Municipal Separate Storm Sewer System General Permit (MS4GP) Annual Report

State Form 51278 (R8 / 2-25)
INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

NOTE:
- Annual reports must be submitted to the Indiana Department of Environmental Management. Failure to submit the annual report is considered a violation of permit coverage.
- Please type or print in ink.
- Please answer all questions thoroughly and return the form in accordance with the MS4GP or as directed by IDEM.
- Return this form and any required attachments to the IDEM Stormwater Program, MS4 Program at the address listed in the box on the upper-right.

For questions regarding this form, contact:

IDEM Office of Water Quality Stormwater Program
100 North Senate Avenue
Indianapolis, IN 46204-2251
Telephone: (317) 234-1601 or
(800) 451-6027
Web Access: http://www.IN.gov/idem/4900

Reporting Year

Permit Year:
- ☐ (1)
- ☐ (2)
- ☒ (3)
- ☐ (4)
- ☐ (5)

SECTION 1: GENERAL PERMITTEE INFORMATION

(1) MS4 Entity: City of Brazil
(2) Primary County: Clay
(3) MS4 Permit Number: INR040159

(4) Type of MS4:
- ☒ City
- ☐ Town
- ☐ County
- ☐ Non-traditional:

(5) MS4 Operator (Individual): Brian Wyndham
- Title: Mayor
- Telephone Number: 812-443-2221
- Email Address; brianw@brazil.in.gov
- Mailing Address:
  203 East National Avenue
  City: Brazil State: IN Zip Code: 47834
- Physical Address (if different from mailing address):
  City: State: IN Zip Code:

(6) MS4 Coordinator (Individual): Cara Mackenzie
- Title: Building Inspector/MS4 Coordinator
- Telephone Number: 812-420-9001 Cell Phone: 812-230-5619
- Email Address; caramack@brazil.in.gov
- Mailing Address:
  203 East National Avenue
  City: Brazil State: IN Zip Code: 47834
- Physical Address (if different from mailing address):
  City: State: IN Zip Code:

(7) Application Preparer (if different from above):
- Title: Anna Starks Name of Company (if applicable): Christopher B. Burke Engineering, LLC
- Telephone Number: 317-266-8000 Cell Phone: 317-391-3086
- Email Address; astarks@cbbel-in.com
- Mailing Address:
  115 West Washington Street, Suite 1368 South
  City: Indianapolis State: IN Zip Code: 46204
- Physical Address (if different from mailing address):
  City: State: Zip Code:

SECTION 2: PUBLIC EDUCATION, OUTREACH AND PUBLIC PARTICIPATION – MINIMUM CONTROL MEASURES 1 AND 2

(1) Status of measurable goals, program requirements, compliance schedules, and timetables for this MCM. If Objectives are not met for a specific program element, explain the implementation problems encountered, and changes made to resolve problems identified [4.3 (h)(1)]:

(a) On Target: ☒ Yes ☐ No

(b) If No, provide an explanation in Section 7.

(2) List of public participation and outreach events and activities conducted, a description of the activity, an estimate of the number of attendees, and an assessment if the goals and objectives were met [4.3 (h)(2)]:

(a) Total number of public participation and outreach events: 4 Of the total reported, identify the number by audience:

- General Public: 3
- Commercial/Industrial: 0
- Construction: 1
- Other: 0

(b) Stormwater program updates were provided to local officials and/or an advisory board during the reporting period [4.3 (e)]: ☒ Yes ☐ No

(c) Identify the targeted audience/constituents for this reporting period: General public (citizens/residents), construction contractors

(d) Briefly describe changes or effects observed due to the outreach event(s): increased awareness of stormwater and pollution prevention including proper management of yard waste and construction site issue

(e) Delivery Method: Factsheets, presentations, coloring pages, stormwater webpage

(f) The MS4 must maintain a list of the public participation/outreach event, including a short description of the activity, number of attendees, and if the goals and objectives were met.

