

Town of Bridgewater, Virginia

MS4 Annual Report

For the VSMP General Permit Registration Statement for
Small Municipal Separate Storm Sewer Systems (MS4)

General Permit Number: VAR040054

Report Permit Year: July 1, 2012 through June 30, 2013

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1 Background

The Town of Bridgewater’s MS4 Annual Report is required as part of the Town’s coverage under the Virginia General Permit for Discharge from Small Municipal Separate Storm Sewer Systems.

The MS4 Program Plan details the Town of Bridgewater’s comprehensive program to manage the quality of stormwater runoff discharged from the MS4 through the following six control measures:

1. Public education and outreach on stormwater impacts
2. Public involvement and participation
3. Illicit discharge detection and elimination
4. Construction site stormwater runoff control
5. Post-construction runoff control for development and redevelopment
6. Good housekeeping and pollution prevention for municipal operations

The MS4 Program Plan was last submitted to the Virginia Department of Conservation & Recreation on April 1, 2013. Revisions and additions to the MS4 Program Plan were included in the re-registration statement for the General VSMP Permit. Additionally, this general permit will expire on June 30, 2018 and the deadline to submit a new registration statement on or before April 1, 2018 is required for continued coverage under the general permit.

The MS4 Annual Report will include the status of the BMP’s implemented as part of the MS4 Plan in the preceding year. The annual Report is prepared by the Public Works Department in accordance with 4VAC50-60-1240, Section ILE.3 by October 1 of each year for the previous July – June fiscal year. Additional information on each BMP can be found in the MS4 Program Plan.

The MS4 Annual Report is submitted to:

Virginia Department of Environmental Quality
Water Permits & Compliance Manager
DEQ-Valley Regional Office
4411 Early Road
Harrisonburg, Virginia 22801

1.1 Status of Best Management Practices

At the time of this submittal all Best Management Practices (BMP) described in the Annual Report are functioning and meet MS4 Stormwater Permit Requirements.

During the next year, the Town of Bridgewater will continue the activities described within the “Schedule” section of each BMP described in this Annual Report and in the MS4 Program Plan.

1.2 Modifications to MS4 Program Plan

Changes that should be noted in the MS4 Program Plan include:

- Section 2.5.2 BMP: Project Clean Stream Event. Added information from the 3rd Annual Project Clean Stream Event sponsored by Perdue Farms, Inc.
- Section 6.5 BMP: Salt Storage and Use. Added information on policy and procedures in the application of how salt is applied to the Town’s streets during winter storm events.
- Section 6.6 BMP: Parks Operation and Maintenance. Added information on the operation and maintenance of the nine (9) Town Parks.

1.3 New MS4 Outfalls

At the time of this submittal there have been no new MS4 outfalls added to the Town.

2 MCM 1 & 2: Public Education and Outreach and Public Participation/Involvement

2.1 BMP: Pet Waste Management for Private Properties

General Description: The Town of Bridgewater will continue to promote, encourage and educate citizens to properly manage their pet’s waste.

Achievements This Year: The Town has continued to inform the public of pet waste management through the Town’s newsletter, maintaining information on its website and made available a “Pick up after your pet” brochure.

Schedule of Activities:

Activity	Schedule
Continue General Education and Outreach to the public.	Years 1 through 5
Continue publishing Newsletter Articles.	Years 1 through 5
Continue distributing “Pick up after your pet” brochure.	Years 1 through 5
Continue maintaining the website link to the Center for Watershed Protection.	Years 1 through 5

2.2 BMP: Educational Outreach Addressing Good Stormwater Management

General Description: The Town of Bridgewater will continue to publish educational articles in the Town’s newsletter which is distributed to town citizens. The Town will continue the webpage dedicated to environmental concerns and update it as needed.

Achievements This Year: The Town published fourteen (14) educational/instructive articles in the Town’s newsletter, maintained the Town’s webpage and continued to have available a “Stormwater Management Program” brochure. The Town had one (1) public meeting addressing stormwater management and budget information. Additionally the Town published an eight (8) page article written entirely on Stormwater Management, which was mailed to all households/land owners in the town.

Schedule of Activities:

Activity	Schedule
Continue publishing environmental articles in the Town’s newsletter.	Years 1 through 5
Continue to update our webpage focused on environmental concerns.	Years 1 through 5

2.3 BMP: Informational Assistance

General Description: The Town of Bridgewater will continue to promote on the Town’s website the available Local, State and Federal resources that citizens may use to assist them with their stormwater quality concerns and questions. The Town will also publish resources in its newsletter.

