



Rule 13 - MS4 ANNUAL REPORT

State Form 51278 (R6 / 7-12)
INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

For questions regarding this form, contact:

IDEM Office of Water Quality , Storm Water Program
MS4 Coordinator
100 North Senate Avenue, Room 1255
MC 65-42
Indianapolis, IN 46204-2251

Telephone: (317) 234-1601 or
(800) 451-6027, ext. 41601 (within Indiana)

Web Access: <http://www.IN.gov/idem/4900>

- NOTE:**
- Annual reports must be submitted to the Indiana Department of Environmental Management. **Failure to submit the annual report is considered noncompliance with your permit.**
 - For the **first five (5)**-year permit term, this completed form must be submitted by 1 year from the SWQMP – Part C submittal date and, thereafter, 1 year from the previous report (i.e., in years two (2) through five (5) of permit coverage).
 - In the **second and subsequent** five (5)-year permit terms, this completed form must be submitted in years two (2) and four (4) of permit coverage.
 - Please type or print in ink.**
 - Please answer all questions thoroughly and return the form by the due date.
 - Return this form and any required attachments to the IDEM Storm Water Program, MS4 Coordinator at the address listed in the box on the upper-right.

Five Year Permit Term	Reporting Year
<input type="checkbox"/> 1st Permit Term	Permit Year <u>2022</u>
<input checked="" type="checkbox"/> Second and subsequent five (5) Year Permit Terms	<input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5
MS4s in their first permit term must submit reports annually. MS4s that are in subsequent permit terms must submit in years 2 and 4 of the permit term.	

PART A: GENERAL INFORMATION – MS4 OPERATOR

1. Permit Number: INR 0 4 0 034	Type of MS4: <input checked="" type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> County <input type="checkbox"/> Non-traditional
2. MS4 Entity: City of Vincennes <i>(Name of permit holder)</i>	
3. MS4 Operator: Jake Personett	
4. Mailing Address: 403 Busseron St. Vincennes, IN ZIP: 47591 County: Knox	
5. Email Address: jakep@vinutilities.com	

PART B: GENERAL INFORMATION – MS4 COORDINATOR

6. MS4 Coordinator <i>(please print)</i> : Jake Personett
7. Person's Title: MS4 Coordinator
8. Mailing Address: 403 Busseron St. Vincennes, IN ZIP: 47591
9. Telephone Number: 812-316-0279
10. E-mail Address: jakep@vinutilities.com

PART C: GENERAL INFORMATION – REPORT PREPARER

11. Name: <i>(Provide this information if someone other than MS4 Operator or Coordinator completed this report.)</i>
12. Affiliation with the MS4:
13. Mailing Address: , IN ZIP:
14. Telephone Number: Extension:
15. E-mail Address:

PART D: PROGRAM MANAGEMENT
327 IAC 15-13-18

16. Provide a summary of the following program management activities performed during the reporting period:

- a) If this is a co-permit, list all permittees and operators responsible for permit implementation for each entity.
N/A
- b) Identify changes to the MS4 area boundaries, including areas added to or lost to the MS4 area via annexation or other similar means. Provide a current map (8.5" X 11" or 8.5" X 14")
There were some small additions to the MS4 boundary which has been updated in Part C, Chapter 2.
- c) Identify follow-up or additional water quality characterizations completed during the reporting period if applicable.
The WQRC was updated in 2022 and the Knox County Soil and Water Conservation District is doing a water quality project with a couple of sampling sites in Vincennes.
- d) Provide updated receiving water information completed during the reporting period if applicable.
Receiving waters have not changed.
- e) Identify funding sources (utility fees, grants, enforcement fines etc) utilized for MS4 program implementation during this reporting period.
The City of Vincennes established a Stormwater Utility Fee in 2010, but those funds are primarily used for infrastructure. The primary source of funding for the MS4 program is the City's sewer fees.
- f) Provide a list of new active industrial sites identified during this reporting period.
None
- g) Provide a list of facilities owned and operated by the MS4 that require Rule 6 (industrial storm water) permits.
None
- h) Provide a summary of complaints received and follow-up investigation results related to storm water quality issues during this reporting period.
See Document A-1 for a list of complaints and spills.
- i) Other:

PART E: PUBLIC EDUCATION AND OUTREACH - MINIMUM CONTROL MEASURE

17. Identify the best management practices (BMPs) for public education and outreach included in your Storm Water Quality Management Plan (SWQMP) Part C and then respond to the following:

- a) Identify progress made towards development and implementation of each BMP for this minimum control measure (MCM) including timetables and measurable goals during this reporting period.
See attachment A-2: Public Education and Outreach
- b) Describe implementation problems encountered and changes made due to ineffectiveness or infeasibility during this reporting period.
- c) Describe program BMPs that went beyond those identified in the SWQMP.
The City continues its annual agreement with the Knox County SWMD (KCSWMD) and continues to provide service well above that committed to for the MS4 Program. This partnership has resulted in distribution of Fact Sheets, several visits to elementary schools and local organizations, internet information sharing through Facebook, and an annual Household Hazardous Waste Collection event hosted at the Vincennes Streets Department. Through this annual cooperation, the City is able to exceed their minimum requirements and continue to look for additional efforts each year to further their influence on the public.
- d) Identify storm water BMPs installed or initiated for this MCM during this reporting period.
There were no structural BMPs installed or initiated for this MCM during the reporting period
- e) Describe program implementation partnerships and explain successes and barriers during this reporting period.
The City continues to partner with the KCSWMD to handle most of the Public Education and Outreach and Public Involvement measurable goals. The partnership is handled on an annual basis under contract and the City of Vincennes staff assist as time permits. The Director plays a dual role as educator, but local schools and teachers frequently contact her directly to set up repeat education seminars as a result of the positive feedback in prior years. This relationship remains positive.
The City also relies on Engineering consultants to help bolster the MS4 program where staff time is limited. Updates on signage, inspection procedures, guidance documents, and training materials are obtained for use by the City of Vincennes. Additionally, the City uses a consultant for review of their construction and post-construction plans. This initiative shows a diligence of the City of Vincennes to use alternate methods to maintain their goals and achievements related to the MS4 Program.
- f) Other:
N/A

PART F: PUBLIC PARTICIPATION AND INVOLVEMENT - MINIMUM CONTROL MEASURE

18. Identify the best management practices for public participation and involvement included in your SWQMP Part C and then respond to the following:

- a) Identify progress made towards development and implementation of each BMP for this MCM including timetables and measurable goals during this reporting period.
Please see attachment A-3: Public Participation and Involvement
- b) Describe implementation problems encountered and changes made due to ineffectiveness or infeasibility during this reporting period.
See 17-b above
- c) Describe program BMPs that went beyond those identified in the SWQMP.
See 17-c above
- d) Identify storm water BMPs installed or initiated for this MCM during this reporting period.
- e) Describe program implementation partnerships and explain successes and barriers during this reporting period.
See 17-e above
- f) Other:
N/A

PART G: ILLICIT DISCHARGE DETECTION AND ELIMINATION - MINIMUM CONTROL MEASURE

19. Identify the best management practices for illicit discharge detection and elimination (IDDE) included in your SWQMP Part C and then respond to the following:

- a) Identify progress made towards development and implementation of each BMP for this MCM including timetables and measurable goals during this reporting period (mapping, screening, etc.).
Please see attachment A-4: Illicit Discharge Detection and Elimination
- b) Describe implementation problems or challenges encountered, particularly as it relates to mapping and screening of outfalls during this reporting period.
See 17-b above
- c) Identify changes made to the IDDE Plan during this reporting period if applicable.
There were no changes made to the IDDE Plan in 2022. The City of Vincennes will update the IDDE plan in 2023 to reflect the changes in the new General Permit.
- d) Identify updates or revisions to IDDE ordinance or other regulatory mechanism made during this reporting period.
There were no changes made to the IDDE ordinance in 2022. The City of Vincennes will update the IDDE ordinance in 2023 to reflect the changes in the new General Permit.
- e) Describe level of mapping and screening completed to date. If there are unmapped or unscreened outfalls, provide a plan and a timetable for completion.
All outfalls within the City have been mapped and are updated on GIS as changes are found. There were no IDDE screenings completed in 2022, but all required screenings will be completed in accordance with the new permit requirements and revised Part C.
- f) Other:
N/A

PART H: CONSTRUCTION SITE STORM WATER RUN-OFF CONTROL - MINIMUM CONTROL MEASURE

20. List the best management practices for the construction site storm water run-off program identified in your SWQMP Part C and then respond to the following:

- a) Identify progress made towards development and implementation of each BMP for this MCM including timetables and measurable goals during this reporting period.
Please see attachment A-5: Construction Site Stormwater Runoff Control
- b) Describe program implementation partnerships and explain successes and barriers during this reporting period.
As of July 2008 the City has taken responsibility for overseeing construction site stormwater management for all sites over one acre. All City-owned construction projects that are over one acre are reviewed by Knox County Soil and Water Conservation District to ensure proper construction and runoff controls. The City is also contracted with Banning Engineering to help with plan reviews.
- c) Identify the number of construction sites permitted during this reporting period and identify the number and type of enforcement actions taken against construction site operators during the same period.
There were 7 permitted projects over an acre since the last report. Three of these projects were reviewed and enforced by the Knox County Soil and Water. All enforcement actions have been verbal warnings.
- d) Identify the number and types of training opportunities that were provided to contractors, developers, and builders during this permit period.
The City of Vincennes hosted a Contractor Stormwater Pollution Prevention Training on 12/6/2022 with 11 attendees.
- e) MS4 personnel responsible for plan review, inspection, and enforcement of construction activities shall receive, at a minimum, annual training addressing appropriate control measures, inspection protocol, and enforcement procedures. Identify training provided to MS4 personnel responsible for these activities during this reporting period.
The MS4 Coordinator attended The Indiana MS4 Partnership's Annual Meeting which included construction stormwater training. He also took the renewal training for MS4 Compliance & Enforcement Certified Inspector from the NPDES Training Institute.
- f) Identify updates or revisions to the storm water construction ordinance or other regulatory mechanism made during this reporting period.
The City is currently in the process of updating it's Stormwater Ordinance to reflect the new Construction Site General Permit (CSGP).
- g) Other:
Coordination between the MS4 General Permit, the CSGP, and the revised Part C submitted early 2023 will take place under the new permit term to ensure ordinances and requirements aligns

