1)

Conducted training for City Employees, Departments represented: Public Works, Sanitary, Building Inspection, Stormwater Department, Sanitation and Fire Department.

A. Rain Check MS4 and IDDE video and training was held during a training session. 27 Employees attended.

B. Spills and Skills and GHS/ Hazcom Container Labeling training for City Employees. 25 employees attended.

81. How did you evaluate the effectiveness of the training activities? (WV MS4 2009 General Permit, p. 24, #2)

Listen to comments by City employees after the training. One comment was made. Discussed training activities with the new City Safety Manager, George Carter.

82. How many municipal employees were trained to identify and report illicit discharges?

(WV MS4 2009 General Permit, p. 24, #2)

52 employees.

83. Did you achieve all the goals that you identified in your SWMP related to training municipal employees on IDDE procedures for this reporting period? (WV MS4 2009 General Permit, p. 24, #3)

Yes

No

84. If not, please describe the progress you did make towards achieving your goal(s), and any obstacles and possible solutions such as revised implementation schedules or revised measurable goals. If you are proposing any changes to your SWMP goals or schedule, please include them in Section V above. (WV MS4 2009 General Permit, p. 24, #4) NA

MDSV WVR030013

IX. MCM 4: Construction Site Runoff Control (WV MS4 2009 General Permit , p. 10-12)

85. Did you complete all proposed activities and performance measures for this MCM for this reporting period?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
86. Contact: Larry Bonar	87. Phone 304-845-4360	

Performance Measures 4a and 4b: Develop and implement an ordinance to address stormwater runoff from construction sites one acre or greater			
88. Has your municipality adopted a construction site runoff control ordinance in accordance with the requirements of the WV MS4 2009 General Permit (Part II Section C.b.4.a)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
89. If a program ordinance has not been adopted, have the proposed activities for developing and implementing an ordinance to address stormwater runoff from construction sites been implemented?	<input type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
90. Please indicate the anticipated ordinance adoption schedule. (WV MS4 2009 General Permit, p. 24, #1) NA			
91. Has your construction site ordinance been reviewed and/or updated to include any new criteria during the reporting period?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
92. Is your construction site program being fully implemented to include provisions for: i) plan review, ii) routine site inspections, iii) enforcement, and iv) record keeping and reporting?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
93. Please indicate the number of plan approvals during the reporting period.	1		
94. Please indicate the number of construction site inspections during the reporting period.	3		
95. Please indicate the number of enforcement actions during the reporting period (can attach document).	0		
96. Are enforcement records maintained and available upon request?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
97. Is there adequate funding to fulfill the program implementation requirements required by the WV MS4 2009 General Permit?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
98. Briefly list and describe any activities outlined in your SWMP completed during the past permit year related to construction site operator and/or permittee site inspector training. (WV MS4 2009 General Permit, p. 24, #1)			
<p>Gave contractors, engineers, architects, designers and owners the packet for E&S Control and one inch capture requirement. Discussed with contractors, engineers, architects, designers during development of plans what is needed. Had person reviewing the plans available to meet with all necessary parties involved to assist in developing plans.</p> <p style="text-align: right;">MDSV. WVR030013</p>			
99. Did you achieve all the goals that you identified in your SWMP related to developing or implementation and assessment of a construction site runoff control program for this reporting period? (WV MS4 2009 General Permit, p. 24, #3)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	

100. If not, please describe the progress you did make towards achieving your goal(s), and any obstacles and possible solutions such as revised implementation schedules or revised measurable goals. If you are proposing any changes to your SWMP goals or schedule, please include them in Section V above. (WV MS4 2009 General Permit, p. 24, #4)

Need to develop list of property that qualifies for the 1 acre and above categorially. Have recently started to talk about hiring a consultant or engineering firm to develop square footage records and start charging storm water fee to Commercial/Industrial, Retail, etc. accounts by the square footage. Be able to use this data to complete list of sites of 1 acre or more.

