

State of Wisconsin  
Department of Natural Resources  
dnr.wi.gov

## Due by March 31, 2011

This form is for the purpose of annual reporting on activities undertaken pursuant to the Municipal Separate Storm Sewer System (MS4) General Permit No. WI-S050075-1. An owner or operator of a municipal separate storm sewer system covered by the general permit under Chapter NR 216, Wis. Adm. Code, is required to submit an annual report to the Department of Natural Resources by March 31 of each year to report on activities for the previous calendar year. This form is for reporting on activities undertaken in calendar year 2010.

Use of this specific form is optional. The Department of Natural Resources has created this form for the user's convenience and believes that the information requested on this form meets the reporting requirements for an owner or operator of a municipal separate storm sewer system covered by the general permit. Personal information collected will be used for administrative purposes and may be provided to the extent required by Wisconsin's Open Records Law [ss. 19.31-19.39, Wis. Stats.].

**Instructions:** Complete each section of the form that follows. If additional space is needed to respond to a question, attach additional pages. Provide descriptions that explain the program actions taken to-date to comply with the general permit. Complete and submit the annual report by March 31, 2011, to the appropriate address indicated on the last page of this form.

<b>SECTION I. Municipal Information</b>			
Name of Municipality Town of Buchanan		Facility ID No. (FIN) 31099	
Mailing Address N178 County Rd. N	City Appleton	State WI	Postal Code 54915
County(s) in which Municipality is located Outagamie	Type of Municipality: (check one) <input type="checkbox"/> County <input type="checkbox"/> City <input type="checkbox"/> Village <input checked="" type="checkbox"/> Town <input type="checkbox"/> Other (specify)		
<b>SECTION II. Municipal Contact Information</b>			
Name of Municipal Contact Person Angela Gorall		Title Administrator/Clerk	
Mailing Address N178 County Rd. N	City Appleton	State WI	Postal Code 54915
E-mail Address agorall@townofbuchanan.org	Telephone No. (including area code) (920) 734-8599	Fax No. (including area code) (920) 734-9733	
<b>SECTION III. Certification</b>			
<i>I hereby certify that I am an authorized representative of the municipality covered under MS4 General Permit No. WI-S050075-1 for which this annual report is being submitted and that the information contained in this document and all attachments were gathered and prepared under my direction or supervision. Based on my inquiry of the person or persons under my direction or supervision involved in the preparation of this document, to the best of my knowledge, the information is true, accurate, and complete. I further certify that the municipality's governing body or delegated representatives have reviewed or been apprised of the contents of this annual report. I understand that Wisconsin law provides severe penalties for submitting false information.</i>			
Authorized Representative Printed Name Angela Gorall		Authorized Representative Title Administrator/Clerk	
Authorized Representative Signature		Date Signed	
E-mail Address agorall@townofbuchanan.org	Telephone No. (including area code) (920) 734-8599	Fax No. (including area code) (920) 734-9733	

**SECTION IV. General Information**

a. Describe what efforts the municipality has undertaken to invite the municipal governing body, interest groups, and the general public to review and comment on the annual report.

The Annual Report for the Town of Buchanan's MS4 Stormwater Permit was presented during the March 15, 2011 Town Board meeting. During the meeting, the Town Board and general public were both provided an opportunity to review and comment on the Annual Report. The meeting agenda was posted as required by State Statute and placed on the Town's website.

After the Town Board meeting, the Annual Report was posted on the Town's website and made available in hard copy format at the Town Hall. The general public will be encouraged to review and comment on the Annual Report over the next 12 months. Comments received from the public will be documented and considered as part of the next Annual Report.

b. Describe how elected and municipal officials and appropriate staff have been kept apprised of the municipal storm water discharge permit and its requirements.

Town staff continues to have numerous meetings in which permit requirements, program development and implementation have been discussed. Meetings attended include Northeast Wisconsin Stormwater Consortium and committee meetings, Garners Creek Storm Water Utility meetings, as well as staff meetings and informational sessions with stormwater consultants/engineers.

