



**Division of Surface Water**  
**NPDES Small MS4 General Permit**  
**(OHQ000003) Annual Reporting Form**

**Instructions for completing this form**

- OHQ000003 requires that this form be used when submitting annual reports. You may request approval to use your own reporting format.
- Annual Reports are due annually on or before April 1st.
- Complete the form and sign and date the certification statement below
- If more space is needed than is provided, identify within the provided space that Attachment A, B, C, etc. has been attached.
- If an item of the form is not applicable for your program (such as street sweeping), fill in N/A in the space provided.
- Do not include attachments such as brochures, newspaper clips, sign-in sheets, etc. related to your program with this form. You only need to summarize these within this report. These records must be filed and will be needed during program audits.
- When complete, submit this Annual Report form to the following address:  
 Ohio Environmental Protection Agency  
 Division of Surface Water  
 Storm Water Program-Small MS4  
 P.O. Box 1049  
 Columbus, Ohio 43216-1049

**General Information**

<b>Small MS4 Annual Report for Year:</b> 2020		<b>Ohio EPA Facility Permit Number:</b> 1GQ00051*CG	
<b>Name of MS4:</b> Butler County Storm Water Dist			
<b>Mailing Address:</b> 1921 FAIRGROVE AVE			
<b>City:</b> HAMILTON		<b>State:</b> OH	<b>Zip Code:</b> 45011
<b>Country:</b> USA		<b>County:</b> Butler	
<b>Primary Contact:</b> GREGORY WILKENS		<b>Title:</b> Storm Water Engineer	
<b>Email Address:</b> wilkensg@bceo.org		<b>Phone:</b> (513) 867-5744	<b>Fax:</b>

Include or attach a Table of Organization. Indicate who (name and contact information) is responsible for overall management and implementation of your program, and if different, each minimum control measure of your program. Identify how development and implementation across multiple positions, agencies and departments occur. Also, identify any Memorandum of Understandings (MOUs) or other such agreements that exist.

**Upload File Name for Table of Organization:** Attachment A - Organizational Chart\_2020.pdf

**Certification**

I 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 possibility of fine and imprisonment for knowing violations.

<b>Applicant Name:</b> Gregory Wilkens	<b>Title:</b> Butler County Engineer
<b>Signature:</b> Electronically submitted by wilkensg	<b>Date:</b> Electronically submitted on 03/31/2021

**PUBLIC EDUCATION AND OUTREACH**Estimate Your Permit Area of Total Population: 144795

BMP (mechanism)	Responsible Party	Measurable Goal	Theme or Message	Target Audience	% Target Audience	Effective
Regional Storm Water Collaborative	Butler County Storm Water District	Annually prepare at least one Press Release Packet and distribute to local media	Watershed Awareness & Water Quality	General Public	51	Yes

Summary of Results: The Regional Storm Water Collaborative utilizes mass media and shared resources in order to raise awareness concerning environmental quality issues in the Ohio River Valley. By leveraging joint resources, our alliance is capable of reaching regional audiences with a consistent message in the most economical and efficient manner possible. The Butler County Storm Water District, is an active founding member of the Regional Storm Water Collaborative.

**Comments: Television:**

The Collaborative partnered Local 12 in 2020. We purchased spots that had a reach of 609,024 with 1,646,900 impressions. The videos used in the advertising campaign addressed the issues of single use plastic items and encouraged people to . ¿Drink from a reusable water bottle,¿ ¿Bring your own reusable bag¿ and ¿Use a reusable straw.¿ The videos created for this campaign were also posted to the YouTube channel

**YouTube:**

The videos received 1,479 views and were viewed for 64.8 hours on YouTube.

**iHeart Media:**

The Collaborative took on an online campaign targeting website and TV Streamers as well as digital radio.