Achievements This Year: The Town maintained its website to show resources available to citizens.

Schedule of Activities:

Activity	Schedule
Continue to update website links on the Town website.	Years 1 through 5
Continue publishing in the Town’s newsletter resources available to citizens.	Years 1 through 5

2.4 BMP: Contact Center

General Description: The Town of Bridgewater will continue to encourage citizens to express environmental concerns via an e-mail address set up for that purpose. The address is environmental@town.bridgewater.va.us.

Achievements This Year: The Town continued the e-mail resource to citizens and responded to questions received. During this permit cycle no environmental concerns were reported.

Schedule of Activities:

Activity	Schedule
Continue making available to the public an E-Mail address that they can use to express environmental concerns.	Years 1 through 5
Continue monitoring E-Mails and respond/act as necessary.	Years 1 through 5

2.5 BMP: Public Involvement/Participation

2.5.1 Adopt-A-Stream River Clean-Up

General Description: The Town of Bridgewater will continue to promote and support the annual Stream Clean-Up and Monitoring Program sponsored by the Virginia Department of Environmental Quality.

Achievements This Year: The Town supported the 14th Annual North River Stream Clean-Up event sponsored by the DEQ Valley Regional Office which included an additional portion of the river and published its results in the Town's newsletter.

Schedule of Activities:

Activity	Schedule
Continue supporting the annual stream clean-up event.	Years 1 through 5
Continue promoting the annual clean-up in the newsletter both before and after the event.	Years 1 through 5
Continue promoting the annual clean-up on the Town's website.	Years 1 through 5

2.5.2 Project Clean Stream

General Description: The Town of Bridgewater will continue to promote and support the annual Project Clean Stream event sponsored by Perdue Farms, Inc.

Achievements This Year: The Town supported the 3rd Annual Project Clean Stream event sponsored by Perdue Farms, Inc. and published the results in the Town’s newsletter. Included in this year clean-up was the Cook’s Creek Arboretum and North River Road area.

Schedule of Activities:

Activity	Schedule
Continue supporting the annual project clean stream event.	Years 1 through 5
Continue promoting the project clean stream event in the newsletter both before and after the event.	Years 1 through 5
Continue promoting the project clean stream event on the Town’s website.	Years 1 through 5

2.6 BMP: Educational Outreach for Minors

General Description: The Town of Bridgewater will continue to support the annual Wildwood Days event held at Wildwood Park.

Achievements This Year: The Town supported the Annual Wildwood Day event. This program involved seventy-one (71) second grade students, 25 adults and educated the children on a variety of topics. They expanded the butterfly gardens, participated in a micro hike and helped spread hardwood mulch along the newly established hiking trails. Also, fifteen (15) James Madison University students did research and observed ways to incorporate student involvement in environmental outreach and activism as part of a community involvement course for the JMU education department.

Schedule of Activities:

Activity	Schedule
Continue supporting the annual Wildwood Day event.	Years 1 through 5

2.7 BMP: Vegetation Collection

General Description: The Town of Bridgewater collects grass, brush, hedge trimmings, garden waste, yard debris and leaves on a weekly schedule.

Achievements This Year: The Town collects grass, brush, hedge trimmings, garden waste, yard debris and large amounts of leaves all year long to keep debris out of the storm drains and waterways.

Schedule of Activities:

Activity	Schedule
Continue to provide weekly vegetation collection.	Years 1 through 5

3 MCM 3: Illicit Discharge Detection and Elimination

3.1 BMP: Storm Sewer System Map

General Description: The Town of Bridgewater will continue to update its Storm Sewer System Map to include new and revised structures, ditches etc.

Achievements This Year: The Town continued to update its Storm Sewer System Map as needed.

Schedule of Activities:

Activity	Schedule
Continue updating Storm Sewer System Map as necessary.	Years 1 through 5

3.2 BMP: Illegal Discharge Ordinance

General Description: The Town of Bridgewater recently adopted an ordinance furthering the integrity and functionality of the Town’s storm sewer system. The ordinance specifically prohibits that substances other than stormwater-be they liquid or solid – may not be introduced into the Storm Sewer system. The Town of Bridgewater will continue to enforce this newly adopted ordinance.

