



# Illinois Environmental Protection Agency

Bureau of Water • 1021 N. Grand Avenue E. • P.O. Box 19276 • Springfield • Illinois • 62794-9276

## Division of Water Pollution Control ANNUAL FACILITY INSPECTION REPORT

### for NPDES Permit for Storm Water Discharges from Separate Storm Sewer Systems (MS4)

*This fillable form may be completed online, a copy saved locally, printed and signed before it is submitted to the Compliance Assurance Section at the above address. Complete each section of this report.*

Report Period: From March, 2015 To March, 2016

Permit No. ILR40 0394

#### MS4 OPERATOR INFORMATION: (As it appears on the current permit)

Name: Village of Mt. Zion Mailing Address 1: 1400 Mt. Zion Pkwy  
Mailing Address 2: \_\_\_\_\_ County: Macon  
City: Mt. Zion State: IL Zip: 62549 Telephone: 217-864-5424  
Contact Person: Julie Miller Email Address: j\_miller@mtzion.com  
(Person responsible for Annual Report)

#### Name(s) of governmental entity(ies) in which MS4 is located: (As it appears on the current permit)

Macon County

#### THE FOLLOWING ITEMS MUST BE ADDRESSED.

A. Changes to best management practices (check appropriate BMP change(s) and attach information regarding change(s) to BMP and measurable goals.)

- |  |                          |   |                          |
|--|--------------------------|---|--------------------------|
| 1. Public Education and Outreach             | <input type="checkbox"/> | 4. Construction Site Runoff Control       | <input type="checkbox"/> |
| 2. Public Participation/Involvement          | <input type="checkbox"/> | 5. Post-Construction Runoff Control       | <input type="checkbox"/> |
| 3. Illicit Discharge Detection & Elimination | <input type="checkbox"/> | 6. Pollution Prevention/Good Housekeeping | <input type="checkbox"/> |

B. Attach the status of compliance with permit conditions, an assessment of the appropriateness of your identified best management practices and progress towards achieving the statutory goal of reducing the discharge of pollutants to the MEP, and your identified measurable goals for each of the minimum control measures.

C. Attach results of information collected and analyzed, including monitoring data, if any during the reporting period.

D. Attach a summary of the storm water activities you plan to undertake during the next reporting cycle ( including an implementation schedule.)

E. Attach notice that you are relying on another government entity to satisfy some of your permit obligations (if applicable).

F. Attach a list of construction projects that your entity has paid for during the reporting period.

**Any person who knowingly makes a false, fictitious, or fraudulent material statement, orally or in writing, to the Illinois EPA commits a Class 4 felony. A second or subsequent offense after conviction is a Class 3 felony. (415 ILCS 5/44(h))**

  
Owner Signature:

Julie Miller

Printed Name:

5/26/16  
Date:

Village Administrator

Title:

EMAIL COMPLETED FORM TO: [epa.ms4annualinsp@illinois.gov](mailto:epa.ms4annualinsp@illinois.gov)

or Mail to: ILLINOIS ENVIRONMENTAL PROTECTION AGENCY  
WATER POLLUTION CONTROL  
COMPLIANCE ASSURANCE SECTION #19  
1021 NORTH GRAND AVENUE EAST  
POST OFFICE BOX 19276  
SPRINGFIELD, ILLINOIS 62794-9276

VILLAGE OF MT. ZION

March 2015 to March 2016 Annual Facilities Inspection Report (Year 2)

A. CHANGES TO BMP'S

No changes to BMP's are proposed at this time, however the Village of Mt. Zion will be providing BMP revisions based on the 2016 ILR40 permit within 180 days from the effective date.

B. COMPLIANCE WITH PERMIT CONDITIONS

C. RESULTS OF INFORMATION COLLECTED AND ANALYZED

D. ACTIVITIES FOR NEXT REPORTING CYCLE (MARCH 2016 TO MARCH 2017)

**PUBLIC EDUCATION AND OUTREACH**

**1. BMP A.1 – Distributed Paper Material**

B. Compliance with Permit Conditions	The Village, as a part of the Macon County MS4 communities, continued distribution of the flyer at the Village Hall and the Decatur Lawn & Garden Show (March 12 & 13, 2016).
C. Information Collected and Analyzed	N/A
D. Activities for Next Reporting Cycle	Continue to distribute fliers at Village Hall and distribute to residents at community events such as the Decatur Lawn & Garden Show.