Digital Radio -Impressions: 167,234 Reach: 167,234

Digital Banner -Impressions: 99,006;Clicks: 7622

Over the Top (OTT) on streaming TV: Impressions: 100,073;Reach: 26,271

**WEBSITE: [www.savelocalwaters.org](http://www.savelocalwaters.org)**

19,616 Page views

9,588 Users

**SOCIAL MEDIA: Facebook**

61,220 Impressions

40,092 Users

**EVENTS:**

The Rain Barrel Art Project is Save Local Waters¿ signature program. This program invites local artists of all levels to paint our 38 Rain Barrels provided by the Metropolitan Sewer District.

These Rain Barrels are then displayed at the Cincinnati Zoo for a period of 3 weeks. During these weeks tens of thousands interact and view these Rain Barrels. At the end of the Display period the Rain Barrels are auctioned off during the Zoo¿s Party for the Planet. Here are some highlights from last year¿s project:

¿ 147 Individuals Participated

¿ 38 Rain Barrels Painted

¿ 88 Schools/Universities Participated

¿ 6 Private Businesses

Webcasts	Butler County Storm Water District	Host at least one educational storm water webcast and document the number of people in attendance during the webcast presentation.	Storm Water and Watershed Management	General Public and MS4 Communities	51	Yes
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Summary of Results: In an effort to provide educational opportunities about storm water and watershed management issues, each year the Butler County Storm Water District hosts a variety of webcast seminars produced by the Center for Watershed Protection. Due to COVID-19 restrictions, public meetings were prohibited in county facilities. As an alternative public education option, the Butler County Storm Water District sponsored the virtual component of the 2020 Ohio Storm Water Conference. The live presentations were able to be viewed remotely during the virtual conference and subsequently made available as on-demand content to be viewed at a later time. Seven hundred and thirty six (736) people attended the three day virtual conference.

Comments:						
Education Program for Local Schools	Butler Soil & Water Conservation District	Adopt and Distribute K-12 Water Curricula Program	Watershed Awareness & Water Quality	Students: grades K-12	51	Yes

Summary of Results: 95 classroom programs reached 2,269 students.

Comments: This year the Butler Soil and Water Conservation District conducted 95 education programs within NPDES Phase II affected areas in Butler County. The Butler Soil and Water Conservation District offers programs and resources to local schools/groups. Full day workshops and introductory programs for the following programs are available: Project WET (Water Education for Teachers), Project WILD Aquatics, stream walks, stream monitoring, and On the Trail of Non-Point Pollution Sources.

## PUBLIC EDUCATION & OUTREACH

*Summarize activities you plan to undertake during the next reporting cycle.*

BMP (mechanism)	Responsible Party	Measurable Goal	Theme or Message	Target Audience	% Target Audience	Proposed Schedule
Regional Storm Water Collaborative	Butler County Storm Water District	Annually prepare at least one Press Release Packet and distribute to local media	Various themes which may include, and are not limited to; water quality, litter prevention, waste reduction, recycling, conservation, environmental stewardship and pollution reduction	General Public	51	Will vary based on number of participating municipalities and the type of media selected.

Summary of Planned Activities: As a member of the Regional Storm Water Collaborative, contract with various local mass media networks to provide billboard, radio and/or television spots as Public Service Announcements

Comments: n/a

Webcasts	Butler County Storm Water District	Host at least one educational storm water webcast and document the number of people in attendance during the webcast presentation.	Storm Water and Watershed Management	General Public and MS4 Communities	51	Once per year during the permit term
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Summary of Planned Activities: The Butler County Storm Water District will annually sponsor or host an educational storm water webcast that is produced and presented by other agencies. Notification about opportunities to view the webcast for free at the Butler County Engineer's Office will be provided prior to the webcast.

Comments: n/a						
Education Program for Local Schools	Butler Soil & Water Conservation District	Provide K-12 Water Curricula Program	Various themes which may include, and are not limited to; water quality, litter prevention, waste reduction, recycling, conservation, environmental stewardship and pollution reduction	School Children K-12	51	Provide programs as requested throughout the school year.

Summary of Planned Activities: Provide a variety of educational programs to school districts within Butler County.

