

Submittal of Annual Reports and other Compliance Documents for Municipal Separate Storm Sewer System (MS4) Permits

NOTE: Missing or incomplete fields are highlighted at the bottom of each page. You may save, close and return to your draft permit as often as necessary to complete your application. After 120 days your draft is **deleted**.

Reporting Information

Will you be completing the Annual Report or other submittal type? Annual Report Other

Project Name:

County: Marathon

Municipality: Wausau, City

Permit Number: S050075

Facility Number: 31058

Reporting Year: 2019

Is this submittal also satisfying an Urban Nonpoint Source Grant funded deliverable? Yes No

Required Attachments and Supplemental Information

Please complete the contents of each tab to submit your MS4 permit compliance document. The information included in this checklist is necessary for a complete submittal. A complete and detailed submittal will help us review about your MS4 permit document. To help us make a decision in the shortest amount of time possible, the following information must be submitted:

Annual Report

- Review related web site and instructions for [Municipal storm water permit eReporting](#) [Exit Form]
- Complete all required fields on the annual report form and upload required attachments
- Attach the following other supporting documents as appropriate using the attachments tab above
 - Public Education and Outreach Annual Report Summary
 - Public Involvement and Participation Annual Report Summary
 - Illicit Discharge Detection and Elimination Annual Report Summary
 - Construction Site Pollution Control Annual Report Summary
 - Post-Construction Storm Water Management Annual Report Summary
 - Pollution Prevention Annual Report Summary
 - Leaf and Yard Waste Management
 - Municipal Facility (BMP) Inspection Report
 - Municipal Property SWPPP
 - Municipally Property Inspection Report
 - Winter Road Maintenance
 - Storm Sewer Map Annual Report Attachment
 - Storm Water Quality Management Annual Report Attachment
 - TMDL Attachment
 - Storm Water Consortium/Group Report

- Municipal Cooperation Attachment
- Other Annual Report Attachment

- Attach the following permit compliance documents as appropriate using the attachments tab above
 - Storm Water Management Program (*S050075-03 general permittees shall have a written storm water management program that describes in detail how the permittee intends to comply with the permit requirements for each minimum control measure. Updated programs are due to the department by March 31, 2021.*)
 - Public Education and Outreach Program
 - Public Involvement and Participation Program
 - Illicit Discharge Detection and Elimination Program
 - Construction Site Pollutant Control Program
 - Post-Construction Storm Water Management Program
 - Pollution Prevention Program
 - Municipal Storm Water Management Facility (BMP) Inventory (*S050075-03 general permittees 2.6.1 - inventory due to the department by March 31, 2021.*)
 - Municipal Storm Water Management Facility (BMP) Inspection and Maintenance Plan (*S050075-03 general permittees 2.6.2 – document due to the department by March 31, 2021.*)

- Sign and Submit form

Municipal Contact Information- Complete

Notice: Pursuant to s. NR 216.07(8), Wis. Adm. Code, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources (Department) by March 31 of each year to report on activities for the previous calendar year ("reporting year"). This form is being provided by the Department for the user's convenience for reporting on activities undertaken in each reporting year of the permit term. Personal information collected will be used for administrative purposes and may be provided to the extent required by Wisconsin's Open Records Law [ss. 19.31-19.39, Wis. Stats.].

Note: Compliance items must be submitted using the Attachments tab.

Municipality Information

Name of Municipality: Wausau, City
Facility ID # or (FIN): 31058
Updated Information: Check to update mailing address information
Mailing Address: 407 Grant Street
Mailing Address 2:
City: Wausau
State: Wisconsin
Zip Code: 54403 xxxxx or xxxxx-xxxx

Primary Municipal Contact Person (Authorized Representative for MS4 Permit)

The "Authorized Representative" or "Authorized Municipal Contact" includes the municipal official that was charged with compliance and oversight of the permit conditions, and has signature authority for submitting permit documents to the Department (i.e., Mayor, Municipal Administrator, Director of Public Works, City Engineer).

