



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

Instructions for completing this form

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

General Information

Small MS4 Annual Report for Year: 2018		Ohio EPA Facility Permit Number: 1GQ00036*CG	
Name of MS4: Warren County			
Mailing Address: 4900 PARKWAY DR, STE 150			
City: DEERFIELD		State: OH	Zip Code: 45040
Country: USA		County: Warren	
Primary Contact: Billy Highfill		Title: Public Works Director	
Email Address: bhigh@deerfieldtwp.com		Phone: (513) 701-6974	Fax:

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

Upload File Name for Table of Organization: Organization Chart Deerfield.pdf
 see attached org chart

Certification

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including possibility of fine and imprisonment for knowing violations.

Applicant Name: William Louis Highfill	Title: Director of Public Works
Signature: Electronically submitted by BillyHighfill	Date: Electronically submitted on 03/28/2019

PUBLIC EDUCATION AND OUTREACH

Estimate Your Permit Area of Total Population: 38000

BMP (mechanism)	Responsible Party	Measurable Goal	Theme or Message	Target Audience	% Target Audience	Effective
Storm Water Program Support Mechanisms	DRSWD	Maintain DRSWD website. Upload program reports to the website for viewing. Maintain a storm water hotline.	Watershed Awareness, Nutrifcation, Sedimentation, Hydromodification, Household Hazardous Waste	Residents, Students, Developers, Businesses	100	Yes

Summary of Results: Maintained the DRSWD website. There were a total of 37 users of the site in 2018. Maintained the storm water hotline. Returned calls within three days of receiving messages. Responded to all Request for Assistance forms. There were 51 Requests for Assistance calls resulting in 34 projects.

Comments:

Storm Water Material Distribution Mechanisms	DRSWD, WCSWCD	Promote current theme to 20% of residents utilizing at least two public education mechanisms and regional partnerships.	Watershed Awareness, Nutrifcation, Sedimentation, Hydromodification, Household Hazardous Waste	Residents, Students, Developers, Businesses	100	Yes
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Summary of Results: WCSWCD presented material to Deerfield Township school age children reaching 2887 students with 104 presentations. WCSWCD presented material or made information available to 4,673 people at county-wide events. There were also 2,185 Deerfield Township residents that visited the Water Education Trailer at locally sponsored events. The WCSWCD facebook page had a total reach of 35,959 and twitter had 17,300 impressions. They distributed 9,416 newsletters and had 1,010 unique views on their email newsletters. The Regional Storm water Collaborative promoted storm water messages through the following avenues: 6,419 users and 18,321 page views on savelocalwaters.org; 2 YouTube videos with 913 views; 93 spots on WLWT with a reach in Warren County of 169,042; 2 workshops with at total of 237 attendees; and more than 100,000 in attendance during the Rain Barrel Art Project Display.

Comments: Media outreach is available to 100% of the population. Some events are considered Warren County-wide events or region-wide events. A percentage of this number is expected to be Deerfield Township residents.

MS4 Identification Measures	DRSWD, WCSWCD	Tag all new storm inlets and maintain existing tags within the Township. Maintain signage at stream crossings, inspect once per year.	Storm Water Infrastructure Awareness	Residents, Students, Developers, Businesses	100	Yes
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Summary of Results: Placed storm drain tags on 100 inlets within the Township and maintained existing tags. No maintenance necessary for signage at stream crossings in 2018. Checks are done monthly.

Comments:

PUBLIC EDUCATION & OUTREACH

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

BMP (mechanism)	Responsible Party	Measurable Goal	Theme or Message	Target Audience	% Target Audience	Proposed Schedule
Evaluate Public Education and Outreach BMPs	DRSWD, WCSWCD	Confirm that goals are relevant, quantitative and achievable.	Watershed Awareness, Nutrifcation, Sedimentation, Hydromodification, Household Hazardous Waste	Residents, Students, Developers, Businesses	100	Following the end of the 2019 reporting year.