X. MCM 5: Controlling Runoff from New Development and Redevelopment (WV MS4 2009 General Permit, p. 12-19)

101. Did you complete all proposed activities and performance measures for this MCM for this reporting period?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
102. Contact: Larry Bonar	103. Phone: 304-845-4360	

Performance Measure 5a: Develop, implement, and enforce a program to protect water resources by addressing stormwater discharges from regulated new and redevelopment projects

104. Has your municipality adopted a stormwater management ordinance in accordance with WV MS4 2009 General Permit (Part II Section C.5.a.ii.A)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
105. If your ordinance has not been adopted, please describe the progress made towards final ordinance adoption during this reporting period, and expected date of final adoption. (WV MS4 2009 General Permit, p. 24, #1) NA			
106. Does your (proposed) ordinance include language incorporating the development incentives described in the WV MS4 2009 General Permit (Part II Section C.5.a.ii.A.3)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
107. Does your (proposed) ordinance include language incorporating the off-site mitigation or fee in lieu alternatives to on-site BMP implementation as described in the WV MS4 2009 General Permit (Part II Section C.5.a.ii.A.4)?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
108. Have you developed a process for reviewing and updating your ordinance and program implementation to address the adequacy of provisions for: i) requiring runoff volume reduction on new and redevelopment sites, ii) plan review, iii) BMP construction and maintenance inspections, iv) enforcement, v) inventory and tracking, and vi) record keeping and reporting?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
109. How many projects were reviewed during the reporting period?	MDSV. WVR030013	1	

110. What types of projects were reviewed (residential, commercial, industrial, etc.)?
(WV MS4 2009 General Permit, p. 18, #2)

Had one project that qualified as 1 Acre or more: Commercial, A hotel is being developed by MPH Hotels.

111. Provide a summary of the number and types of stormwater BMPs approved in new and redevelopment projects during the reporting period. Please list the BMPs according to the BMP specification number from the WV Stormwater Management Manual (2012). (WV MS4 2009 General Permit, p. 18, #3)

Infiltration (IN 4.2.6). Plans shows that all runoff will go to a series of bio-swales and dry basins.

112. Provide a summary of the number and type of projects that qualified for each of the development incentives described in the WV MS4 2009 General Permit (Part II Section C.5.a.ii.A.3) during the reporting period. Please indicate if you have attached additional documentation. (WV MS4 2009 General Permit, p. 18, #3)

The hotel project qualifies for the redevelopment incentive and a .2 reduction was granted. No additional documentation is attached.

113. Provide a summary of the number of projects that qualified for any offsite mitigation or payment in lieu options described in the WV MS4 2009 General Permit (Part II, Section C.b.5.a.ii.A.4) during the reporting period. Please indicate if you attach additional documentation. (WV MS4 2009 General Permit, p. 18, #3)

Zero.

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114. How many maintenance agreements were approved during the reporting period?
(WV MS4 2009 General Permit, p. 18, #4)

0

115. Were any maintenance agreements recorded at the county courthouse?

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Yes

No

116. Provide a summary of the number and type of stormwater BMP inspections conducted by MS4 personnel or contracted agents (construction as-built, ongoing operation and maintenance audits, complaint driven, etc.). Include (or attach) a summary of: i) the type and number of BMPs requiring maintenance or repair, ii) the number brought into compliance, and iii) the number of enforcement actions taken. (WV MS4 2009 General Permit, p. 18, #5)

Zero, no BMPs to date qualifies for this requirement.

117. Did you achieve all the goals that you identified in your SWMP related to developing and/or implementing and assessing a stormwater management program for this reporting period? (WV MS4 2009 General Permit, p. 24, #3)

Yes

No

118. If not, please describe the progress you did make towards achieving your goal(s), and any obstacles and possible solutions such as revised implementation schedules or revised measurable goals. If you are proposing any changes to your SWMP goals or schedule, please include them in Section V above. (WV MS4 2009 General Permit, p. 24, #4)

NA

Performance Measure 5b: Long-term watershed protection elements

119. Does a local ordinance or equivalent document incorporate the watershed protection elements described in WV MS4 2009 General Permit (Part II Section C.5.a.i.A)?

Yes

Partially

No

120. If yes, please describe how the permittee's legal authority addresses the following watershed protection elements: (WV MS4 2009 General Permit, p. 18, #1)

121. Minimize impervious cover.

Moundsville Stormwater Ordinance and Regulations for post Construction Stormwater management.

122. Preserve, protect, create, and restore ecologically sensitive areas.

Moundsville Stormwater Ordinance and Regulations for post Construction Stormwater management.