Select to **create new** primary contact

First Name: Thomas
Last Name: Niksich

Select to **update** current contact information

Title: Project Engineer
Mailing Address: 407 Grant Street
Mailing Address 2:
City: Wausau
State: WI
Zip Code: 54403 xxxxx or xxxxx-xxxx
Phone Number: 715-261-6748 Ext: xxx-xxx-xxxx
Email: thomas.niksich@ci.wausau.wi.us

Additional Contacts Information (Optional)

- I&E Program
 IDDE Program

**Individual with responsibility for:
(Check all that apply)**

- IDDE Response Procedure Manual
- Municipal-wide Water Quality Plan
- Ordinances
- Pollution Prevention Program
- Post-Construction Program
- Winter roadway maintenance

First Name: Kevin

Last Name: Fabel

Title: Env. Engineer

Mailing Address: 407 Grant Street

Mailing Address 2:

City: Wausau

State: WI

Zip Code: 54403 xxxxx or xxxxx-xxxx

Phone Number: 715-261-6743 Ext: xxx-xxx-xxxx

Email: kevin.fabel@ci.wausau.wi.us

**Individual with responsibility for:
(Check all that apply)**

- I&E Program
- IDDE Program
- IDDE Response Procedure Manual
- Municipal-wide Water Quality Plan
- Ordinances
- Pollution Prevention Program
- Post-Construction Program
- Winter roadway maintenance

First Name: Ric

Last Name: Mohelnitzky

Title: St. Superintendent

Mailing Address: 400 Myron Street

Mailing Address 2:

City: Wausau

State: WI

Zip Code: 54403 xxxxx or xxxxx-xxxx

Phone Number: 715-261-6960 Ext: xxx-xxx-xxxx

Email: ric.mohelnitzky@ci.wausau.wi.us

1. Does the municipality rely on another entity to satisfy some of the permit requirements? If yes, enter entity name (government, consultant, group/organization).

Yes No

Public Education and Outreach: North Central Wisconsin Stormwater Coalition

Public Involvement and Participation: North Central Wisconsin Stormwater Coalition

Illicit Discharge Detection and Elimination: North Central Wisconsin Stormwater Coalition

Construction Site Pollutant Control:

Post-Construction Storm Water Management:

Pollution Prevention

2. Has there been any changes to the municipality's participation in group efforts towards permit compliances (i.e., the municipality has added or dropped consortium membership)?

Yes No

Missing Information

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7.

Form 3400-224 (08/19)

Minimum Control Measures- Section 1 : Complete

1. Public Education and Outreach

a. Complete the following information on Public Education and Outreach Activities related to storm water. Select the Mechanism that best describes how the topic message was conveyed to your population. Use the **Add Activity** to add multiple Mechanisms. For Quantity, choose the range for the number of Mechanisms chosen (i.e., number of workshops, events).

| Topic: Detection and elimination of illicit discharges | | | |
|--|------------------------|-----------------------------------|---|
| Mechanism | Quantity (optional) | Est. People Reached (optional) | Regional Effort? (optional) |
| Website | 1 - 9 | 100 + | <input type="radio"/> Yes <input checked="" type="radio"/> No |

Select all applicable audiences targeted for this topic.

- Contractors General Public Public Employees Residential School Groups
 Business Developers Industries Other:

| Topic: Management of materials that may cause storm water pollution from automobiles, pet waste, household hazardous waste and household practices | | | |
|--|------------------------|-----------------------------------|---|
| Mechanism | Quantity (optional) | Est. People Reached (optional) | Regional Effort? (optional) |
| Other | 20 - 49 | 100 + | <input checked="" type="radio"/> Yes <input type="radio"/> No |

Select all applicable audiences targeted for this topic.

