



# Illinois Environmental Protection Agency

Bureau of Water • 1021 N. Grand Avenue E. • P.O. Box 19276 • Springfield • Illinois • 62794-9276

## Division of Water Pollution Control ANNUAL FACILITY INSPECTION REPORT

You must have Adobe Acrobat Reader 8.0 or above installed to use the features on this form.

### for NPDES Permit for Storm Water Discharges from Separate Storm Sewer Systems (MS4)

This fillable form may be completed online, a copy saved locally, printed and signed before it is submitted to the Compliance Assurance Section at the above address. Complete each section of this report.

Report Period: From March, 2019 To March, 2020

Permit No. ILR40 0022

#### MS4 OPERATOR INFORMATION: (As it appears on the current permit)

Name: CANTEEN TOWNSHIP Mailing Address 1: 5500 BUNKUM ROAD  
Mailing Address 2: County: St. Clair  
City: WASHINGTON PARK State: IL Zip: 62204 Telephone: 618-875-6363  
Contact Person: LEONARD MOORE Email Address: canteensec24@wisperhome.com  
(Person responsible for Annual Report)

#### Name(s) of governmental entity(ies) in which MS4 is located: (As it appears on the current permit)

ILLINOIS DEPARTMENT OF TRANSPORTATION ST. CLAIR COUNTY

#### THE FOLLOWING ITEMS MUST BE ADDRESSED.

A. Changes to best management practices (check appropriate BMP change(s) and attach information regarding change(s) to BMP and measurable goals.)

- 1. Public Education and Outreach
- 2. Public Participation/Involvement
- 3. Illicit Discharge Detection & Elimination
- 4. Construction Site Runoff Control
- 5. Post-Construction Runoff Control
- 6. Pollution Prevention/Good Housekeeping

- B. Attach the status of compliance with permit conditions, an assessment of the appropriateness of your identified best management practices and progress towards achieving the statutory goal of reducing the discharge of pollutants to the MEP, and your identified measurable goals for each of the minimum control measures.
- C. Attach results of information collected and analyzed, including monitoring data, if any during the reporting period.
- D. Attach a summary of the storm water activities you plan to undertake during the next reporting cycle ( including an implementation schedule.)
- E. Attach notice that you are relying on another government entity to satisfy some of your permit obligations (if applicable).
- F. Attach a list of construction projects that your entity has paid for during the reporting period.

Any person who knowingly makes a false, fictitious, or fraudulent material statement, orally or in writing, to the Illinois EPA commits a Class 4 felony. A second or subsequent offense after conviction is a Class 3 felony. (415 ILCS 5/44(h))

Leonard Moore  
Owner Signature:

Leonard Moore

Printed Name:

5-28-20  
Date:

Highway Commissioner

Title:

EMAIL COMPLETED FORM TO: [epa.ms4annualinsp@illinois.gov](mailto:epa.ms4annualinsp@illinois.gov)

or Mail to: ILLINOIS ENVIRONMENTAL PROTECTION AGENCY  
WATER POLLUTION CONTROL  
COMPLIANCE ASSURANCE SECTION #19  
1021 NORTH GRAND AVENUE EAST  
POST OFFICE BOX 19276  
SPRINGFIELD, ILLINOIS 62794-9276

**ADMINISTRATIVE REVISIONS TO THE NOTICE OF INTENT**

Revisions to the original Notice of Intent (NOI) are reflected below.

MS4 Operator Mailing Address:                      Yes    \_\_\_\_\_                      No      X  

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Persons Responsible:                                      Yes    \_\_\_\_\_                                      No      X  

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Area of Responsibility: \_\_\_\_\_

## Introduction

In 2003, St. Clair County (County), Illinois and its communities created a Co-Permittee Group to join forces in complying with the National Pollutant Discharge Elimination System (NPDES) for Municipal Separate Storm Sewer Systems (MS4) Phase II requirements. As stated in the original 2003 Notice of Intent (NOI), the County and the Co-Permittee communities were to pool resources and work together to comply with the commitments made within the NOI for the benefit of all within the County.