123. Implement practices that prevent or reduce thermal impacts to streams.

Moundsville Stormwater Ordinance and Regulations for post Construction Stormwater management.

124. Seek to avoid or prevent hydromodification of water bodies caused by development.

Moundsville Stormwater Ordinance and Regulations for post Construction Stormwater management.

125. Minimize impacts to existing vegetation (especially trees).

Moundsville Stormwater Ordinance and Regulations for post Construction Stormwater management.

126. Minimize impacts to native undisturbed soils.

Moundsville Stormwater Ordinance and Regulations for post Construction Stormwater management.

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127. If the watershed protection elements have not yet been incorporated into a planning document or ordinance, please describe the actions to be taken to incorporate these elements. (WV MS4 2009 General Permit, p. 24, #1)

Watershed Elements are included.

Performance Measure 5c: Street and parking design assessments

128. Were the proposed activities for assessing the current street design guidelines and parking requirements implemented? Yes No

129. If this is your third-year report, please attach your report assessing the current street and parking design requirements, and recommendations and proposed schedules for incorporating policies and standards to maximize vegetation and minimize impervious cover where possible. (WV MS4 2009 General Permit, p. 24, #8)

XI. MCM 6: Pollution Prevention & Good Housekeeping for Municipal Operations (WV MS4 2009 General Permit, p. 19-21)

130. Did you complete all the required performance measures for this MCM for this reporting period? Yes No

131. Contact: Larry Bonar

132. Phone: 304-845-4360

Performance Measures 6a and 6b: Develop and implement an operation and maintenance program for all municipal facilities that includes prevents or reduces the discharge of polluted runoff

133. Were the proposed activities for developing a pollution prevention and good housekeeping program for municipal operations implemented? Yes Partially No

134. List and briefly describe the activities outlined in your SWMP for the development of a pollution prevention and good housekeeping program for municipal operations undertaken during this reporting period.

- 1). Continue street sweeping program. Total for the year is 1,095 cu. Yards of debris and solids picked up.
- 2). Continue catch basin cleaning and pipe cleaning. Cleaned catch basins top 54 time City wide, before and after rain events. Cleaned bar screens at Sycamore and Highland Ave. 17 times before or after a rain event. Cleaned 1,275 feet of ditch.
- 3). Rebuilt 28 catch basins and curb drains, installed 646 feet of various size (4 " to 30") storm sewer pipe, installed 6 new catch basins and replaced 4 additional catch basins. Replaced 1 storm water manhole. Used sewer camera and inspected 6 storm sewers.
- 4). Continue to furnish trash containers and empty containers as needed.
- 5). Continue to replace bags at pet waste stations in City Parks. Replaced 8,000 bags in pet waste stations.
- 6). Conducted training for City Employees, Departments represented: Public Works, Sanitary, Building Inspection, Stormwater Department, Sanitation and Fire Department. The City Safety Manager also conducted Safety Committee meetings, and discussions was also held at monthly Department Head Meetings.

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A. Rain Check MS4 and IDDE video and training was held during a training session. 27 Employees attended.
 B. Spills and Skills and GHS/ Hazcom Container Labeling training for City Employees. 25 employees attended.
 Continue to send employees to training sponsored by V Rural Water, WV Environmental Training Center, WVWEA, WVPC and the City of Moundsville Safety director.

- 7). Continue the annual leaf pick up in the fall.
- 8). Continue to log calls from general public and respond as needed.
- 9). Continue to inspect vehicles and make repairs as needed.