Comments: n/a

**PUBLIC INVOLVEMENT AND PARTICIPATION**

BMP (mechanism)	Responsible Party	Measurable Goal	Theme or Message	Target Audience	Estimate Of People Participated	Effective
Storm Drain Labeling	Butler Soil & Water Conservation District	Document the number of storm drains labeled annually, and document the number of neighborhood volunteers who assist with the storm drain labels.	Hazards of Illicit Discharge	Homeowners and General Public	57	Yes

Summary of Results: Eight separate labeling events were planned for the 2020 permit year. The eight events resulted in the installation one thousand thirty four (1034) storm drain labels on catch basins and the distribution of illicit discharge information to houses by fifty seven (57) community volunteers.

Comments: Storm drain labels are simple and effective best management practices to prevent non-point source pollution from entering waterways in our community and those downstream. The labels are intended to make urban and suburban homeowners think twice before dumping material down the storm sewers and into rivers, streams, and ponds in their neighborhoods.

Butler County Stream Team	Butler County Storm Water District	Facilitate and oversee one Stream Clean-Up and Monitoring Program each year.	Volunteers collect data and monitor stream health	General Public and Students	47	Yes
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Summary of Results: In 2020, the Stream Team sampled 77 stream locations monthly. Samples were collected by 36 field volunteers and analyzed in the lab on Miami University's campus by volunteers. The number of volunteers who participated in the laboratory was 23.

In addition to sampling, the Stream team conducted the following activities:

**WEBSITE:**

[www.butlercountystreamteam.org](http://www.butlercountystreamteam.org)

Actual web visitors: 330 with 409 page views.

**NEWSLETTER:** 11 issues distributed to an average of 237 recipients each time.

**ANNUAL TRAINING BREAKFAST:** 52 people attended training for Level 2 Credible Data sampling requirements. Reviewed data summary for 2019 sampling season.

**MACRO SAMPLING:** 37 people attended a two part training exercise consisting of classroom instruction and in-field demonstrations.

**cQHEI TRAINING:** 12 people attended the training exercise consisting of classroom instruction and in-field demonstrations.

Comments: The Butler County Storm Water District teamed up with Miami University Institute for Environmental Science and the Butler Soil and Water Conservation District to promote and implement a monthly volunteer stream monitoring program to assess local stream quality. A protocol for the lab and field procedures was approved by the Ohio EPA Credible Data Program . The Stream Team sampled 77 locations a month and had 37 field volunteers and 10 lab volunteers. When samples are returned to the lab, they are analyzed for six parameters: nitrates, phosphates, bacteria, conductivity, total dissolved solids, pH, and turbidity.

For more information concerning the Butler County Stream Team, visit : [www.butlercountystreamteam.org](http://www.butlercountystreamteam.org)

Clean Sweep of the Great Miami River	Butler County Storm Water District	Facilitate and oversee one Stream Clean-Up and Monitoring Program each year	Litter Prevention	General Public	417	Yes
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Summary of Results: 417 participants in Butler and Hamilton County (718 participants overall.)  
 5.2 tons of trash and 115 tires collected in Butler and Hamilton County (10.9 tons of trash and 115 tires overall)  
**WEBSITE:** [www.greatmiamirivercleanup.org](http://www.greatmiamirivercleanup.org); 2,102 visitors

Comments: On October 24th, in the Butler and Hamilton County area, 417 participants collected 5.2 tons of litter and 115 tires at sites along the Great Miami River. Overall seven hundred eighteen (718) volunteers participated watershed wide in an effort to clean up the entire 170 mile river.

Storm Water Hotline, Database and Response Program	Butler County Storm Water District	Document Complaints Received and Follow up in a timely manner.	Illicit Discharge, Illegal Dumping; Drainage; Sanitary; HSTS; Erosion; Other	General Public	146	Yes
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Summary of Results: The Butler County Storm Water District created a database and response program to document citizen inquiries/complaints and accurately record contact information. The database and response program recorded over 146 customer inquiries for the year 2020. The database tracks information specific to the customers address, method of contact, nature of inquiry, and detail of inquiry/complaint resolution.

