

Small MS4 Annual Report Form

Please refer to the attached instructions as you prepare your annual report.

A. General Information

Name of MS4: St Charles Parish Department of Public Works

Contact Name: John Gutierrez, Jr. – MS4 Coordinator

Telephone Number: (985)783-5102, (985)228-3901(24h) Email Address: igutierrez@stcharlesgov.net

Annual Report Period: January 1, 2019 through December 31, 2019

B. SWMP Modifications and Additional Information. Attach a written explanation if you check "yes" to any of the following statements.

1. Changes have been made or are proposed to the SWMP since the last annual report. YES NO
2. The MS4 area has expanded through the annexation of lands or the urbanized area has expanded based on the most recent US Census. YES NO
3. The MS4 discharges directly to an impaired water (i.e. Category 5 on the Integrated Report). YES NO
4. The MS4 discharges directly to water for which a TMDL has been established. YES NO
5. A TMDL has provided a Waste Load Allocation (WLA) to the MS4. YES NO
6. The MS4 has conducted analytical monitoring of stormwater quality. YES NO
7. The MS4 is relying on another government entity to satisfy some permit obligations. YES NO

INSTRUCTIONS

Regulated Municipal Separate Storm Sewer Systems (MS4s) must submit annual reports to Louisiana Department of Environmental Quality (LDEQ) for each year of the permit term. In compliance with the MS4 General Permit, an MS4 must annually review its Stormwater Management Program (SWMP) in conjunction with the preparation of the annual report. This document is a suggested format for annual reporting.

Submit a signed copy of your annual report no later than March 10 of each year to:

Louisiana Department of Environmental Quality
Permit Compliance Unit
Office of Environmental Compliance
Louisiana Department of Environmental Quality
P. O. Box 4312
Baton Rouge, LA 70821-4312

A. General Information

Provide the name of the municipality or owner/operator of the storm sewer system.
Provide the name, telephone number, and email address for the stormwater program contact person.

Place a check mark in the box corresponding to the current annual report year.

B. SWMP Modifications and Additional Information

1. **Changes have been made or are proposed to the SWMP.** Modifications to the SWMP must be addressed in the annual report in accordance with Part IV.E. of the Permit. If LDEQ notified you during this reporting period that changes to your SWMP were necessary, you must check "yes" to this question.

Be sure to provide the following information in the attached explanation:

- a. Describe changes adding (but not subtracting or replacing) BMPs to the Storm Water Management Program.
- b. Describe changes that replace ineffective or unfeasible BMPs. Include a written analysis explaining why the original BMP is ineffective or infeasible and why the replacement BMP is expected to achieve the goals of the original BMP.

2. **The MS4 has annexed lands or the urbanized area has expanded based on the most recent US Census.** Attach a description (or map) indicating the annexed or expanded area, the BMPs to be implemented, and any resulting updates to the SWMP.

Appendix A

Storm Water Management Program Status

Minimum Control Measures (MCM)	Best Management Practices (BMP)	Measurable Goal	New or revised?	Start date	Implementation Status/Frequency/Achievement Date (Completed, In Progress, Not Started)
Public Outreach & Identification	Pamphlets	Goal: 500/yr.	Revised	2014	In Progress. Ensure refill of pamphlets at stated distribution points (Government buildings, libraries, participating waste oil collection points)
	Public Comment/Complaint Procedures	Continue posting relevant Storm Water Informational material on parish website. Maintain tracking of Environmental Complaint utility database.	Revised	2015	Environmental Complaint tracking temporarily paused due to critical staffing shortage. Expected to resume 1 st half of 2020. Complaint response continues as incidents occur.
	Parish Channel 6	MS4 segments included for public viewing: Instructional slides, "After The Storm," St. Charles Parish Today – MS4"	Revised	2012	Filming completed for stormwater demonstration, 2020 segment in post production. Download links to slides/videos available upon request via Parish dropbox account.
Public Involvement & Participation	Storm Drain Markers	Maintenance phase. 250/yr replaced, added.	Revised	2012	Completed. New labels are placed as they are identified as requiring replacement and new subdivisions built. 215 placed by MS4 Coordinator in 2019
	Household Hazmat Day, Trash Bash	Continued participation in yearly Household Hazmat Collection Day, Trash Bash cleanup event	Revised	2008	Completed. 2019 Trash Bash took place on March 9, 2019. Trash Bash 2020 scheduled March 7, 2020. HHMCD held on May 4, 2019. HHMCD 2020 scheduled April 18, 2020. Totals available upon request for both events.
Illicit Discharge Detection &	IDDE Ordinance	Goal: Continue enforcement and operation under Chapter 25 Storm Water Ordinance	Revised	2014	Completed. Chapter 25 Storm Water Ordinance passed March 2014. St. Charles Parish