Achievements This Year: The Town implemented a more stringent discharge ordinance specifically addressing illegal discharge into the Town’s Storm Sewer system. The Town also promoted the local Household Hazardous Waste cleanup day in the newsletter.

Schedule of Activities:

Activity	Schedule
Continue to enforce the newly adopted discharge ordinance.	Years 1 through 5

3.3 BMP: IDD&E Program

General Description: The Town of Bridgewater will continue to respond to any detection of illicit discharge into the Town’s storm sewer system.

Achievements This Year: The Town has made available its Operating and Procedures manual to address how to respond to the Detection of Illicit Discharge. No Illicit Discharges were reported in this permit cycle.

Schedule of Activities:

Activity	Schedule
Continue monitoring for Illicit discharges into the town’s storm sewer system and respond when appropriate.	Years 1 through 5

4 MCM 4: Construction Site Stormwater Runoff Control

4.1 BMP: Erosion and Sediment Control legal authority and schedules

General Description: The Town of Bridgewater will continue to enforce the Virginia Erosion and Sediment Control Law in the Town.

Achievements This Year: The Town has conducted periodic inspections of land disturbing activities within the Town and documented the findings as required by VESC law. This permit cycle the town had 14 regulated land disturbing activities totaling 7.69 acres.

Schedule of Activities:

Activity	Schedule
Continue enforcing the VESCL in the Town.	Years 1 through 5

4.2 BMP: Construction Site Operator Training

General Description: The Town of Bridgewater will continue to require that applicants for land distributing permits have obtained the necessary permits from the Department of Conservation and Recreation and that the RLD is certified by the VDCR.

Achievements This Year: The Town continued to enforce current law regarding land distributing permits. During the permit cycle no new VSMP permits were received.

Schedule of Activities:

Activity	Schedule
Continue using our Sequence of Construction checklist to ensure that if required a VSMP permit has been obtained.	Years 1 through 5
Continue ensuring that the RLD is certified by the VDCR.	Years 1 through 5

4.3 BMP: Staff Training

General Description: The Town of Bridgewater will continue to maintain certifications required by DCR to enforce Virginia E&S laws.

Achievements This Year: Town employees maintained their DCR E&S certifications.

Schedule of Activities:

Activity	Schedule
Continue to update Combined Administrator Certification.	Years 1 through 5
Continue to update Plan Reviewer Certification.	Years 1 through 5
Continue to update Field Inspectors certification.	Years 1 through 5

4.4 BMP: Current Adopted E&S Laws

General Description: The Town of Bridgewater will continue to enforce their current E&S ordinance.

Achievements This Year: The Town continued periodic and non-periodic inspections of land distributing activities in the Town. In this permit cycle 243 inspections were performed.

Schedule of Activities:

Activity	Schedule
Continue to actively enforce the Town E&S ordinance.	Years 1 through 5

5 MCM 5: Post-Construction Stormwater Management in New Development & Redevelopment

5.1 BMP: Current Adopted E&S Laws

General Description: The Town of Bridgewater will continue to ensure that developers follow the Town’s current E&S ordinance during and after construction.

Achievements This Year: The Town continued to enforce its current E&S program.

Schedule of Activities:

Activity	Schedule
Continue to ensure developers are following Town’s E&S ordinance.	Years 1 through 5
Continue to use the Virginia Stormwater Management Handbook.	Years 1 through 5

5.2 BMP: Post Construction Stormwater Management Controls Ordinance

General Description: The Town of Bridgewater will continue to use the VSMH when needed for guidance for the purpose of drafting Stormwater Maintenance Agreements. The Town will continue working toward the adoption of an ordinance regarding the maintenance and repair of stormwater management controls needed in post construction and development.

Achievements This Year: The Town referenced the VSMH to answer Stormwater Maintenance Agreement questions.

Schedule of Activities:

Activity	Schedule
Continue using the VSMH manual.	Years 1 through 5
Continue to ensure a VSMP permit was obtained.	Years 1 through 5
Continue to require stormwater maintenance agreements.	Years 1 through 5
Continue working toward the adoption of an ordinance addressing the maintenance and repair of the stormwater management controls.	Years 1 through 5

6 MCM 6: Pollution Prevention/Good Housekeeping for Municipal Operations

6.1 BMP: Employee Training

General Description: The Town of Bridgewater will continue to conduct an employee training program designed to educate and inform town personnel in good stormwater management practices.