Summary of Planned Activities: Confirm whether the measurable goals associated with Public Education and Outreach BMPs are relevant, quantitative and achievable at the end of each program year. The DRSWD evaluates the SWMP BMPs and measurable goals while preparing the annual report each program year.

Comments: not applicable

Storm Water Material Distribution	DRSWD, WCSWCD	Reach at least 20% of the Township's population utilizing at least two (2) public outreach mechanisms each program year.	Watershed Awareness, Nutrification, Sedimentation, Hydromodification, Household Hazardous Waste	Residents, Students, Developers, Businesses	100	Through out 2019
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Summary of Planned Activities: Target a watershed awareness theme. WCSWCD will utilize presentation mechanisms to reach school children and residents. Information on the year's theme will be distributed at public outreach events. The DRSWD will continue to support the Regional Storm Water Collaborative outreach mechanisms and maintain an informational website for web-based outreach.

Comments: n/a

Storm Water Program Support Mechanisms	DRSWD	Maintain DRSWD website. Upload reports to the website for public viewing. Maintain a storm water hotline and RSWC partnership.	Watershed Awareness, Nutrification, Sedimentation, Hydromodification, Household Hazardous Waste	Residents, Students, Developers, Businesses	100	Through out 2019
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Summary of Planned Activities: Maintain the DRSWD website and upload all program reports to the website. Maintain the storm water hotline. Return calls within three days of receiving messages. Respond to all Request for Assistance forms.

Comments: n/a

MS4 Identification Measures	DRSWD, WCSWCD	Tag all new storm inlets and maintain existing tags within the Township. Maintain signage at stream crossings, inspect once per year.	Storm Water Infrastructure Awareness	Residents, Students, Developers, Businesses	100	Through out 2019
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Summary of Planned Activities: Place storm drain tags on new inlets within the Township and maintain existing tags as needed. Perform annual signage inspections.

Comments: The DRSWD relies on the WCSWCD to facilitate storm drain labeling.

PUBLIC INVOLVEMENT AND PARTICIPATION

BMP (mechanism)	Responsible Party	Measurable Goal	Theme or Message	Target Audience	Estimate Of People Participated	Effective
Public Involvement Mechanism	DRSWD	Hold monthly public meetings and address private property storm water issues.	Local storm water issues and storm water maintenance.	Residents, Business Owners, HOAs	30	Yes

Summary of Results: Held 12 regular public meetings. Maintained a program to address private property storm water concerns. Presented private property damage reports at public meetings to allow for public comment and feedback. 30 residents participated in monthly meetings.

Comments: Monthly meetings will inform the public of local storm water issues and provide a forum for public input. Private property storm water issues were addressed in accordance with the most recent DRSWD Code of Regulation. 51 formal Requests for Assistance (RFAs) were filed with DRSWCD in 2018 resulting in 34 storm water related projects.

Public Participation Mechanisms	DRSWD, WCSWCD	Support one public participation activity each year.	Pollution prevention and low impact development (rain barrels) Fertilizer and Nutrient Runoff Reduction.	Residents	572	Yes
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Summary of Results: We held four Tech Free Tuesday events for family groups in Deerfield Township on various conservation topics with a total of 240 participants. Two stream cleanups were held in Warren County in 2018 and were open to all Warren County residents (Little Miami River, Great Miami River) with a total of 317 participants. One rain barrel art event was held at the Cincinnati Zoo and open to all Warren County residents. One rain barrel workshop at Firehouse #57 was held with 15 attendees.

Comments:

PUBLIC INVOLVEMENT AND PARTICIPATION

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

BMP (mechanism)	Responsible Party	Measurable Goal	Theme or Message	Target Audience	Estimate of People to Participate	Proposed Schedule
Evaluate Public Participation and Involvement BMPs	DRSWD, WCSWCD	Confirm that goals are relevant, quantitative and achievable.	Local storm water issues and storm water maintenance.	Residents, Businesses, HOAs	5	Following the end of the 2019 reporting year.

