



COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
BUREAU OF WATERSHED MANAGEMENT

MS4 ANNUAL REPORT FORM FOR STORMWATER DISCHARGES FROM SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS (MS4s)

Reporting Period

(Check appropriate block. Fill in the year for the reporting period you are submitting the report if not listed.)

- March 10, 2008 through March 9, 2009 (due June 9, 2009)
 March 10, 2009 through March 9, 2010 (due June 9, 2010)
 March 10, 2012 through March 9, 2013 (due June 9, 2013)

SECTION I – SMALL MS4 OPERATOR INFORMATION

1. Name of MS4 Permittee and NPDES Permit Number

Name: East Hempfield Township PAG: 133632 PAI: _____
Co-permittee : _____

2. Location

Municipality: East Hempfield Township County: Lancaster
Watershed Name(s): Little Conestoga Creek & Chickies Creek

3. Contact Person from the MS4

Name: Robert S. Krimmel Title: Manager Phone: 717-898-3100
Fax: 717-898-9486 Email: Robert@easthempfield.org

4. Permittee Mailing Address

Address: 1700 Nissley Road, P.O. Box 128
City: Landisville State: PA Zip Code: 17538

5. MS4 Website (If applicable)

URL: _____

6. Permittee's Consultant/Engineer Information (If applicable)

Company Name: RAV Associates, Inc.
Consultant/Engineer Name: Robert Visniski Title: Professional Engineer
Phone: 717-898-8100 Fax: 717-898-5255 Email: robv@ravassociates.com
Address: 14 Main Street
City: Landisville State: PA Zip Code: 17538

SECTION II – MCM INFORMATION

7A. Have you completed all required activities for? Year 1: Yes No
Year 2: Yes No
Year 3: Yes No
Year 4: Yes No
Year 5: Yes No

7B. Complete the following section for each watershed-based or Act 167 Storm Water Management Plan.

Watershed Plan Name Little Conestoga Creek

Is this an Act 167 Plan? Yes No

If yes, has DEP approved the plan? Yes No

If yes, give date: June 28, 1998

Is the ordinance required by the plan enacted: Yes No

If yes, give effective date: December 1998 updated November 19, 2008

If the ordinance is not enacted, please provide the anticipated enactment date _____
and explain the status: _____

Watershed Plan Name Chickies Creek

Is this an Act 167 Plan? Yes No

If yes, has DEP approved the plan? Yes No

If yes, give date: _____

Is the ordinance required by the plan enacted: Yes No

If yes, give effective date: _____

If the ordinance is not enacted, please provide the anticipated enactment date _____
and explain the status: _____

Watershed Plan Name _____

Is this an Act 167 Plan? Yes No

If yes, has DEP approved the plan? Yes No

If yes, give date: _____

Is the ordinance required by the plan enacted: Yes No

If yes, give effective date: _____

If the ordinance is not enacted, please provide the anticipated enactment date _____
and explain the status: _____

7C. Please provide current contact name and phone number information:

MCM #1

Public Education and Outreach on Storm Water Impacts

Name: Robert S. Krimmel, Manager

Phone: 717-898-3100

MCM #2

Public Involvement/Participation

Name: Robert S. Krimmel, Manager

Phone: 717-898-3100

MCM #3

Illicit Discharge Detection and Elimination (IDD&E)

Name: Robert S. Krimmel, Manager

Phone: 717-898-3100

MCM #4

Construction Site Storm Water Runoff Control

Name: Robert S. Krimmel, Manager

Phone: 717-898-3100

MCM #5

Post-Construction Storm Water Management in New Development and Redevelopment

Name: Robert S. Krimmel, Manager

Phone: 717-898-3100

MCM #6

Pollution Prevention/Good Housekeeping for Municipal Operations

Name: Robert S. Krimmel, Manager

Phone: 717-898-3100

MCM#1 - PUBLIC EDUCATION AND OUTREACH ON STORM WATER IMPACTS — MINIMUM CONTROL MEASURE

8A. MS4s USING DEP *PROTOCOL* for this MCM

BMP: Update Target Audience Information (Have you reviewed your public education plan for accuracy and content and made any relevant changes regarding your target audiences and their communication channels? If so, include/attach your revised plan.)

Measurable goal for this BMP was met. Measurable goal for this BMP was not met.

Describe how goal was met; or if not met, give an explanation and proposed corrective actions:

The primary audiences targeted by the plan consist of homeowners, business owners and developers. As new residents or business owners join the community, their names and addresses are added to the target audience list. Zoning, building, and stormwater permit applicants are also included in the target audience.

The Township has reviewed the target audience information and education plan. No changes were made to the public education plan this past year. However, the Township has sent a Notice of Intent (NOI) to DEP for the next phase of MS4 permitting. The PEO (Public Education and Outreach Program) will be revised to ensure it meets the Measurable Goals listed under BMPs in the new stormwater program that will replace the existing protocol. A copy of the revised plan will be submitted with the first annual report for the new permit.

Is this BMP appropriate to meet your identified measurable goal? Yes No. If No, please provide additional information on other BMP(s) that would meet the goal.