135. Do you have a pollution prevention plan for each of your municipal facilities as required by the WV MS4 2009 General Permit (Part II Section C.b.6.a)?	X <input type="checkbox"/> Yes	<input type="checkbox"/> No
136. Do you have an inspection schedule for conducting inspections at your municipal facilities as required by the WV MS4 2009 General Permit (Part II Section C.b.6.a)?	<input type="checkbox"/> Yes	X <input type="checkbox"/> No
137. Are you tracking and maintaining records of inspection and maintenance activities for each municipal facility as required by the WV MS4 2009 General Permit (Part II Section C.b.6.a)?	<input type="checkbox"/> Yes	X <input type="checkbox"/> No
<p>138. If you answered no to any of the previous three questions, please indicate your proposed schedule for implementing the requirements of the WV MS4 2009 General Permit (Part II Section C.b.6.a).</p> <p>The Public Works, Water and Sanitary Departments are covered under an individual NPDES permit. Have copy of their SWPPP and GWPP on file, do not know if they are updated or not. The Sanitary Board's SWPP was updated in December 2018 and currently have a copy of that. Worked with the new Recreation and Parks Director and he is implementing their SWPPP.</p>		
139. How many inspections were conducted at each municipal facility during the reporting period?	1	
<p>140. List the top three problems that you have found while conducting inspections at municipal facilities.</p> <p>1). Change of personnel at the leadership role just as Department Heads which is not familiar that there was a Pollution Prevention Plan to follow.</p>		
141. Were these problems corrected? (WV MS4 2009 General Permit, p. 24, #1)	x <input type="checkbox"/> Yes	<input type="checkbox"/> No
142. Did you achieve all the goals that you identified in your SWMP related to developing a pollution prevention and good housekeeping program for municipal operations for this reporting period? (WV MS4 2009 General Permit, p. 24, #3)	X <input type="checkbox"/> Yes	<input type="checkbox"/> No

143. If not, please describe the progress you did make towards achieving your goal(s), and any obstacles and possible solutions such as revised implementation schedules or revised measurable goals. If you are proposing any changes to your SWMP goals or schedule, please include them in Section V above. (WV MS4 2009 General Permit, p. 24, #4)
 NA

Performance Measure 6c: Municipal employee good housekeeping training

144. Were the proposed activities for developing a pollution prevention and good housekeeping training program for municipal employees implemented as described in the WV MS4 2009 General Permit (Part II, Section C.b.6.c)?	X <input type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
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145. Were the proposed activities for implementing a pollution prevention and good housekeeping training program for municipal employees implemented as described in the WV MS4 2009 General Permit (Part II, Section C.b.6.c)?	X <input type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
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146. Did municipal employees receive training in accordance with the guidelines described in the WV MS4 2009 General Permit (Part II, Section C.b.6.c)?	X <input type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
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147. How many employees received training during the reporting period? (WV MS4 2009 General Permit, p. 24, #1)	52		
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148. Are you maintaining records of all municipal training activities (including training agendas, learning objectives, instructor qualifications, sign in sheets, etc.)?	X <input type="checkbox"/> Yes	<input type="checkbox"/> No
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149. Explain how the effectiveness of the training activities was evaluated (number of employees trained and/or certified in specific good housekeeping skills, measurable improvements in cost or performance of facility maintenance activities, or as outlined in your SWMP). (WV MS4 2009 General Permit, p. 24, #2)

There were 52 employees trained, discussion was held and questions answered. Training included power point, video and general discussion. Training material was purchased from Excal Visual and presented by the City of Moundsville Safety and Training Director.

150. Did you achieve all the goals that you identified in your SWMP related to training municipal employees on pollution prevention and good housekeeping for this reporting period? (WV MS4 2009 General Permit, p. 24, #3)	X <input type="checkbox"/> Yes	<input type="checkbox"/> No
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151. If not, please describe the progress you did make towards achieving your goal(s), and any obstacles and possible solutions such as revised implementation schedules or revised measurable goals. If you are proposing any changes to your SWMP goals or schedule, please include them in Section V above. (WV MS4 2009 General Permit, p. 24, #4)
 NA

MDSV. WVR030013

Moundsville Sanitary/Stormwater Utility Board

MS4 Permit # WVR030013
City of Moundsville, WV
Marshall County

Certification:

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 evaluate the information submitted. Based upon 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.

Name: (print) Larry R. Bonar

Title: Superintendent

Signature: Larry R. Bonar

Date: 7/25/19

**MOUNDVILLE STORMWATER UTILITY BOARD
FINANCIAL STATEMENTS
AND SUPPLEMENTARY SCHEDULE A
FOR JUNE 30, 2019 & 2018**

Moundsville Stormwater Utility Board
Balance Sheet Prev Year Comparison
As of June 30, 2019