Do not submit this information. Upon review of the annual report IDEM may request the information or evaluate the information as part of an audit of the MS4 Program.

(3) The number and types of construction and/or post-construction stormwater training opportunities that were provided to contractors, developers and builders, property owners (commercial, industrial, residential, homeowner associations, and other targeted entities during the reporting period [4.3 (h)(3)]:

(a) Number of training events:

- Construction only: 0
- Post-construction only: 0
- Both Construction and Post-construction: 1

(b) The event or events were conducted with another MS4(s): ☒ Yes ☐ No

- If Yes, list the MS4(s): Vigo County/Terre Haute MS4 Co-Permit Group

(4) Document that presentations (or reports provided) were made to local officials [4.3 (h)(4)]:

(a) ☒ Yes ☐ No

(b) Number of presentations: 2 Date or Dates: January 23, 2024 and May 1, 2024

(5) Provide a list of educational materials used during the reporting period [4.3 (h)(6)]:

(a) Number of new materials developed: 4

(b) The MS4 must maintain a list of public educational materials.

(c) If the materials are maintained on a webpage – please provide the link: Some educational information available online at City's stormwater webpage: https://brazil.in.gov/stormwater/

Do *not submit the list of materials at his time. Upon review of the annual report IDEM may request the information or evaluate the information as part of an audit of the MS4 Program.*

SECTION 3: ILLICIT DISCHARGE DETECTION AND ELIMINATION - MINIMUM CONTROL MEASURE 3

(1) Status of measurable goals, program requirements, compliance schedules, and timetables for this MCM If Objectives are not being met for a specific program element, explain the implementation problems encountered, and changes made to resolve problems identified [4.4 (k)(1)]:

(a) On Target: ☒ Yes ☐ No

(b) If No, provide an explanation in Section 7.

(2) A summary of any storm sewer system mapping changes to the outfall and/or conveyance maps [4.4 (k)(3)]:

(a) The map is current: ☒ Yes ☐ No

(b) The map was last updated on:
As needed

(3) Number of new outfalls mapped [4.4 (k)(4)]:
0

(4) Number and location of dry weather outfalls screened for illicit discharges [4.4 (k)(5)]:

(a) Number of dry weather outfalls screened: 0

(b) The MS4 has completed dry weather screening on all outfalls: ☐ Yes ☒ No
If Yes, identify the number of outfalls that were screened during the reporting period: N/A

(c) The number of dry weather outfalls that need to be screened before the end of the permit cycle:
100 percent

(d) The MS4 must maintain information that contains the "location" of the dry weather outfalls screened.
Do not submit this information. Upon review of the annual report IDEM may request the information or evaluate the information as part of an audit of the MS4 Program.

(5) Number and location of illicit discharges detected [4.4 (k)(6)]:

(a) Number detected:
N/A (no screening completed in 2024)

(b) The MS4 must maintain information that contains the "location" of the illicit discharges.
Do not submit this information. Upon review of the annual report IDEM may request the information or evaluate the information as part of an audit of the MS4 Program.

(6) Number and location of illicit discharges and/or spills reported [4.4 (k)(8)]:

(a) Number reported:
0

(b) The MS4 must maintain information that contains the "location" of the illicit discharges and/or spills reported.
Do not submit this information. Upon review of the annual report IDEM may request the information or evaluate the information as part of an audit of the MS4 Program.

(7) Illicit discharges eliminated for those that were detected and/or reported [4.4 (k)(7) and (9)]:

(a) Number eliminated: N/A

(b) Number that required no corrective action: N/A

(c) Number of enforcement actions taken: N/A

(8) The MS4 has reviewed and assessed the minimum control measure in accordance with MS4GP [4.4 (i)]:
☒ Yes ☐ No

(9) The MS4 documents annual training attended by staff specific to their responsibilities in accordance with the MS4GP [4.4 (g)]:
☒ Yes ☐ No

(10) The MS4 revised and adopted or adopted a new IDDE ordinance [8.1 (a)(4)]:
☒ Yes ☐ No
Last updated on: October 9, 2024

SECTION 4: CONSTRUCTION SITE STORMWATER RUN-OFF CONTROL - MINIMUM CONTROL MEASURE 4

(1) Status of measurable goals, program requirements, compliance schedules, and timetables for this MCM. If objectives are not being met for a specific program element, explain the implementation problems encountered, and changes made to resolve problems identified [4.5 (m)(1)]:

(a) On Target: ☒ Yes ☐ No

(b) If No, provide an explanation in Section 7.