8B. BMP: Continue public education and outreach. (What was accomplished during the past permit year regarding: Developer education/outreach? Storm water ad in local newspaper? Provide posters or other information to schools and businesses? Storm drain stenciling/markings? Maintain website links and provide website educational info? Educational information in your newsletter? Any other public education/outreach?)

Measurable goal for this BMP was met. Measurable goal for this BMP was not met.

Describe how goal was met; or if not met, give an explanation and proposed corrective actions:

During the past year, the Township continued to implement their Public Education Plan. The following was accomplished.

1. Publications Available to Target Audiences

Posters encouraging residents to be environmentally-conscious were prominently displayed in public places throughout East Hempfield Township. The "When you're fertilizing the lawn" poster was displayed. The "When It Rains It Drains" pamphlet was also available at the Township Office.

2. Developer Education

The Township has a factsheet entitled "What the Construction Industry Should Know About Storm Water In Our Community" that is distributed with all zoning, building, and stormwater permit applications. In addition, the fact sheet is distributed to all subdivision and land development applicants. The Township also encourages developers to attend a pre-application meeting before they begin the land development process. During this meeting, developers are made aware of the MS4 program and encouraged to use low-impact development practices with their projects.

3. Township Website – The Township website has a page dedicated to MS4-related public education. The site contains the following information:

- An introduction to stormwater and the hydrologic cycle.
- General information about NDPES and MS4 programs including the the 6 Minimum Control Measures.
- Information about illicit discharges including a phone number and a link to a reporting form.
- Tips for ways residents can help prevent water pollution.
- Links for homeowners and business owners to get more information from DEP, EPA and other sites about stormwater management.

This year the Township reviewed and updated the Stormwater (MS4) section of the website to make sure all links were working and to verify that the information was correct.

4. Township Newsletter – At least once a year, the the Township newsletter includes a page dedicated to raising public awareness about stormwater in the community. The newsletter provides information about the Township stormwater program including:

- brief description of the MS4 program,
- projects the Township is currently working on,
- tips for promoting stormwater management BMPs,
- list of groups/organizations in the area that are working to take care of streams and waterways.

This year, the Newsletter was published in January, 2013. It included an article called "Important Things to Know About Water!" The article summarized current stormwater-related activities in the Township and described ways that community members can prevent water pollution and get involved.

Is this BMP appropriate to meet your identified measurable goal? Yes No. If No, please provide additional information on other BMP(s) that would meet the goal.

MCM#2 - PUBLIC INVOLVEMENT/PARTICIPATION — MINIMUM CONTROL MEASURE

10A. MS4s USING DEP PROTOCOL for this MCM

BMP: Update your Public Involvement and Participation Plan (PIPP). (Have you reviewed your PIPP for accuracy and content and made any relevant changes? If so, include/attach your revised PIPP.)

Measurable goal for this BMP was met. Measurable goal for this BMP was not met.

Describe how goal was met; or if not met, give an explanation and proposed corrective actions:

The Township has reviewed the Public Involvement and Participation Plan (PIPP). No changes were made to the plan this past year. However, the Township has sent a Notice of Intent (NOI) to DEP for the next phase of MS4 permitting. The PIPP will be revised to ensure it meets the Measurable Goals listed under BMPs in the new stormwater program that will replace the existing protocol. A copy of the revised plan will be submitted with the first annual report for the new permit.

Is this BMP appropriate to meet your identified measurable goal? Yes No. If No, please provide additional information on other BMP(s) that would meet the goal.

10B. BMP: Notify and solicit public input/involvement regarding implementation of your Storm Water Management Program. (How and when did you solicit public input/involvement? What were the results/accomplishments during the past permit year?)

Measurable goal for this BMP was met. Measurable goal for this BMP was not met.

Describe how goal was met; or if not met, give an explanation and proposed corrective actions:

The Township is making an ongoing effort to solicit public input and involvement regarding our stormwater management program. Our initial public meeting was already held to raise public awareness for the MS4 program. Since then, the Township has continued to solicit volunteers and contact local organizations that may be interested in participating in the MS4 program. The Township published an article in its January, 2013 Newsletter. It included an article called "Important Things to Know About Water!" The article summarized current stormwater-related activities in the Township and described ways that community members can prevent water pollution and get involved.

Over the past year, the Township has continued to implement the existing PIPP by making contacts with local watershed and community groups interested in taking care of local streams and waterways. Some groups the Township is currently working with include: the Act 167 Plan Advisory Committee (PAC), Little Conestoga Watershed Associates, Lancaster County Clean Water Consortium (LCCWC), Ducks Unlimited, and Trout Unlimited.

Currently, the Township is working with the Hempfield Water Authority in developing a Source Water Protection Plan in an effort to protect our ground water.

The Township is a member of the LCCWC, which has held public meetings about stormwater. The mission of the Clean Water Consortium is the development of a proactive, efficient and cohesive countywide strategy to restore the waterways of Lancaster County, Pennsylvania, ultimately resulting in compliance with imminent federal and state regulations intended to reduce pollution and accelerate restoration of the Chesapeake Bay.

