



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: 2019		Ohio EPA Facility Permit Number: 1GQ00036*CG	
Name of MS4: Deerfield Township			
Mailing Address: 4900 PARKWAY DR, STE 150			
City: DEERFIELD TWP		State: OH	Zip Code: 45040
Country: USA		County: Warren	
Primary Contact: Jeff Thomas		Title: Stormwater Manager	
Email Address: jthomas@deerfieldtwp.com		Phone: (513) 701-6958	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: Deerfield Township MS4 Org Chart.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: Jeff Alan Thomas	Title: Stormwater Manager
Signature: Electronically submitted by JeffThomas	Date: Electronically submitted on 03/31/2020


Deerfield Township




Deerfield Regional
Stormwater District
Overall SWMP
Management
MCM 1, 2, 3
Jeff Thomas



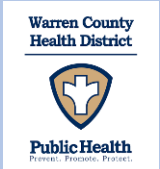
Deerfield
Township
Deerfield Township Public
Works
MCM 6
Billy Highfill



Warren County
Soil & Water
Conservation
District
MCM 1, 2, 4
Molly Conley



Warren
County
Engineer's
Office
MCM 5
Chuck Petty



Warren County
Health District
Public Health
Warren County
Combined
Health District
MCM 3
Chris Balster

Minimum Control Measure	Responsible Party	Phone Number	Email
Overall SWMP Management and Implementation	Deerfield Regional Storm Water District (DRSWD) – Jeff Thomas	513-701-6958	jthomas@deerfieldtwp.com
Public Education and Outreach	Warren County Soil and Water Conservation District (WCSWCD) – Molly Conley, Director	513-695-1337	molly.conley@co.warren.oh.us
Public Involvement/ Participation	DRSWD – Jeff Thomas WCSWCD - Molly Conley	513-701-6958 513-695-1337	jthomas@deerfieldtwp.com molly.conley@co.warren.oh.us
Illicit Discharge Detection and Elimination	DRSWD – Jeff Thomas Warren County Combined Health District (WCCHD)	513-701-6958 513-695-1228	jthomas@deerfieldtwp.com
Construction Site Runoff Control	WCSWCD – Molly Conley	513-695-1337	molly.conley@co.warren.oh.us
Post Construction Storm Water Management in New Development and Redevelopment	Warren County Engineer’s Office (WCEO) – Chuck Petty, Storm Water Engineer	513-695-3301	Charles.Petty@co.warren.oh.us
Pollution Prevention / Good Housekeeping for Municipal Operations	Deerfield Township Public Works (DTPW) – Billy Highfill, Director	513-701-6958	bhigh@deerfieldtwp.com

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	Deerfield Regional Stormwater District	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. Maintained the storm water hotline. Returned calls within three days of receiving messages. Responded to all Request for Assistance forms. There were 45 Requests for Assistance calls resulting in 36 projects.

Comments: In 2019, the Township IT staff migrated the DRSWD website over to the Township's website. This is to allow more consistency, more timely updating of information, and ease of access for Township residents. As part of the transition, some of the information that was previously available was taken down but resources will be added back as the site is improved.

Storm Water Material Distribution Mechanisms	Deerfield Regional Stormwater District	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 3,280 students with 134 presentations. WCSWCD presented material or made information available to 2,429 people at county-wide events. There were also 1,700 Deerfield Township residents that visited the Water Education Trailer at locally sponsored events. The WCSWCD facebook page had a total reach of 53,768 and twitter had 10,924 impressions. They distributed 9,400 newsletters and had 3,031 unique views on their email newsletters. The Regional Storm water Collaborative promoted storm water messages through the following avenues: 9,616 users and 24,282 page views on savelocalwaters.org; 3 YouTube videos with 899 views; 186 spots on WLWT with a reach of 814,449; 3 workshops with at total of 252 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	Deerfield Regional Stormwater District	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 130 inlets within the Township and maintained existing tags. No maintenance necessary for signage at stream crossings in 2019. Checks are done monthly.

Comments: The Deerfield Regional Stormwater District contracts with the Warren County Soil and Water Conservation District to complete the storm inlet tagging project.