Comments: n/a

**PUBLIC INVOLVEMENT AND PARTICIPATION**

*Summarize activities you plan to undertake during the next reporting cycle.*

BMP (mechanism)	Responsible Party	Measurable Goal	Theme or Message	Target Audience	Estimate of People to Participate	Proposed Schedule
Storm Water Hotline, Database and Response Program	Butler County Storm water District	Document Complaints Received and Follow up in a timely manner.	Illicit Discharge, Illegal Dumping; Drainage; Sanitary; HSTS; Erosion; Other	General Public	100	Daily

Summary of Planned Activities: Track information specific to the customers address, method of contact, nature of inquiry, and detail of inquiry/complaint resolution. Respond and resolve complaint in a timely manner.

Comments: n/a

Butler County Stream Team	Butler County Storm Water District	Facilitate and oversee one Stream Clean-Up and Monitoring Program each year.	Volunteers collect data and monitor stream health	General Public and Students	50	Monthly
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Summary of Planned Activities: Meet monthly with volunteer stream monitors to assess local stream quality.

Comments: n/a

Storm Drain Labeling	Butler County Storm Water District	Document the number of storm drains labeled annually, and document the number of neighborhood volunteers who assist with the storm drain labels.	Hazards of Illicit Discharge	Homeowners and General Public	20	Throughout the year as weather permits
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Summary of Planned Activities: Utilize neighborhood volunteers to install storm drain labels and distribute information to residential properties on hazards of illicit discharge

Comments:

Clean Sweep of the Great Miami River	Butler County Storm Water District	Facilitate and oversee one Stream Clean-Up and Monitoring Program each year.	Litter Prevention Illicit Discharge, Illegal Dumping; Drainage; Sanitary; HSTS; Erosion; Other	General Public	300	Annual
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Summary of Planned Activities: Coordinate clean-up of Great Miami River at multiple sites in Butler County.

Comments: n/a

### ILLCIT DISCHARGE DETECTION AND ELIMINATION (IDDE)

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Cite Local Code(s) Being Used (If available, web link for code(s))	Effective
Ordinance or Other Regulatory Mechanism	Butler County Storm Water District	Establish Illicit Discharge Ordinance for District; implement and enforce.	Yes	Butler County Illicit Discharge Detection and Elimination Regulations (Resolution No. 09-11-1954)	Yes

Summary of Results or Activities: On November 12, 2009, the Butler County Board of Commissioners signed and adopted the Illicit Discharge Detection and Elimination Regulations. The final draft is available on the District website: [www.stormwaterdistrict.org](http://www.stormwaterdistrict.org)

Comments: n/a

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Summary of Activities or Updates	Effective
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Storm Sewer System Map	Butler County Storm Water District	Document any new information added to the storm sewer system mapping database.	Yes	Using "As-Built" data originating from the 1970's and forward, 100% of known sewer systems have been mapped in the Phase II affected areas within the county. Each year as new development occurs throughout the District, the sewer map will be reviewed and updated.	Yes
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Comments: n/a

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Summary of Activities or Updates	Effective
HSTS Mapping and List	Butler County Storm Water District	Document any new or updated HSTS information that is added to the storm sewer system mapping database.	Yes	The Butler County Storm Water District researched archived HSTS records held by the Butler County Health Department. The information can be viewed graphically with the use of the county GIS system. A map has been made identifying existing HSTS within the District. Updates are made on an annual basis. All new applications for HSTS will be added to that data.	Yes