During the fall of this permit year, the LCCWC held a series of public seminars. They included:

- Clean Water 101 (September 13, 2012)-Summary of the current state of Lancaster County Waters and discussion of how they can be returned to a healthy status. Included explanation of TMDLs and how streams are assessed.
- Clean Water 201 (October 11, 2012)-Local officials shared progress they are making in their stormwater programs.
- Clean Water 301 (November 8, 2012)-Discussion of how to start a Source Water Protection program in a municipality.

Other activities the LCCWC participates in include development of a Strategic Action Plan to coordinate watershed planning activities throughout Lancaster County. The Consortium cooperates with groups such as The Little Conestoga Watershed Association to raise urban and suburban awareness of watershed protection and on projects to restore streams and establish riparian buffers.

The Act 167 Plan Advisory Committee (PAC) held a public meeting on August 29, 2012 to present "Blueprints: An Integrated Water Resources Plan for Lancaster County (Act 247 and 167)," which serves as the Water Resources Element of the County Comprehensive Plan. PAC also publicly met with the Lancaster County Board of Commissioners on October 10, 2012 when it voted to adopt "Blueprints." The Act 167 plan was sent to DEP this past permit year. Once approved by DEP, the Township will update their existing Storm Water Management Ordinance to include the new Act 167 plan.

The Township, along with the Clean Water Consortium and PAC, will be having more public meetings in the future to build support and participation for the program. We have complied earlier with the other goals recommended by DEP in this 5-year program.

Is this BMP appropriate to meet your identified measurable goal? Yes No. If No, please provide additional information on other BMP(s) that would meet the goal.

MCM#3 - ILLICIT DISCHARGE DETECTION AND ELIMINATION (IDD&E) — MINIMUM CONTROL MEASURE

12A. MS4s USING DEP *PROTOCOL* for this MCM

BMP: Map all outfalls and receiving water-bodies. (Is your map up-to-date and accurate? Have you mapped additional features that can assist your outfall screening program, such as inlets, piping and outfall drainage areas? If updated, please submit)

Measurable goal for this BMP was met. Measurable goal for this BMP was not met.

Describe how goal was met; or if not met, give an explanation and proposed corrective actions:

The Township has spent the last two years collecting field data for all the BMPs within the MS4 area. The field data collection is complete, and the Township is in the process of updating all the maps. There are over 6,000 BMPs within the MS4 area.

Additionally, the Township revised the map to include a more detailed breakdown of the watershed areas within the Township. The new watershed areas are based on the latest topographic data provided by the Lancaster County GIS department. There are now a total of 6 watershed areas in the Township. The more detailed watershed data will allow the Township to better track the receiving waters for each outfall and BMP.

Due to the major changes to the map, the Township needs to establish a new series of priority areas based on the new watershed configurations. The Township is in the process of analyzing all the new data in an effort to identify the new priority areas.

A copy of the map is included with this report.

Is this BMP appropriate to meet your identified measurable goal? Yes No. If No, please provide additional information on other BMP(s) that would meet the goal.

12B. BMP Implement and enforce ordinance to satisfy this Minimum Control Measure. (How was ordinance implemented and enforced during the past permit year in order to meet the goals of this MCM?)

Measurable goal for this BMP was met. Measurable goal for this BMP was not met.

Describe how goal was met; or if not met, give an explanation and proposed corrective actions:

On November 19, 2008, the Township adopted a Stormwater Management Ordinance that contained DEP model ordinance language for restricting illicit discharges within the Township (see section 301). The ordinance has both the DEP model ordinance language about illicit discharges and the Act 167 information for the Little Conestoga Creek watershed. A copy of the Ordinance was provided with previous submissions. The Ordinance is enforced through a joint effort between Township Staff and the Township Engineer. See MCM 4 & 5 for more information on how the Ordinance is implemented and enforced.

Is this BMP appropriate to meet your identified measurable goal? Yes No. If No, please provide additional information on other BMP(s) that would meet the goal.

12C. BMP: Distribute IDD&E specific educational material. (What educational material was distributed to public employees, businesses and the general public concerning the hazards associated with illegal discharges and improper disposal of waste? Who received it? When?)

Measurable goal for this BMP was met. Measurable goal for this BMP was not met.

Describe how goal was met; or if not met, give an explanation and proposed corrective actions:

The Township published an article in its January, 2013 Newsletter. It included an article called "Important Things to Know About Water!" The article summarized current stormwater-related activities in the Township and described ways that community members can prevent water pollution and get involved. Posters encouraging people to be environmentally conscious were prominently displayed in public places throughout East Hempfield Township. This year the "When you're fertilizing the lawn" poster was displayed. The "When It Rains It Drains" pamphlet is also available at the Township Office. When distributing building permits for proposed construction activities, the Township supplies a fact sheet that describes a developer's responsibility to the environment and the "When It Rains It Drains" pamphlet. The Township also previously sent out letters to all residents and businesses that own property along streams notifying them of the MS4 program. The Township updated the website to ensure all MS4 links are working. Posters were previously supplied to schools and businesses. The Township website includes information about illicit discharges and has links/phone numbers to report any illicit discharges.