The Co-Permittee Group was active during this reporting period. Significant progress was made sharing Best Management Practices (BMPs) for document retention, operation procedures, and maintenance activities.

## Best Management Practice (BMP) Summary of 2019-2020 Activities

In 2003, each member of the Co-Permittee Group submitted a NOI in compliance with the first 5-year cycle. In 2008, a NOI was submitted in compliance with the next 5-year cycle, as written in the first MS4 permit. The 2009 NOI was submitted in compliance with additional requirements in the second MS4 permit. In 2013, a new NOI was submitted for the next 5-year cycle and was in place starting in March 2014. As stated in the 2003, 2008, 2009, and 2013 NOIs, each Co-Permittee Member identified certain activities to comply with the Phase II requirements. Below is an abbreviated summary of the BMPs that were written in the NOI for each of the minimum control measures.

### **March 2019-February 2020:**

- 1) **A.1-** Storm water brochures for businesses, homeowners, children, and green infrastructures were to be promoted and displayed by each community in a public place.
- 2) **A.4-** St. Clair County sponsored a booth at the County Fair and/or Earth Day and distributed the storm water and green infrastructure brochures.
- 3) **A.5-** St. Clair County posted newsletters on the County Health Department website during school months. Co-Permittee Members distributed educational materials to schools in their communities. The amount of material distributed was to be tracked by the communities.
- 4) **B.3-** The Co-Permittee Group met three (3) times to review upcoming permit requirements, notice of intent, review storm water management program, operations training, and to develop and submit the Annual Report.
- 5) **B.5-** Co-Permittee Members solicited and encouraged public assistance in monitoring the community's storm water system. Public inquiries and complaints were responded to and recorded.
- 6) **B.6-** St. Clair County continued to promote programs related to storm water activities and recycling programs. The community tracked its participation.

- 7) **C.1-** Co-Permittee Members updated any new or revised storm sewers and performed stream observations at bridge inspections.
- 8) **C.5-** A survey of previously installed stencils was to be performed as well as replacing or placing any that needed inlet stencils.
- 9) **C.6-** Communication brochures were distributed to the community. Co-Permittee Members discussed any known illicit discharge ordinance compliance issues in the communities.
- 10) **C.9-** Co-Permittee Members developed brochures addressing specific storm water ordinance prohibited activities and distributed with educational brochures.
- 11) **D.1, E.2, E.4-** Community storm water ordinances were to be updated, if needed, and require a SWPPP on site plans disturbing more than one acre.
- 12) **D.2, F.1-** The Co-Permittee held an Operations Training class. Topics included a review of the history of drainage systems, the Clean Water Act and NPDES permits, and the impacts of storm water.
- 13) **D.5-** St. Clair County continued to maintain a storm water hotline number to address public concerns related to storm water issues. County tracked and reported the number of calls.
- 14) **F.6-** Communities reviewed operating procedures and BMPs and modified if necessary.

The following pages highlight changes made to the BMPs from the NOI, BMP status, and activities planned for the next reporting year. Additional information is also provided from the County and each Community.

It is to be noted that some BMPs will continue on to the next NOI, but some will be stopped, and others added to fulfill the requirements of the permit. The 2014-2019 NOI can be found on the IEPA website.

Canteen Township FOIA Officer for the reporting year:

Name:     Killian Weir    

Title:     Township Clerk    

Telephone Number:     (618) 875-6363

EPA Annual Report for Storm Water Discharges from MS4 Communities- Period: March 2019 through February 2020