PART I: POST-CONSTRUCTION STORM WATER RUN-OFF CONTROL - MINIMUM CONTROL MEASURE

21. List the best management practices for post-construction storm water run-off control identified in your SWQMP Part C and then respond to the following:

- a) Identify progress made towards development and implementation of each BMP in the SWQMP including timetables and measurable goals during this reporting period.
Please see attachment A-6: Post-Construction Site Stormwater Runoff Control
- b) Describe implementation problems encountered and changes due to ineffectiveness or infeasibility during this reporting period.
- c) Describe program implementation partnerships and explain successes and barriers.
The City is contracted with Banning Engineering to help with the construction review and analyze calculations.
- d) MS4 area personnel responsible for implementation of the post-construction minimum control measure shall receive, at a minimum, annual training. Identify training provided for this minimum control measure during this reporting period.
The MS4 Coordinator attended The Indiana MS4 Partnership's Annual Meeting which included construction stormwater training. He also took the renewal training for MS4 Compliance & Enforcement Certified Inspector from the NPDES Training Institute.
- e) Identify updates or revisions to the post-construction storm water ordinance or other regulatory mechanism made during this reporting period.
The City is currently in the process of updating it's Stormwater Ordinance to reflect the new Construction Site General Permit (CSGP)
- f) Other:
Coordination between the MS4 General Permit, the CSGP, and the revised Part C submitted early 2023 will take place under the new permit term to ensure ordinances and requirements align.

PART J: MUNICIPAL OPERATIONS POLLUTION PREVENTION AND GOOD HOUSEKEEPING - MINIMUM CONTROL MEASURE

22. List the best management practices for municipal operations pollution prevention and good housekeeping identified in your SWQMP Part C and respond to the following:

- a) Identify progress made towards development and implementation of each BMP in the SWQMP including timetables and measurable goals during this reporting period.
Please see attachment A-7: Municipal Operations Pollution Prevention and Good Housekeeping
- b) Describe implementation problems encountered and changes due to ineffectiveness or infeasibility as it relates to pollution prevention and good housekeeping at MS4 owned and operated facilities during this reporting period.
- c) Identify storm water BMPs installed or initiated at MS4 owned and operated facilities.
None
- d) Identify and describe appropriate storm water training provided to MS4 employees. Employees are required to have a minimum training once per year.
All municipal employees were directed to the Tippecanoe County Municipal Resources webpage to do their Good Housekeeping and Pollution Prevention Training as well as the Spill Prevention, Control and Countermeasure Training. Sign in sheets are kept on file by the MS4 Coordinator.
- e) Other:

PART K: CERTIFICATION AND SIGNATURE

The individual listed in "PART A: GENERAL INFORMATION – MS4 OPERATOR" must sign the following certification statement:

"By signing this annual report, I hereby 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 fine and imprisonment for knowing violations."

Type or Print Name: Jake Personett

Signature: _____



3-31-2023
(mm/dd/yyyy)



City of Vincennes, IN

2022 MS4 Annual Report Attachments

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A-1 LIST OF SPILLS AND COMPLAINTS

The following table outlines the spills that occurred within the City of Vincennes' MS4 in 2022:

Table 1. Summary of Spills

DATE OF SPILL OR COMPLAINT	SPILL OR COMPLAINT	LOCATION	RESPONSIBLE PARTY / COMPANY	DESCRIPTION	FOLLOW UP / ENFORCEMENT
1/12/2022	Spill	6th & Vigo	Unknown	Utilities' employee found that there was a busted truck battery leaking a small amount of acid at the intersection of 6th & Vigo.	MS4 coordinator cleaned up the spilled acid with a spill kit and took the busted battery to Organ Battery for recycling
3/16/2022	Complaint	1717 Hart St.	La Fiesta Mexican Restaurant	City inspector called and said he had received a complaint about La Fiesta on Hart St. dumping its grease out on the ground behind their restaurant.	Talked to the building owner (Jay Cockerham) and sent a certified letter to the business requiring the grease be cleaned up, using dry methods, in the next 30 days
3/17/2022	Spill	Intersection of Wabash Ave. & Franklin Dr.	Unknown	A busted jug containing white powder was spotted at the intersection.	The powder was a 2lb container of "Spa Guard Chlorinating Concentrate". The powder was swept up and disposed of.
3/28/2022	Complaint	Alley next to 15 S 4th St (Next to Pub 'N' Grub)	Unknown	Received a complaint about grease in a storm drain. Inspection of the area found grease residue on the drain grate and surrounding pavement but not much in the drain.	Drain was cleaned with a vac truck and certified letters were mailed to the three nearby restaurants (Pub 'N' Grub, Olde Tyme Diner & Pea-Fections)
6/9/2022	Complaint	1231 Main St.	Melton's Concrete Service	Received a complaint about dirty water being pumped into the storm drain. Inspection found that contractor removing the old fuel tanks and concrete was dewatering into the storm drain.	I talked with the contractor and explained the reasons why it's bad to dewater this way. They stopped dewatering. The City Inspector reported the tank removal to the County Health Department, and they took over
6/13/2022	Complaint	Alley behind 116 Main St. (Graze 1885)	Neighbor	Brad Snider called said that Graze's grease dumpster had spilled and that the owners didn't want to clean it up. It was	I talked with the Manager of Graze about the situation and why it needed to be cleaned up.