Is this BMP appropriate to meet your identified measurable goal? Yes No. If No, please provide additional information on other BMP(s) that would meet the goal.

MCM#3 (continued)

12D. **BMP: Establish priority areas, conduct screening/sampling and take appropriate actions as needed.**
(Describe how the priority area was established and which outfalls were selected for screening during the past permit year. Summarize the results of your outfall screening/sampling. Include properly completed illicit discharge field screening form for any problem outfall. Include the illicit discharge quarterly summary report form. Describe the corrective actions taken to eliminate any illicit discharges or connections.)

Number of outfalls in system:	353 _____
Number of outfalls screened during the past permit year:	0 _____
Number of screenings conducted during the past permit year:	0 _____
Number of outfalls/screenings with dry weather flow during the past permit year:	0 _____
Number of dry weather flows sampled during the past permit year:	0 _____
Number of outfalls determined to have an illicit discharge or connection during past permit year:	0 _____

Measurable goal for this BMP was met. Measurable goal for this BMP was not met.

Describe how goal was met; or if not met, give an explanation and proposed corrective actions:

To date, the Township has screened all outfalls in the MS4 area. The testing results and screening forms were previously submitted. There were no illicit discharges found in the Township.

As discussed in item 12A, the Township has made major changes to both the outfall map and watershed areas. There are now over 6,000 BMPs within the MS4 area. Additionally, the Township revised the map to include a more detailed breakdown of the watershed areas within the Township. The new watershed areas are based on the latest topographic data provided by the Lancaster County GIS department. There are now a total of 6 watershed areas in the Township. The more detailed watershed data will allow the Township to better track the receiving waters for each outfall and BMP.

Due to the major changes to the map, the Township needs to establish new priority areas based on the new watershed configurations. The Township is in the process of analyzing all the new data in an effort to identify the new priority areas.

This year, the Township will start the outfall screening program over with Watershed Area 1. The Township plans to review all outfalls within Area 1 to see if there are any new outfalls, check for dry weather flows, and screen any dry weather flows for illicit discharges.

Is this BMP appropriate to meet your identified measurable goal? Yes No. If No, please provide additional information on other BMP(s) that would meet the goal.

MCM#4 - CONSTRUCTION SITE STORM WATER RUNOFF CONTROL — MINIMUM CONTROL MEASURE

14A. MS4s USING DEP PROTOCOL for this MCM

BMP: Implement and enforce ordinance to satisfy this Minimum Control Measure. (How was ordinance implemented and enforced during the past permit year in order to meet the goals of this MCM?).

Measurable goal for this BMP was met. Measurable goal for this BMP was not met.

Describe how goal was met; or if not met, give an explanation and proposed corrective actions:

On November 19, 2008, the Township adopted a Storm Water Management Ordinance that contained DEP model ordinance language as well as the Act 167 language for the Chickies Creek Watershed.

Section 306 of the Storm Water Management Ordinance has specific language that requires both an Erosion and Sediment (E&S) Control permit and an NPDES permit be obtained from the Lancaster County Conservation District (LCCD) for any construction activity within the Township. The E&S permit is required for construction activities that disturb more than 1,000 square feet. NPDES permit requirements are based on current DEP requirements. No building permits or other earth disturbance activities are approved in the Township without written proof from the applicant that these permits are obtained. Additionally, a pre-construction meeting is held with developers, contractors and the LCCD to review in detail the BMP requirements for projects.

Enforcement - The Township has entered into a Memorandum of Understanding (MOU) with the LCCD. A copy of the MOU is included. Based on the MOU, the Ordinance is enforced through a joint effort between the Township Staff, Township Engineer and LCCD. All permitted construction activities within the Township are subject to spot inspections by any of the three agencies. Any violations of the permit are then immediately sent to the owners in writing for corrective action. If corrective measures are not done in a timely manner, any E&S violations are sent to LCCD personnel who have the authority to enforce corrective actions. Any stormwater violations are enforced by the Township. This policy has been in place since 2004.

This year the Township approved 6 stormwater plans for construction.

This year the Township performed 39 inspections of various construction sites. No enforcement actions were required because contractors corrected the violations in a timely manner.

This year LCCD reported a total of:

- 10 - E&S Plans Reviewed
- 7- General Permits Filed
- 0 - Individual Permits Filed
- 3 - Complaints Received
- 50 - Inspections Performed
- 0 - Enforcement Actions Taken

Is this BMP appropriate to meet your identified measurable goal? Yes No. If No, please provide additional information on other BMP(s) that would meet the goal.

14B. BMP: Implement procedures for the review and enforcement of Erosion and Sediment (E&S) Control Plans. (Who reviewed E&S Control Plans during the past permit year? Did the MS4 permittee conduct any E&S site inspections? Briefly describe any enforcement activities undertaken by the MS4 permittee.)

Measurable goal for this BMP was met. Measurable goal for this BMP was not met.