- Contractors General Public Public Employees Residential School Groups
 Business Developers Industries Other:

| Topic: Beneficial onsite reuse of leaves and grass clippings/proper use of lawn and garden fertilizers and pesticides | | | |
|---|------------------------|-----------------------------------|--|
| Mechanism | Quantity (optional) | Est. People Reached (optional) | Regional Effort? (optional) |
| Did not focus on this topic this reporting year | Select... | Select... | <input type="radio"/> Yes <input type="radio"/> No |

Select all applicable audiences targeted for this topic.

- Contractors General Public Public Employees Residential School Groups
 Business Developers Industries Other:

Topic: Management of stream banks and shorelines by riparian landowners to

| minimize erosion and restore and enhance the ecological value of waterways | | | |
|--|------------------------|-----------------------------------|--|
| Mechanism | Quantity (optional) | Est. People Reached (optional) | Regional Effort? (optional) |
| Did not focus on this topic this reporting year | Select... | Select... | <input type="radio"/> Yes <input type="radio"/> No |

Select all applicable audiences targeted for this topic.

- Contractors General Public Public Employees Residential School Groups
 Business Developers Industries Other:

| Topic: Infiltration of residential storm water runoff from rooftop downspouts, driveways and sidewalks | | | |
|---|------------------------|-----------------------------------|---|
| Mechanism | Quantity (optional) | Est. People Reached (optional) | Regional Effort? (optional) |
| Educational activities (School presentations, summer camps, etc) | 100 + | 100 + | <input checked="" type="radio"/> Yes <input type="radio"/> No |

Select all applicable audiences targeted for this topic.

- Contractors General Public Public Employees Residential School Groups
 Business Developers Industries Other:

| Topic: Inform and where appropriate educate those responsible for the design, installation, and maintenance of construction site erosion control practices and storm water management facilities on how to design, install and maintain the practices | | | |
|--|------------------------|-----------------------------------|---|
| Mechanism | Quantity (optional) | Est. People Reached (optional) | Regional Effort? (optional) |
| Direct one-on-one communication | 1 - 9 | 10 - 19 | <input checked="" type="radio"/> Yes <input type="radio"/> No |

Select all applicable audiences targeted for this topic.

- Contractors General Public Public Employees Residential School Groups
 Business Developers Industries Other:

| Topic: Identify businesses and activities that may pose a storm water contamination concern, and where appropriate, educate specific audiences on methods of storm water pollution prevention | | | |
|--|------------------------|-----------------------------------|---|
| Mechanism | Quantity (optional) | Est. People Reached (optional) | Regional Effort? (optional) |
| Educational activities (School presentations, summer camps, etc) | 1 - 9 | 100 + | <input checked="" type="radio"/> Yes <input type="radio"/> No |

Select all applicable audiences targeted for this topic.

- Contractors General Public Public Employees Residential School Groups
 Business Developers Industries Other:

- b. Brief Public Involvement and Participation program information for inclusion in the Annual Report. If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

See Attached.

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (09/19)

Minimum Control Measures - Section 3 : Complete

3. Illicit Discharge Detection and Elimination

- a. How many total outfalls does the municipality have? Unsure
- b. How many outfalls did the municipality evaluate as part of their routine ongoing field screening program? Unsure
- c. From the municipality's routine screening, how many were confirmed illicit discharges? Unsure
- d. How many illicit discharge complaints did the municipality receive? Unsure
- e. From the complaint received, how many were confirmed illicit discharges? Unsure
- f. How many of the identified illicit discharges did the municipality eliminate in the reporting year? Unsure

(If the sum of 3.c. and 3.e. does not equal 3.f., please explain below.)

- g. How many of the following enforcement mechanisms did the municipality use to enforce its illicit discharge ordinance? Check all that apply and enter the number of each used in the reporting year. Unsure

- Verbal Warning
- Written Warning (including email)
- Notice of Violation
- Civil Penalty/ Citation

Additional Information: _____

- h. Brief Illicit Discharge Detection and Elimination program information for inclusion in the Annual Report. If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

See Attached.