Elected officials have discussed permit requirements, program development and implementation throughout the year as necessary. At the December Town Board meeting, a portion of the meeting was used to review and discuss the results of the 2010 Illicit Discharge Detection and Elimination Program screening report. Throughout the year the Town Board was also updated as needed on the development of the Speedway Heights Pond, which was constructed in 2010. The Town Board also continues to work closely and meet as necessary with the Garners Creek Storm Water Utility on development and construction of several ponds within the Town.

c. Has the municipality prepared its own municipal-wide storm water management plan?  Yes  No

If yes, title and date of storm water management plan:  
Storm Water Management Plan for the Town of Buchanan, June 2008

d. Has the municipality entered into a written agreement with another municipality or a contract with another entity to perform one or more of the conditions of the general permit as provided under Section 2.10 of the general permit?  Yes  No

If yes, describe these cooperative efforts:  
The Town continues to be a active member of the Northeast Wisconsin Stormwater Consortium (NEWSC). The Town relies on NEWSC for development of public education materials and a mass media marketing campaign. The Town relies on the Darboy Joint Sanitary District for routine plumbing and clear water inspections (illicit discharge program). The Town also relies on the Garners Creek Storm Water Utility for a portion of the required 40% TSS reduction.

e. Does the municipality have an internet website?  Yes  No

If yes, provide web address:  
The Town website is [www.townofbuchanan.org](http://www.townofbuchanan.org). The NEWSC website is [www.newsc.org](http://www.newsc.org). The Garners Creek Storm Water Utility website is [www.garnerscreekutility.org](http://www.garnerscreekutility.org).

If the municipality has an internet website, is there current information about or links provided to the MS4 general permit and/or the municipality's storm water management program?  Yes  No

If yes, provide web address:  
The Town website is [www.townofbuchanan.org](http://www.townofbuchanan.org).

## SECTION V. Permit Conditions

a. Minimum Control Measures: For each of the permit conditions listed below, provide a description of the status of implementation of program elements, the status of meeting measurable goals, and compliance with permit schedule in section 3 of the MS4 general permit. Be specific in describing the actions that have been taken during the reporting year to implement each permit condition and whether measurable goals have been met, including any data collected to document a measurable goal. Also, explain the reasons for any variations from the compliance schedule in the MS4 general permit.

- **Public Education and Outreach**

Please refer to Chapter 3 and Appendix C of the Town of Buchanan Stormwater Management Plan, June 2008. The Town has maintained its membership with the Northeast Wisconsin Stormwater Consortium (NEWSC) which assists the Town in meeting public education and outreach goals. Please refer to the NEWSC Annual Report for details of their public education and outreach. The Town continues to update and maintain a section of its website devoted to the stormwater program. The Town's Stormwater Management webpage was updated several times and received 1,289 page views in 2010. The Town also included several stormwater related topics in its newsletters which is sent to approximately 2,500 residents. The newsletters contained detailed information on the Town's yard waste collection program, details on household hazardous waste collections, information on a rural water testing program, an insert and proper management of pet waste, an insert on the use of rain barrels and information on the purpose and use of Town swales and ditches. One kiosk at the Town Hall also continually holds flyers regarding seasonal stormwater issues which are available to residents. Approximately 15-25 of these flyers were taken by residents of the Town in 2010. As a member community of the Garners Creek Storm Water Utility, the Town supported development of educational kiosks that will be placed at Utility ponds.

- **Public Involvement and Participation**

Please refer to Chapter 4 and Appendix D of the Town of Buchanan Stormwater Management Plan, June 2008. The Town has maintained its membership with NEWSC which assists the Town in meeting public involvement and participation goals. Please refer to the NEWSC Annual Report for details of their public involvement and participation. Partnerships between public and private entities continue to be developed and stakeholder meetings held as needed to discuss specific development of projects and proper stormwater management. A total of three ponds were in various stages of development in 2010 within the Town. The Town also continues to use a system developed in 2008 to monitor and track resident concerns on drainage, erosion control and stormwater issues. In 2010, a total of 32 issues were reported and reviewed by the Town. The Town also completed a yard waste survey of all Town residents in 2010 to identify short and long term disposal methods for all yard waste including grass clippings and leaves. A total of 599 surveys were received and tabulated.