A. Changes to Best Management- Were there any changes to the BMPs?		B. The status of compliance with the permit, the appropriateness of the BMP and progress towards achieving reduction of discharged pollutants to the MEP, and identified measurable goals for each of the minimum control measures.		C. Provide results of information collected and analyzed, including monitoring data. Information attached?		D. Summarize the storm water activities you plan to undertake with an implementation schedule		
Comment	YES	NO		If attached information, describe.	YES	NO	Activity	Schedule
<b>BMP No. A.1 - Distributed Paper Materials- Informational Brochures</b>								
Milestone For Reporting Year: Promote the availability of brochures to the residents.								
		X	The County has brochures available to all county residents at the St. Clair County Health Department.			X	St. Clair County has brochures available to all County residents at the St. Clair County Health Department.	Ongoing through 2020-2021 permit year.
<b>BMP No. A.4- Community Event- Sponsor Annual Booth at the Earth Day Festival</b>								
Milestone For Reporting Year: St. Clair County sponsored a booth at the Earth Day Festival.								
		X	St. Clair County sponsored a booth and distributed storm water materials at the Health Department Earth Day Celebration in April 2019.			X	St. Clair County is responsible for the booth and tracking the number of brochures handed out.	The 2020 Earth Day event will be in April.
<b>BMP No. A.5- Classroom Education Material</b>								
Milestone For Reporting Year: Communities distributed educational materials and tracked the number of brochures and other materials handed out to the schools.								
		X	St. Clair County posted educational newsletters on the Health Department's Website.	Review of Classroom Education Materials- See page 11		X	The communities will inform local schools that the newsletters are available on the Health Department's Website.	Ongoing through 2020-2021 permit year.

IEPA Annual Report for Storm Water Discharges from MS4 Communities- Period: March 2019 through February 2020

A. Changes to Best Management- Were there any changes to the BMPs?		B. The status of compliance with the permit, the appropriateness of the BMP and progress towards achieving reduction of discharged pollutants to the MEP, and identified measurable goals for each of the minimum control measures.		C. Provide results of information collected and analyzed, including monitoring data. Information attached?		D. Summarize the storm water activities you plan to undertake with an implementation schedule		
Comment	YES	NO		If attached information, describe.	YES	NO	Activity	Schedule
<b>BMP No. B-3- Stakeholder's Meeting- Coordinate Meetings and Annual Reports</b>								
Milestone For Reporting Year: Co-Permittee Group met three (3) times to complete training and to develop and submit the Annual Report.								
		X	Co-Permittee Meetings were held on Feb. 28th, May 2nd, and October 31st, 2019. Annual reports were provided to communities in May 2019 and submitted to IEPA before June 1st, 2019. Meeting topics included: Annual Reporting and O&M Manuals, Reducing Road Salt Use and Visual Water Sampling Training, and Operations Training. A Township representative attended all three meetings.			X	The Township will continue to meet with the Co-Permittee Group to share BMPs and training opportunities. The Co-Permittee Group has planned three compliance/training activities for 2020.	Ongoing through 2020-2021 permit year.
<b>BMP No. B-5- Volunteer Monitoring- Solicit and Encourage Public Assistance in Monitoring the Community's Storm Water System &amp; Storm Water Hotline</b>								
Milestone For Reporting Year: Community will work to involve more public assistance in reporting storm water issues.								
		X	Public assistance information is available by calling the Township directly or on the St. Clair County Website, where calls or emails are recorded and addressed. The Township also has the Storm Water Hotline number posted on their Website.			X	The community will continue to respond to and record all public complaints of illicit discharge and/or dumping and storm water issues.	Ongoing through 2020-2021 permit year.
<b>BMP No. B.6- Program Coordination- Participate in programs targeted at public awareness, including: Inlet Stenciling and Recycling</b>								
Milestone for Reporting Year: St. Clair County continued to promote programs related to storm water activities. Communities tracked participation.								
		X	County will continue to promote programs related to storm water activities and recycling. Multiple media outlets will be used to communicate with municipalities.	Review of Community Events - See page 11		X	County will continue to promote programs related to storm water activities. Multiple media outlets will be used to communicate with municipalities.	Ongoing through 2020-2021 permit year.