DATE OF SPILL OR COMPLAINT	SPILL OR COMPLAINT	LOCATION	RESPONSIBLE PARTY / COMPANY	DESCRIPTION	FOLLOW UP / ENFORCEMENT
				discovered that there had been a spill and at least partially been cleaned up. The owner of the nearby barber shop had hit the dumpster causing the spill.	
7/27/2022	Complaint Via Report a Polluter	North End	Neighborhood	Email came in from Joel Corey complaining about trash in yards of the house in the North End	Called and talked to Brad Snider about it on 7/29 because trash enforcement is his office.
8/2/2022	Spill	15th & Willow St.	Mike Carnahan Farms	Flatbed truck was hauling two large plastic totes full of used motor oil. One tote broke loose and fell on the sidewalk at the intersection of 15th & Willow. Estimated 150-200 gallons of used motor oil spilled on to the road and sidewalk.	Vincennes Water Utilities and Fire Dept. did their best to clean up the spill using booms and oil dry. The farmer arrived with a large amount of oil dry and more employees to aid the cleanup.
8/22/2022	Spill	119 Wilbur (Four Lakes Park Shelter House)	Shelter house renter / Duke Energy	A transformer located next to the shelter house at Four Lakes Park was struck by the person that had rented the shelter. They contacted the parks department Saturday 8-20-2022 about what had happened.	The Water Utilities heard about learned about the spill from an emergency locate that came through on Monday 8-22-2022. By the time they were on scene Duke was finishing up replacing the transformer and all the oil had already been cleaned up or soaked into the ground.
11/9/2022	Spill	By Helms Ortho 2848 Ford Rd.	Unknown	One five-quart jug and three one-quart jugs of automatic transmission fluid were in the gutter of the road. Only the 5-quart jug busted, and it leaked its contents along the curb. The leaked fluid stopped about 4ft from the storm drain.	The leaked fluid was cleaned up using oil dry and the spoiled materials were properly disposed of.

A-2 PUBLIC EDUCATION AND OUTREACH

The City of Vincennes continued their partnership with the Knox County Solid Waste Management District (KCSWMD) to handle most of the Public Education and Outreach and Public Involvement measurable goals.

PE-01: Distribute Public Information and Materials

Goal: Produce and distribute at least two (2) fact sheets annually through KCSWMD programs and events. Also utilize utility bill messaging at least twice per year during this new permit term.

See tables below for relevant events and programs.

PE-02: Post Public Education Materials on the City Website

Goal: Continue to post information on the Vincennes Water Utilities. Complete website updates to include additional links and information by the end of this new permit term.

The Knox County Solid Waste Management District has a web site which explains household hazardous waste disposal, recycling, and has downloadable education sheets for kids. (<https://knoxcountyrecycling.org/>). The Vincennes Water Utilities also has a website with a dedicated stormwater section (www.vinutilities.com). This website contains information on the Rule 13 construction requirements, pollution prevention techniques and their stormwater impacts, household hazardous waste information, and ways the City reduces the amount of pollution entering stormwater during daily municipal activities. The Utility also signed a contract with a web design company to help update the site to meet the new upcoming permit changes. The information will be updated to reflect appropriate regulations under the new permit.

PE-03: Promote Stormwater Awareness at Community Functions

Goal: Display at least two (2) stormwater booths at annual events, promoting the use of, and explaining the relevance of various stormwater pollution prevention techniques through agreement with the KCSWMD.

See tables below for relevant events and programs.

PE-04: Assess the General Public's Existing Awareness Level of Stormwater Issues.

Goal: Conduct an updated Stormwater survey by the end of the new permit term.

This BMP has not been completed. Now that the new General Permit is issued the Vincennes Water Utilities will design and issue a new survey.

PE-05: Promote Household Hazardous Waste Awareness and Programs

Goal: Inform the public regarding proper disposal and recycling of hazardous waste by distributing brochures and advertising using the local media, outlining available recycling drop-off centers and collection days in the area.

Knox County Solid Waste also lists all this information on their website (<https://knoxcountyrecycling.org/>) and posts about upcoming events on their social media accounts. See tables below for relevant events and programs.

PE-06: Promote Water Quality Education in the Schools

Goal: Establish at least one (1) educational seminar/event in the classroom regarding various stormwater topics each year through agreement with KCSWMD.

The City continues to partner with KCSWMD on numerous educational programs. The list below shows all the classroom presentations that took place throughout the reporting period.

See tables below for relevant events and programs.

Table 2. Summary of Knox County Solid Waste Management District Events (2022)

EVENT	TOPICS	NOTES
Community United Methodist Church		Recycling/HHW/Waste Reduction
Tecumseh Harrison	1st grades 3 classes	Vermicomposting
D.A.R.		Recycling/HHW/Waste Reduction
Arbor Day w/ Soil & Water	Vigo 5th Grades	3Rs/How Do they Do that Paper
SKE	1st Grades 4 classes	Vermicomposting
SKE	1st Grades 4 classes	Landfills/3 Rs
Tecumseh Harrison	1st grades 3 classes	Landfills/3 Rs
Ag Day	VU for 5th Grades	Recycling/HHW/Waste Reduction
Summer Splash SKE	4-5th Grades	Freddy Fish/Pollution
Riley Elem. Summer Camp	grades2-3`	Freddy Fish/Pollution
Art Ventures	Grades K-6	3Rs/How Do they Do that Paper
Earth Day Social Media Campaign		Recycling/HHW/Waste Reduction
Knox County Library	Window Display Aug & Nov	Recycling/HHW/Waste Reduction
Monthly Indiana HHW Task Force Meetings		
HHW Brochures/Magnets		
Website updates		
Facebook/Social Media		
Trash Talk x2 for 4th Grade		
TOC Direct Mailer: HHW/Recycling		
Monthly Radio Show: Knox County Today		
WTHI News Recycling/HHW services X2		
Original Company Sports Advertising		