**2. BMP A.2 – Speaking Engagement**

B. Compliance with Permit Conditions	The Village, as a part of the Macon County MS4 communities, hosted a Green Infrastructure Luncheon and Tour in Decatur, IL on September 23, 2015. A summary of the tour is included in the Yearly Report for MS4's provided by the Macon County Soil & Water Conservation District (attached).
C. Information Collected and Analyzed	There were 33 attendees.
D. Activities for Next Reporting Cycle	Speak at either one educational workshop or Village Board Meeting to inform public of construction site storm water management efforts.

**3. BMP A.4 – Community Event**

B. Compliance with Permit Conditions	The Village, as a part of the Macon County MS4 communities, continued distribution of the flyer at the Village Hall and the Decatur Lawn & Garden Show (March 12 & 13, 2016).
C. Information Collected and Analyzed	N/A
D. Activities for Next Reporting Cycle	Continue to distribute fliers at Village Hall and distribute to residents at community events such as the Decatur Lawn & Garden Show.

**4. BMP A.6 – Other Public Education**

B. Compliance with Permit Conditions	The Village, as part of the Macon County MS4 communities and the MCSWCD, maintained the website for storm water issues ( <a href="http://www.maconcleanwater.com">www.maconcleanwater.com</a> ).
C. Information Collected and Analyzed	Visits to the website totaled 6,961 for the reporting year,

	including 6,877 unique visitors. Website visits increased by 53% from previous year.
D. Activities for Next Reporting Cycle	Continue to update and maintain the current MS4 Community website and work to increase website visits by 10% in conjunction with the Macon County MS4 Community.

## **PUBLIC PARTICIPATION / INVOLVEMENT**

### **1. BMP B.3 – Stakeholder Meeting**

B. Compliance with Permit Conditions	The Village attended local NPDES coordination meetings every 2 months with other members of the Macon County MS4 community.
C. Information Collected and Analyzed	Meetings attended: April 28, 2015; June 16, 2015; September 9, 2015; November 10, 2015; February 16, 2016; April 19, 2016
D. Activities for Next Reporting Cycle	Continue to attend local NPDES coordination meetings.

### **2. BMP B.4 – Public Hearing**

B. Compliance with Permit Conditions	No ordinance changes were implemented during the reporting period and therefore no public hearings were required.
C. Information Collected and Analyzed	N/A
D. Activities for Next Reporting Cycle	Continue to review the Storm Water Ordinance and present changes to Village Board for approval.

### **3. BMP B.6 – Program Involvement**

B. Compliance with Permit Conditions	The Village attended local NPDES coordination meetings every 2 months with other members of the Macon County MS4 community.
C. Information Collected and Analyzed	Meetings attended: April 28, 2015; June 16, 2015; September 9, 2015; November 10, 2015; February 16, 2016; April 19, 2016
D. Activities for Next Reporting Cycle	Continue to attend local NPDES coordination meetings.

## **ILLICIT DISCHARGE DETECTION AND ELIMINATION**

### **1. BMP C.1 – Sewer Map Preparation**

B. Compliance with Permit Conditions	All stormwater detention/retention basins were added to the map. The storm sewer map was updated as necessary during the reporting period.
C. Information Collected and Analyzed	N/A
D. Activities for Next Reporting Cycle	Begin locating stormwater infrastructure using gps. Continue revisions to storm sewer map as necessary.

### **2. BMP C.6 – Program Evaluation and Assessment**

B. Compliance with Permit Conditions	No outfalls were selected and none were screened.
C. Information Collected and Analyzed	N/A
D. Activities for Next Reporting Cycle	The program will be reevaluated during the new permit update in August 2016.

**3. BMP C.7 – Visual Dry Weather Screening**

B. Compliance with Permit Conditions	No outfalls were selected and none were screened.
C. Information Collected and Analyzed	N/A
D. Activities for Next Reporting Cycle	The program will be reevaluated during the new permit update in August 2016.