Summary of Planned Activities: The DRSWD evaluates the SWMP BMPs and measurable goals while preparing the annual report each program year.

Comments:

Public Involvement Mechanism	DRSWD	Hold monthly public meetings, provide a forum for public input, and address private property storm water issues.	Local storm water issues and storm water maintenance.	Residents, Businesses, HOAs	10	Hold meetings during the second week of each month.
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Summary of Planned Activities: Hold regular public meetings. Maintain a program to address private property storm water concerns. Present private property drainage investigation reports at public meetings to allow for public comment and feedback.

Comments:

Public Participation Mechanisms	DRSWD, WCSWCD	Support one public participation activity each year and advertise one public involvement opportunity.	Pollution prevention and low impact development (rain barrels) Fertilizer and Nutrient Runoff Reduction.	Residents	50	Through out 2019
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Summary of Planned Activities: The DRSWD relies on the WCSWCD to implement a public participation activity each year as well as advertise the event in one of the District's outreach mechanisms. The activities hosted for public participation include such things as stream clean-ups, rain barrel workshops, and other activities as requested.

Comments:

ILLCIT DISCHARGE DETECTION AND ELIMINATION (IDDE)

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Cite Local Code(s) Being Used (If available, web link for code(s))	Effective
Ordinance or Other Regulatory Mechanism	DRSWD	Report all relevant illicit discharges to enforcement agency.	Yes	Ohio Administrative Cod 3701-29-02. Ohio Revised Code 3718.011. Warren County Combined Health District Sewage Treatment System Regs.	Yes

Summary of Results or Activities: No illicit discharges were found in 2018.

Comments: Enforcement agency includes Warren County Combined Health District, Ohio EPA or other applicable enforcement agency.

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Summary of Activities or Updates	Effective
Storm Sewer System Map	DRSWD, WCEO	Maintain storm sewer map with infrastructure and surface water locations. Develop a list of outfalls for inspection.	Yes	Maintained storm sewer map with all new subdivisions and storm sewers with infrastructure and surface water locations. Developed a list of outfalls for inspections.	Yes

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Summary of Activities or Updates	Effective
HSTS Mapping and List	WCEO, WCCHD	Map represents what is in the field.	Yes	Continued to keep map up to date in coordination with the WCCHD. The WCCHD provides data about new systems to the WCEO.	Yes

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Summary of Activities or Updates	Effective
IDDE Plan	DRSWD	Maintain a hotline for reporting illegal dumping and suspicious discharges. Eliminate illicit discharges that are found.	Yes	188 storm water related calls were taken through the hotline. All calls were followed up on and no illicit discharges found.	Yes

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Total # of Outfalls	# of Outfalls Screened	# of Dry-Weather Flows Identified	# of Identified Illicit Discharges	# of Eliminated Illicit Discharges	Effective
Dry-Weather Screening of Outfalls	DRSWD	Identify non-storm discharges to Township's MS4.	Yes	465	0	0	0	0	Yes

Comments: Dry-Weather screening was proactively completed in 2015-16 as outlined by our SWMP. Of the total 465 outfalls 242 were screened in 2015 and 223 were screened in 2016. The enforcement agency includes the Warren County Combined Health District, Ohio EPA or other applicable enforcement agency.

Upload File Name for the Illicit Discharges: 0004-EH_Nuisance_NuisanceComplaintProcedures.pdf

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

ILLCIT DISCHARGE DETECTION & ELIMINATION (IDDE)

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

BMP (mechanism)	Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
Dry-Weather Screening of Outfalls	DRSWD	Identify non-storm discharges to Township's MS4. Maintain a hotline for illicit discharges and illegal dumping reports.	The District has screened all outfalls for the permit period. Now relying on the reactive portion of the program for detection of an illicit discharge.	Throughout 2019.

Comments: Cooperate with appropriate agencies to eliminate all identified illicit discharges. Maintain a hotline for citizens to report illegal dumping and suspicious discharges. Provide hotline phone number to residents in at least one education and outreach publication. Those participating agencies without legal authority to take enforcement action against the sources of illicit discharges are prepared to forward information to those agencies with legal authority.