Achievements This Year: The Town conducted quarterly employee educational training relative to good stormwater management with twenty one employees in attendance at each training session.

Schedule of Activities:

Activity	Schedule
Continue with the employee training program.	Years 1 through 5

6.2 BMP: Roadway Maintenance and Cleaning Schedule

General Description: The Town of Bridgewater will continue with its current roadway and cleaning schedule for all public roadways and parking areas.

Achievements This Year: The Town continued with its weekly cleaning schedule for all primary and secondary roadways. The town implemented a street sweeping map/schedule and accumulatively cleaned over 625 miles of the Town's streets.

Schedule of Activities:

Activity	Schedule
Continue with the current maintenance and cleaning schedule.	Years 1 through 5

6.3 BMP: Stormwater Management Controls Maintenance Schedule

General Description: The Town of Bridgewater will continue annual inspections of its stormwater management controls and repair any structure when needed.

Achievements This Year: The Town inspected its stormwater management control structures on a semi-annual schedule and prior to and after severe storms.

Schedule of Activities:

Activity	Schedule
Continue semi-annual inspections of stormwater control structures.	Years 1 through 5

6.4 BMP: Pesticide, Herbicide, and Fertilizer Application & Management

General Description: The Town of Bridgewater staff that applies pesticides, herbicides and fertilizer on public right-of-ways or Town owned and operated facilities are properly trained and certified.

Achievements This Year: The Town staff has three VDACS certified commercial applicators and six registered technicians. The town constructed four (4) containment stations located strategically at the Bridgewater Community Center, Sandy Bottom Golf Course, the town's water treatment plant and maintenance shop.

Schedule of Activities:

Activity	Schedule
Continue operations and explore opportunities for improvements.	Years 1 through 5

6.5 BMP: Salt Storage and Use

General Description: The Town of Bridgewater applies salt to the town’s streets to reduce the amount of ice during winter storm events. The town staff maintains equipment and stores road salt in an enclosed structure.

Achievements This Year: Each fall, the Public Works Department conducts a two week-long process of inspecting and calibrating all of its Snow and Ice Equipment. During this time all staff involved in snow removal goes through refresher training and the equipment is further inspected by staff from the Public Works Department. During this refresher, safety and operational procedures are reviewed in an effort to increase snow removal efficiency and to minimize the unnecessary use of salting products. The Town of Bridgewater developed a snow removal plan map with corresponding areas to be covered with designated vehicles responsibilities.

Schedule of Activities:

Activity	Schedule
Continue operations and explore opportunities for improvement.	Years 1 through 5

6.6 BMP: Parks Operation and Maintenance

General Description: The Town of Bridgewater shall continue to maintain the ten (10) Town Parks totaling nearly ninety (90) acres of land and encourage citizens to prevent pollutants and litter from entering the Town’s storm drain system and receiving waters.

Achievements This Year: The Town inspects each Town Park on a daily basis from early spring (March) thru the fall (November) and systematically during the winter months to keep litter/pollutants from entering the storm drain system.

Schedule of Activities:

Activity	Schedule
Continue inspections of the Town’s Parks and explore opportunities for improvement.	Years 1 through 5

7 Persons Responsible for Coordinating Small MS4 Stormwater Management Program

The persons responsible for implementing parts of the small MS4 stormwater management program and their contact information are listed within the previous sections describing BMP's.

Following is a list of primary contact persons for coordinating and implementing the program. These names will be updated as necessary and included as part of the report.

Principal Executive Officer

Title: Town Superintendent
Name: Bob F. Holton
Address: 201 Green Street
Bridgewater, Virginia 22812
Phone: (540) 828-3390
Email: bholton@town.bridgewater.va.us

Duly Authorized Representatives

Title: Public Works Director
Name: Kenneth H. Flick Jr.
Address: 201 Green Street
Bridgewater, Virginia 22812
(540) 828-3705
Email: kflick@town.bridgewater.va.us

Title: Zoning Administrator
Name: David E. Nichols
Address: 201 Green Street
Bridgewater, Virginia 22812
(540) 828-2479
Email: dnichols@town.bridgewater.va.us

8 Signed 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 gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of a fine and imprisonment for knowing violations.”

Signature 

Printed name: Bob F. Holton, Town Superintendent

Date 9-24-13