



MISSOURI DEPARTMENT OF NATURAL RESOURCES  
WATER PROTECTION PROGRAM  
**MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4)  
STORMWATER MANAGEMENT PLAN REPORT**

**FOR OFFICE USE ONLY**

PROJECT ID NUMBER

DATE RECEIVED

**Part A – MS4 PERMIT HOLDER INFORMATION**

1. MS4 NAME Carterville Phase II MS4	2. NPDES PERMIT NUMBER MOR04C	3. MS4 UNIQUE ID NO. MOR04C002	
4. ADDRESS 1200 East 1st Street	5. CITY Carterville	6. STATE MO	7. ZIP CODE 64835
8. TELEPHONE NUMBER WITH AREA CODE 417.673.1341	9. EMAIL admin@cartervillemo.com		
10. NAME OF MS4 CONTACT PERSON William Cline, City Administrator			

11. Have any areas of the MS4 been added or removed from the MS4 jurisdiction due to annexation or other legal means since the most recent permit application (renewal, new, modification), or most recent MS4 stormwater management plan report?

☐ Yes ☒ No

If yes, please include a map along with a brief description as an attachment.

**Part B – REPORTING PERIOD**

1. Is your MS4 subject to a TMDL?

☐ Yes ☒ No

If yes, you are required to submit the MS4 report annually. Reports are due Feb. 28 each year. For the first reporting period, the beginning date will be June 13, 2016, and the ending date will be Dec. 31, 2016. All other annual reports shall cover the reporting period of Jan. 1 to Dec. 31 each year.

2. Is your MS4 new permitted (i.e., is this your first MS4 permit)?

☐ Yes ☒ No

If yes, you are required to submit the MS4 stormwater management plan report annually. Reports are due Feb. 28 each year. For the first reporting period, the beginning date will be the date of issuance of the permit and the ending date will be Dec. 31, 2016. All other annual reports shall cover the reporting period of Jan. 1 to Dec. 31 each year.

3. Is your MS4 a previously permitted MS4 and not subject to a TMDL?

☒ Yes ☐ No

If yes, you are required to submit the MS4 stormwater management plan report biennially (i.e., once every two years). Reports are due Feb. 28 every odd year. The first report will be due February 2017, and will cover the reporting period from June 13, 2016, to Dec. 31, 2016. All other reports shall cover the reporting period of Jan. 1 of the first year to Dec. 31 of the second year.

4. If you are part of a co-permitted MS4 permit, submit combined MS4 stormwater management plan reports, and one or more of the co-permitted MS4s have annual reporting based on the above criteria, then submit your MS4 stormwater management plan report annually by Feb. 28 of each year.

If you are part of a co-permitted MS4 permit and do not submit combined MS4 stormwater management plan report, then each MS4 co-permittee will submit their MS4 stormwater management plan report based on the above criteria.

5. Reporting Period:

BEGINNING: January 1, 2021

ENDING: December 31, 2021

**Part C – STORMWATER MANAGEMENT PLAN REPORT PROGRESS AND COMPLIANCE**

As an attachment, please provide information for each of the items below. Provide informative data, success stories, and experiences that support the successful implementation of your stormwater management plan report.

1. Describe the status of compliance with permit conditions for the permitted MS4.
2. Provide information regarding the progress toward achieving the statutory goal of reducing the discharge of pollutants to the maximum extent practicable to the MS4.
3. If another governmental entity implements any best management practice or minimum control measure, please provide the following:
  - a. Name of the government entity;
  - b. Name of the primary contact for the government entity;
  - c. Contact information (i.e., address, city, ZIP code, state, and phone number); and
  - d. Specific best management practices or minimum control measures being implemented by the government entity.

It is the responsibility of the permittee to provide all information under this report regardless if best management practices or minimum control measures are being implemented by another governmental entity. If a complete minimum control measure is being implemented by an alternative governmental entity, then only indicate the best management practice under the minimum control measure.

4. Provide a summary of any stormwater activities and known construction activities that will be covered under the authority of the MS4 permit that are scheduled to begin during the next reporting period.
5. Provide a description of any changes to the stormwater management plan report, best management practices, measurable goals, and the iterative process that have occurred during the covered reporting period.
6. Provide a list of best management practices that were evaluated during the covered reporting period, and provide information on how the best management practice was determined effective.
  - a. If any of the best management practices were determined to be ineffective, provide a summary on how the ineffective best management practice was resolved.
7. If any water samples were collected and analyzed during the covered reporting period by the permitted MS4 or on behalf of the permitted MS4, please complete Part D – Water Sample(s) Analysis.

**Part D – WATER SAMPLE(S) ANALYSIS**

PARAMETER OR INDICATOR	FREQUENCY	RESULT	DRY WEATHER SAMPLE?	WET WEATHER SAMPLE?
n/a			<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

1. Are any of the parameters being sampled due to the MS4 being subject to an established or approved Total Maximum Daily Load?