	Jun 30, 19	Jun 30, 18	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
Construction-Comm#1518778	30.00	30.00	0.00	0.0%
Main Street Bank-CD#0000250929	0.00	58,733.95	-58,733.95	-100.0%
Main Street Bank-CD#6300254129	69,029.96	0.00	69,029.96	100.0%
Operating-Comm#1517390	70,228.80	53,196.19	17,032.61	32.0%
Total Checking/Savings	139,288.76	111,960.14	27,328.62	24.4%
Accounts Receivable				
Accounts Receivable				
A/R-City Building	18,534.22	0.00	18,534.22	100.0%
A/R-Water Dept.	61,052.93	0.00	61,052.93	100.0%
Provision for Uncollectible Acc	-34,204.87	-19,859.34	-14,345.53	-72.2%
Accounts Receivable - Other	0.00	51,974.15	-51,974.15	-100.0%
Total Accounts Receivable	45,382.28	32,114.81	13,267.47	41.3%
Total Accounts Receivable	45,382.28	32,114.81	13,267.47	41.3%
Other Current Assets				
Restricted Assets				
Sick Leave Buyout-Comm#5030085	1,154.93	11,131.33	-9,976.40	-89.6%
Total Restricted Assets	1,154.93	11,131.33	-9,976.40	-89.6%
Total Other Current Assets	1,154.93	11,131.33	-9,976.40	-89.6%
Total Current Assets	185,825.97	155,206.28	30,619.69	19.7%
Fixed Assets				
Accumulated Depreciation	-143,448.70	-119,414.73	-24,033.97	-20.1%
Collection System	365,553.68	365,553.68	0.00	0.0%
Equipment	65,015.71	65,015.71	0.00	0.0%
Furniture and Equipment	22,310.00	22,310.00	0.00	0.0%
Transportation Equipment	29,593.00	29,593.00	0.00	0.0%
Total Fixed Assets	339,023.69	363,057.66	-24,033.97	-6.6%
Other Assets				
Organizational Costs	8,177.41	8,177.41	0.00	0.0%
Total Other Assets	8,177.41	8,177.41	0.00	0.0%
TOTAL ASSETS	533,027.07	526,441.35	6,585.72	1.3%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
Accounts Payable	16,628.03	18,969.61	-2,341.58	-12.3%
Total Accounts Payable	16,628.03	18,969.61	-2,341.58	-12.3%
Other Current Liabilities				
Payroll Liabilities	166.14	166.14	0.00	0.0%
Total Other Current Liabilities	166.14	166.14	0.00	0.0%
Total Current Liabilities	16,794.17	19,135.75	-2,341.58	-12.2%
Total Liabilities	16,794.17	19,135.75	-2,341.58	-12.2%
Equity				
Retained Earnings	507,305.60	508,414.13	-1,108.53	-0.2%
Net Income	8,927.30	-1,108.53	10,035.83	905.3%
Total Equity	516,232.90	507,305.60	8,927.30	1.8%
TOTAL LIABILITIES & EQUITY	533,027.07	526,441.35	6,585.72	1.3%

Preliminary-No Assurance is Provided

Moundsville Stormwater Utility Board
Profit & Loss
 June 2019

	Jun 19
Ordinary Income/Expense	
Income	
Penalties	600.00
Stormwater Fees	25,000.00
Total Income	25,600.00
Gross Profit	25,600.00
Expense	
Admin & General Salaries	75.00
Attorney Fees	1,750.00
Directors' Fees	225.00
Maintenance	38,301.09
Miscellaneous General Expense	0.00
Operation Wages	150.00
Outside Services	1,150.00
Payroll Expenses	34.44
Refunds	47.16
Supplies	313.46
Total Expense	42,046.15
Net Ordinary Income	-16,446.15
Other Income/Expense	
Other Income	
Interest Income	8.87
Total Other Income	8.87
Other Expense	
Depreciation Expense	1,508.37
Total Other Expense	1,508.37
Net Other Income	-1,499.50
Net Income	-17,945.65