**CONSTRUCTION SITE RUNOFF CONTROL****1. BMP D.1 – Regulatory Control Program**

B. Compliance with Permit Conditions	The Village’s Storm Water Management ordinance was enforced by providing site plan and subdivision plan reviews. The Ordinance sets forth the requirements for the issuance of Land Disturbance Permits, requirements for Construction Site Storm Water discharges, preparation of Storm Water Pollution Prevention Plans, and associated subjects
C. Information Collected and Analyzed	N/A
D. Activities for Next Reporting Cycle	Continue site plan reviews by the Village for compliance with local erosion and sediment control rules.

**2. BMP D.2 – Erosion and Sediment Control BMPs**

B. Compliance with Permit Conditions	The Village provided site plan and subdivision plan reviews for compliance with local erosion and sediment control requirements.
C. Information Collected and Analyzed	Plans Reviewed: 4/14/15 – Creighton 2nd Addition (BGM) 6/9/15 – Ron Lamb Facility (BGM) 9/15/15 – Simply Sweet Cakery (BGM) 3/7/16 – Ruff-in-it-Lodge (Chastain)
D. Activities for Next Reporting Cycle	Continue site plan reviews by the Village for compliance with local erosion and sediment control rules.

**3. BMP D.4 – Site Plan Review Procedures**

B. Compliance with Permit Conditions	The Village provided site plan and subdivision plan reviews for compliance with local erosion and sediment control requirements.
C. Information Collected and Analyzed	Plans Reviewed: 4/14/15 – Creighton 2nd Addition (BGM) 6/9/15 – Ron Lamb Facility (BGM) 9/15/15 – Simply Sweet Cakery (BGM) 3/7/16 – Ruff-in-it-Lodge (Chastain)
D. Activities for Next Reporting Cycle	Continue site plan reviews by the Village for compliance with local erosion and sediment control rules.

**4. BMP D.5 – Public Information Handling Procedures**

B. Compliance with Permit Conditions	The phone number for the Village Hall is available on the website for the general public to report storm water issues ( <a href="http://www.maconcleanwater.com">www.maconcleanwater.com</a> ).  Complaints were forwarded to Public Works, investigated and handled appropriately.
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C. Information Collected and Analyzed	N/A
D. Activities for Next Reporting Cycle	Continue to track and report complaints.

**5. BMP D.6 – Site Inspection/Enforcement Procedures**

B. Compliance with Permit Conditions	<p>The MCSWCD provided onsite inspections during active construction. Village staff was responsible for follow-up enforcement of the storm water requirements.</p> <p>The Village also conducted independent onsite inspections in collaboration with MCSWCD personnel.</p>
C. Information Collected and Analyzed	Fifteen (15) Land Disturbance permits were opened (see attached report from MCSWCD).
D. Activities for Next Reporting Cycle	Continue to have MCSWCD conduct initial site inspections for developments subject to ILR10 and perform follow-ups as necessary.

**POST-CONSTRUCTION RUNOFF CONTROL**

**1. BMP E.2 – Regulatory Control Program**

B. Compliance with Permit Conditions	The Village’s Storm Water Management ordinance was enforced pertaining to the design, installation and maintenance of post-construction water quality BMPs in accordance with the 2012 Illinois Urban Manual.
C. Information Collected and Analyzed	N/A
D. Activities for Next Reporting Cycle	Continue to enforce storm water management technical guidelines as set forth in the 2012 Illinois Urban Manual.

**2. BMP E.4 – Pre-Construction Review of BMP Designs**

B. Compliance with Permit Conditions	The Village provided site plan and subdivision plan reviews to address post- construction storm water BMPs.
C. Information Collected and Analyzed	<p>Plans Reviewed: 4/14/15 – Creighton 2nd Addition (BGM)</p> <p>6/9/15 – Ron Lamb Facility (BGM)</p> <p>9/15/15 – Simply Sweet Cakery (BGM)</p> <p>3/7/16 – Ruff-in-it-Lodge (Chastain)</p>
D. Activities for Next Reporting Cycle	Continue to enforce storm water regulations.