Table 3. Summary of Knox County Solid Waste Management District Recycling Events (2022)

LOCATION / EVENT	ITEM TARGETED FOR RECYCLING	AMOUNT COLLECTED
Republic Services: Vincennes Curbside, Monroe City, Schools, Vincennes Drive Thru	Zero Waste/Recycling	104 Tons
Heritage Environmental	Vermicomposting	5.8 Tons
Midwest Fiber	Agriplastics/Pollution	36 Tons
Greenwave	Recycling/HHW	18 Tons
Affordable Medical	Recycling/HHW	867 lbs
Call2Recycle	Michael Recycle	408.9 lbs
Lighting Resources	Garbage Monster 4R's	2,991 units

A-3 PUBLIC PARTICIPATION AND INVOLVEMENT

PI-01: Assess Current Interest in Volunteer Programs

Goal: Conduct a repeat survey of residents to assess interest in participation in volunteer activities within this new permit term.

There was not a survey completed during this permit cycle. Representatives from the City took part in the Burkhart City Wide Cleanup in May 2022 and focused on picking up trash. The City also continues to host a periodic slot on the local radio station entitled “Knox County Today,” where they can use this forum to discuss various topics related to storm water such as leaf collection, recycling, HHW disposal, and other MS4 programs.

PI-02: Publish a Stormwater Complaint Hotline

Goal: Continue to publish information about 812-88-CLEAN with a 24-hour answering service to address public complaints about stormwater issues. Monitor any complaints received and their solutions in this new permit term.

The City continues to maintain a complaint hotline, (812)-88-CLEAN, which is manned by a live person during regular business hours. The purpose of this number is to provide citizens with a venue for receiving information and reporting illicit discharges or other stormwater issues. The Vincennes Water Utilities website (www.vinutilities.com) has a link to allow citizens to email the MS4 Coordinator with stormwater questions or concerns. The Utility’s website includes a complaint system that goes directly to the MS4 Coordinator.

PI-03: Advertise Volunteer Initiatives Related to Stormwater

Goal: Continue to advertise for each community volunteer event by utilizing the Vincennes Water Utilities website (www.vinutilities.com), KCSWMD, and local media.

One of the most important annual events is the City-Wide Cleanup Day. This event helps to raise awareness and involve the community in keeping Vincennes and its water bodies clean. The Vincennes Water Utilities helped to sponsor the “Burkhart City Wide Cleanup” on 5/7/2022 and had a team participate in the event. Volunteer events such as the City-Wide Cleanup, Earth Day, Household Hazardous Waste Collections, Drug Tosses, etc., are advertised locally through the use of the KCSWMD website (www.knoxcountyswmd.com), the Knox County Today radio program, and utility bill messaging. The KCSWMD also advertises these events on local newspapers, billboards, and on various social media plat forums.

PI-04: Continue Storm Drain Marketing

Goal: Continue the program to require environmental markings to be included in engineering designs for proposed storm drains on City-owned projects in Vincennes. Continue retrofitting existing storm drains with placards or stencils using City employees instead of volunteers.

63 inlets were marked in 2022 (60 within the City-owned cemetery property, and 3 at the City-owned pool).

A-4 ILLICIT DISCHARGE DETECTION AND ELIMINATION

ID-01: Map Storm Sewer Conveyances

Goal: Continue to update GIS mapping for Vincennes as new development occurs.

The City has completed 100% of the GIS mapping for their existing utilities, including storm sewers, outfalls, sanitary sewers, water lines, and other associated structures. This mapping also includes ditches, creeks, and other water features. Key personnel have been trained in GIS mapping, and new construction continues to be added to the map as resources are available. A full-time GIS staff member handles these items.

ID-02: Adopt Illicit Discharge Ordinance

Goal: Continue to enforce and publicize the stormwater ordinance addressing illicit discharges.

A comprehensive stormwater ordinance was adopted by the City of Vincennes in June 2006 that includes the issue of illicit discharges within the City limits and contributing boundary areas. During this permit period, the City continued to enforce these requirements while maintaining a publicly available copy of the ordinance and corresponding technical manual on their website at www.vinutilities.com. The City of Vincennes is also contracted with an engineering firm to update the Stormwater ordinance once the new permit is implemented.

ID-03: Develop Illicit Discharge Detection and Elimination Plan

Goal: Develop a plan outlining the steps needed to implement an IDDE program to detect and eliminate illicit discharges and illegal dumping into the City's regulated MS4 conveyances. The plan will also include necessary employee training for staff involved with IDDE efforts. Complete IDDE plan by the end of this new permit term.

The IDDE plan was completed in 2013 and includes sample frequencies, details on inspections, frequency of inspections, protocol used during inspections, methods for removing illicit discharges, and other pertinent procedures. This plan will be reviewed and updated for compliance under the new MS4 General Permit.