Moundsville Stormwater Utility Board

Profit & Loss

July 2018 through June 2019

	<u>Jul '18 - Jun 19</u>
Ordinary Income/Expense	
Income	
Penalties	5,905.87
Permit Fees	2,600.00
Stormwater Fees	303,521.07
	<hr/>
Total Income	312,026.94
	<hr/>
Gross Profit	312,026.94
Expense	
783-Office Supplies	1,925.80
795.3-Engineering	113.50
Admin & General Salaries	900.00
Attorney Fees	3,500.00
Billing&Collecting	3,418.97
Directors' Fees	2,475.00
Lab Fees	82.49
Maintenance	245,605.75
Miscellaneous General Expense	1,567.75
Operation Wages	1,800.00
Outside Services	9,010.00
Payroll Expenses	395.90
Publications	2,078.06
Refunds	47.16
Supplies	1,115.48
Taxes	5,347.92
Transportation Expense	66.91
	<hr/>
Total Expense	279,450.69
	<hr/>
Net Ordinary Income	32,576.25
Other Income/Expense	
Other Income	
Interest Income	385.02
	<hr/>
Total Other Income	385.02
Other Expense	
Depreciation Expense	24,033.97
	<hr/>
Total Other Expense	24,033.97
	<hr/>
Net Other Income	-23,648.95
	<hr/>
Net Income	<u>8,927.30</u>

Moundsville Stormwater Board 2019-2020 Operating Budget

STORMWATER BOARD	7/1/19-6/30/20	YEAR TO DATE	EST. FINAL	PROJECTED
CITY OF MOUNDSVILLE WV	BUDGETED	AS OF	ANNUALIZED	BUDGET
2019/2020 PROJECTED BUDGET	7/1/18-6/30/19	12/31/2018	6/30/2019	7/1/19-6/30/20
SALES				
STORMWATER FEES	\$308,000.00	\$153,199.58	\$306,399.16	\$306,500.00
PERMIT FEES	\$1,000.00	\$0.00	\$0.00	\$2,500.00
FORFEITED DISCOUNTS	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL SALES	\$309,000.00	\$153,199.58	\$306,399.16	\$309,000.00

	TOTAL SALES	\$309,000.00	\$153,199.58	\$306,399.16	\$309,000.00
OPERATING EXPENSES					
BILLING SUPPLIES	\$500.00	\$0.00	\$0.00	\$500.00	
OFFICE SUPPLIES	\$1,000.00	\$275.78	\$551.56	\$1,000.00	
ENGINEERING	\$6,000.00		\$0.00	\$7,000.00	
ADMIN & GENERAL SALARIES	\$1,100.00	\$450.00	\$900.00	\$1,100.00	
BANK SERVICE CHARGES	\$500.00	\$0.00	\$0.00	\$250.00	
BILLING AND COLLECTING	\$16,000.00	\$984.38	\$1,968.76	\$15,000.00	
DIRECTORS' FEE	\$3,000.00	\$1,200.00	\$2,400.00	\$2,500.00	
LAB FEES	\$2,000.00	\$82.49	\$164.98	\$2,000.00	
LEGAL SERVICES	\$5,000.00	\$0.00	\$0.00	\$3,000.00	
MAINTENANCE	\$225,000.00	\$97,075.19	\$194,150.38	\$229,000.00	
MISCELLANEOUS GENERAL EXPENSE	\$250.00	\$338.51	\$677.02	\$1,000.00	
OPERATION WAGES	\$2,000.00	\$900.00	\$1,800.00	\$2,000.00	
OUTSIDE SERVICES	\$15,000.00	\$3,025.00	\$6,050.00	\$15,000.00	
PAYROLL EXPENSES	\$500.00	\$195.06	\$390.12	\$500.00	
PROFESSIONAL FEES	\$0.00		\$0.00	\$0.00	
PUBLICATIONS	\$500.00	\$486.96	\$973.92	\$1,000.00	
SUPPLIES	\$1,000.00	\$541.02	\$1,082.04	\$1,000.00	
TRAINING	\$1,000.00	\$0.00	\$0.00	\$900.00	
Uncollectable Accounts	\$0.00	\$0.00	\$0.00	\$0.00	
TAXES	\$150.00	\$5,338.44	\$10,676.88	\$150.00	
TRANSPORTATION EXPENSE	\$1,000.00	\$66.91	\$133.82	\$1,500.00	
TOTAL OPERATING EXPENSES	\$281,500.00	\$110,959.74	\$221,919.48	\$284,400.00	