**3. BMP E.5 – Site Inspections during Construction**

B. Compliance with Permit Conditions	<p>The MCSWCD provided onsite inspections during active construction. Village staff was responsible for follow-up enforcement of the storm water requirements.</p> <p>The Village also conducted independent onsite inspections in collaboration with MCSWCD personnel.</p>
C. Information Collected and Analyzed	Fifteen (15) Land Disturbance permits were opened (see attached report from MCSWCD).
D. Activities for Next Reporting Cycle	Continue site inspections by MCSWCD of reported construction sites.

#### 4. BMP E.6 – Post-Construction Inspections

B. Compliance with Permit Conditions	No changes were required to the Village's long-term inspection and maintenance program for storm water BMPs. All stormwater detention/retention basins were added to the map.
C. Information Collected and Analyzed	N/A
D. Activities for Next Reporting Cycle	Continue evaluation of existing operation and maintenance policies and amend as necessary.

#### POLLUTION PREVENTION / GOOD HOUSEKEEPING

##### 1. BMP F.1 – Employee Training Program

B. Compliance with Permit Conditions	No employee training sessions were held for Public Works staff during the reporting period.
C. Information Collected and Analyzed	N/A
D. Activities for Next Reporting Cycle	Provide employee training regarding one category of BMP.

##### 2. BMP F.3 – Municipal Operations Storm Water Control

B. Compliance with Permit Conditions	The Village continued the practice of washing their vehicles in closed facilities that drain to sanitary sewers.
C. Information Collected and Analyzed	N/A
D. Activities for Next Reporting Cycle	Continue to enforce the use of the designated wash facilities.

##### 3. BMP F.6 – Other Municipal Operations Control

B. Compliance with Permit Conditions	The Village continued to use salt application devices to regulate salt applied to roads for snow removal.  The Village continued to store salt in a covered facility.  Catch basin and storm sewer inlet grates were cleaned monthly during the reporting period. Street sweeping was performed four (4) times during the reporting period.
C. Information Collected and Analyzed	N/A
D. Activities for Next Reporting Cycle	Clean all structures from invert to rim on select roadways. Continue salt storage and application reduction measures.

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#### E. PERMIT OBLIGATIONS PERFORMED BY ANOTHER ENTITY

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1. The Village of Mt. Zion along with the Village of Forsyth and the City of Decatur has contracted with the Macon County Soil and Water Conservation District (SWCD) for the collection of permit fees, inspection and enforcement of the Land Disturbance Permit process. Each of the communities has adopted a Land Disturbance Permit Ordinance with similar wording and requirements. The Macon County Soil and Water

Conservation District is responsible for onsite inspections and each community is responsible for enforcement of erosion and sedimentation requirements of the NPDES Permit.

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**E. CONSTRUCTION PROJECTS DURING REPORTING PERIOD**

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The following construction projects in the Village disturbed one or more acres from April 1, 2015 and March 31, 2016:

1. Southlake Court Rehabilitation
2. North Drive Drainage Project



**Macon County Soil & Water Conservation District**  
4004 College Park Road Decatur, IL 62521-6207  
217-877-5670 Ext 3217-877-2109 – FAX

**Yearly Report for MS4's**  
**June 1, 2015-May 31, 2016**

**By: Megan Baskerville, Watershed Specialist, Macon County SWCD**

The Macon County Soil and Water Conservation District employs Megan Baskerville, CPESC-IT and Mike Andreas, CPESC to provide technical assistance to the MS4 Working Group and to conduct MS4 inspections. A record of applications and inspection reports are maintained at the Macon County SWCD office. The following summarizes the inspections.

**City of Decatur:** 18 MS4 permits (15 commercial, 3 residential) were taken out. Multiple sites are still open as of May 2016.

**Village of Forsyth:** 1 land disturbance permits was issued for a residential building, and is still open as of May 31, 2016.