☐ Yes ☐ No

If yes, please indicate the parameter/pollutant.

n/a

2. Does the data support water quality attainment or support trend data toward water quality attainment?

☐ Yes ☐ No

If yes, please describe.

n/a

**Part E – TOTAL MAXIMUM DAILY LOAD (TMDL) ASSUMPTIONS AND REQUIREMENTS ATTAINMENT PLAN**

1. Is your MS4 subject to an established or approved TMDL? If no, please indicate "No" below and do not complete any other portion of the TMDL Assumptions and Requirements Attainment Plan portion of this report.

☐ Yes ☒ No

2. Has your TMDL Assumptions and Requirements Attainment Plan been completed and submitted? If no, please provide a summary as an attachment on the progress toward submitting and implementing the TMDL Assumptions and Requirements Attainment Plan.

☐ Yes ☐ No

3. Has your TMDL Assumptions and Requirements Attainment Plan received approval from the department? If yes, please provided a summary of the status of the plan and include implementation status of identified best management practices and measurable goals along with any changes to best management practices or measurable goals (if applicable)..

☐ Yes ☐ No

4. Does the TMDL Assumptions and Requirements Attainment Plan incorporate Integrated Planning? If yes, please provide a summary of the status of the Integrated Plan.

☐ Yes ☐ No

**PART F – SUBMIT REPORT TO:**

Missouri Department of Natural Resources  
Water Protection Program  
MS4 Program Coordinator  
P.O. Box 176  
Jefferson City, MO 65102-0176

**PART G - 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 the possibility of fine and imprisonment for knowing violations.

SIGNATURE OR PERMITTEE (LEGALLY RESPONSIBLE PERSON)

DATE SIGNED

*William L Cline*

2-28-22

NAME (PRINTED OR TYPED)

TITLE

William Cline

City Administrator

# SECTION C – MS4 STORMWATER PLAN REPORT

## CARTERVILLE, MO

### 2021 Reporting Period

#### 1. Compliance Status

The new MS4 permit started in October 2021 and the City of Carterville has discovered areas of improvement needed for compliance with the new Comprehensive Permit. These have been identified in the new Stormwater Management Plan (SWMP), which will soon be posted on the City's new Stormwater website, <https://cartervillemo.com/storm-water>. The SWMP includes actions to be taken and a schedule for those actions. A summary of activities can be found in Item 2 below.

#### 2. Progress toward achieving statutory goal of reducing the discharge of pollutants to the maximum extent practicable to the MS4.

For 2021, the City of Carterville focused on the application process for the new MS4 permit and the creation of the new SWMP. BMP activities and future plans are summarized and broken down by Minimum Control Measure (BMP) below.

##### MCM 1 – Public Education and Outreach

For public education, the City provided brochures at City Hall that contained stormwater information. This was a BMP under the previous SWMP and will be replaced by the stormwater website in 2022.

For public involvement, the City provided the usual year-round yard waste drop-off site at the Center Creek Wastewater Facility during 2021.

##### MCM 2 – Public Involvement

The City complied with the new MS4 permit's Public Notice requirements.

Dates of public notice: March 8, 2021 – April 13, 2021

Dates of notice of meeting: March 8, 2021 – April 13, 2021

Date of meeting: April 12, 2021

Location: City Hall

##### MCM 3 – Illicit Discharge Detection and Elimination

The City plans to update the stormwater system mapping in 2022 and 2023 and will update Outfall mapping as needed.

No stormwater Outfalls were inspected for illicit discharge in 2021. IDDE inspections will resume after the staff are trained in 2022. Under the new MS4 permit and SWMP, each Outfall will now undergo dry weather field screening a minimum of once per permit cycle. The City continues to use the IDDE ordinance as the regulatory mechanism. (Chapter 250 of City Code can be found online at: <https://cartervillemo.com/file-downloads>, under the "City Code Book" link.) This ordinance gives the City authority to inspect for illicit discharges and includes procedures for enforcement and removing the source of a discharge.



The City adopted a new “Illicit Discharge Detection & Elimination Field Investigation Guide,” which includes procedures for field inspection, tracing the source of an illicit discharge, and implementing the IDDE program. An inspection checklist is used during IDDE field inspections. A digital copy of the IDDE Field Guide will soon be available on the City’s new Stormwater website, <https://cartervillemo.com/storm-water>. A digital copy of the Inspection Field Sheet is included in Appendix MCM 3 of the new SWMP, which will also soon be available on the stormwater website.