IEPA Annual Report for Storm Water Discharges from MS4 Communities- Period: March 2019 through February 2020

A. Changes to Best Management- Were there any changes to the BMPs?		B. The status of compliance with the permit, the appropriateness of the BMP and progress towards achieving reduction of discharged pollutants to the MEP, and identified measurable goals for each of the minimum control measures.		C. Provide results of information collected and analyzed, including monitoring data. Information attached?		D. Summarize the storm water activities you plan to undertake with an implementation schedule		
Comment	YES	NO		If attached information, describe.	YES	NO	Activity	Schedule
<b>BMP No. B.7- Other Public Involvement - the community will provide a public meeting annually for public input into for the MS4 program</b>								
Milestone for Reporting Year: The communities will provide a public meeting annually for public input for the MS4 program.								
		X	The Township holds public meetings bi-weekly, but no public input has been received. The County also held a public meeting to discuss the adequacy of the MS4 program.	Review of Other Public Involvement - See page 11		X	Community will continue to hold a public meeting to solicit public input regarding the adequacy of the MS4 program.	Ongoing through 2020-2021 permit year.
<b>BMP No. C.1- Storm Sewer Map Preparation</b>								
Milestone for Reporting Year: Co-Permittee member communities reviewed outfall maps and conducted stream observations annually at bridge inspections.								
		X	Co-Permittee communities reviewed their outfall maps for completeness and updated them if necessary. Canteen Township has their outfall locations and storm water systems mapped.			X	Communities will begin to update their storm system maps to include modifications to the system.	Ongoing through 2020-2021 permit year.
<b>BMPs No. C.2, C.9- Regulatory Control Program- Ordinance language for Illicit discharge/public notification</b>								
Milestone for Reporting Year: Communication brochures were distributed to the community.								
		X	St. Clair County distributed brochures at the Earth Day event and has them available at the County Health Department.			X	This BMP will not continue into the next NOI.	
<b>BMP No. C.5- Inlet Stenciling</b>								
Milestone for Reporting Year: Survey condition of inlet stencils.								
		X	The Township assessed the condition of the stencils and replaced any that needed to be replaced.	Review of Illicit Source Removal Procedures - See page 11		X	Communities will survey samples of stencils previously installed, replace ones that need to be replaced, and assure all new inlets are installed with stencils.	Ongoing through 2020-2021 permit year.

IEPA Annual Report for Storm Water Discharges from MS4 Communities- Period: March 2019 through February 2020

A. Changes to Best Management- Were there any changes to the BMPs?		B. The status of compliance with the permit, the appropriateness of the BMP and progress towards achieving reduction of discharged pollutants to the MEP, and identified measurable goals for each of the minimum control measures.		C. Provide results of information collected and analyzed, including monitoring data. Information attached?		D. Summarize the storm water activities you plan to undertake with an implementation schedule		
Comment	YES	NO		If attached information, describe.	YES	NO	Activity	Schedule
<b>BMP No. C.6- Program Evaluation and Assessment</b>								
Milestone for Reporting Year: Perform illicit discharge detection and elimination in the Community's storm water system.								
		X	Communities will perform stream observations during their annual bridge inspections and take appropriate action if any illicit discharge is found.			X	Communities will continue to perform stream observations and address illicit discharge per the community ordinance.	Ongoing through 2020-2021 permit year.
<b>BMP No. C.9- Public Notification</b>								
Milestone for Reporting Year: Community will update ordinance brochure.								
		X	Brochures will be updated to address specific storm water ordinance prohibited activities and distributed with brochures addressed in BMP A1.			X	Ordinance brochures will be updated and distributed to the community throughout years 2015-2020	Ongoing through 2020-2021 permit year.
<b>BMPs No. D.1, E.2, and E.4- Site Plan and Pre-Construction Review Procedures</b>								
Milestone for Reporting Year: Update storm water ordinance.								
		X	The County ordinance can be used by the Township.			X	This BMP will not continue into the next NOI.	
<b>BMP No. D.1- Regulatory Control Program</b>								
Milestone for Reporting Year: Require SWPPP on all site plans disturbing more than one acre of land inside the Community.								
		X	The County & Township will require SWPPP on sites disturbing over 1 acre and enforce ordinance provisions.			X	The community will continue to require SWPPP on sites disturbing over 1 acre and verify the proper use of sediment and erosion control techniques.	Ongoing through 2020-2021 permit year.