Describe how goal was met; or if not met, give an explanation and proposed corrective actions:
describe any enforcement activities undertaken by the MS4 permittee.)

The Township has entered into a Memorandum of Understanding (MOU) with the LCCD. A copy of the MOU is included. Based on the MOU, the Ordinance is enforced through a joint effort between the Township Staff, Township Engineer and LCCD. All permitted construction activities within the Township are subject to spot inspections by any of the three agencies. Any violations of the permit are then immediately sent to the owners in writing for corrective action. If corrective measures are not done in a timely manner, the violations are sent to LCCD personnel who have the authority to enforce corrective actions. This policy has been in place since 2004.

This year the Township approved 6 plans for construction.

This year the Township performed 39 inspections of various construction sites. No enforcement actions were required because contractors corrected the violations in a timely manner.

This year LCCD reported a total of:

- 10 - E&S Plans Reviewed
- 7- General Permits Filed
- 0 - Individual Permits Filed
- 3 - Complaints Received
- 50 - Inspections Performed
- 0 - Enforcement Actions Taken

Is this BMP appropriate to meet your identified measurable goal? Yes No. If No, please provide additional information on other BMP(s) that would meet the goal.

14C. **BMP: Provide education and outreach for developers and builders.** (What educational/outreach materials were distributed to developers/builders during the past permit year?)

Measurable goal for this BMP was met. Measurable goal for this BMP was not met.

Describe how goal was met; or if not met, give an explanation and proposed corrective actions: A fact sheet entitled "What the Construction Industry Should Know About Storm Water in Our Community" was supplied to builders and developers that encourages them to: 1) Comply with stormwater permit requirements; 2) Practice erosion control and pollution prevention practices to keep construction sites environmentally-friendly; and 3) Conduct advanced planning and training to ensure proper implementation on-site.

The Township requires that a pre-construction meeting be held for all construction projects associated with a Subdivision and Land Development or Stormwater Management plan. The meeting is attended by a representative from the Township, the Lancaster County Conservation District and the contractor doing the work. During this meeting, the requirements for erosion and sediment Control, NPDES and other stormwater BMPS are reviewed with the contractor to ensure the work will proceed as required.

Is this BMP appropriate to meet your identified measurable goal? Yes No. If No, please provide additional information on other BMP(s) that would meet the goal.

MCM#4 (continued)

14D. **BMP: Require construction site operators to control waste at the construction site.** (What was done in the past permit year to require construction site operators to control wastes such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary wastes?)

Measurable goal for this BMP was met. Measurable goal for this BMP was not met.

Describe how goal was met; or if not met, give an explanation and proposed corrective actions:

The Lancaster County Conservation District (LCCD) must review and approve all plans before construction commences. A portion of the review includes requirements for site operators to control waste at the construction site.

The Township requires all construction projects associated with a Subdivision and Land Development Plan or Storm Water Management Plan to obtain a permit from the LCCD. In addition, all contractors are required to hold a pre-construction meeting. The meeting is attended by a representative from the Township, the Lancaster County Conservation District and the contractor doing the work. During this meeting, the requirements for controlling waste at the site along with other erosion and sediment control, NPDES and other stormwater BMPS are reviewed with the contractor to ensure the work will proceed as required.

In addition, the Township's Public Works Director and Township Engineer periodically monitor work at the site for compliance. Waste control is done through the permit process as described in items 14A & B above and enforced through the inspection process noted here and in the above items. Notices of non-compliance are issued to the builder/developer when the guidelines set forth have been violated. No enforcement actions were required because contractors corrected the violations in a timely manner.

Is this BMP appropriate to meet your identified measurable goal? Yes No. If No, please provide additional information on other BMP(s) that would meet the goal.

14E. **BMP: Implement procedures for the receipt and consideration of information submitted by the public.** (Summarize any information or complaints received from the public during the past permit year concerning construction site storm water runoff. Briefly describe how you responded to any such information/complaints?)

Measurable goal for this BMP was met. Measurable goal for this BMP was not met.

Describe how goal was met; or if not met, give an explanation and proposed corrective actions:

As soon as the Township receives an inquiry, a Township representative makes a thorough investigation of the issue of concern. The results of the investigation are then given to the developer to correct, if necessary. A copy of the Township's response is provided to the person who made the inquiry. This year, the Township received 1 complaint about construction site stormwater runoff. The Township Engineer was sent out to the site to review the issue, and it was resolved by the contractor. No enforcement action was required.

Is this BMP appropriate to meet your identified measurable goal? Yes No. If No, please provide additional information on other BMP(s) that would meet the goal.

MCM#5 - POST-CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT — MINIMUM CONTROL MEASURE

16A. MS4s USING DEP PROTOCOL for this MCM

BMP: Implement and enforce ordinance to satisfy this Minimum Control Measure. (How was ordinance implemented and enforced during the past permit year in order to meet the goals of this MCM?)

Measurable goal for this BMP was met. Measurable goal for this BMP was not met.