HSTS Mapping and List	WCEO, WCCHD	Maintain an up-to-date Home Sewage Treatment System (HSTS) map.	The District defers to the WCEO for map updates as they collaborate with the WCCHD for adding new data.	Throughout 2019
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Comments:

IDDE Plan	DRSWD	Confirm that goals associated with IDDE BMPs are relevant, quantitative and achievable.	The DRSWD evaluates the SWMP BMPs and measurable goals while preparing the annual report each program year.	At the end of the reporting cycle.
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Comments:

Ordinance or Other Regulatory Mechanism	DRSWD	Report all relevant illicit discharges to the WCCHD or other applicable enforcement agency.	Track and report all identified illicit discharges to Deerfield Township's MS4.	Illicit discharges reported to the Warren County Health Department will be revisited six months after initial report.
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Comments: Those participating agencies without legal authority to take enforcement action against the sources of illicit discharges are prepared to forward information to those agencies with legal authority. Illicit discharges are prohibited by the Ohio Revised Code Chapter 3718, Ohio Administrative Code Chapter 3701-29, and by the "Warren County Combined Health District Sewage Treatment System Regulations."

Storm Sewer System Map	DRSWD, WCEO	Maintain storm sewer map with infrastructure and surface water locations. Develop a list of outfalls for inspection.	The District will work with the WCEO to continue to add new infrastructure to the dataset so that the map remains current.	Throughout 2019
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Comments: The DRSWD relies on WCEO to update and maintain the storm sewer system mapping for Deerfield Township.

CONSTRUCTION SITE RUNOFF CONTROL

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Cite Local Code(s) Being Used (If available, web link for code(s))	Effective
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Ordinance or Other Regulatory Mechanism	WCSWCD	Verify that County regulations comply with State regulations.	Yes	Ohio EPA General Construction Permit OHC000005.	Yes		
Summary of Results or Activities: WCSWCD worked to revise the regulations and they were passed in early 2019.							
Comments:							
BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Standards Being Used	Effective		
Sediment and Erosion Control Requirements	WCSWCD	Continue to administer the regulations.	Yes	Warren County Erosion and Sediment Control Regulations	Yes		
Summary of Results or Activities: Maintained the Erosion and Sediment Control program.							
Comments:							
BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Applicable Sites Requiring Plans	# of Plans Reviewed	Effective	
Complaint Process	WCSWCD	Respond to all complaints	Yes	10	10	Yes	
Summary of Results or Activities: Ten site complaints were received for active construction sites. All complaints were followed up on and resolved.							
Comments:							
BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Sites Requiring Plans	# of Plans Reviewed	Effective	
Site Plan Review Procedures	WCSWCD	Review plans for all projects >1 acre in size.	Yes	6	6	Yes	
Summary of Results or Activities: Reviewed all plans for projects >1 acre in size. Request revision or approve plans within 10 working days of receipt.							
Comments:							
BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Applicable Sites	# of Sites Inspected	Average Frequency	Effective
Site Inspection Procedures	WCSWCD	Comply with inspection procedures outlined in the WC Erosion and Sediment Control Regulations.	Yes	29	308	1	Yes
Summary of Results or Activities: Implemented the regulations by performing inspections. Active sites are inspected monthly.							
Comments: In 2018, there were a total of 29 applicable sites.							
Upload File Name(s) for Applicable Sites: 2018 Deerfield Twp Project List - MMC.xls							
BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Violation Letters	# of Enforcement Actions	Effective	
Enforcement Procedures	WCSWCD	Ensure compliance with County Erosion and Sediment Control regulations.	Yes	20	0	Yes	
Summary of Results or Activities: Enforce compliance as required by the Warren County Erosion and Sediment Control Regulations. All communication via email or phone resulted in corrective action.							
Comments:							
BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Measurements	Effective		
No records found							