Missing Information

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (08/19)

Minimum Control Measures - Section 4 : Complete

4. Construction Site Pollutant Control

- a. How many total construction sites were active at any point in the reporting year? Unsure
- b. How many construction sites did the municipality issue permits for in the reporting year? Unsure
- c. Do the above numbers include sites <1 acre? Yes No Unsure
- d. How many erosion control inspections did the municipality complete in the reporting year? Unsure

- e. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year. Unsure

No Authority

Verbal Warning

Written Warning (including email)

Notice of Violation

Civil Penalty/ Citation

Stop Work Order

Forfeiture of Deposit

Other - Describe below

- f. Brief Construction Site Pollutant Control program information for inclusion in the Annual Report . If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

See Attached.

Missing Information

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (08/19)

Minimum Control Measures - Section 5 : Complete

5. Post-Construction Storm Water Management

a. How many sites with new structural storm water management facilities* have received local approval ? Unsure

*Engineered and constructed systems that are designed to provide storm water quality control such as wet detention ponds, constructed wetlands, infiltration basins, grassed swales, permeable pavement, catch basin sumps, etc.

b. How many privately owned storm water management facilities were inspected in the reporting year ? Unsure

Inspections completed by private land owners should be included in the reported number.

c. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Unsure
Check all that apply and enter the number of each used in the reporting year.

No Authority

Verbal Warning

Written Warning (including email)

Notice of Violation

Civil Penalty/ Citation

Forfeiture of Deposit

Complete Maintenance

Bill Responsible Party

Other - Describe below

d. Brief Post-Construction Storm Water Management program information for inclusion in the Annual Report . If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

See attached.

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (08/19)

Minimum Control Measures - Section 6 : Complete

6. Pollution Prevention

Storm Water Management Facility Inspections (ponds, biofilters, etc.) Not Applicable

a. Enter the total number of municipally owned or operated structural storm water management facilities ? Unsure

b. How many new municipally owned storm water management facilities were installed in the reporting year ? Unsure

c. How many municipally owned storm water management facilities were inspected in the reporting year? Unsure

d. What elements are looked at during inspections (250 character limit)?

Stormwater management facilities are inspected on a biennial basis and were completed in 2018.

e. How many of these facilities required maintenance? Unsure

Public Works Yards & Other Municipally Owned Properties (SWPPP Plan Review) Not Applicable

f. How many inspections of municipal properties have been conducted in the reporting year? Unsure

g. Have amendments to the SWPPPs been made? Yes No Unsure

h. If yes, describe what changes have been made (200 character limit):

Collection Services - *Street Sweeping / Cleaning Program* Not Applicable

i. Did the municipality conduct street sweeping/cleaning during the reporting year?

Yes No Unsure

j. If known, how many tons of material was removed? Unsure

k. Does the municipality have a low hazard exemption for this material? Yes No

l. If street cleaning is identified as a storm water best management practice in the pollutant loading analysis, was street cleaning completed at the assumed frequency?

Yes

No - Explain Public works was short staffed

Not Applicable

Collection Services - *Catch Basin Sump Cleaning Program* Not Applicable

m. Did the municipality conduct catch basin sump cleaning during the reporting year?

Yes No Unsure

n. How many catch basin sumps were cleaned in the reporting year? Unsure

o. If known, how many tons of material was collected? Unsure

p. Does the municipality have a low hazard exemption for this material? Yes No

q. If catch basin sump cleaning is identified as a storm water best management practice in the pollutant loading analysis, was cleaning completed at the assumed frequency?

Yes

No - Explain Public works was short staffed

Not Applicable

Collection Services - *Leaf Collection Program* Not Applicable

- r. Does the municipality conduct curbside leaf collection? Yes No Unsure
- s. Does the municipality notify homeowners about pickup? Yes No Unsure
- t. Where are the residents directed to store the leaves for collection?
 Pile on terrace Pile in street Bags on terrace Unsure
 Other - Describe _____
- u. What is the frequency of collection?
 2 full / as needed if time allows
- v. Is collection followed by street sweeping/cleaning? Yes No Unsure

Winter Road Management Not Applicable

*Note: We are requesting information that goes beyond the reporting year, answer the best you can.