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
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Evaluate Public Education and Outreach BMPs	Deerfield Regional Stormwater District	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 2020 reporting year.
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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: N/A

Storm Water Material Distribution	Deerfield Regional Stormwater District	Reach at least 20% of the Township's population utilizing at least two (2) public outreach mechanisms each program year.	Watershed Awareness, Nutrifcation, Sedimentation, Hydromodification, Household Hazardous Waste	Residents, Students, Developers, Businesses	100	Through out 2020
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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	Deerfield Regional Stormwater District	Maintain DRSWD website. Upload reports to the website for public viewing. Maintain a storm water hotline and RSWC partnership.	Watershed Awareness, Nutrifcation, Sedimentation, Hydromodification, Household Hazardous Waste	Residents, Students, Developers, Businesses	100	Through out 2020
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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	Deerfield Regional Stormwater District	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 2020
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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 Deerfield Regional Stormwater District contracts with the Warren County Soil and Water Conservation District 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	Deerfield Regional Stormwater District	Hold monthly public meetings and address private property storm water issues.	Local storm water issues and storm water maintenance.	Residents, Business Owners, HOAs	85	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. 85 residents participated in monthly meetings.

Comments: Monthly meetings will inform the public of local storm water issues and provide a forum for public input. All meetings are open to the public and live streamed on through the Township's website. Private property storm water issues were addressed in accordance with the most recent DRSWD Code of Regulation. 45 formal Requests for Assistance (RFAs) were filed with DRSWCD in 2019 resulting in 36 storm water related projects.

Public Participation Mechanisms	Deerfield Regional Stormwater District	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 on various conservation topics with a total of 250 participants. Three stream cleanups were held in Warren County in 2019 and were open to all Warren County residents (Great Miami River, Stream Encounter Program) with a total of 76 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: Deerfield Township contracts with Warren County Soil and Water Conservation District to carry out outreach efforts.

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
Public Involvement Mechanism	Deerfield Regional Stormwater District	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.

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:

Evaluate Public Participation and Involvement BMPs	Deerfield Regional Stormwater District	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 2020 reporting year.
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Summary of Planned Activities: The Deerfield Regional Stormwater District evaluates the SWMP BMPs and measurable goals while preparing the annual report each program year.

Comments: N/A

Public Participation Mechanisms	Deerfield Regional Stormwater District	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 2020
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Summary of Planned Activities: The Deerfield Regional Stormwater District contracts with the Warren County Soil and Water Conservation District 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: Deerfield Township contracts with Warren County Soil and Water Conservation District to carry out outreach efforts.

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	Deerfield Regional Stormwater District	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: One illicit discharge was found and eliminated. A trailer with spent brewer's grain was leaking into the storm sewer. The discharge was referred to WC Soil and Water Conservation District. Their field staff met with the brewery and the trailer was removed. Two other IDDE complaints were received and staff investigated these complaints. No illicit discharges were found to be present.

Comments: New IDDE regulations will be coming in 2020 for Deerfield Township. Until then Deerfield Township will lead efforts to eliminate any illicit discharges that are found with ultimate enforcement provided by Ohio EPA.

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Summary of Activities or Updates	Effective
Storm Sewer System Map	Warren County Engineer's Office	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	Warren County Health District	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	Deerfield Regional Stormwater District	Maintain a hotline for reporting illegal dumping and suspicious discharges. Eliminate illicit discharges that are found.	Yes	258 storm water related calls were taken through the hotline. All calls were followed up on and 1 illicit discharge was found and eliminated. Township is developing an illicit discharge and detection and elimination regulation. The township hopes to adopt the new regulation during the first half of 2020.	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	Deerfield Regional Stormwater District	Identify non-storm discharges to Township's MS4.	Yes	465	459	113	1	1	Yes

March 31, 2020

There are no illicit discharges identified in 2019 that have not been eliminated.

Respectfully,

A handwritten signature in blue ink that reads "Jeff Thomas". The signature is written in a cursive, flowing style.

Jeff Thomas

Stormwater Manager

Deerfield Township

Comments: Dry-Weather screening was proactively completed in 2015-16 as outlined by our SWMP. Of the total 465 outfalls 236 were screened in 2015 and 223 were screened in 2016. The enforcement agency includes Deerfield Township and the Ohio EPA. Township is developing an illicit discharge and detection and elimination regulation. The township hopes to adopt the new regulation during the first half of 2020.

Upload File Name for the Illicit Discharges: IDDE schedule.pdf

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

ILLICIT 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
Ordinance or Other Regulatory Mechanism	Deerfield Regional Stormwater District	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 and areas where suspect illicit discharges have been reported will be revisited six months after initial report.

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." Deerfield Township is developing an illicit discharge and detection and elimination regulation. The Township hopes to adopt the new regulation during the first half of 2020. This new regulation will give regulatory authority to the Township.