- **Illicit Discharge Detection and Elimination**

Please refer to Chapter 5 and Appendix E of the Town of Buchanan Stormwater Management Plan, June 2008. An illicit discharge ordinance was adopted by the Town in March of 2008. An illicit discharge detection and elimination program initial screening project was completed in 2009 jointly with the Town of Harrison. In 2010, the Town continued to work jointly with the Town of Harrison on an ongoing illicit discharge screening. A total of 73 outfalls were inspected in 2010. The screening report was sent to the WDNR on December 23, 2010. The Town has budgeted for the 2011 ongoing screening program and has signed a contract with a consultant to complete the program through 2012. There was one report of an illicit discharge received from the public, which was investigated immediately and resolved. The Darboy Joint Sanitary District also completed 59 clear water inspections in 2010 for the Town with no reported issues.

- **Construction Site Pollutant Control**

Please refer to Chapter 6 and Appendix F of the Town of Buchanan Stormwater Management Plan, June 2008. The Town utilizes Outagamie County's erosion control ordinance. The Town continues to use a dedicated funding source for the program which is based on inspection and application fees. Erosion control inspection reports are available through the Town's website for all properties that are currently being inspected. There were 0 permits issued with less than 1 acre of land disturbance, 1 permit issued with less than 1 to 5 acres of land disturbance and 2 permits issued with 5 acres or more of land disturbance. 4 sites were inspected within the Town in 2010 with a total of 32 erosion control inspections being conducted. There were no enforcement actions, verbal "warning notices" or written "notices of violation" issued at the two sites. There were no tips received from the public in regards to construction site pollutant control in 2010.

- **Post-Construction Storm Water Management**

Please refer to Chapter 7 and Appendix G of the Town of Buchanan Stormwater Management Plan, June 2008. The Town utilizes Outagamie County's post construction and storm water management ordinance. Through the Town levy and the successful receipt of grant funds, the Town has completed the initial phase of construction of the Speedway Heights Pond in

2010. The Town has tentative plans to fund and construct another stormwater pond by 2013, if necessary. Information is available on the Town's website to educate developers on the stormwater approval process. The Town issued 0 permits with less than 20,000 SF of disturbed impervious surfaces, 1 permit with 20,000 SF to 200,000 SF of disturbed impervious surfaces and 2 permits with 200,000 SF or more of disturbed impervious surfaces. There were no new maintenance agreements recorded at the County Register of Deeds. The Town continues to be a member of the Garners Creek Storm Water Utility which works closely with existing landowners and developers. The Utility began construction on three stormwater management facilities (ponds) within the Town in 2009 and continued final construction in 2010.

- Pollution Prevention

Please refer to Chapter 8 and Appendix H of the Town of Buchanan Stormwater Management Plan, June 2008. Street sweeping was completed in the Town on several primary roads and one subdivision which has curb and gutter by contracting with the Outagamie County Highway Department. The Highway Department street sweeps with a high efficiency sweeper approximately twice per year and as needed. Approximately 3.6 curb miles are swept annually. The Town continues to offer residents a curb-side yard waste pickup and disposal service. The Town currently offers to pick up leaves and grass clippings (curb-side) 8-9 times per year. A study for improving yard waste management was completed by students in the University of Wisconsin Oshkosh Masters of Public Administration Program in 2009 and the Town completed a resident survey on yard waste management in 2010. The Town maintained training of one employee about pollution prevention.

b. Storm Water Quality Management: Has the municipality completed a pollutant-loading analysis to assess compliance with the 20% TSS reduction developed urban area performance standard?  Yes  No

If yes, provide the following: Model used SLAMM Version 9.2.1 Reduction (%) Town approx. 22%; Utility approx. 35%

Has the municipality completed a pollutant-loading analysis to assess compliance with the 40% TSS reduction developed urban area performance standard?  Yes  No

If yes, provide the following: Model used SLAMM Version 9.2.1 Reduction (%) Town approx. 22%; Utility approx. 35%

If no, include a description of any actions the municipality has undertaken during 2010 to help achieve the 40% standard by March 10, 2013.