(2) The number of construction projects owned and/or operated by the MS4 entity that were active at the time of submission of this report [4.5 (m)(2)]:

0

(3) The number of construction sites obtaining a MS4 entity-issued stormwater run-off permit or authorization to discharge during the reporting period [4.5 (m)(3)]:

0 (no sites eligible based on local MS4 ordinance)

(4) The number of construction sites inspected during the reporting period [4.5 (m)(4)]: 0 (no sites eligible)

(a) The MS4 has completed the inspections as required by the MS4GP [4.5 (d)(3)]:

- On Target: ☒ Yes ☐ No
- If No, provide an explanation in Section 7.

(5) The number and type of enforcement actions taken during the reporting period [4.5 (m)(5)]: 0

(a) Check the Appropriate Type of Action:

☐ Stop work Orders

☐ Monetary Penalties

☐ Other (Describe):

(6) The number of public information requests and/or complaints received [4.5 (m)(6)]:

(a) Public Information Requests (Freedom of Information Request): 1

(b) Complaints Received: 2

(7) The MS4 has reviewed and assessed the minimum control measure in accordance with MS4GP [4.5 (i)]:

☒ Yes ☐ No

(8) The MS4 documents annual training attended by staff specific to their responsibilities in accordance with the MS4GP [4.5 (j)]:

☒ Yes ☐ No

(9) The MS4 maintains an inventory of all construction site projects in accordance with MS4GP [4.5 (l)]:

☒ Yes ☐ No

(10) The MS4 revised and adopted or adopted a new construction stormwater run-off ordinance or regulatory mechanism during the reporting year [8.1 (a)(4)]:

☒ Yes ☐ No

Last Updated on: October 9, 2024

SECTION 5: POST-CONSTRUCTION STORMWATER RUN-OFF CONTROL - MINIMUM CONTROL MEASURE 5

(1) Status of measurable goals, program requirements, compliance schedules, and timetables for this MCM. If objectives are not being met for a specific program element, explain the implementation problems encountered, and changes made to resolve problems identified [4.6 (j)(1)]:

(a) On Target: ☒ Yes ☐ No

If No, provide an explanation in Section 7.

(2) The MS4 revised and adopted or adopted a new post-construction ordinance and/or regulatory mechanism [4.6 (j)(2)]:

☒ Yes ☐ No

Last Updated on: October 9, 2024

(3) The number of sites requiring post-construction control measures during the reporting period [4.6 (j)(3)]:

(a) Number of Sites: 0

(4) Number, type, and location of structural measures installed during the reporting period [4.6 (j)(4)]:

(a) Number of Measures: 0

(b) The MS4 must maintain information on the "type" and "location" of the measures installed.

Do not submit this information. Upon review of the annual report IDEM may request the information or evaluate the information as part of an audit of the MS4 Program.

(5) Number, type, and location of structural measures modified to function properly or improve water quality benefits [4.6 (j)(5)]:

(a) Number of Measures Modified: 0

(b) The MS4 must maintain information on the "type" and "location" of the measures modified.

Do not submit this information. Upon review of the annual report IDEM may request the information or evaluate the information as part of an audit of the MS4 Program.