Dry-Weather Screening of Outfalls	Deerfield Regional Stormwater District	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 2020.
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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	Warren County Health District	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 2020
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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:

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
Ordinance or Other Regulatory Mechanism	Deerfield Regional Stormwater District	Verify that regulations comply with State regulations.	Yes	Warren County Resolution # 19-0178. Ohio EPA General Construction Permit OHC000005. The Township hopes to adopt the new regulation during the first half of 2020.	Yes

Summary of Results or Activities: Regulations were implemented and enforced throughout 2019.

Comments: Deerfield Township is developing a sediment and erosion regulation. The Township hopes to adopt the new regulation during the first half of 2020. This new regulation will give regulatory authority to the Township. The Township contracts with Warren County Soil and Water Conservation District to fulfill the requirements of MCM 4 of the permit.

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Standards Being Used	Effective
Sediment and Erosion Control Requirements	Deerfield Regional Stormwater District	Continue to administer the regulations.	Yes	Currently Deerfield Township is following the Warren County Erosion and Sediment Control Regulations	Yes

Summary of Results or Activities: Maintained the Erosion and Sediment Control program.

Comments: Deerfield Township is developing an illicit discharge and detection and elimination regulation. The Township hopes to adopt the new regulation during the first half of 2020. This new regulation will give regulatory authority to the Township. The Township will contract with Warren County Soil and Water Conservation District to fulfill the requirements of the permit.

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Applicable Sites Requiring Plans	# of Plans Reviewed	Effective
Complaint Process	Deerfield Regional Stormwater District	Respond to all complaints	Yes	12	12	Yes

Summary of Results or Activities: Twelve site complaints were received for active construction sites. All complaints were followed up on and resolved.

Comments: The Township contracts with Warren County Soil and Water Conservation District to fulfill the requirements of MCM 4 of the permit.

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Sites Requiring Plans	# of Plans Reviewed	Effective
Site Plan Review Procedures	Deerfield Regional Stormwater District	Review plans for all projects >1 acre in size.	Yes	4	4	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: The Township contracts with Warren County Soil and Water Conservation District to fulfill the requirements of MCM 4 of the permit.

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Applicable Sites	# of Sites Inspected	Average Frequency	Effective
Site Inspection Procedures	Deerfield Regional Stormwater District	Comply with inspection procedures outlined in the WC Erosion and Sediment Control Regulations.	Yes	30	365	1	Yes

Summary of Results or Activities: Implemented the regulations by performing inspections. Active sites are inspected monthly. If there are concerns at sites, these sites are inspected at a greater frequency.

Comments: The Township contracts with Warren County Soil and Water Conservation District to fulfill the requirements of MCM 4 of the permit.

Upload File Name(s) for Applicable Sites: [Deerfield Twp MS4 Applicable Construction Sites 2019.pdf](#)

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Violation Letters	# of Enforcement Actions	Effective
Enforcement Procedures	Deerfield Regional Stormwater District	Ensure compliance with County Erosion and Sediment Control regulations.	Yes	50	0	Yes

Summary of Results or Activities: Enforce compliance as required by the Warren County Erosion and Sediment Control Regulations.

Comments: Deerfield Township is developing an erosion and sediment control regulation. The Township hopes to adopt the new regulation during the first half of 2020. This new regulation will give regulatory authority to the Township. The Township contracts with Warren County Soil and Water Conservation District to fulfill the requirements of the permit.

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
Site Plan Review Procedures	Deerfield Regional Stormwater District	Review plans for all projects >1 acre in size.	Implement the regulations by performing inspections	Throughout 2020

Comments: Deerfield Township is developing an erosion and sediment control regulation. The Township hopes to adopt the new regulation during the first half of 2020. This new regulation will give regulatory authority to the Township. The Township contracts with Warren County Soil and Water Conservation District to fulfill the requirements of the permit. Warren County Engineers office reviews site plans.

Site Inspection Procedures	Deerfield Regional Stormwater District	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 2020
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Comments: Deerfield Township is developing an erosion and sediment control regulation. The Township hopes to adopt the new regulation during the first half of 2020. This new regulation will give regulatory authority to the Township. The Township contracts with Warren County Soil and Water Conservation District to fulfill the requirements of the permit.

Sediment and Erosion Control Requirements	Deerfield Regional Stormwater District	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 2020
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Comments: Deerfield Township is developing an erosion and sediment control regulation. The Township hopes to adopt the new regulation during the first half of 2020. This new regulation will give regulatory authority to the Township. The Township contracts with Warren County Soil and Water Conservation District to fulfill the requirements of the permit.