Describe how goal was met; or if not met, give an explanation and proposed corrective actions:

On November 19, 2008, the Township adopted a Storm Water Management Ordinance that contained DEP model ordinance language as well as the Act 167 language for the Little Conestoga Creek Watershed. Sections 306, 501, 702-704 and Appendix 10 of the Ordinance have specific language that addresses post-construction stormwater management BMPs. A copy of the Stormwater Management Ordinance was submitted with the 2010 report.

Is this BMP appropriate to meet your identified measurable goal? Yes No. If No, please provide additional information on other BMP(s) that would meet the goal.

16B. BMP: Ensure that all Post-Construction Storm Water Management (PCSWM) BMPs in new or re-development areas are built as designed, and operated and maintained properly. (Summarize how the MS4 permittee accomplished this during the past permit year. Include a list of all applicable PCSWM BMPs.)

Measurable goal for this BMP was met. Measurable goal for this BMP was not met.

Describe how goal was met; or if not met, give an explanation and proposed corrective actions:

Design review - The Township requires both erosion and sediment (E&S) control and NPDES permits from the Lancaster County Conservation District (LCCD) for construction activity within the Township. During the permitting process, the post-construction BMPs are reviewed by LCCD and the Township Engineer to verify they are in compliance with the Township's Ordinance. No building permits or other land development activities are approved in the Township without written proof from the applicant that the design meets the Stormwater Management Ordinance and that the NPDES and E&S permits are obtained.

Construction compliance - Each developer is required to hold a pre-construction meeting with the Township Staff, contractors and LCCD. Based on the MOU discussed in MCM#4, the BMP requirements are enforced through a joint effort between the Township Staff, Township Engineer and LCCD. All permitted construction activities within the Township are subject to spot inspections by any of the three agencies. Any violations of the permit are then immediately sent to the owners in writing for corrective action. If corrective measures are not done in a timely manner, the violations are sent to LCCD personnel who have the authority to enforce corrective actions. Once construction is complete, the Township requires each developer or contractor to submit an as-built plan of all BMPs to ensure they are built in accordance with the design.

Maintenance - Each developer is required to enter into a maintenance agreement with the Township for future maintenance of the BMPs. Most of the BMPs installed in the Township require very little maintenance.

BMP lists - The Township has records for all BMPs installed since the protocol was adopted. The BMPs are listed on individual land development plans. The Township created a database of all BMPs in the Township as well as a plan for periodic inspection of the BMPs to ensure they are functioning correctly. The Township has divided the MS4 area into sections and inspects one section each year. In addition, they will list any problem areas and inspect them after every 10-year storm event. A copy of the BMP map was submitted in 2011. This year, the Township will begin the inspection program.

Is this BMP appropriate to meet your identified measurable goal? Yes No. If No, please provide additional information on other BMP(s) that would meet the goal.

**MCM#6 - POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS —
MINIMUM CONTROL MEASURE**

18A. MS4s USING DEP *PROTOCOL* for this MCM

BMP: Implement an operation, maintenance, inspection and repair program for all municipally owned storm water facilities. (Describe how your program was implemented during the past permit year. Include your written Operation & Maintenance (O&M) plan, if not previously submitted.)

Measurable goal for this BMP was met. Measurable goal for this BMP was not met.

Describe how goal was met; or if not met, give an explanation and proposed corrective actions:

The Township has an operation and maintenance plan that includes an inspection and repair program for all municipally-owned stormwater facilities.

The stormwater facilities program includes criteria for both corrective and preventative maintenance of all stormwater facilities. The inspections/maintenance will include:

- Cleaning inlet grates
- Removing fallen trees and branches from open channels and swales to keep flow moving
- Repairing erosion in channels, swales and detention facilities
- Repairing/replacing damaged culverts, inlets and head/endwalls as needed

The Township purchased a high-efficiency street sweeper and has adopted a street-sweeping program.

A copy of the Operation & Maintenance Plan was previously submitted and is available upon request.

Is this BMP appropriate to meet your identified measurable goal? Yes No. If No, please provide additional information on other BMP(s) that would meet the goal.

18B. BMP: Implement a pollution prevention/operation and maintenance program for all municipal vehicle/equipment operation, maintenance, fueling, and washing activities. (Describe how your program was implemented during the past permit year. Include your written pollution prevention/O&M plan, if not previously submitted.)

Measurable goal for this BMP was met. Measurable goal for this BMP was not met.

Describe how goal was met; or if not met, give an explanation and proposed corrective actions:

The Township has adopted and follows a pollution prevention/operation and maintenance program. The program is an ongoing program that has been in place since 2004. Some highlights of the program are as follows.

The Township facilities are equipped with a grease and oil trap drainage system which prevents oil and sludge from entering the sewer system when maintaining municipal vehicles. Maintenance activities include, but are not limited to, minor vehicle repairs, washing vehicles, changing oil, etc. All oil is collected and properly disposed of.

The Township Public Works Director is aware of and follows the pollution prevention program. Monthly meetings are held to review operations to ensure compliance with the program. Once a year, all public works employees hold a meeting to review the entire program.

Is this BMP appropriate to meet your identified measurable goal? Yes No. If No, please provide additional information on other BMP(s) that would meet the goal.