Comments: n/a

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Summary of Activities or Updates	Effective
IDDE Plan	Butler County Storm Water District	Develop and implement IDDE plan	Yes	By creating and adopting an illicit discharge regulation, the Storm Water District has established the methods and standards for best management practices (BMPs) for controlling the introduction of pollutants into the municipal separate storm sewer system. The regulation establishes the authority and means by which the District will carry out inspection, monitoring and enforcement procedures necessary to ensure compliance. The Butler County Storm Water District created a database and response program to document and accurately record contact information regarding spill reports, illicit discharges, illegal dumping, and citizen complaints. The information obtained from the hotline and database can be mapped with the use of the county GIS system. Problem areas can be viewed graphically based on type, location, and frequency. This database is updated on a regular basis to help identify and resolve problem areas	Yes

Comments: n/a

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Total # of Outfalls	# of Outfalls Screened	# of Dry-Weather Flows Identified	# of Identified Illicit Discharges	# of Eliminated Illicit Discharges	Effective
Dry-Weather Screening of Outfalls	Butler County Storm Water District	Track the location and number of outfalls screened for illicit discharges during dry weather.	No	519	0	0	0	0	Yes

Comments: Butler County offices were closed in compliance with COVID-19 quarantine guidelines. Only essential personnel were allowed to report to work. The limitations imposed did not allow dry weather flow outfall inspections to take place in 2020.

Upload File Name for the Illicit Discharges: Attachment C - Illicit Connection Elimination Schedule\_2020.docx

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Summary of Planned Activities	Comments	Effective
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No records found

**ILLCIT DISCHARGE DETECTION & ELIMINATION (IDDE)**

*Summarize activities you plan to undertake for the next reporting cycle.*

BMP (mechanism)	Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
Storm Sewer System Map	Butler County Storm Water District	Document any new information added to the storm sewer system mapping database.	Each year as new development occurs throughout the District the sewer map will be reviewed and updated.	Annually

Comments: n/a

Dry-Weather Screening of Outfalls	Butler County Storm Water District	Track the location and number of outfalls screened for illicit discharges during dry weather.	All outfalls will be screened at least once during the permit term.	Annually
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Comments:

Ordinance or Other Regulatory Mechanism	Butler County Storm Water District	Continue to implement and enforce IDDE regulation.	Review IDDE regulation and update as needed.	Annually
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Comments: n/a

HSTS Mapping	Butler County Storm Water District	Document any new or updated HSTS information that is added to the storm sewer system mapping database.	Updates are made on an annual basis. All new applications for HSTS will be added to that data.	Annually
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Comments: n/a

IDDE Plan	Butler County Storm Water District	Continue to implement IDDE plan	Review and update plan as needed.	Annually
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Comments:

**CONSTRUCTION SITE RUNOFF CONTROL**



BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Cite Local Code(s) Being Used (If available, web link for code(s))	Effective
Ordinance or Other Regulatory Mechanism	Butler County Storm Water District	Compliance with NPDES Construction General Permit requirements.	Yes	Butler County Subdivision Regulations	Yes

Summary of Results or Activities: The Butler County Subdivision regulations were revised in 2011. The revisions were adopted on January 12, 2012. The revisions covered a number of non-point source pollution topics including construction site storm water discharges and groundwater pollution potential.

Comments: n/a

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Standards Being Used	Effective
Sediment and Erosion Control Requirements	Butler County Storm Water District	Compliance with NPDES Construction General Permit requirements.	Yes	Erosion and Sediment Control Regulations: Article VII - Butler County Subdivision Regulations	Yes

Summary of Results or Activities: Erosion and Sediment Control Regulations: Article VII were adopted as part of the of the Butler County Subdivision regulations on March 12, 2007. The changes were effective during the Summer of 2007.

Comments: n/a

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Number of Complaints Received	Number of Complaints Followed Up On	Effective
Complaint Process	Butler County Storm Water District	Respond to all complaints	Yes	4	4	Yes

Summary of Results or Activities: Responded to and resolved all complaints.

Comments: n/a

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Sites Requiring Plans	# of Plans Reviewed	Effective
Site Plan Review Procedures	Butler County Storm Water District	Review all site plans for compliance	Yes	663	663	Yes

Summary of Results or Activities: Made plan comments to ensure that all sites were in compliance with regulations.