(6) Number, type, and location of structural measures inspected to ensure each meets design requirements and/or are being maintained [4.6 (j)(6)]:

(a) Number of MS4 Owned/Operated Measures Inspected: N/A (no measures installed since ordinance adopted)
On Target (permit requires 100 % inspected by the end of the permit cycle):

☒ Yes ☐ No If No, provide an explanation in Section 7

(b) Number of Privately Owned Measures Inspected: N/A (no measures installed since ordinance adopted)
On Target (permit requires 100% or a minimum of 250 inspected by the end of the permit cycle):

☒ Yes ☐ No If No, provide an explanation in Section 7

(c) The MS4 must maintain information on the "type" and "location" of the measures inspected.

Do not submit this information. Upon review of the annual report IDEM may request the information or evaluate the information as part of an audit of the MS4 Program.

(7) The MS4 has developed and administers an inspection program in accordance with the MS4GP [4.6 (e) and (f)]:

☒ Yes ☐ No

(8) The MS4 has reviewed and assessed the minimum control measure in accordance with MS4GP [4.6 (h)]:

☒ Yes ☐ No

SECTION 6: MUNICIPAL OPERATIONS POLLUTION PREVENTION AND GOOD HOUSEKEEPING - MINIMUM CONTROL MEASURE 6

(1) Status of measurable goals, program requirements, compliance schedules, and timetables for this MCM. If Objectives are not being met for a specific program element, explain the implementation problems encountered, and changes made to resolve problems identified [4.7 (n)(1)]:

(a) On Target: ☒ Yes ☐ No

If No, provide an explanation in Section 7.

(2) Number and location of stormwater outfalls and conveyance systems that have been repaired during the reporting period [4.7 (n)(2)]:

(a) Number of outfalls: 0

(b) Number of conveyance systems: 1

(c) The MS4 must maintain information that contains the "location" of the outfalls and conveyances that have been repaired.
Do not submit this information. Upon review of the annual report IDEM may request the information or evaluate the information as part of an audit of the MS4 Program.

(3) Estimated amount of material collected from stormwater drainage system cleaning during the reporting period including the disposal methods utilized [4.7 (n)(3)]:

(a) Material Collected *(Volume or Weight)*: 24 cubic yards (2 dump truck loads)

(b) Disposal Method: Landfill

(4) Estimated amount of material collected from street sweeping during the reporting period, if applicable, including the disposal methods utilized [4.7 (n)(4)]:

(a) Material Collected *(Volume or Weight)*: 5,376 cubic yards

(b) Disposal Method Utilized: Landfill

(5) Number and location of de-icing salt and sand storage areas and methods used to minimize stormwater exposure:

(a) Number of De-icing salt and sand storage areas [4.7 (n)(5)]: 1 sand storage area and 1 salt storage area

(b) The MS4 must maintain information as to the "location" and methods used to minimize stormwater exposure.
Do not submit this information. Upon review of the annual report IDEM may request the information or evaluate the information as part of an audit of the MS4 Program.

(6) The MS4 has reviewed and assessed the minimum control measure in accordance with MS4GP [4.7 (i)]:

☒ Yes ☐ No

(7) The MS4 documents annual training attended by facility staff specific to their responsibilities in accordance with the MS4GP [4.7 (m)]:

☒ Yes ☐ No

(a) List the number of employees within other departments that have been trained on stormwater issues: 7

(8) The total number of owned and/or operated facilities (total number as of submittal of this report) within the MS4:
10

(9) The number of owned and/or operated facilities, identified in item (8) above that require development of a SWPPP:
7

(10) Facility inspections completed during the reporting period:

(a) The MS4 inspected each facility quarterly: ☐ Yes ☒ No
If No, provide an explanation: Completed last 3 quarterly inspections; inspection program was developed in 2024 as a new MS4

(b) The MS4 Coordinator participated in at least one of the quarterly inspections at each facility: ☒ Yes ☐ No
If No, provide an explanation: N/A

(11) The MS4 has completed one (1) surface visual inspection of the entire stormwater system during this reporting period: ☒ Yes ☐ No
If one has not been completed identify the percentage of surface visual inspections completed: N/A Percent
Optional:
The MS4 has completed the required surface visual inspection and has completed additional visual inspections of the entire stormwater system during this reporting cycle: ☐ Yes ☐ No If yes, the number completed:

SECTION 7: MS4 PROGRAM MANAGEMENT AND SUMMARY

(1) Water Quality Characterization Report (WQCR) [8.1 (a)(5)]:

(a) The WQCR has been updated during this reporting period. ☐ Yes ☒ No

Date of Modification/update: N/A (original WQCR developed as a new MS4 and submitted to IDEM in January 2024)

(b) The updated WQCR and/or new and on-going water quality characterization data is required as part of the annual report).