18C. **BMP: Conduct BMP 18A and 18B training for appropriate municipal employees.** (Who was trained? When was the training conducted? What was the subject matter?)

Measurable goal for this BMP was met. Measurable goal for this BMP was not met.

Describe how goal was met; or if not met, give an explanation and proposed corrective actions:

Municipal employees attend meetings sponsored by LTAP and AWPA to learn more about proper equipment maintenance, storage of chemicals, safety issues, etc. Additionally, the Township Public Works Director is aware of and follows the pollution prevention program. Monthly meetings are held to review operations to ensure compliance with the program. Once a year, all public works employees hold a meeting to review the entire program.

In addition, Mark Stivers (Director of Planning) attended a seminar titled "A Summary of the International Stormwater BMP Database" in February of 2013.

Is this BMP appropriate to meet your identified measurable goal? Yes No. If No, please provide additional information on other BMP(s) that would meet the goal.

SECTION III – CERTIFICATION

CERTIFICATION STATEMENT

I certify under penalty of law that 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.

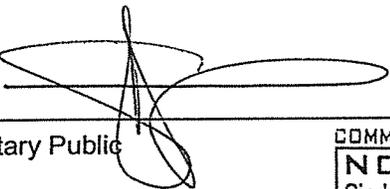
Robert S. Krimmel, Township Manager

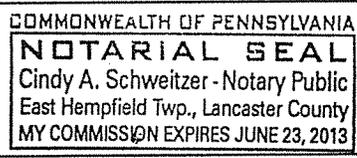
Name and official title


Signature

6-6-2013
Date

Sworn and subscribed to before me, this 6th day of June, 2013


Notary Public



My commission expires _____

(Notary Public Seal and Stamp)

2012/2013 MEMORANDUM OF UNDERSTANDING
Between
Lancaster County Conservation District
and
EAST HEMPFIELD TOWNSHIP, Lancaster County, PA

STATEMENT OF PURPOSE

This Memorandum has been prepared jointly and agreed upon by each party for the following purposes:

To serve as a joint commitment by the signatory parties to control accelerated erosion and to minimize sediment pollution to the waters of the Commonwealth which may result from the conduct of earthmoving activities in EAST HEMPFIELD TOWNSHIP.

To serve as a basis for stating the role of each party in administering the provisions of EAST HEMPFIELD TOWNSHIP's Erosion and Sediment Control Ordinance or Ordinance which contains Erosion and Sediment Control Provisions: Ordinance Name

Stormwater Management Ord and Ordinance # OS-10.

- I. In carrying out the intent of this memorandum, the Lancaster County Conservation District (District) shall:
- A. Receive all erosion and sediment control plans (E&S Plan) as required under Ordinance # OS-10 and complete an initial review of the E&S Plan within 45 calendar days of its receipt. Reviews of second and third E&S Plan submissions (revisions) will be completed within 30 calendar days of receipt.
 - B. Within ten (10) working days of completion of review, notify the consultant, the applicant, and the municipality of all E&S Plan approvals, deficiencies, and all determinations that an E&S Plan cannot be approved upon completion of the third review because of inadequate information and/or a failure of the applicant to develop an E&S Plan in compliance with the provisions of the ordinance and in compliance with Chapter 102.
 - C. Upon request, provide all applicants with a Department of Environmental Protection (DEP) Erosion and Sediment Pollution Control Program Manual and related forms, worksheets, checklists, etc. necessary to successfully prepare an E&S Plan.
 - D. In accordance with a routine inspection schedule contained in the ordinance, and/or upon the request of the municipality, and /or upon the receipt of request from a third party, inspect ongoing earth disturbance projects and complete a standard DEP site inspection report. In conjunction with this responsibility, the District shall:
 - 1. Advise the municipality of all third party complaints within 10 calendar days of their receipt.
 - 2. Provide a copy of all inspection reports to the affected responsible party (ies) and municipality within 10 calendar days of the inspection.

- E. Serve as the repository for all E&S Plans, complaints, inspection reports, correspondence, etc. that involve earth disturbance activities. All such information shall be contained in a filing system which shall be available for inspection by the municipal officials for a time frame that is consistent with the DEP Records Retention Policy.
- F. Commit the necessary staff time, and provide all information necessary to assist the municipality in conducting enforcement proceedings as specified in Ordinance # 08-10.
- G. As part of and as stated in a Delegation Agreement with the DEP, the District shall administer and implement the Commonwealth's Erosion, Sediment, and Stormwater Control Program and through the Delegation with DEP and this MOU shall assist in maintaining compliance with the Minimum Control Measure (MCM) #4 of EAST HEMPFIELD TOWNSHIP's NPDES Municipal Separate Stormsewer System (MS4) permit.
- H. Conduct inspections in response to complaints regarding agricultural earth disturbance activities, including agricultural plowing and tilling or animal heavy use areas. Copies of the inspection report will be supplied to the municipality within ten (10) days of completion.
- I. Upon receiving a request from the municipal officials, and after appropriate municipal representatives have received the required training, the District will provide technical assistance and financial support, to the limit of its allocation approved by the State Conservation Commission, for projects qualifying for the Dirt and Gravel Roads Program. The District will provide the municipality with this service by-way-of an agreement with the municipality.
- J. As part of a Delegation Agreement with DEP, the District will annually monitor for compliance with the conservation plan 10% of the land in Lancaster County that has been identified as "active" and is permitted by DEP to receive land application of Bio-Solids. The District will respond to Bio-Solid complaints. The District will respond to complaints regarding Bio-Solids.
- K. As part of a Delegation Agreement with the State Conservation Commission, the District will review all nutrient management plans submitted under Act 38 (PA Nutrient Management Act), approve those plans that meet Act 38 standards and monitor implementation of these plans. In addition, the District will provide information on federal nutrient management initiatives or confined animal feeding operation (CAFO) regulations. The District will upon request evaluate and determine if an individual operation is subject to Act 38.
- L. Upon written request by a landowner or operator, the District will provide conservation planning technical assistance to farm owners and or operators. Within the limits of our allocations, the District will provide cost share assistance to eligible landowners or operators.

