

CITY OF DE PERE

Public Works - Engineering Department

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City of De Pere MS4 Annual Permit – Supplemental Information for 2021 Activities

Last Update: March 3, 2022

Below is a summary of activities completed for the various requirements of the MS4 permit.

Public Education and Outreach Summary

- Discussed the storm sewer system and storm water management with the general public at three different public information meetings on February 1st, 2nd, and 3rd. The power point presentation and review included NEWSC handout guides for
 - Ice and Snow Control
 - Grass Clipping
 - Car Washing
 - Leaf Collection
- Staff presented a summary of the annual MS 4 permit to the Board of Public Works on March 8th, 2021.
- Letters were sent to property owners identified as dumping dog waste on adjacent vacant parcels on April 15, 2021 – 2 property owners. Owners were provided the “Good Dog, Good Owner” brochure created by NEWSC.
- Letters were sent to property owners to remove grass clippings/debris from swales and/or ponds. “The Perfect Lawn” flyers were included with the letters.
 - May 5, 2021
 - June 15, 2021 – 3 property owners
- Letters were sent to property owners to remove grass clipping/debris from swales and/or ponds.
 - August 9, 2021 – 3 property owners
- Posted “Fish Don’t Swim in Chlorine” on May 11, 2021. Also provided to the Inspection Department for sharing with property owners.
- Letters were sent to property owners with proper maintenance of the drainage swale in their back yard. The “perfect lawn” was included with the letter.
 - May 11, 2021 – 17 property owners.
- A letter was sent to 2201-2203 Rygar Court to perform wale maintenance on August 17, 2021. “The Perfect Lawn” flyer was included.

Public Involvement and Participation

- The City MS4 Team met on February 15th, 2021 (7 employees).
- The City’s Beautification Committee cleans up garbage along the Fox River Trail weekly.

- The Fox-Wolf Watershed hosted a clean-up event on May 1, 2021, at Voyageur Park and Bomier Boat Launch. City staff participated in the event. (NEWSC Annual Report)
- The City presented the MS4 2021 Annual Report to the Board of Public Works and City Council meetings in March 2021.
- Sustainability Commission Farmers Market Booth. August 5 and September 2, 2021
- Hosted Saltwise training at the Municipal Service Center. City staff led a discussion with local communities and the media to discuss techniques being used to minimize salt. Two separate news stories were run on local TV.

Illicit Discharge Detection and Elimination

- Addressed Grease container discharge at 310 Charles Street.
- Updated Spill and Illicit Discharge Response Procedure Manual on June 28, 2021

Construction Site Pollutant Control

- Inspection Department e-mailed local home builders and developers with erosion control ordinance information on March 3, 2021.
- Inspection Department e-mailed local home builders and developers about upcoming early spring rain event. Provided multiple erosion control resources including Erosion & Sediment Control Field Guide and Inlet Protection Detail on March 9, 2021.
- Staff completed inspections on private and public construction sites. Engineering assisted the Inspection Department for erosion control practices on private sites. Staff utilized verbal and written warnings for several projects.
- Staff (8 members) participated in training by Contech on March 8, 2021
- Staff (2 members) participated in training by ASI May 25th and 27th
- Staff (1 member) participated in training by CSI on August 23rd and 24th.

Post Construction Storm Water Management

- The City performed tree and brush removal on several ponds in 2021 including the large pond system near the West Business Park.
- Staff sent out RFP's for muskrat tapping services
- Staff completed inspections on public and private storm water management systems. Private facilities requiring maintenance were sent letter in August 2021.
- The City completed maintenance on public storm water facility: All of the trees, brush, debris, and large vegetation were cleared from the swales and pond slopes.
- The City is continuing maintenance on public storm water facilities in 2021.
- The list of storm water maintenance activities is attached.
- The City installed 65 storm laterals to residents with storm sewer.
- Sent maintenance letter to 500 Fortune Avenue on June 17, 2021.
- Sent pond maintenance letters on August 19, 2021.
 - 505 Lawrence Drive.
 - 1745 E. Matthew Drive
 - 420 College Avenue
- Sent pond maintenance letters on August 23, 2021

- 1200-1284 Pershing Road
- 1700 Lawrence Drive
- 1746-1776 Burgoyne Court
- 1994 Paint Horse Trail
- 1997 American Boulevard
- 2191 American Boulevard
- Swale cleanup by City (billed to owner). Letters sent to owners on August 9th.
 - 1700-1702 Burgoyne Court
 - 2297 Samantha Street
- Pond correction letter send to 765 Lawrence Drive on August 24, 2021
- Swale maintenance letter to 2184 Trailside Lane on August 31, 2021
- Completed muskrat removal on six ponds in 2021
- Obtained easement for City control of a pond treating City water off of Fortune Avenue

Pollution Prevention

- Staff attended SaltWise Live Street on January 11, 2021 (2 employees)
- Staff attended Aquatic Invasive Species Webinar on January 22, 2021 (2 employees)
- Presented the video “Raincheck” to Street Department on February 24, 2021 (13 employees).
- Staff attended SaltWise Webinar on March 2, 2021 (1 employee)
- Presented the video “Raincheck” to Building Maintenance and Mechanical Departments on February 24, and March 2, 9, 11, and 22, 2021 (21 employees)
- The City cleaned and televised 67,935 linear feet of storm sewer.
- Staff attended and presented at the Western U.S. Snow and Ice Conference in September 2021.
- The City collected 813 tons of material during leaf collection and 336 tons of material from street sweeping and catch basin cleaning.
- Staff (8 members) participated in training by Contech on March 8, 2021
- Staff (2 members) participated in training by ASI May 25th and 27th
- Staff (1 member) participated in training by CSI on August 23rd and 24th.
- Staff (2 members) participated in training by NEWSC on November 29th regarding pond dredging.