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Applicable Sites	# of Sites Inspected	Average Frequency	Effective
Site Inspection Procedures	Butler County Storm Water District	Inspect all applicable sites for compliance	Yes	663	880	257	Yes

Summary of Results or Activities: Inspected active sites for compliance with Erosion and Sediment control Regulations

Comments: Residential sites are inspected every two weeks and commercial sites are inspected monthly.

Upload File Name(s) for Applicable Sites: Attachment B - Lot ESC Report Detail.pdf

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Violation Letters	# of Enforcement Actions	Effective
Enforcement Procedures	Butler County Storm Water District	Ensure compliance with regulations.	Yes	2	0	Yes

Summary of Results or Activities: Violations resolved. Enforcement actions unnecessary.

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Measurements	Effective
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No records found

**CONSTRUCTION SITE RUNOFF CONTROL**

*Summarize activities you plan to undertake during the next reporting cycle.*

BMP (mechanism)	Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
Ordinance or Other Regulatory Mechanism	Butler County Storm Water District	Compliance with NPDES Construction General Permit requirements.	Review Federal and State rule changes and revise county regulations.	As needed.

Comments:

Complaint Process	Butler County Storm Water District	Respond to all complaints.	Respond to all complaints and ensure compliance with all regulations.	As needed.
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Comments:

Sediment and Erosion Control Requirements	Butler County Storm Water District	Compliance with NPDES Construction General Permit requirements.	Review Federal and State rule changes and revise county regulations.	As needed.
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Comments:

Enforcement Procedures	Butler County Storm Water District	Ensure compliance with regulations.	Enforce compliance on all active sites.	As needed.
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Comments:

Site Inspection Procedures	Butler County Storm Water District	Inspect all applicable sites for compliance	Inspect active sites for compliance with Erosion and Sediment control Regulations	As needed.
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Comments:

**POST-CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT**

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Cite Local Code(s) Being Used (If available, web link for code(s))	Effective
Ordinance or Other Regulatory Mechanism	Butler County Storm Water District and Co-Permittees	Comply with post-construction requirements for NPDES phase II permit. (ie. Provide for open space, minimization of impervious area, protection of natural resources, etc.)	Yes	Butler County Subdivision Regulations Butler County Flood Damage Prevention Regulations Butler County Zoning Code Township Zoning Code (Fairfield, Liberty, St. Clair, Wayne, West Chester) City of Trenton Subdivision Regulations and Zoning	Yes

Summary of Results or Activities: All documents have been updated to include post construction requirements. Documents are reviewed as needed to ensure compliance.

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Structural and/or Non-Structural Standards Being Used	Effective
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Post-Construction Requirements	Butler County Storm Water District and Co-Permittees	Comply with post-construction requirements for NPDES phase II permit.	Yes	Ohio EPA Construction General Permit requirements ODNR Rainwater and Land Development Manual ODOT Location and Design Manual Also, see above document list.	Yes
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Summary of Results or Activities: All documents have been updated to include post construction requirements. Documents are reviewed as needed to ensure compliance.

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Applicable Sites Requiring Plans	# of Plans Reviewed	Effective
Site Plan Review Procedures	Butler County Storm Water District	Review all sites required to obtain Ohio EPA Construction General Permit	Yes	49	49	Yes

Summary of Results or Activities: Made plan comments to ensure that all sites were in compliance with regulations.

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Applicable Sites	# of Inspections Performed	Average Frequency	Effective
Site Inspection Procedures	Butler County Storm Water District	Inspect all sites that require post construction BMPs (ie. greater than 5 acres)	Yes	17	36	1	Yes

Summary of Results or Activities: Inspected active sites for compliance with Erosion and Sediment Control Regulations.

Comments: Site inspections are performed monthly.

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Violation Letters	# of Enforcement Actions	Effective
Enforcement Procedures	Butler County Storm Water District	Ensure compliance with E&SC regulations.	Yes	2	0	Yes

Summary of Results or Activities: Enforced compliance on all active sites.