ID-04: Perform Dry Weather Outfall Screenings

Goal: Conduct dry weather outfall screening in accordance with the plan developed in ID-3. Identify and eliminate contaminated dry weather discharges to the MS4. Complete IDDE plan and implement dry weather screening by the end of this new permit term.

No outfall screenings were completed in 2022. With the revision of Part C and the new permit term, outfall screenings will be performed in accordance with the requirements of the MS4 General Permit and clarified in the IDDE Ordinance and plan updates.

ID-05: Promote Household Hazardous Waste and Recycling

Goal: Continue the existing household hazardous waste and recycling programs in the City in coordination with KCSWMD. Promote and publicize the program, including the hazards associated with illicit discharges and improper disposal of waste. This effort will be completed through the Public Education and Outreach program. The outreach program will be targeted to public employees, businesses, and the general public.

The City continues to work closely with the KCSWMD for HHW disposal and recycling issues. Please see "Knox County Solid Waste Events and Class Visits" in section A-2.

ID-06: Update Industrial Facilities Database

Goal: Update annually the list of industrial facilities within the MS4 area.

Please see the chart below for a current list of industrial facilities (under previous Rule 6) located within the Vincennes MS4 area. This list will be revised under the new General Permit definition during the next permit term.

Table 4. Vincennes Prior Rule 6 General and No Exposure Certifications

NAME	LOCATION
Hixson Lumber Sales, Inc.	700 Fulton Glass Rd, Vincennes
Dumes Incorporated	1640 N 6 th St, Vincennes
Packaging Corporation of America	408 E St. Clair St, Vincennes
Schott Gemtron	2000 Chestnut St, Vincennes
Wabash Steel Corporation	2007 Oliphant Dr, Vincennes

A-5 CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

CS-01: Enforce Construction Site Stormwater Ordinance

Goal: Continue to enforce the stormwater ordinance including erosion and sediment control measures, construction site and post-construction site runoff controls, plan reviews, inspections, and enforcement techniques.

The City of Vincennes has taken the responsibility of all plan reviews from the Knox County Soil and Water Conservation District (KCSWCD) for all sites over 1 acre. Currently, the staff reviews all plans for proper construction site runoff controls in accordance with Rule 5 and Rule 13 permit requirements. All City-owned projects are still reviewed by the SWCD for compliance. Additionally, all borrow and fill sites are regulated by the MS4. The City of Vincennes uses Banning Engineering to help with submitted plans, and each entity uses the same plan review form as IDEM.

CS-02: Incorporate Construction Site BMP Manual

Goal: Continue to implement the Indiana Stormwater Quality Manual and the EPA's Phase II Menu of BMPs to serve as the technical design standards for new BMPs in Vincennes.

The City adopted a construction site stormwater ordinance as part of the comprehensive stormwater ordinance in June 2006. The ordinance includes erosion and sediment control measures, construction site and post-construction site runoff controls, plan review procedures, inspections, and enforcement techniques. A copy of the ordinance and corresponding technical manual is available on the Vincennes Water Utilities website at www.vinutilities.com. As stated in the stormwater ordinance, the City of Vincennes has adopted the EPA and IDEM construction site BMP manuals. Additionally, further guidance can be found in the technical manual. Both documents can be found on the Vincennes Water Utilities website at www.vinutilities.com. The City continued use of these reference documents during this permit cycle.

CS-03: Implement A Plan Review Process

Goal: Continue to implement plan review process for all sites over 1 acre. Continue to send all City-owned projects over 1 acre to the KCSWCD for review.

There have been 7 permitted projects over an acre since the last report and three of those were enforced by SWCD.

Project name	Location	Notes
Main St. Phase III	Begin: 38.6531°N, -87.5072°W End: 38.6439°N, -87.4997°W Southeast of Vincennes on SR45 between Henry Sievers Rd and S. Stevers Rd	KCSWCD is the reviewing authority
True Blue Storage Phase III	38°41'50"N 87°29'50"W 3122 N Hillcrest Rd. Vincennes, IN 47591	
Memering Tree Clearing	N38°40'04" W87°30'11" South of 1500 Franklin Drive	
VA Clinic	N 38° 39' 49" W 87° 32' 02" 1321 Willow St.	
Wagcar Subdivision	N 38°40'13" W 87°31'41" Intersection of Barnett St. & 12th St.	
Washington Ave. Project	N38° 41' 12" W87° 29' 50"	KCSWCD is the reviewing authority
Duke Energy Power Pole Replacement 13825/13860	Lat 39.072265 Long -87.094772	KCSWCD is the reviewing authority

CS-04: Begin Construction Site Inspection Program

Goal: Continue non-formal site inspections within the City of Vincennes for projects over 1 acre by the end of this new permit term.

The City is responsible for all inspections on construction sites over 1 acre. Currently, the MS4 Coordinator performs visual inspections periodically and after rain events. City-owned construction projects, review and inspections are the responsibility of the KCSWCD, and weekly self-inspections are the responsibility of the Contractor.

For any noted deficiencies, either a citation is written or the Contractor is notified of the problem and is required to fix it in a timely fashion.