CONSTRUCTION SITE RUNOFF CONTROL

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

BMP (mechanism)	Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
Enforcement Procedures	WCSWCD	Ensure compliance with County Erosion and Sediment Control regulations.	Enforce compliance as required by the Warren County Erosion and Sediment Control Regulations.	Throughout 2019
Comments: The DRSWD relies on WCSWCD to take enforcement actions against projects violating the rules and regulations.				
Site Inspection Procedures	WCSWCD	Comply with inspection procedures outlined in the WC Erosion and Sediment Control Regulations.	Enforce compliance as required by the Warren County Erosion and Sediment Control Regulations.	Throughout 2019
Comments: The DRSWD relies on WCSWCD to perform erosion and sediment control site inspections.				
Sediment and Erosion Control Requirements	WCSWCD	Review, support and enforce sediment and erosion control requirements.	Maintain the Erosion and Sediment Control program. Incorporate current version of Ohio EPA's Construction General Permit into local regulations.	Throughout 2019
Comments: The DRSWD relies on WCSWCD to review, support and enforce sediment and erosion control requirements.				
Complaint Process	WCSWCD	Respond to all complaints within one week of receipt.	Track and respond to all complaints.	Throughout 2019
Comments: The DRSWD relies on WCSWCD to respond to all complaints.				
Site Plan Review Procedures	WCSWCD	Review plans for all projects >1 acre in size.	Implement the regulations by performing inspections	Throughout 2019
Comments: The DRSWD relies on WCEO and WCSWCD to review all applicable site plans each program year.				
Ordinance or Other Regulatory Mechanism	WCSWCD	Support and enforce regulations for all required projects.	Will work with the BOCC to revise any regulation that needs updating.	Throughout 2019
Comments: The DRSWD relies on WCSWCD to support and enforce regulations on all required projects.				

POST-CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Cite Local Code(s) Being Used (If available, web link for code(s))	Effective
Ordinance or Other Regulatory Mechanism	WCEO	Require post-construction BMPs per the applicable design criteria within the regulations.	Yes	Warren County Rules and Regulations for the Design of Storm Sewer and Stormwater Management Systems. Warren County Erosion and Sediment Control Regulations.	Yes
Summary of Results or Activities: Regulations were implemented and enforced throughout 2018.					
Comments: Utilize the Warren County Rules and Regulations for the Design of Storm Sewer and Stormwater Management Systems to require post-construction BMP's per the applicable design criteria set forth in those regulations.					
BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Structural and/or Non-Structural Standards Being Used	Effective

Post-Construction Requirements	WCEO	Maintain compliance of rules and regulations.	Yes	ODNR Rainwater and Land Development Manual. Ohio EPA General Construction Permit. Warren County Sediment and Erosion Control Regulations.	Yes
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Summary of Results or Activities: Implemented and enforced the County's Rules and Regulations for the Design of Storm Sewer and Stormwater Management Systems.

Comments: Maintain compliance of the Warren County Rules and Regulations for the Design of Storm Sewer and Stormwater Management Systems.

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Applicable Sites Requiring Plans	# of Plans Reviewed	Effective
Site Plan Review Procedures	WCEO, DRSWD	Review site plans for all applicable sites.	Yes	4	4	Yes

Summary of Results or Activities: All applicable site plans were reviewed. Reviews are performed by WCEO per DRSWD SWMP.

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Applicable Sites	# of Inspections Performed	Average Frequency	Effective
Site Inspection Procedures	WCSWCD	Inspect all post-construction BMPs at applicable sites annually.	Yes	36	36	1	Yes

Summary of Results or Activities: Completed site inspections on all applicable sites. All water quality basins are inspected annually and all others are inspected bi-annually.

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Violation Letters	# of Enforcement Actions	Effective
Enforcement Procedures	WCSWCD	Send letters to applicable systems that don't meet rules and regulations.	Yes	16	0	Yes

Summary of Results or Activities: Sent 16 violation letters to systems that did not meet rules and regulations.