EPA Annual Report for Storm Water Discharges from MS4 Communities- Period: March 2019 through February 2020

A. Changes to Best Management- Were there any changes to the BMPs?		B. The status of compliance with the permit, the appropriateness of the BMP and progress towards achieving reduction of discharged pollutants to the MEP, and identified measurable goals for each of the minimum control measures.		C. Provide results of information collected and analyzed, including monitoring data. Information attached?		D. Summarize the storm water activities you plan to undertake with an implementation schedule		
Comment	YES	NO		If attached information, describe.	YES	NO	Activity	Schedule
<b>BMP No. D.2- Erosion and Sediment Control BMPs</b>								
Milestone for Reporting Year: Community will participate in BMP training during Annual Operations Training.								
		X	The community had one representative participate in BMP training during the Annual Operations Training on October 31, 2019.			X	Community will continue to participate in BMP training.	Ongoing through 2020-2021 permit year.
<b>BMP No. D.5- Storm Water Hotline</b>								
Milestone for Reporting Year: County continued to maintain a storm water hotline number to address public concerns related to storm water issues. County tracked and reported the number of calls.								
		X	St. Clair County maintained the hotline number during the reporting period. Communities respond to complaints of residents for storm-water-related issues.			X	County and Communities will respond to calls and emails for storm water issues.	Ongoing through 2020-2021 permit year.
<b>BMPs No. D.6 and E.5- Training for Construction Site Inspectors</b>								
Milestone for Reporting Year: Construction Site Inspection training was provided.								
		X	No Construction Site Inspection training was needed.			X	The last Construction Site Inspection training took place in April 2017. This BMP will not continue into the next NOI.	
<b>BMP No. E.2- Regulatory Control Program</b>								
Milestone for Reporting Year: Enforce Storm Water Ordinance.								
		X	Canteen Township will continue to enforce the County's storm water ordinance.			X	Communities will continue to enforce their storm water ordinance.	Ongoing through 2020-2021 permit year.

IEPA Annual Report for Storm Water Discharges from MS4 Communities- Period: March 2019 through February 2020

A. Changes to Best Management- Were there any changes to the BMPs?		B. The status of compliance with the permit, the appropriateness of the BMP and progress towards achieving reduction of discharged pollutants to the MEP, and identified measurable goals for each of the minimum control measures.		C. Provide results of information collected and analyzed, including monitoring data. Information attached?		D. Summarize the storm water activities you plan to undertake with an implementation schedule		
Comment	YES	NO		If attached information, describe.	YES	NO	Activity	Schedule
<b>BMP No. E.4- Pre-Construction Review of BMP Designs</b>								
Milestone for Reporting Year: Review post construction BMPs.								
		X	The County will require and review SWPPPs on site plans disturbing more than one (1) acre of land.			X	Communities will review the post construction BMPs on all sites that disturb more than one acre in land.	Ongoing through 2020-2021 permit year.
<b>BMP No. F.1- Employee Training Program</b>								
Milestone for Reporting Year: The Co-Permittee held an Operations Training class.								
		X	Training focused on a review of the history of drainage systems, the Clean Water Act and NPDES permits, and the impacts of storm water. One Township representative attended operations training.			X	The Co-Permittee Group will continue holding an Operations Training class as part of education requirements.	Ongoing through 2020-2021+A10:L75 permit year.
<b>BMP No. F.6- Other Municipal Operations Controls- Standard Operating Procedures</b>								
Milestone for Reporting Year: Communities reviewed operating procedures and BMPs and modified if necessary.								
		X	Storm water operation procedures for the street department were reviewed and modified as necessary.			X	Operation procedures are reviewed annually. Co-Permittee meetings will include reference to review and update requirements.	Ongoing through 2020-2021 permit year.