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Sites Requiring Plans/Agreements	# of Plans Developed/Agreements in Place	Effective
Long-Term O&M Plans/Agreements	Butler County Storm Water District	Ensure that facilities are either publicly owned and operated or a Home Owners Association or a Property Owners Association is established	Yes	10	10	Yes

Summary of Results or Activities: The Butler County Engineers Office coordinates and plans inspections of all publicly owned and operated drainage structures within the District on an annual basis. Facilities and structures have maintenance performed as necessary based upon inspection results. A report is issued annually to the County commissioners on all inspection and maintenance activities.

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Measurement 1	Measurement 2	Effective
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No records found

**POST-CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT**

*Summarize activities you plan to undertake for the next reporting cycle.*

BMP (mechanism)	Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
Site Plan Review Procedures	Butler County Storm Water District	Review all sites required to obtain Ohio EPA Construction General Permit	Make plan comments to ensure that all sites were in compliance with regulations.	Annually

Comments:

Site Inspection Procedures	Butler County Storm Water District	Inspect all sites that require post construction BMPs (ie. greater than 5 acres)	Inspect active sites for compliance with Erosion and Sediment Control Regulations.	Annually
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Comments:

Enforcement Procedures	Butler County Storm Water District	Ensure compliance with E&SC regulations.	Enforce compliance on all active sites.	Annually
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Comments:

Long-Term O&M Plans/Agreements	Butler County Storm Water District	Ensure that facilities are either publicly owned and operated or a Home Owners Association or a Property Owners Association is established.	The Butler County Engineers Office will continue to coordinate and plan inspections of all publicly owned and operated drainage structures within the District on an annual basis. Facilities and structures have maintenance performed as necessary based upon inspection results. A report is issued annually to the County commissioners on all inspection and maintenance activities.	Annually
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Comments:

Ordinance or Other Regulatory Mechanism	Butler County Storm Water District	Comply with post-construction requirements for NPDES phase II permit. (ie. Provide for open space, minimization of impervious area, protection of natural resources, etc.)	All documents will be updated to include post construction requirements. Documents are reviewed as needed to ensure compliance.	Annually
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Comments:

Post-Construction Requirements	Butler County Storm Water District	Comply with post-construction requirements for NPDES phase II permit.	All documents will be updated to include post construction requirements. Documents are reviewed as needed to ensure compliance.	Annually
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Comments:

**POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS**

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Topic(s)	Targeted Audience	# of Employees Attended	Effective
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Employee Training Program 1	Butler County Storm Water District	Document the number of staff who receive training each year, with a goal of training all employees at each municipal facility at least once during the permit term.	Yes	Varied by facility. Topics include: Universal Waste, Post Construction BMPs; Spill Identification and Emergency response; SPCC; Construction Site Runoff Control; Good Housekeeping Practices, SWPPP Safety	Municipal Employees	88	Yes
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Summary of Activity: Reviewed PPGHP and training videos.

Comments:

BMP (mechanism)	List of Municipal Facilities Subject to Program	O&M Procedures Developed?	# of Inspections Performed	Frequency of Inspections
Municipal Facilities	1. Butler County Engineer's Office 2. City of Trenton 3. Fairfield Township ( Morris Road ) 4. Fairfield Township (Tylersville Road) 5. Hanover Township 6. Lemon Township 7. Liberty Township 8. Madison Township 9. Ross Township 10. St. Clair Township 11. Village of New Miami 12. Village of Seven Mile 13. Wayne Township 14. West Chester Township	Yes	13	Annually
BMP (mechanism)	Summarize Maintenance Activities and Schedules	Summarize Activities Performed		
MS4 Maintenance	Maintenance activities are performed on an as-needed basis.	The Butler County Engineers Office coordinates and plans inspections of all drainage structures within the District on an annual basis. Facilities and structures have maintenance performed as necessary based upon inspection results. A report is issued annually to the County commissioners on all inspection and maintenance activities.		
BMP (mechanism)	Procedures Developed?	Document Amounts of Wastes Properly Disposed		
Disposal of Wastes	Yes	1,816 gallons of automotive fluids recycled ( i.e. Transmission fluid, gear oil, engine oil ) Tires: 340 Batteries: 90		