Ordinance or Other Regulatory Mechanism	Deerfield Regional Stormwater District	Support and enforce regulations for all required projects.	Will work with the BOCC to revise any regulation that needs updating.	Throughout 2020
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Comments: Deerfield Township is developing an erosion and sediment control regulation. The Township hopes to adopt the new regulation during the first half of 2020. This new regulation will give regulatory authority to the Township. The Township contracts with Warren County Soil and Water Conservation District to fulfill the requirements of the permit.

Enforcement Procedures	Deerfield Regional Stormwater District	Ensure compliance with County Erosion and Sediment Control regulations.	Enforce compliance as required by the Warren County Erosion and Sediment Control Regulations.	Throughout 2020
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Comments: Deerfield Township is developing an erosion and sediment control regulation. The Township hopes to adopt the new regulation during the first half of 2020. This new regulation will give regulatory authority to the Township. The Township contracts with Warren County Soil and Water Conservation District to fulfill the requirements of the permit.

Complaint Process	Deerfield Regional Stormwater District	Respond to all complaints within one week of receipt.	Track and respond to all complaints.	Throughout 2020
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Comments: Deerfield Township is developing an erosion and sediment control regulation. The Township hopes to adopt the new regulation during the first half of 2020. This new regulation will give regulatory authority to the Township. The Township contracts with Warren County Soil and Water Conservation District to fulfill the requirements of the permit.

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	Deerfield Regional Stormwater District	Require post-construction BMPs per the applicable design criteria within the regulations.	Yes	Warren County Resolution # 19-0179. Warren County Rules and Regulations for the Design of Storm Sewer and Stormwater Management Systems. Warren County Erosion and Sediment Control Regulations. New Township stormwater regulations will be implemented in early 2020.	Yes

Summary of Results or Activities: Regulations were implemented and enforced throughout 2019.

Comments: Warren County Engineer's Office provides oversight to MCM 5 per the Deerfield Regional Stormwater District Stormwater Management Plan. The Township utilizes 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. New Township stormwater regulations will be passed in mid 2020.

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Structural and/or Non-Structural Standards Being Used	Effective
Post-Construction Requirements	Deerfield Regional Stormwater District	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

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: Warren County Engineer's Office provides oversight to MCM 5 per the Deerfield Regional Stormwater District Stormwater Management Plan.

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Applicable Sites Requiring Plans	# of Plans Reviewed	Effective
Site Plan Review Procedures	Deerfield Regional Stormwater District	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 Warren County Engineer's Office per Deerfield Regional Stormwater District SWMP.

Comments: Warren County Engineer's Office provides oversight to MCM 5 per the Deerfield Regional Stormwater District Stormwater Management Plan.

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Applicable Sites	# of Inspections Performed	Average Frequency	Effective
Site Inspection Procedures	Deerfield Regional Stormwater District	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: The Township contracts with Warren County Soil and Water Conservation District to fulfill the requirements of the permit.

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Violation Letters	# of Enforcement Actions	Effective

Enforcement Procedures	Deerfield Regional Stormwater District	Send letters to applicable systems that don't meet rules and regulations.	Yes	16	0	Yes
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Summary of Results or Activities: Sent 16 violation letters to systems that did not meet rules and regulations.

Comments: The Township contracts with Warren County Soil and Water Conservation District to fulfill the requirements of the permit.

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: Warren County Engineer's Office provides oversight to MCM 5 per the Deerfield Regional Stormwater District Stormwater Management Plan.

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
Enforcement Procedures	Deerfield Regional Stormwater District	Enforce the Rules and Regulations as applicable.	Enforce rules and regulations.	Throughout 2020

Comments: The Deerfield Regional Stormwater District relies on Warren County Engineer's Office 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. Warren County Soil and Water Conservation District is relied upon to issue letters of violation after inspection of BMPs. Inspections letters are generated and sent to property owners for all BMPs that require maintenance.

Post-Construction Requirements	Deerfield Regional Stormwater District	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 2020
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Comments: The Deerfield Regional Stormwater District relies on Warren County Engineer's Office and Warren County Soil and Water Conservation District to implement and enforce these regulations.

Site Plan Review Procedures	Deerfield Regional Stormwater District	Review all site plans for applicable sites within the Township.	Continue sites plan reviews.	Throughout 2020
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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 Deerfield Regional Stormwater District 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.

Ordinance or Other Regulatory Mechanism	Deerfield Regional Stormwater District	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. New township regulations will be implemented in 2020.	Throughout 2020
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Comments: The Deerfield Regional Stormwater District relies on the Warren County Engineer's office to implement and enforce these regulations.