Do not submit this information. As part of the annual report review IDEM may request this information or review the information during an audit of the MS4 Program.

(c) Updated list of the receiving waters. The MS4 must maintain documentation of receiving waters. As part of the annual report review, IDEM may request this information or review the information as part of an audit of the MS4 Program [8.1 (a)(6)].

Do not submit this information. As part of the annual report review, IDEM may request this information or review the information as part of an audit of the MS4 Program.

(2) Provide progress to meet a TMDL, or improve water quality in the 303d listed impairments) [8.1 (a)(7)]:

(a) A TMDL implementation plan has been developed and/or stormwater management measures implemented within the MS4 boundaries.

☐ Yes ☐ No ☒ In Progress ☐ Not Applicable

(b) If Yes: provide a brief description of activities in progress or completed to meet the TMDL or improve water quality in the 303d listed impairments.

N/A

(3) MS4 jurisdictional boundaries as required by Section 4.2 (a)(1). Identify areas removed or added to the jurisdictional area of the MS4 [8.1 (a)(10)]:

(a) Provide a shapefile, polygon layer, or map with a date that reflects changes made during the reporting period.

(4) The MS4 documents annual training attended by staff and/or contractual staff that is specific to their responsibilities as outlined in the MS4GP [4.4(g), 4.5 (j), and 4.6 (i)] and in accordance with the general performance requirements [4.1(d)]:

☒ Yes ☐ No

(5) Describe new funding sources and new expenditures [8.1 (a)(9)]:

(a) N/A

(b) N/A

(c) N/A

(d) N/A

(5) Describe relevant sections of the SWQMP that have been modified (by MCM) [8.1 (a)(1)]:

(a) Public Education, Outreach and Involvement: N/A

(b) Illicit Discharge: N/A

(c) Construction Stormwater Run-off: N/A

(d) Post-construction Run-off: N/A

(e) Good Housekeeping: N/A

(6) Brief Description of changes from the previous year due to annual review [8.1 (a)(2)]:

(a) Public Education, Outreach and Involvement: N/A

(b) Illicit Discharge: N/A

(c) Construction Stormwater Run-off: N/A

(d) Post-construction Run-off: N/A

(e) Good Housekeeping: N/A

(7) Implementation problems encountered, including program changes made to address ineffectiveness or infeasibility [8.1 (a)(8)]:

(a) Public Education, Outreach and Involvement: N/A

(b) Illicit Discharge: N/A

(c) Construction Stormwater Run-off: N/A

(d) Post-construction Run-off: N/A

(e) Good Housekeeping: N/A

(8) Brief Description of projects or programs that have been successful or should be highlighted and unique:
N/A

(9) Brief Description of issues that have been identified that IDEM may be able to assist the MS4 in addressing:
N/A

SECTION 8: CERTIFICATION AND SIGNATURE

I swear or affirm, under penalty of perjury as specified by IC 35-44.1-2-1 and other penalties specified by IC 13-30-10, that the statements and representations in this notification are true, accurate, and complete.

I certify under penalty of law that his document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly involved in 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.

Printed Name of Responsible Individual (Applicant/Permittee):

Brian Wyndham

Signature of Responsible Individual:

B Wyndham

Date *(month/day/year)* 3/27/2025

Note:

- This document must be signed by the individual meeting requirement of 40 CFR 122.22.
- Signature must be wet ink (FAX and photocopies are not acceptable)