BMP (mechanism)	Covered?	Tons Used	Summarize Measures Taken to Minimize Usage
Road Salt	Yes	9999 Tons	Salt usage minimized through the use of Standard Operating Procedures (SOPs) for snow and ice control. Further reductions are achieved with the use of the automated brine maker and distribution tanks for pretreatment. Also investigated and experimented with beet juice as salt alternative.
BMP (mechanism)	Procedures Developed?	Gallons Used	Summarize Measures Taken to Minimize Usage
Pesticide & Herbicide Usage	Yes	17241 Gallons	Butler County Engineers Office has developed and implemented Standard Operating Procedures (SOPs) for pesticide and herbicide application. All employees that participate in pesticide and herbicide application are licensed by the Ohio Department of Agriculture.
BMP (mechanism)	Procedures Developed?	Pounds Used	Summarize Measures Taken to Minimize Usage
Fertilizer Usage	Yes	1650 Pounds	Application rate set at 5.8 lbs. per 1000 sq. ft.
BMP (mechanism)	Procedures Developed?	Document Amount of Material Collected and Properly Disposed	
Street Sweeping	Yes	470.83 tons of collected material reported. Street sweeping as needed for county bridges and curb & gutter roads. Procedure in place for dewatering and disposal of collected waste.	
BMP (mechanism)	Summarize Any New or Existing Flood Management Projects that were Assessed for Impacts on Water Quality		
Flood Management Projects	n/a		
BMP (mechanism)	Summary		

No records found

### POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

*Summarize activities you plan to undertake for the next reporting cycle.*

BMP (mechanism)	Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
List of Facilities Subject to Program	Butler County Storm Water District	List all facilities subject to Program.	Review existing list of facilities subject to program and make changes as needed.	Annually
Comments:				
MS4 Maintenance	Butler County Storm Water District	Inspect drainage structures within the District on an annual basis.	Coordinate and plan inspections of drainage structures within the District on an annual basis. Perform maintenance as necessary based upon inspection results. Issue report annually to the County commissioners on all inspection and maintenance activities.	Annually
Comments:				
Disposal of Wastes	Butler County Storm Water District	Gallons of oil properly recycled/recovered	Recycle oil.	Annually
Comments:				
Road Salt	Butler County Storm Water District	Minimize salt usage	Minimize salt usage through the use of Snow and Ice control SOPs, use of brine pretreatment system and investigate salt alternatives.	Annually
Comments:				

Pesticide & Herbicide Usage	Butler County Storm Water District	Minimize pesticide and herbicide usage	Continue to implement implemented Standard Operating Procedures (SOPs) for pesticide and herbicide application. Ensure employees obtain and maintain licensed by the Ohio Department of Agriculture license.	Annually
Comments:				
Street Sweeping	Butler County Storm Water District	Properly dispose of and Document Amount of Material Collected	Develop and implement a method to calculate and record the amount of material collected.	Annually
Comments:				
Employee Training Program	Butler County Storm Water District	Document the number of staff who receive training each year, with a goal of training all employees at each municipal facility at least once during the permit term.	Continue to implement training component of facility PPGHP.	Annually

Comments:

**PROPOSED CHANGES TO YOUR SWMP (IF ANY)**

*Summarize any proposed changes to your SWMP, including changes to any BMPs or any identified measurable goals that apply to the program elements. If you fail to satisfy measurable goals for the reporting year, please explain why.*

**VARIANCES GRANTED (IF ANY)**

*Identify and summarize any variances granted under your storm water program.*

**ADDITIONAL INFORMATION**

*Please add any additional comments or attachments below.*

Additional Information attachment(s): Attachment D - 2020 Annual Report -Bonus Activities.doc