To provide added protection, weekly staff meetings are held between the Vincennes Water Utilities department managers. This meeting helps promote information sharing between the departments in order to effectively spread news of illicit discharges noticed in the City. All City departments work collectively to transfer information regarding the daily workings of the City. The General Manager gives yearly updates to the City Council regarding the projects and status of all utilities, including MS4 operations. In addition to the internal contact, the Vincennes Water Utilities has a good working relationship with the KCSWCD which increases knowledge regarding the MS4 through regular communication. The City requires minimum control measures, and it prohibits any construction site from off-site discharge without proper erosion and sediment controls in place.

The MS4 Coordinator actively conducts inspections on active construction sites working with contractors.

CS-05: Develop Construction Site Runoff Control Training

Goal: Continue training for relevant staff regarding construction site topics. Conduct at least one training event annually during this new permit term.

The KCSWCD no longer conducts joint training for regional Contractors yearly as it relates to the Construction Site General Permit (CSGP) and the MS4 General Permit. This is a topic that has been discussed at the City and will be made a priority for when the new permit is issued as these programs are reviewed and incorporated.

- Training attended by contractors, developers, and builders – City-held SWPPP training on 12/6/2022 with 11 attendees
- Training attended by the MS4 Coordinator – See Table 5

Table 5. Trainings Attended by the MS4 Staff

NAME	PRESENTED BY	LOCATION	DATE
MS4CECI Renewal	NPDES Training Institute	Online	3/24/2022
"Stormwater and Green Infrastructure and the Clean Watersheds Needs Survey"	NMSA	Webinar	3/24/2022
"BMPs and a Decentralized Approach to Green Infrastructure"	Stormwater Webinars	Webinar	4/19/2022
"True Source Control for MS4 Programs"	NMSA	Webinar	4/20/2022
Annual Indiana MS4 Conference	Indiana MS4 Partnership	Indianapolis, IN	5/10/2022
Hoosier River Watch - Basic	Knox County Soil & Water	Vincennes, IN	6/29/2022
Monthly MS4 Meeting	Evansville Engineer's Office - Karen Barnhill	Zoom	8/3/2022

MS4 Good Housekeeping & Pollution Prevention Training Module	Purdue-LTAP	Online	8/22/2022
Met with Entel INC to discuss post construction stormwater units	Stacy Tobin of Entel INC (AquaShield)	Vincennes, IN	8/25/2022
Monthly MS4 Meeting	Evansville Engineer's Office - Karen Barnhill	Zoom	10/18/2022
Monthly MS4 Meeting	Evansville Engineer's Office - Karen Barnhill	Zoom	11/7/2022

CS-06: Coordinate with IDEM, INDR, and SWCD

Goal: Continue to uphold agreements with the agencies listed above and coordinate with the KCSWCD for all City-owned projects

Additionally, the City continued to coordinate with the KCSWCD on all City-owned projects for Construction Site General Permit (CSGP) and the MS4 General Permit compliance.

A-6 POST-CONSTRUCTION STORM WATER RUN-OFF CONTROL

PC-01: Enforce Post-Construction Runoff Ordinance

Goal: Continue to enforce post-construction runoff control ordinance, provide public reference materials, and begin enforcement through plan reviews and inspections.

The City of Vincennes uses Banning Engineering for post-construction plan reviews so that all calculations submitted by the developer are checked by a certified engineer. The City's Stormwater Ordinance is posted on the Vincennes Water Utilities website and has all the post construction requirements. The City of Vincennes will not issue a building permit to a project greater than one acre without the approval of Banning Engineering and the Water Utilities to ensure that they have properly reviewed the plan.

PC-02: Incorporate Post-Construction BMP Manual

Goal: Continue to enforce the Indiana Stormwater Quality Manual and the EPA's Phase II Menu of BMPs to provide the technical design standards for new BMPs in the City.

See PC-03

PC-03: Continue Plan Review Process

Goal: Implement proposed plan review procedures, including training of staff involved with plan review for post-construction techniques for all projects over 1 acre. Continue to utilize the KCSWCD for review of all City-owned projects.

Throughout this permit period, the City continued to enforce the construction site stormwater ordinance established as part of the comprehensive stormwater ordinance in June 2006. The ordinance includes erosion and sediment control measures, construction site and post-construction site runoff controls, plan review procedures, inspections, and enforcement techniques. They also

continued the use of the EPA and IDEM construction site BMP manuals. Copies of these documents are available to the public on the City's website: www.vinutilities.com.

Since 2008, the City of Vincennes has taken the responsibility of all plan reviews from the Knox County Soil and Water Conservation District (KCSWCD) for all sites over 1 acre. Currently, the staff reviews all plans for proper construction site runoff controls in accordance with Rule 5 and Rule 13 permit requirements. All City-owned projects are still reviewed by the KCSWCD for compliance. The City utilizes a consultant for plan reviews in order to help out with over-committed City staff resources. The consultant is a licensed Engineering company that is up-to-date on current construction and post-construction methods and requirements. The program and review/permitting requirements will be reviewed for compliance with the Construction Site General Permit (CSGP) in the next permit term in accordance with the revised Part C.

PC-04: Begin BMP Inspection Program

Goal: Develop and implement formal inspection procedures for annual BMP inspections by the end of this new permit term.

The MS4 coordinator has made it a priority once the new permit is issued to establish proper procedures for annual BMP inspections. A map of the existing BMPs has been created and new BMPS are added as necessary to help with the process.