**Village of Mt. Zion:** 15 MS4 permits (all residential) were taken out. Multiple sites are still open as of May 2016.

**Macon County** has taken over MS4 inspections for Macon County.

**Education efforts:** On September 23, 2015 the MS4 group hosted a Green Infrastructure Luncheon and Tour in Decatur, IL. Brandon Lott gave a keynote talk on green infrastructure and examined its applicability in new and retrofit environments. Then, a tour stopped at 4 locations within the city already demonstrating green practices. 33 were in attendance at the 4 hour workshop.

On March 12 and 13, 2016, the MS4 Group had a booth at the Decatur Lawn and Garden Show, held at the Decatur Civic Center. Organizers recorded over 1,265 attendees over the two-day show. The booth, ran by SWCD, Macon County, and City of Decatur staff, offered information on MS4 regulations, and practical ways to implement green infrastructure. Donated by the Macon County Health Department, a rain barrel was also raffled off. Over 65 people entered the drawing to win the barrel, showing the high interest in green infrastructure in Macon County!

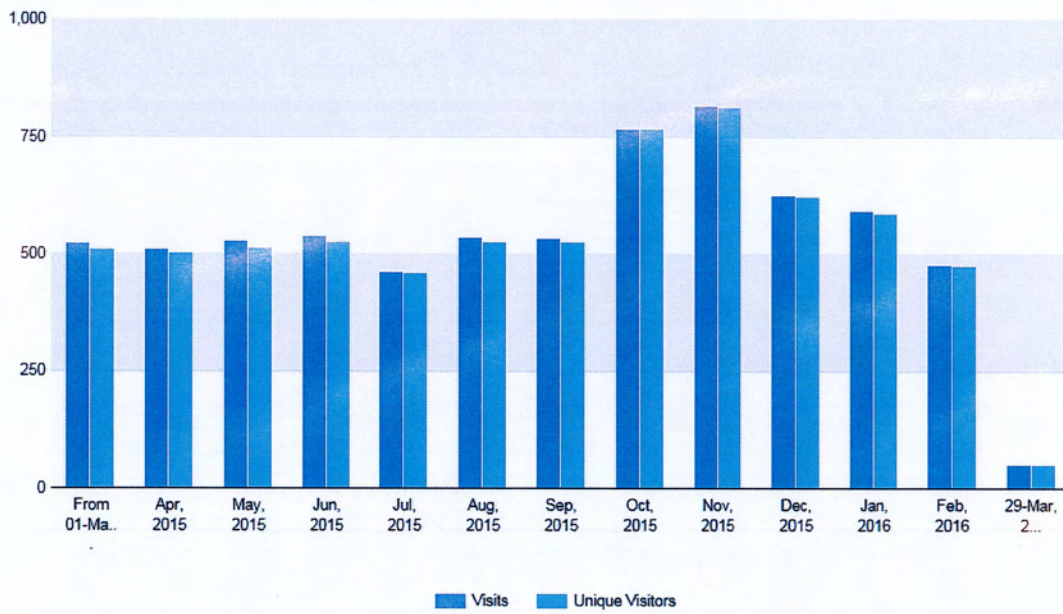
The Macon County MS4 working group also maintains a website, [www.maconcleanwater.com](http://www.maconcleanwater.com), which averages roughly 130 unique visits a week throughout the year.

And finally, the SWCD staff present educational programs on urban erosion and water quality throughout the year. The effects of urban erosion were demonstrated at the Festival of Spring (April 23, 2016), at which 300 adults and children were in attendance in Decatur.



Month	Visits	Unique Visitors
From 01-Mar, 2015	523	509
Apr, 2015	510	503
May, 2015	528	514
Jun, 2015	538	527
Jul, 2015	462	459
Aug, 2015	536	527
Sep, 2015	533	524
Oct, 2015	769	769
Nov, 2015	816	813
Dec, 2015	625	621
Jan, 2016	592	586
Feb, 2016	478	474
29-Mar, 2016	51	51
<b>Total</b>	<b>6961</b>	<b>6877</b>

**Graph - Unique Visitors**



October 19, 2015

Mr. Rick Isom  
1271 Southside Drive  
Decatur, IL 62521

**RE: Land Disturbance Inspection  
2635 Craycroft Parkway**

Dear Mr. Isom:

A land disturbance permit was issued on January 21, 2015 for the property located at 2635 Craycroft Parkway. The permit requires the use of best management practices (BMP) to control erosion and prevent contaminants from leaving the construction site. Upon the inspection performed on October 16, 2015, the required BMPs have either not been installed or have been installed in such a way that they will not prevent contaminants from leaving the site. There has been ample time and assistance given to install the BMPs properly. The steps that must be completed include:

1. Installing silt fence around the construction specifically at the front of the residence, and wherever there may be water running off the site, the bottom of the filter fabric must be laid in a trench and backfilled.
2. Set a designated area to washout concrete. The washout area must be contained to prevent runoff and must have a liner that prevents seepage.

All BMPs must be installed in accordance with Illinois Urban Manual standards and details. All BMPs must be maintained throughout construction and until permanent vegetation grows. If any BMPs fail to stop contaminants from leaving the site, alternative controls will need to be found.

All requested controls must be in place by **October 26, 2015**. If not, the Village will issue a stop work order pursuant to Village Code Chapter 157, Section 29, and require all work on this property to cease other than the work needed for remediation. Periodic inspection will be conducted by the Village to assure compliance. If the requested controls are not installed by **October 26, 2015**, the matter will be referred to the Village Attorney. As per the Village Code Chapter 157, Section 28, failure to comply with Chapter 157, any persons or entity can be fined up to the amount of \$500.00 for each offense.

If you have any questions, please call me at (217) 864-5424 or e-mail me at [j\\_miller@mtzion.com](mailto:j_miller@mtzion.com).

Sincerely,

Julie Miller  
Village Administrator

cc: Ben Coleman  
Ed Flynn, Village Attorney  
Megan Baskerville, Macon County Soil & Water Conservation District

October 19, 2015

Mr. Rick Isom  
1271 Southside Drive  
Decatur, IL 62521

**RE: Land Disturbance Inspection  
2530 Lake Reunion Parkway**

Dear Mr. Isom:

A land disturbance permit was issued on September 17, 2015 for the property located at 2530 Lake Reunion Parkway. The permit requires the use of best management practices (BMP) to control erosion and prevent contaminants from leaving the construction site. Upon the inspection performed on October 16, 2015, the required BMPs have either not been installed or have been installed in such a way that they will not prevent contaminants from leaving the site. There has been ample time and assistance given to install the BMPs properly. The steps that must be completed include:

1. Installing silt fence around the pond, or stabilizing the side slopes with vegetation. If silt fence is used, the bottom of the filter fabric must be laid in a trench and backfilled.
2. Installing silt fence around the construction on the north and east sides, and wherever there may be water running off the site, the bottom of the filter fabric must be laid in a trench and backfilled.
3. Set a designated area to washout concrete. The washout area must be contained to prevent runoff and must have a liner that prevents seepage.

All BMPs must be installed in accordance with Illinois Urban Manual standards and details. All BMPs must be maintained throughout construction and until permanent vegetation grows. If any BMPs fail to stop contaminants from leaving the site, alternative controls will need to be found.

All requested controls must be in place by **October 26, 2015**. If not, the Village will issue a stop work order pursuant to Village Code Chapter 157, Section 29, and require all work on this property to cease other than the work needed for remediation. Periodic inspection will be conducted by the Village to assure compliance. If the requested controls are not installed by

**October 26, 2015**, the matter will be referred to the Village Attorney. As per the Village Code Chapter 157, Section 28, failure to comply with Chapter 157, any persons or entity can be fined up to the amount of \$500.00 for each offense.

It has also been brought to my attention that the footing and bonding inspection was not called in before pouring the foundation for the house. All inspections are required as part of the permitting process. Please contact Dawn Reynolds at 217-864-5424 to discuss the issue. If you have any questions, please call me at (217) 864-5424 or e-mail me at [j\\_miller@mtzion.com](mailto:j_miller@mtzion.com).

Sincerely,

Julie Miller  
Village Administrator

cc: Ryan Goud  
Ed Flynn, Village Attorney  
Megan Baskerville, Macon County Soil & Water Conservation District