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Sites Requiring Plans/Agreements	# of Plans Developed/Agreements in Place	Effective
Long-Term O&M Plans/Agreements	WCEO, DRSWD, WCSWCD	Require O&M agreements for applicable sites.	Yes	4	4	Yes

Summary of Results or Activities: O&M agreements are held by the HOA in a subdivision and are the responsibility of the individual lot owner once the site is complete and bond is released. Subdivision regulations require the developer to pass the post-construction controls to the HOA.

Comments: Post-construction controls are monitored with site-inspections procedures.

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

POST-CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT

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

BMP (mechanism)	Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
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Site Inspection Procedures	WCSWCD	Inspect all post-construction BMPs at applicable sites annually.	Continue site inspections.	Throughout 2019
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Comments: The DRSWD relies on WCSWCD to perform site inspections on post-construction BMPs and issue maintenance need letters. The WCSWCD in cooperation with the WCEO inspects all post-construction storm water BMPs on a biennial basis, or yearly if the BMP is designed to treat storm water quality. The inspection history and location of all BMPs in managed in a GIS database that includes photographs of the BMPs, as-built information, and recommended maintenance comments.

Enforcement Procedures	WCSWCD	Enforce the Rules and Regulations as applicable.	Enforce rules and regulations.	Throughout 2019
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Comments: The DRSWD relies on WCEO to enforce the rules and regulations for post-construction standards during the plan review stage, throughout construction, and prior to releasing a project's bond. WCSWCD is relied upon to issue letters of violation after inspection of BMPs. Following the inspections letters are generated and sent to property owners for all BMPs that require maintenance.

Post-Construction Requirements	WCEO	Maintain compliance of rules and regulations.	Continue to implement and enforce the County's Rules and Regulations for the Design of Storm Sewer and Stormwater Management Systems.	Throughout 2019
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Comments: The DRSWD relies on WCEO and WCSWCD to implement and enforce these regulations.

Site Plan Review Procedures	WCEO, DRSWD	Review all site plans for applicable sites within the Township.	Continue sites plan reviews.	Throughout 2019
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Comments: Implement the newly developed pre- and post-development release rate tables and hydrographs during the site plan reviews of all applicable sites within the Township. The DRSWD developed pre- and post-development release rate tables and hydrographs as part of the Township's storm water master plan for application in site plan reviews.

Long-Term O&M Plans/Agreements	WCEO, DRSWD	Develop long-term O&M plans for all applicable sites.	Long-term O&M plans will continue to be required through active regulations.	Throughout 2019
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Comments: Long term operation and maintenance of the storm water system is addressed in the Warren County Subdivision Regulations whereby, "The developer of any subdivision with a storm water system must provide the Regional Planning Commission with written evidence of a perpetual maintenance agreement and the manner in which it is to be funded" (pg. 48). In addition, as-builts are required for all components of the storm water system before the project's bond is released from the WCEO.

Ordinance or Other Regulatory Mechanism	WCEO	Require post-construction BMPs per the applicable design criteria within the regulations.	Continue to implement and enforce the County's Rules and Regulations for the Design of Storm Sewer and Stormwater Management Systems.	Throughout 2019
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Comments: The DRSWD relies on WCEO to implement and enforce these regulations.

POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Topic(s)	Targeted Audience	# of Employees Attended	Effective
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Employee Training Program	Deerfield Township	Provide storm water management education to 100% of applicable employees each year.	Yes	Roadway Deicing, Spill Prevention, Materials Management, Vehicle Fueling, Good Housekeeping, Hazard Communication, Safety, Stormwater Management, Stormwater Pollution Prevention	Available to all MS4 Facility Employees	2	Yes
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Summary of Activity: Deerfield Township Public Works employees were trained on Housekeeping, Hazard Communication Labeling and Safety Data, and Pollution Prevention.

Comments: One hour training occurred on Wednesday, December 4, 2018.