Moundsville Stormwater Board 2019-2020 Operating Budget

STORMWATER BOARD	7/1/19-6/30/20	YEAR TO DATE	EST. FINAL	PROJECTED
CITY OF MOUNDVILLE WV	BUDGETED	AS OF	ANNUALIZED	BUDGET
2019/2020 PROJECTED BUDGET	7/1/18-6/30/19	12/31/2018	6/30/2019	7/1/19-6/30/20
OTHER EXPENSES				
DEPRECIATION EXPENSE	(\$28,000.00)	(\$12,311.20)	(\$24,622.40)	(\$25,000.00)
AMORIZATION EXPENSE				
INTEREST ON LONG TERM DEBT				
INTEREST EXPENSES-EQUIPMENT				
INTEREST REVENUES	\$500.00	\$189.28	\$378.56	\$400.00
TOTAL OTHER EXPENSES	(\$27,500.00)	(\$12,121.92)	(\$24,243.84)	(\$24,600.00)

TOTAL OTHER EXPENSES	\$27,500.00	\$12,121.92	\$24,243.84	\$24,600.00
TOTAL OPERATING EXPENSES (Page 1)*	\$281,500.00	\$110,959.74	\$221,919.48	\$284,400.00
TOTAL OF OTHER EXP. & OPERATING EXP.	\$309,000.00	\$123,081.66	\$246,163.32	\$309,000.00
CAPITAL IMPROVEMENTS				
Mapping System	20,000.00 (1/2)			
Air Compressor (used)	\$6,000.00 (1/2)			
TOTAL SALES	\$309,000.00	\$153,199.58	\$306,399.16	\$309,000.00
TOTAL OF OTHER EXP. & OPERATING EXP.	\$309,000.00	\$123,081.66	\$246,163.32	\$309,000.00
GAIN/LOSS	\$0.00	\$30,117.92	\$60,235.84	\$0.00

*Amount included in "Outside Services" page 1

Moundsville Sanitary/Stormwater Utility Board

WVR030013

6/27/18 – 6/27/19 MS4 Annual Report

Additional Information

VIII.MCM 3: Illicit Discharge Detection and Elimination

#65. Field Assessments:

- 1). Conducted Outfall Inspection: 25 Outfalls. Counted this as 1 field assessment.

- 2). Found cross connection between storm pipe and sanitary sewer line on 7th & Henrietta Avenue. Conducted a collection repair job and separated pipes.

- 3). Found dwelling on Annadale Ave. with sanitary lateral in storm sewer pipe. Worked with owner, install new lateral into sanitary sewer.

- 4). Camera storm sewer on Henriette Avenue. Found no cross connections.

- 5). Camera storm sewers and sanitary sewers with tractor camera on 3 blocks of Cedar Avenue, Total for both sewers are 2000 feet of pipe. Found no cross connections

- 6). Camera storm sewer and sanitary sewer on 6th street, 320 feet of pipe. Found no cross connections.

Total Field Assessments in Reporting period: 6

Moundsville Sanitary/Stormwater Utility Board

WVR030013

6-27-18 to 6-27-19 MS4 Annual Report

Additional Information

MS4 Representative Outfall Sample Results:

1st Half results: Did not sample in correct time period.

Sampled June 22, 2018, previous sampling results

Results: Total Nitrogen: 2.64 mg/L

Results: Total Phosphorous: 0.30 mg/L

2nd Half Results: Sampled May 30, 2019

Results: Total Nitrogen: 2.49 mg/L

Results: Total Phosphorous: 0.316 mg/L

Impaired Stream Outfall Testing: Middle Grave Creek

Big Grave Creek and Ohio River

Testing For Iron and Fecal Coliform

Middle Grave Creek: Iron 1.24 mg/L

Fecal Coliform >2,419.6 MPN/100ml.

DNA Testing: Total Bacteroides 22,638, CEs/100 ml.

Human Bacteroides None Detected

Moundsville Sanitary/Stormwater Utility Board

WVR030013

Impaired Stream Outfall Testing Continued:

Big Grave Creek: Iron 1.85 mg/L

Fecal Coliform >2,419.6 MPN/100 ml.

DNA Testing: Total Bacteroides None Detected

Human Bacteroides None Detected

Ohio River:

No testing conducted attempted 2 times both times rain event stopped before a sample could be obtained. Will conduct testing in the next report cycle.

Samples were collected in house, testing (Iron and Fecal Coliform) conducted by Standards Laboratories Inc., DNA testing Completed by EMSL Analytical Inc.

Bench sheets and COC available upon request.