Long-Term O&M Plans/Agreements	Deerfield Regional Stormwater District	Develop long-term O&M plans for all applicable sites.	Long-term O&M plans will continue to be required through active regulations.	Throughout 2020
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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 Warren County Engineer's Office.

Site Inspection Procedures	Deerfield Regional Stormwater District	Inspect all post-construction BMPs at applicable sites annually.	Continue site inspections.	Throughout 2020
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Comments: The Deerfield Regional Stormwater District relies on Warren County Soil and Water Conservation District to perform site inspections on post-construction BMPs and issue maintenance need letters. The Warren County Soil and Water Conservation District in cooperation with the Warren County Engineer's Office 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.

POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Topic(s)	Targeted Audience	# of Employees Attended	Effective
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	3	Yes

Summary of Activity: Deerfield Township Public Works employees were trained on Housekeeping, Hazard Communication Labeling and Safety Data, and Pollution Prevention.

Comments: Deerfield Township Public Works administrative staff (3 employees) attend storm water pollution prevention trainings, seminars, and workshops and transfer that knowledge to Service Department staff through tailgate meetings, regular safety meetings, etc.

BMP (mechanism)	List of Municipal Facilities Subject to Program	O&M Procedures Developed?	# of Inspections Performed	Frequency of Inspections
Municipal Facilities	Public Works Garage and Cemetery Garage.	Yes	2	Bi-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	500 gallons of oil recycled		
BMP (mechanism)	Covered?	Tons Used	Summarize Measures Taken to Minimize Usage	

Road Salt	Yes	1948 Tons	Proper application methods and current technology were used. Road salt is stored in a roofed building. Beet Heet is used to reduce the amount of road salt applied.
BMP (mechanism)	Procedures Developed?	Gallons Used	Summarize Measures Taken to Minimize Usage
Pesticide & Herbicide Usage	Yes	36 Gallons	RoundUp, Strike, and Confront are used. Droplex drift reducer is used. Employees have Ohio pesticide applicator licenses. Employees follow label application rates.
BMP (mechanism)	Procedures Developed?	Pounds Used	Summarize Measures Taken to Minimize Usage
Fertilizer Usage	Yes	0 Pounds	No fertilizer used in 2019.
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
Employee Training Program	Deerfield Township	Provide storm water pollution prevention training to 100% of applicable Deerfield Township Service Department employees.	Deerfield Township will continue to provide storm water pollution prevention training to their service department employees.	Provide training as needed in 2020.

Comments: Deerfield Township will continue to provide storm water pollution prevention training to its employees.

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 2020
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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 2020.
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Comments: The DRSWD relies on the Township to undertake flood management projects within the Township right-of-way.

Pesticide and Herbicide Usage	Deerfield Township	Minimize pesticide and herbicide application.	Continue to minimize pesticide and herbicide applications. Track usage.	Throughout 2020
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Comments: The DRSWD relies on the Township to oversee pesticide and herbicide application. Township employees follow label rates. Township employees have their Ohio pesticide applicator license.

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 2020
Comments: The DRSWD relies on the Township to oversee road salt 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:				
Fertilizer Usage	Deerfield Township	Minimize fertilizer usage at Township Parks.	Continue to minimize/not apply fertilizer at Township Parks. Track usage.	Throughout 2020
Comments: The DRSWD relies on the Township to oversee fertilizer usage.				
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 2020
Comments:				
Disposal of Wastes	Deerfield Township	Collect and recycle used oil	Continue to collect and recycle used oil.	Throughout 2020
Comments:				
PROPOSED CHANGES TO YOUR SWMP (IF ANY)				
<i>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.</i>				
<p>DRSWD has contracted with CDM Smith to update the SWMP along with the SWP3's for the Township facilities. The Parks Department and Road Department have been consolidated into a unified Service Department at one location. The former Parks facility has been decommissioned and remodeled and will be used as community meeting space.</p> <p>DRSWD has entered into an agreement with the Warren County Commissioners to share in the cost of hiring Strand Associates to update and rewrite existing regulations. A product of this project will be erosion and sediment control, stormwater, and illicit discharge regulations written specifically for Deerfield Township and the authority granted to it by the O.R.C. as a Home Rule Township. It is anticipated that these will be adopted by the Township in the first half of 2020.</p>				
VARIANCES GRANTED (IF ANY)				
<i>Identify and summarize any variances granted under your storm water program.</i>				
ADDITIONAL INFORMATION				
<i>Please add any additional comments or attachments below.</i>				