BMP (mechanism)	List of Municipal Facilities Subject to Program		O&M Procedures Developed?	# of Inspections Performed	Frequency of Inspections
Municipal Facilities	Public Works Garage, Parks Garage, Cemetery Garage.		Yes	2	Semi-Annually
BMP (mechanism)	Summarize Maintenance Activities and Schedules		Summarize Activities Performed		
MS4 Maintenance	Maintained the Township's MS4 within the right-of-way.		Maintenance was performed as needed.		
BMP (mechanism)	Procedures Developed?	Document Amounts of Wastes Properly Disposed			
Disposal of Wastes	Yes	0			
BMP (mechanism)	Covered?	Tons Used	Summarize Measures Taken to Minimize Usage		
Road Salt	Yes	2028 Tons	Proper application methods and current technology were used.		
BMP (mechanism)	Procedures Developed?	Gallons Used	Summarize Measures Taken to Minimize Usage		
Pesticide & Herbicide Usage	Yes	143 Gallons	RoundUp is mixed with water to make applied mixture. Employees have Ohio pesticide applicator licenses.		
BMP (mechanism)	Procedures Developed?	Pounds Used	Summarize Measures Taken to Minimize Usage		
Fertilizer Usage	Yes	0 Pounds	No fertilizer used in 2018.		
BMP (mechanism)	Procedures Developed?	Document Amount of Material Collected and Properly Disposed			
Street Sweeping	Yes	25 tons			
BMP (mechanism)	Summarize Any New or Existing Flood Management Projects that were Assessed for Impacts on Water Quality				
Flood Management Projects	None				
BMP (mechanism)	Summary				
No records found					

POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

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

BMP (mechanism)	Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
Pesticide and Herbicide Usage	Deerfield Township	Minimize pesticide and herbicide application.	Continue to minimize pesticide and herbicide applications. Track usage.	Throughout 2019
Comments: The DRSWD relies on the Township to oversee pesticide and herbicide application.				
Road Salt	Deerfield Township	Work to minimize salt usage while maintaining road safety.	Incorporate the use of road salt storage control and implement road salt alternatives for roadway de-icing. Track usage.	Throughout 2019
Comments: The DRSWD relies on the Township to oversee road salt usage.				
Fertilizer Usage	Deerfield Township	Minimize fertilizer usage at Township Parks.	Continue to minimize fertilizer usage at Township Parks. Track usage.	Throughout 2019
Comments: The DRSWD relies on the Township to oversee fertilizer usage.				
MS4 Maintenance	Deerfield Township	Maintain the Township's MS4 within the right-of-way.	The DRSWD relies on the Township and Warren County to maintain infrastructure within their respective right-of-way.	Throughout 2019
Comments:				
Municipal Facilities	Deerfield Township	Implement inspections procedures for Township facilities and track waste disposal.	The DRSWD relies on the Township to inspect its facilities.	Throughout 2019
Comments:				
Disposal of Wastes	Deerfield Township	Collect and recycle used oil	Continue to collect and recycle used oil.	Throughout 2019
Comments:				
Employee Training Program	Deerfield Township	Provide storm water management education to 100% of applicable Public Works Employees.	Deerfield Township Public Works will continue to provide storm water management seminars to their employees.	Provide training as needed in 2019.
Comments:				
Street Sweeping	Deerfield Township	Track amount of material collected and disposed of for each street sweeping event.	Continue to track the amount of material collected and continue to perform two sweeping events.	Throughout 2019
Comments: The DRSWD relies on the Township to oversee street sweeping.				
Flood Management Projects	Deerfield Township	Undertake flood management projects within the purview of the Township's Public Works Department.	Work with Deerfield Regional Storm Water District to respond to storm water complaints that fall under the purview of Deerfield Township Public Works.	Be responsive to all applicable problems throughout 2019.
Comments: The DRSWD relies on the Township to undertake flood management projects within the Township right-of-way.				

PROPOSED CHANGES TO YOUR SWMP (IF ANY)

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

VARIANCES GRANTED (IF ANY)

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

ADDITIONAL INFORMATION

Please add any additional comments or attachments below.