The Town of Buchanan, Town of Harrison and Village of Combined Locks are all member communities of the Garners Creek Storm Water Utility and have been working together to satisfy NR 216 requirements. In an effort to reduce overall capital costs, the three member communities have developed a watershed based approach to satisfy the 20% and 40% TSS reduction requirements for the combined urban area. This approach treats the Garners Creek watershed as a separate entity, responsible for satisfying the 20% and 40% TSS reduction requirements. Therefore, any BMP's required to satisfy the TSS reduction goals within the Garners Creek watershed will be funded, constructed and maintained by the Garners Creek Storm Water Utility. Each member community will then be responsible for achieving the 20% and 40% TSS reductions for the developed urban areas outside of the Garners Creek watershed. With the DNR's latest Errata (1/8/10) to guidance on assessing and modeling grass swales, the Town/Utility's consulting engineer (McMAHON) is in the process of performing double ring infiltrometer testing to hopefully improve the performance of grass swales within the three member communities. This testing was initiated in 2010. Upon the completion of the grass swale infiltrometer testing analysis, a comprehensive Stormwater Management Plan will be developed for the Garners Creek watershed and submitted to WDNR. The comprehensive Stormwater Management Plan will also identify cost effective alternatives for achieving the 20% and 40% TSS reduction requirements for the developed urban areas outside of the Garners Creek watershed. The Utility constructed three wet detention ponds (Regal, Main St. & Springfield) in 2009 to assist in achieving the 40% TSS reduction requirement for the Garners Creek watershed and is actively in the process of planning further construction in 2011. Preliminary calculations performed by McMAHON indicated the Garners Creek watershed is currently achieving a 35% reduction in TSS. In 2010, the Town of Buchanan constructed the Speedway Heights Pond that provides water quality benefits for a significant area of the developed urban area outside of the Garners Creek watershed. The Speedway Heights Pond has assisted the Town in complying with the 20% and 40% TSS reduction requirements outside of the Garners Creek watershed. Preliminary calculations performed by McMAHON indicate that the Town will be achieving approximately a 22% reduction in TSS for the developed urban area outside of the Garners Creek watershed.

Has the municipality completed an evaluation of all municipal owned or operated structural flood control facilities to determine the feasibility of retrofitting to increase TSS removal?  Yes  No If yes, describe: Please refer to the Town's Stormwater Management Plan, June 2008.

c. Storm Sewer System Map: Describe any changes or updates to the storm sewer system map made in the reporting year.

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Provide an updated map. No changes or updates to report. Storm sewer system map was last updated in June 2008. Maps specifically related to ongoing illicit discharge field screening have been completed and were provided to the DNR with the screening report. The Town is tentatively planning to update the storm sewer system map in 2011 to include any new developments and boundary changes since 2008.

**SECTION VI. Fiscal Analysis**

- a. Provide a fiscal analysis that includes the annual expenditures for 2010, and the budget for 2010 and 2011. A table to document fiscal information is provided on page 6.
- b. What financing/fiscal strategy has the municipality implemented to finance the requirements of the general permit?  
 Storm water utility    General fund    Other Permitting fees
- c. Are adequate revenues being generated to implement your storm water management program to meet the permit requirements?    Yes    No

Please provide a brief summary of your financing/fiscal strategy and any additional information that will assist the Department in understanding how storm water management funds are being generated to implement and administer your storm water management program.