- w. How many lane-miles of roadway is the municipality responsible for doing snow and ice control? Unsure
- x. Provide amount of de-icing products used by month last winter season?
 Solids (tons) (ex. sand, or salt-sand)

| Product | Oct | Nov | Dec | Jan | Feb | Mar |
|---------------|--------------------------------|----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|----------------------------------|
| Salt | <input type="text" value="0"/> | <input type="text" value="378"/> | <input type="text" value="780"/> | <input type="text" value="735"/> | <input type="text" value="2199"/> | <input type="text" value="270"/> |
| Salt/sand mix | <input type="text" value="0"/> | <input type="text" value="376"/> | <input type="text" value="1606"/> | <input type="text" value="1190"/> | <input type="text" value="1463"/> | <input type="text" value="238"/> |

Liquids (gallons) (ex. brine)

| | Oct | Nov | Dec | Jan | Feb | Mar |
|-------|--------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|-----------------------------------|
| Brine | <input type="text" value="0"/> | <input type="text" value="21772"/> | <input type="text" value="30499"/> | <input type="text" value="30801"/> | <input type="text" value="60030"/> | <input type="text" value="8270"/> |

- y. Was salt applying machinery calibrated in the reporting year? Yes No Unsure
- z. Have municipal personnel attended salt reduction strategy training in the reporting year? Yes No Unsure

If yes, describe what training was provided (250 character limit):

When: How many attended:

Internal (Staff) Education & Communication

- aa. Has training or education been held for municipal or other personnel involved in implementing each of the pollution prevention program elements? Yes No Unsure

If yes, describe what training was provided (250 character limit):

When: How many attended:

- ab. Describe how the municipality has kept the following local officials and municipal staff aware of the municipal storm water discharge permit programs and its requirements.

Elected Officials

See Attached.

Municipal Officials

See Attached.

Appropriate Staff (such as operators, Department heads, and those that interact with public)

See Attached.

- ac. Brief Pollution Prevention program information for inclusion in the Annual Report . If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

See Attached.

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (08/19)

Minimum Control Measures - Section 7 : Complete

7. Storm Sewer System Map

- a. Did the municipality update their storm sewer map this year? Yes No Unsure

If yes, check the areas the map items that got updated or changed:

- Storm water treatment facilities
- Storm pipes
- Vegetated swales
- Outfalls
- Other - Describe below

- b. Brief Storm Sewer System Map information for inclusion in the Annual Report. If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

The City maintains record of the entire stormwater system via GIS, which is updated once as-built plans are submitted by staff and developers.

Missing Information

Do not close your work until you SAVE.

Form 3400-224 (08/19)

Final Evaluation - Complete

Fiscal Analysis

Complete the fiscal analysis table provided below. For municipalities that do not break out funding into permit program elements, please enter the monetary amount to your best estimate of what funding may be going towards these programs.

| Annual Expenditure Reporting Year | Budget Reporting Year | Budget Upcoming Year | Source of Funds |
|-----------------------------------|-----------------------|----------------------|-----------------|
|-----------------------------------|-----------------------|----------------------|-----------------|

Element: Public Education and Outreach

| | | | |
|------|------|------|-----------------------------|
| 1250 | 1250 | 1250 | <u>General revenue fund</u> |
|------|------|------|-----------------------------|

Element: Public Involvement and Participation

| | | | |
|------|------|------|-----------------------------|
| 1250 | 1250 | 1250 | <u>General revenue fund</u> |
|------|------|------|-----------------------------|

Element: Illicit Discharge Detection and Elimination

| | | | |
|-------|-------|------|--------------|
| 10000 | 10000 | 5000 | <u>Other</u> |
|-------|-------|------|--------------|

Element: Construction Site Pollutant Control

| | | | |
|-------|-------|-------|-----------------------------|
| 40000 | 35000 | 45000 | <u>General revenue fund</u> |
|-------|-------|-------|-----------------------------|