- M. As part of a Delegation Agreement with the DEP to administer certain provisions of the Dam Safety and Encroachments Act and the Chapter 105 (Dam Safety and Waterway Management) rules and regulations promulgated thereunder, the District will:
 - a. Provide information and written materials to the general public and industry.
 - b. Educate the public and industry concerning permits and other requirements of the Act.
 - c. Issue General Permits for qualified activities.
- N. As part of a Delegation Agreement with the DEP and at the request of the County Commissioners, the District's Watershed Specialist will assist municipal officials and citizen groups to form watershed associations for the purpose of addressing local water resource issues on a watershed basis. The Watershed Specialist will also be available to assist municipal planners that wish to incorporate a watershed focus into zoning and land planning.
- O. The District will, in a timely manner, provide municipalities with current information relating to changes in regulations, program requirements, or permits for those program areas that are discussed in this Memorandum of Understanding.

II. In carrying out the intent of this Memorandum, EAST HEMPFIELD TOWNSHIP shall:

- A. Notify the District within 5 days of receipt of an application for a permit involving earth disturbance activities consisting of 1 acre or more, pursuant to Chapter 102.42.
- B. Pursuant to Chapter 102.43, EAST HEMPFIELD TOWNSHIP shall not issue building or other permit or approval to those proposing or conducting earth disturbance activities requiring a Department permit until the Department or District has issued the E&S or individual NPDES Permit or approved coverage under a general NPDES Permit for Stormwater Discharges Associated with Construction Activities under Chapter 102.5.
- C. Shall provide instructions to have the E&S Plans submitted to the District and forward all questions pertaining to the preparation of E&S Plans and Applications and tracking forms to the District.
- D. Forward all third party complaints about ongoing earth disturbance projects to the District for their inspection.
- E. Upon notification by the District, withhold any building, grading, or other permits that apply as specified in the ordinance or Chapter 102.43, when and where it has been determined that an applicant has failed to secure E&S Plan approval from the District.
- F. Contact the District seeking services of the Ombudsman to assist with ordinance review and/or potential conflict resolution resulting from the interface of production agriculture and urban constituents.

- G. Disseminate natural resource conservation information and written materials to the general public
- H. Seek assistance from the District when natural resource protection concerns arise in your municipality.
- I. Encourage and support appropriate local watershed activities and will invite the District's Watershed Specialist to participate with watershed-related projects and planning activities.
- J. Inform permit applicants of new or updated permit requirements or program information as the District provides such information.
- K. Consult with the District before referring to or assigning responsibilities to the District in any of their ordinances.
- L. Chapter 102.4 requires all farming operations that disturb over 5,000 sq ft to have a conservation plan/Ag E&S plan. This also includes no-till as an earth disturbing practice. Along with the conservation plans, the Commonwealth also requires farmers to have a manure management plan, Chapter 91, developed for every farm that produces or spreads manure on their ground, no limit on size or scope of operation. Once farm size reaches certain thresholds based on livestock, further requirement for nutrient management may be required (such as Act 38 or CAFO). These plans must be available upon request for review from the landowner/operator. The District highly recommends that EAST HEMPFIELD TOWNSHIP requires development of these plans before building permits for agricultural operations are approved.
- M. Rely upon the Commonwealth's Erosion, Sediment, and Stormwater Control program through this MOU to comply with MCM #4 of EAST HEMPFIELD TOWNSHIP's NPDES MS4 program.

III. This Memorandum of Understanding shall become effective immediately. It shall be reviewed annually, as the need arises by either or both parties, and may be amended by mutual consent of both parties. This MOU may be terminated at any time, by either party, following a 60 day written notice to the other party.

FOR EAST HEMPFIELD TOWNSHIP

Britt R. Miller
(NAME)

Chairman Board of Supervisors
(TITLE)
2/4/12
(DATE)

FOR THE LANCASTER COUNTY CONSERVATION DISTRICT

Frank R. Burkhardt
(CHAIRMAN)

5-4-12
(DATE)