Please note that the fiscal analysis provided is only approximate. The Town's accounting system is not currently setup to track fiscal information using the format provided.

The Town is a member of the Garners Creek Storm Water Utility. The Utility district overlays a portion of the Town. The Utility charges an annual storm water utility fee of \$96 per Equivalent Runoff Unit (ERU). The type of development dictates the number of ERU's charged. The Utility is administered by the Garners Creek Storm Water Utility Commission which is comprised of municipal representatives from the Town of Buchanan, Village of Combined Locks and Town of Harrison.

Developers are charged fees or directly billed for services when their development requires stormwater management reviews or inspections from the Town as required under the Town's stormwater management program. Other general administration, annual reviews, general permit monitoring and non-developer related stormwater projects are being funded from the Town's tax levy and general fund. Through long term planning, the Town anticipates having adequate funding to continue to meet current permit requirements, but due to other high priority public safety projects and other funding constraints the Town relies on availability of grant funding to implement major stormwater projects.

**SECTION VII. Inspections and Enforcement Actions**

**Note: If an ordinance listed below has previously been submitted and has not been amended since that time, a copy does not need to be submitted again. If the ordinance was previously submitted, indicate such in the space provided.**

- a. As of the date of this annual report, has the municipality adopted a construction site pollutant control ordinance in accordance with subsection 2.4.1 of the general permit?    Yes    No   If yes, attach copy or provide web link to ordinance:

The Town utilizes the ordinance adopted by Outagamie County. The County is still making final edits to its ordinance and the Town will adopt when finalized.

- b. As of the date of this annual report, has the municipality adopted a post-construction storm water management ordinance in accordance with subsection 2.5.1 of the general permit?    Yes    No   If yes, attach copy or provide web link to ordinance:

The Town utilizes the ordinance adopted by Outagamie County. The County is still making final edits to its ordinance and the Town will adopt when finalized.

- c. As of the date of this annual report, has the municipality adopted an illicit discharge detection and elimination ordinance in accordance with subsection 2.3.1 of the general permit?    Yes    No   If yes, attach copy or provide web link to ordinance:

web link: [www.townofbuchanan.org](http://www.townofbuchanan.org)

- d. As of the date of this annual report, has the municipality adopted any other ordinances it has deemed necessary to implement a program under the general permit (e.g., pet waste ordinance, leaf management/yard waste ordinance, parking

restrictions for street cleaning, etc.)?  Yes  No

If yes, attach copy or provide web link to ordinance:

web link: [www.townofbuchanan.org](http://www.townofbuchanan.org)

e. Provide a summary of available information on the number and nature of inspections and enforcement actions conducted during the reporting period to ensure compliance with the ordinances described in a. to d. above.

The Town completed 32 erosion control inspections in 2010 through its consulting engineer and building inspector. The Town inspected a total of 73 MS4 outfalls. There were no other applicable inspections or enforcement actions taken for 2010.

**SECTION VIII. Water Quality Concerns**

a. Does any part of the MS4 discharge to an outstanding resource water (ORW) or exceptional resource water (ERW) listed under s. NR 102.10 or 102.11, Wis. Adm. Code? (A list of ORWs and ERWs may be found on the Department's Internet site at: <http://dnr.wi.gov/org/water/wm/wqs/orwerw/>)  Yes  No If yes, list:

b. Does any part of the MS4 discharge to an impaired waterbody listed in accordance with section 303(d)(1) of the federal Clean Water Act, 33 USC § 1313(d)(1)(C)? (A list of the most current Wisconsin impaired waterbodies may be found on the Department's Internet site at: <http://dnr.wi.gov/org/water/wm/wqs/303d/303d.html>)  Yes  No If yes, complete the following:

- Impaired waterbody to which the MS4 discharges:

Fox River, Kankapot Creek, Garners Creek and Plum Creek

- Description of actions municipality has taken to comply with section 1.5.2 of the MS4 general permit for discharges of pollutant(s) of concern to an impaired waterbody:

Refer to Chapter 9, Stormwater Quality Management, of the Town of Buchanan Stormwater Management Plan, June 2008. A list of actions to be taken by the Town are listed on page 9-7, most of which have been previously noted in this report as ongoing efforts. The most significant action completed was the completion of ongoing illicit discharge field screening. The Town also constructed the Speedway Heights Pond. The Speedway Heights Pond will improve water quality and reduce sediment discharged to Kankapot Creek, which is 303(d) listed for sediment and mercury.

c. Identify any known water quality improvements in the receiving water to which the MS4 discharges during the reporting period.