#### MCM 4 – Construction Site Stormwater Runoff Control

The City of Carterville is in the process of adopting a regulatory mechanism to control construction site runoff. This regulatory mechanism will combine ordinances and a Stormwater Management Criteria manual to:

- Regulate pollutants in stormwater runoff from construction activities;
- Lay out procedures for acquiring a Grading Permit;
- Establish legal authority for the City to inspect permitted construction sites;
- Establish legal authority for the City to enforce the regulations through denial of permit, stop-work orders, revocation of permit, and criminal charges, with associated fines and other penalties.

The City will regulate sites that disturb one or more acres of land, as well as those sites that disturb less than one acre if the disturbance is part of a larger common plan of development or sale that would disturb one acre or more.

Once the proposed regulatory mechanism is in place, the City of Carterville will perform pre-construction plan review. While a project is under construction, the City performs stormwater inspections. A new checklist will be developed in 2022 that will include verification of a construction site operator’s stormwater self-inspections. The City keeps an inventory of active construction sites on a paper map at City Hall, where it also stores stormwater inspection sheets for City records.

#### 2021 Development Project Summary:

During 2021, there were no construction/land disturbance projects in the City that would be covered under the MS4 permit. There are also no such projects expected in 2022.

- 0 projects underwent pre-construction plan review.
- 0 projects were approved in 2021.
- 0 projects underwent stormwater construction inspection.

#### MCM 5 – Post-Construction Stormwater Management

The City of Carterville is in the process of adopting a regulatory mechanism to prevent or minimize long-term water quality impacts. This regulatory mechanism (to be adopted by September 2023) will combine ordinances and a Stormwater Management Criteria Manual to:

- Lay out procedures for acquiring a Grading Permit;
- Require long-term maintenance of permanent BMPs.
- Establish legal authority for the City to inspect permitted construction sites and long-term, permanent BMPs;
- Establish legal authority for the City to enforce the regulations through denial of permit, stop-work orders, revocation of permit, and criminal charges, with associated fines and other penalties.

The City will regulate sites that disturb one or more acres of land, as well as those sites that disturb less than one acre if the disturbance is part of a larger common plan of development or sale that would disturb one acre or more.

Once the regulatory mechanisms are in place, Carterville plans to minimize water quality impacts through a combination of structural and non-structural controls. The City will perform pre-construction plan review (in conjunction with MCM 4 above) and will be developing a checklist to use during this process.

In 2022, the City will be developing inspection checklists for long-term maintenance of permanent stormwater BMPs. Once these checklists are developed, the City will begin performing annual maintenance inspections of BMPs. An inventory of these permanent BMPs will be completed by October 2023.

See MCM 4 for a 2021 Project Development Summary.

#### MCM 6 – Pollution Prevention/Good Housekeeping for Municipal Operations

The City of Carterville is in the process of modifying its current training program and schedule to meet the requirements of the new MS4 permit. Training materials will be identified in 2022 and then recorded for use again in the future. Future training will be provided either in-person or by electronic methods.

The City of Carterville is in the process of developing an Operation and Maintenance Manual for Municipal Operations as a guide for the prevention and reduction of pollution in stormwater runoff from municipal facilities and operations. Once completed, the Municipal O&M Manual will cover the following:

- List of municipal operations/facilities,
- List of industrial facilities owned and/or operated by the City,
- Controls for reducing or eliminating floatables and pollutant discharge,
- Procedures for proper disposal of waste,
- Washing of municipal vehicles and equipment,
- Written controls, procedures, inspection schedules, tracking, annual review, and
- Flood management projects.

### **3. Other Entities Responsible**

No other entity is responsible for implementing any Best Management Practices or Minimum Control Measures for the City of Carterville.

### **4. Summary of stormwater and construction activities expected to begin during the 2022 reporting period**

The City will be implementing changes to the Stormwater Management Program in 2022, including adopting regulatory mechanisms, adopting stormwater inspection checklists for construction inspection and for long-term maintenance inspections. The City will also begin implementing a more rigorous stormwater training program. Please see #2 above for more details.

No construction activities are expected to begin in 2022 that would be covered under the MS4 permit.

**5. Description of changes to the SWMP, BMPs, measurable goals, and the iterative process that have occurred during 2021.**

The City has created and adopted a new SWMP, so there are many changes to the BMPs and measurable goals. Most of these changes will not be implemented until 2022 or 2023 and all can be found in the new SWMP, which will soon be posted on the City's Stormwater website, <https://cartervillemo.com/storm-water>.

**6. BMPs evaluated during 2021.**

The City has created and adopted a new SWMP. During this creation process, the City took a look at all of the BMPs it has used in the past and evaluated what seemed to worked. These were also compared to the requirements of the new MS4 permit to determine which BMPs the City would continue to use, which it would modify, and what could be improved.

**7. Water samples**

No water samples were required to be collected and analyzed during 2021.