Element: Post-Construction Storm Water Management

| | | | |
|--------|--------|--------|--|
| 830000 | 830000 | 600000 | <u>Tax Incremental Finance District.</u> |
|--------|--------|--------|--|

| | | | |
|--------|--------|--------|-----------------------------|
| 800000 | 800000 | 400000 | <u>General revenue fund</u> |
|--------|--------|--------|-----------------------------|

Element: Pollution Prevention

| | | | |
|---------|--------|---------|-----------------------------|
| 1500000 | 903000 | 1500000 | <u>General revenue fund</u> |
|---------|--------|---------|-----------------------------|

Element: Storm Water Quality Management

| | | | |
|-------|-------|-------|-----------------------------|
| 10000 | 20000 | 20000 | <u>General revenue fund</u> |
|-------|-------|-------|-----------------------------|

Element: Storm Sewer System Map

| | | | |
|-------|-------|-------|-----------------------------|
| 15000 | 15000 | 15000 | <u>General revenue fund</u> |
|-------|-------|-------|-----------------------------|

Other (describe)

Select...

Please provide a justification for a "0" entered in the Fiscal Analysis

Water Quality

a: Were there any known water quality improvements in the receiving waters to which the municipality's storm sewer system directly discharges to?

Yes No Unsure If Yes, explain below:

b: Were there any known water quality degradation in the receiving waters to which the municipality's storm sewer system directly discharges to?

Yes No Unsure If Yes, explain below:

c: Have any of the receiving waters that the municipality discharges to been added to the impaired waters list during the reporting year?

Yes No Unsure

d: Has the municipality evaluated their storm water practices to reduce the pollutants of concern?

Yes No Unsure

Additional Information

Based on the municipality's storm water program evaluation, describe any proposed changes to the municipality's storm water program. If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

See Attached.

Do not close your work until you SAVE.

| | | | | | | |
|--|--|--|--|--|--|--|
| | | | | | | |
|--|--|--|--|--|--|--|

Form 3400-224 (08/19)

Requests for Assistance on Understanding Permit Programs

Would the municipality like the Department to contact them about providing more information on understanding any of the Municipal Separate Storm Sewer Permit programs?

Please select all that apply:

- Public Education and Outreach
- Public Involvement and Participation
- Illicit Discharge Detection and Elimination
- Construction Site Pollutant Control
- Post-Construction Storm Water Management
- Pollution Prevention
- Storm Water Quality Management
- Storm Sewer System Map
- Water Quality Concerns
- Compliance Schedule Items Due
- MS4 Program Evaluation

Do not close your work until you **SAVE**.

Required Attachments and Supplemental Information

Any other MS4 program information for inclusion in the Annual Report may be attached on here. Use the Add Additional Attachments to add multiple documents.

Upload Required Attachments (15 MB per file limit) - [Help reduce file size and trouble shoot file uploads](#)

*Required Item

Note: To replace an existing file, use the 'Click here to attach file ' link or press the to delete an item.

Storm Sewer System Map

 File Attachment

Attach - Other Supporting Documents

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

Attach - Permit Compliance Documents

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

Missing Information

You must attach a Storm Sewer Map file,

Draft and Share PDF Report with Municipality's Governing Body.

Press the button below to create a PDF. The PDF will be sent to the email address associated with the WAMS ID that is signed in. After the annual report has been approved by the governing body, you will have to come back to the MS4 eReporting system to submit the report to the DNR.

[Draft and Share PDF Report with Municipality's Governing Body](#)

Complete and Submit Your Application

You have not completed all areas of the application. Please return to the application and complete all missing items.

Contact Information: Complete

Minimum Control Measures Section 1: Complete

Minimum Control Measures Section 2: Complete

Minimum Control Measures Section 3: Complete

Minimum Control Measures Section 4: Complete

Minimum Control Measures Section 5: Complete

Minimum Control Measures Section 6: Complete

Minimum Control Measures Section 7: Complete

Attachments: Has Missing Items

Final Evaluation: Complete