No water quality improvements were observed by the Town.

d. Identify any known water quality degradation in the receiving water to which the MS4 discharges during the reporting period and what actions are being taken to improve the water quality in the receiving water.

No water quality degradation was observed by the Town.

Fiscal Analysis Table. Complete the fiscal analysis table provided below.

Program Element	Annual Expenditure		Budget		Source of Funds
	2010	2010	2011	2011	
Public Education and Outreach	\$500	\$500	\$500	\$500	General Fund
Public Involvement and Participation	\$500	\$500	\$500	\$500	General Fund
Illicit Discharge Detection and Elimination	\$6,780	\$6,500	\$6,500	\$6,500	General Fund
Construction Site Pollutant Control	\$2,500	\$2,500	\$2,000	\$2,000	General Fund and Fees to Developers
Post-Construction Storm Water Management	\$2,500	\$2,500	\$2,000	\$2,000	General Fund and Fees to Developers
Pollution Prevention	\$2,000	\$2,000	\$2,000	\$2,000	General Fund
Storm Water Quality Management (including pollutant-loading analysis)	\$122,500	\$195,000	\$29,000	\$29,000	General Fund and Grant Funding
Storm Sewer System Map	\$500	\$500	\$1,000	\$1,000	General Fund
Other					Significant funding was also spent in 2010 by the Garners Creek Storm Water Utility as noted in this report.

<b>NORTHERN REGION COUNTIES</b>			<b>WEST CENTRAL REGION COUNTIES</b>		
Ashland	Langlade	DNR Service Center	Adams	Marathon	DNR Service Center
Barron	Lincoln	1701 N. 4th Street	Buffalo	Monroe	5301 Rib Mountain Rd.
Bayfield	Oneida	Superior, WI 54880	Clark	Portage	Wausau, WI 54401
Burnett	Polk	Phone: (715) 392-7988	Crawford	Trempealeau	Phone: (715) 359-4522
Douglas	Price		Jackson	Vernon	
Florence	Rusk		Juneau	Wood	
Forest	Sawyer		La Crosse		
Iron	Taylor				
	Vilas				
	Washburn				
			Chippewa	Pepin	DNR Service Center
			Dunn	Pierce	890 Spruce St.
			Eau Claire	St. Croix	Baldwin, WI 54002
					Phone: (715) 684-2914

<b>NORTHEAST REGION COUNTIES</b>			<b>SOUTH CENTRAL REGION COUNTIES</b>		
Brown	Marquette	DNR Northeast Region	Columbia	Jefferson	DNR South Central Region
Calumet	Menominee	2984 Shawano Ave.	Dane	LaFayette	3911 Fish Hatchery Rd.
Door	Oconto	Green Bay, WI 54313	Dodge	Richland	Fitchburg, WI 53711
Fond du Lac	Outagamie	Phone: (920) 662-5100	Grant	Rock	Phone: (608) 275-3266
Green Lake	Shawano		Green	Sauk	
Kewaunee	Waupaca		Iowa		
Manitowoc	Waushara				
Marinette	Winnebago				

<b>SOUTHEAST REGION COUNTIES</b>		
Kenosha	Sheboygan	DNR Service Center
Milwaukee	Walworth	141 NW Barstow Street,
Ozaukee	Washington	Room 180
Racine	Waukesha	Waukesha, WI 53188
		Phone: (262) 884-2300