Elimination (Con't. on page 2)					continues to utilize this ordinance for environmental authority and guidelines.
	Dumping Ordinance	Continue tracking work orders related to dumping/trash/debris.	Revised	2011	Completed. 8 work orders related to dumping, trash, debris, tires, and both installing/replacing "No Dumping signs." 554 tires collected/disposed.
	Sewer Ordinance	Track all sewer complaints and sanitary sewer overflows.	Revised	2011	Sewer Overflow Response Plan implemented. 36 sewer overflows in 2020.
	Master Drainage Plan	Monthly and annual fuel tank inspections, watershed inspections	Revised	2015	Maintained monthly (11 of 12 months) inspections for all applicable SCP fuel storage despite personnel shortage. Training not performed in 2019 due to shortage, 0 reportable spills in 2019. Annual Inspections delayed, see appendix note A
Construction Site Runoff Control	Construction Site Runoff Ordinance	Continue weekly parish-wide patrols, issue documentation to violators		2016	8 violator doorhangers generated in 2019
	Construction Site Inspection and Enforcement Procedures	Maintain storm water certification for all MS4 personnel, 100% review rating for submitted SWPPPs	Revised	2017	In Progress. 15 of 15 Site plans reviewed & approved. Storm Water Pollution Prevention Plans reviewed and approved, MS4 Coordinator recertified January 2020.
Post Construction Runoff Control	Post Construction Runoff Control Ordinance	Inspect qualifying developments during weekly compliance patrols	Revised	2017	New Subdivision construction sites are included for inspection during the weekly compliance patrols.
Pollution Prevention/Good Housekeeping	Watershed Inspections	Ongoing activity. Continue expansion of MS4 outfall map as new pumping stations are added	Revised	2017	Outfall map complete and awaiting possession transfer of Willowridge, Magnolia Ridge, and Ellington Pump Stations for additions to SPCC inventory.
	Spill Response & Prevention Plan	Maintain operation & updates on SPCC plan, Continue refactoring	Revised	2017	Complete. Continue refactoring Spill Plans, 4/20 complete. (Inc. Willow Ridge, Magnolia Ridge, & Ellington Pump Stations. Revision activities temporarily paused due to critical employee shortage. Expected to resume 1 st half 2020.

Answers to “Yes” Questions, Part B.

3. The MS4 discharges directly to an impaired water (i.e. Category 5 on the Integrated Report).

St. Charles Parish discharges to three impaired water bodies, listed below.

*Subsection 41201, Bayou Labranche headwaters to Lake Ponchartrain

*Subsection 41202, Bayou Trepagnier, headwaters to Bayou Labranche

*Subsection 41203, Duncan/Parish Line Canal, headwaters to Lake Ponchartrain

4. The MS4 discharges directly to water for which a TMDL has been established.

A TMDL has been developed for Subsection 41202, Bayou Labranche headwaters to Lake Ponchartrain.

5. A TMDL has provided a Waste Load Allocation to the MS4.

Waste load allocations have been assigned for oxygen-demanding pollutants to Subsection 41202. Suspected cause of impairment is Natural Sources as identified by Louisiana DEQ. Pump Station operation by design provides aeration of discharged water bodies. St. Charles Parish operates no drainage infrastructure on the Parish Line Canal.

Appendix Notes

A: Fuel Tank Annual Inspections were unexpectedly delayed at the last moment. Rectifying this issue has been marked as “Critical” by the Director and St. Charles Parish is in the process of performing an immediate round of Annual Inspections in order to remedy this noncompliance. Emergencies have arisen that have required the immediate attention of the MS4 section of Public Works that have prevented the MS4 Coordinator from reliably covering the daily routine of the MS4 General Inspector, who inspects fuel tanks and is out on medical leave. The MS4 Coordinator has spoken multiple times with Lina Kruth Saale – LDEQ Water Permits in order to make LDEQ aware of the situation and that we are taking efforts to remain as compliant as we can possibly be with the conditions of our Storm Water discharge permit in the face of these challenges. Progress is slow but the new administration has taken a proactive approach towards environmental protection and I am confident that these efforts along with LDEQ’s patience will keep St. Charles Parish moving in a forward direction.

John C. Gutierrez, Jr.

MS4 Coordinator

St Charles Parish Dept. of Public Works/Wastewater