**ADDITIONAL INFORMATION**

<p><b>BMP A.5</b></p>	<p><b><u>Classroom Educational Materials</u></b></p> <p>The County has taken steps to educate school children on the severity of storm water pollution. The St. Clair County Health Department issues a newsletter each month and it is posted on the St. Clair County Health Department's website. The newsletter consists of articles for students with a wide range of pollution topics, including storm water. The newsletter also lists upcoming recycling events and schools that have won past recycling contests.</p>
<p><b>BMP B.6</b></p>	<p><b><u>Community Events - Recycling Programs</u></b></p> <p>Throughout the year, St. Clair County sponsored community events that potentially could positively impact storm water quality. These activities include telephone book recycling and an ongoing "Clean Sweep" program. Telephone book recycling was sponsored by Illinois American Water. The county website also has a brochure listing recycling sites for over 29 different materials.</p> <p>The Township participates in Christmas tree, paper, large item, and tire recycling events during the year.</p>
<p><b>BMP B.7</b></p>	<p><b><u>Other Public Involvement</u></b></p> <p>The public is encouraged to assist in monitoring the community's storm water system by reporting illegal dumping and discharge or storm water issues either directly to the Township or through the County. The St. Clair County storm water hotline number is posted on its website and is provided in educational brochures.</p>
<p><b>BMP C.5</b></p>	<p><b><u>Illicit Source Removal Procedures</u></b></p> <p>The St. Clair County Highway Department sponsors an Adopt-a-Highway Program throughout the County. By sponsoring this program, St. Clair County is eliminating a significant source of storm water pollution by keeping trash out of streams and keeping road ditches clear of debris for storm events.</p>

## ADDITIONAL COMMUNITY ACTIVITIES

(Make additional copies of form, as necessary)

Community Name: **Canteen Township**

Permit #: **ILR400022**

List any additional community-sponsored activities performed between March 2019 and February 2020 not listed in *Notice of Intent (NOI)* submittal, but which addresses one of the six minimum control measures:

The Township graded ditches all over the Road District.

The Township cleaned all of its catch basins during March 2019 - February 2020.

The Township uses a 20-cubic-yard dumpster that is emptied monthly and a 6-cubic-yard dumpster that is emptied weekly for debris and trash collected from roadways.

The Township participates in Christmas tree, paper, large item, and tire recycling events during the year.

With assistance from St. Clair County, the Township is developing a process to assess the water quality impacts of flood management projects affecting the municipality.

Circle which minimum control measure addressed:

- |   |  |
|---|--|
| 1. Public Education and Outreach  | 4. Construction Site Runoff Control  |
| 2. Public Participation/Involvement   | 5. Post-Construction Runoff Control  |
| <input checked="" type="radio"/> 3. Illicit Discharge Detection & Elimination | <input checked="" type="radio"/> 6. Pollution Prevention/Good Housekeeping |

### **C. Information Collected and Analyzed during 2019-2020 Reporting Year**

The NPDES permit effective March 1, 2016, requires MS4 permittees serving populations under 25,000 persons to conduct visual observations of storm water discharge. Canteen Township will begin storm water sampling after the first quarter of 2019. The Township will be using a Standard Visual Monitoring Form to document discharge color, clarity, oil sheen, odor, floating solids, suspended solids, vegetation conditions, settled solids, foam, and damage to the outfall structure. The standard form is used to ensure systematic collection, reduce error, and provide continuity between observations. Visual observation training was provided through the MS4 Co-Permittee Group.

Canteen Township takes samples quarterly throughout the community. Samples are taken quarterly at each location within 48 hours of a ¼-inch-or-greater rainfall event in a 24-hour period. If a sample cannot be taken during the quarter, an explanation will be provided. The storm water monitoring program will help evaluate the effectiveness of BMPs implemented to reduce pollutant loadings and water quality impacts. When trends in the data are identified, BMPs can be adjusted accordingly.

No Quarterly Visual Monitoring forms or information are attached to this Annual Report.

### **E. Reliance on Government Entities for Permit Obligations**

Co-Permittee cooperation with County

### **F. List of Construction Projects during 2018-2019 Reporting Year**

The Township had no public construction projects during the reporting year.