PC-05: Develop Post-Construction Site Runoff Training

Goal: Continue training for relevant staff regarding construction site topics. Implement joint training with the KCSWCD for regional Contractors beginning in spring 2011. Conduct at least one training event annually during this new permit term.

The KCSWCD no longer conducts joint training for regional Contractors yearly as it relates to Rule 5 or Rule 13 topics.

Trainings attended by MS4 Staff – Please see Table 5

PC-06: Determine Long Term Maintenance Inspection Program

Goal: Develop and implement formal long-term BMP annual inspection procedures by the end of this new permit term

As stated in PC-04 the MS4 Coordinator has made it a priority to establish a long term program for the inspection of these BMPs. A map of the existing BMPs has been created and new BMPS are added as necessary to help with the process.

A-7 MUNICIPAL OPERATIONS POLLUTION PREVENTION AND GOOD HOUSEKEEPING

GH-01: Continue Street Sweeping

Goal: Continue the program for street sweeping on major corridors in the City.

The Vincennes Street and Sanitation Department continued their preventative maintenance program that included street sweeping. Per the SOP, the streets were swept twice annually. The head of the Vincennes Street Department has since left the City, so the reporting numbers were not available for 2022. Reporting numbers will be tracked beginning in 2023 and moving forward.

GH-02: Continue Catch Basin Cleaning

Goal: Continue cleaning of catch basins and inlets as needed with flow reducing blockage. Track the number of structures cleaned and the amount of material removed.

Table 6. Catch Basin Cleaning

	2022
Number of Storm Inlets/Basins Cleaned	4,451
Debris Removed (tons)	42

GH-03: Implement Storm Sewer Cleaning

Goal: Track the number of City owned BMPs cleaned.

The City of Vincennes does annual storm sewer and catch basin cleaning which helps to meet their MS4 program goals. They additionally do significant storm sewer replacement, which is indicated in the table below.

Table 7. Storm Sewer Maintenance

	2022
Storm line actual footage cleaned	50,881 feet
Storm line achieved footage cleaned	106,206 feet
Storm calls: Regular hours	
Regular hours	12
OT hours	6
Inlets or grates replaced - 22	22
Inlets or grates reset - 14	14
Storm manhole castings raised - 13	13
Storm manhole castings replaced - 6	6
Energized Storm Station	2-14-22
De Energized Storm Station	3-7-22
Installed Portland flood wall closer	3-18-22
Mowed and maintained all stations and holding ponds	320 hours
Lower Plant Pumping hours	421.5 hours
Removed 2 beaver dams and cleaned grates at Lower Plant	
Changed oil/grease at all storm stations, cleaned buildings and maintenance all flood closer trailers.	
Replaced control switches at St. Clair and College storm stations	
Storm station generators serviced and hoist inspected	
Storm pipe replaced:	
4-inch	5 feet
8-inch	46 feet
10-inch	5 feet
12-inch	14 feet
24-inch	8 feet
Maintained all ditches in town cleaned/ removed debris	

GH-04: Update Winter Weather Deicing Application

Goal: Evaluate winter weather deicing applications and incorporate covered storage facilities, if necessary, for improving stormwater quality

The Vincennes Street and Sanitation Department has one salt/sand facility located at the Street Department (1600 Bayou Street). The facility is 60'x60' and is covered to protect it from stormwater runoff. Salt and sand application has decreased significantly due to primarily using brine the last several years. The brine mixing facilities are all located inside to prevent Stormwater contamination.

Table 8. Salt & Brine Use

	2022/2023
Salt Use (tons)	150
Brine Use (Gallons)	0

GH-05: Minimize Pesticide and Herbicide Application

Goal: Continue to inform and enforce the minimization of pesticide and herbicide application to departments with uses in the City of Vincennes

The Vincennes Street and Sanitation Department has at least one employee who is currently certified in the State of Indiana certified for pesticide application. The mosquito spraying program is done over an eight to twelve-week period each year throughout the 7.5 square miles of the City.

Table 9. Pesticide & Herbicide Use

	2021/2022
Mosquito Spray Use (Gallons)	55
Herbicide Use (Gallons)	280

GH-06: Standard Operating Procedures (SOPs) for Municipal Operations

The City updated many of their SOPs to include: Animal Waste, Collection Site, Construction Site, Municipal Building, Pavement Sweepings, Periodic Litter Pickup, Pesticides and Fertilizers, Roadside Cleanup, Roadside Shoulder Ditch Stabilization, Roadside Vegetation Management, Storm Sewer Pipe and Ditch Cleaning, Stormwater Conveyance Structure Cleaning, Vehicle Maintenance, Vehicle Washing and Waste Management. These SOPs will be evaluated and updated periodically as budget allows to ensure they remain updated to current operations.

GH-07: Evaluate Flood Control Projects for Opportunities to Address Water Quality

Goal: For new flood control projects, evaluate the potential to address water quality issues. Track the number of projects evaluated and the results of the evaluation (whether water quality could be addressed and how)

The City spent 2.5 million dollars on the last several years upgrading their levee system with installation of drains and piping. In 2022, the City installed a “practice” temporary metal wall enclosure as part of the existing levee system to help alleviate flooding on City streets in the event of flooding of the Wabash River. The City will continue to look for these opportunities as budget allows and resources are allocated to find ways to address water quality issues within the municipal boundaries.