



**SPDES General Permit for Stormwater Discharges from
Small Municipal Separate Storm Sewers (MS4s), Permit No. GP- 02-02
Municipal Compliance Certification (Submitted with the SWMPAR)**

Section A. Small MS4 Owner/Operator Information		Annual Report for the year ending: March 9, <u>2005</u>	
SPDES No.:	MS4 Name:		
NYR20A209	SARATOGA COUNTY		
Contact Name:	Contact Title:	Phone No.: (518) 885-8995 X224	
Blue R. Neils	Saratoga County Stormwater Management Coordinator		
Mailing Address:	Street or P.O. Box:	City:	
	50 West High Street	Ballston Spa	
	County:	State:	Zip Code:
	Saratoga	NY	12020
Is any of this information new or changed since your last certification? (Please circle one answer) Yes No			

Section B. Watershed and MS4 Partnership Information (Please circle one answer for each question)

1. a) Have you received notification from the Department that you are subject to the special conditions in Part III.B. of the permit ? Yes **No**

b) If you answered yes to 1a), have all necessary changes been made to the Stormwater Management Program (SWMP) to ensure compliance with Part III.B. of the permit? Yes No **N/A**

2. a) Have any new MS4 partnerships developed, where another municipality will be responsible for carrying out a portion of your municipality's SWMP? If yes, please specify the municipality and the activity. Yes **No**

b) Municipality: SEE APPENDIX (Narrative)

c) Activity: SEE APPENDIX (Narrative)

d) Has a legally binding intermunicipal agreement been executed? If yes, please include a copy of the agreement as an appendix to the Stormwater Management Program Annual Report (SWMPAR). Yes No **N/A**

Section C. Evaluation of Compliance

1. For each of the six minimum measures listed below, indicate if your program has made steady progress toward full implementation *and* has achieved all measurable goals scheduled to be completed during this reporting period. (Please circle one answer for each question)

	<u>Steady Progress</u>		<u>Goals Achieved</u>	
a) Public education	Yes	No	Yes	No
b) Public participation/involvement	Yes	No	Yes	No
c) Illicit discharge detection and elimination	Yes	No	Yes	No
d) Construction site stormwater runoff control	Yes	No	Yes	No
e) Post-construction stormwater management	Yes	No	Yes	No
f) Pollution prevention/good housekeeping for municipal operation	Yes	No	Yes	No

2. Does your SWMP cover all areas, automatically and additionally designated, pursuant to 40 CFR 122.32(a), under your jurisdiction? **Yes** No

3. Have adequate resources been allocated to fully implement your SWMP no later than January 8, 2008? **Yes** No



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SPDES No.: NYR20A209	MS4 Name: SARATOGA COUNTY
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Section D. Explanation of Compliance Evaluation

If you answered No to question 1b in Section B or to any question in Section C, indicate the question number in the small box in the upper left hand corner, and provide a brief explanation, including action being taken to address the problem, in the space provided. With respect to any of the six minimum measures, your attached Stormwater Management Program Annual Report (SWMPAR) must include a detailed explanation of why implementation or compliance is not being achieved and what actions have been taken to ensure compliance with each minimum measure. Indicate where this explanation can be found in the SWMPAR. If necessary, attach extra sheets following the same format.

Question # Sect. C. 1.c	Explanation
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Field Location and Mapping of outfall locations has been delayed to facilitate proper development of the field work portion of the project. This delay was necessary to fully develop the use of GPS methodologies for field location work. This portion of project development has been completed (1/2005) and the anticipated project completion date rescheduled to no later than 3/10/2007.

Question # Sect. C. 1.f	Explanation
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Although Saratoga County DPW trains project foremen on the proper methods of constructing stormwater discharge controls a general employee training program has not yet been fully implemented. The advent of the Saratoga County Intermunicipal Stormwater Management Program and the Management Coordinator in September 2004 (funded through a 2003 EPF Grant) have shifted responsibility for all stormwater education programs to the Coordinator. Such a program is currently under development by the Management Coordinator and it is anticipated that implementation will begin as early as June/July 2005.

Question #	Explanation
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Section E. 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 gathered and evaluated 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."

Print Name: Mary Ann Johnson Title: Chair; Saratoga County Board of Supervisors
Signature: _____ Date: _____

The MCC form must be signed by either a principal executive officer or ranking elected official, or duly authorized representative of that person as described in Part VI.I.2. of the permit. Send two completed **hard copies** (an original and a photocopy) of this form, the following SWMPAR Minimum Measures and the other reporting requirements to the DEC Central Office (MS4 Permit Coordinator, 625 Broadway, Division of Water - 4th Floor, Albany, NY 12233-3505).

Stormwater Management Program Annual Report Six Minimum Measures Section

March 10, 2004 – March 9, 2005

Municipality Name Saratoga County SPDES Number: NYR20A209

Use this table to summarize your Stormwater Management Program (SWMP) Minimum Measures for Sections I through VI of the SWMPAR. We request that MS4s fill out this table electronically. The table is available in Microsoft Word and Corel WordPerfect, or you may duplicate this table manually. Send two completed **hard copies** (an original and a photocopy) of the previous MCC form, this form and the other SWMPAR reporting requirements to the DEC Central Office (MS4 Permit Coordinator, 625 Broadway, Division of Water - 4th Floor, Albany, NY 12233-3505).

MINIMUM MEASURE 1: Public Education and Outreach in Stormwater Impacts

A. If Needed, Provide Additional Notes to Explain and/or Describe Changes to this Minimum Measure in Your SWMP:

SEE: APPENDIX for a complete documentation of activities

B. Implementation of Best Management Practices			C. Activities Planned for Upcoming Year
List the planned management practices and any additional ones that you worked on.	Any done in the past year?		Describe activities that are planned for this minimum measure for next year's SWMP. List the BMPs, measurable goals and provide a schedule/timeline for implementation.
	YES	NO	
REQUIRED TECHNIQUES			
Plan and conduct an ongoing public education and outreach program	X		<ul style="list-style-type: none"> ➤ Education Materials distributed to all MS4s; 4000+ pieces. ➤ CCE Stormwater Mgmt. Coordinator's (SMC) office will act as distributor of all available DEC/EPA Stormwater and Non-point Source Pollution Education Materials for all Saratoga County MS4s.
			<ul style="list-style-type: none"> ➤ Continue to supply Education materials to MS4s. ➤ Implement Outreach Program targeting residents through public presentations to citizen groups throughout the County.

B. Implementation of Best Management Practices			C. Activities Planned for Upcoming Year
List the planned management practices and any additional ones that you worked on.	Any done in the past year?		Describe activities that are planned for this minimum measure for next year's SWMP. List the BMPs, measurable goals and provide a schedule/timeline for implementation.
	YES	NO	
ADDITIONAL TECHNIQUES	X		<ul style="list-style-type: none"> ➤ Develop a Regional Print/Broadcast Media Education Campaign. ➤ Formalize commitment to participate/implement campaign with Albany, Schenectady, Rensselaer Counties. ➤ Implement web-based Education/Information outlet through the Saratoga Cornell Cooperative Extension website
			<ul style="list-style-type: none"> ➤ Explored feasibility of regional education/outreach program with Albany, Schenectady, Rensselaer Counties (ongoing). ➤ Contacted local non-traditional MS4s (schools) regarding program participation.

MINIMUM MEASURE 2: Public Involvement/Participation

A. If Needed, Provide Additional Notes to Explain and/or Describe Changes to this Minimum Measure in Your SWMP:

SEE: APPENDIX for a complete documentation of activities

B. Implementation of Best Management Practices			C. Activities Planned for Upcoming Year
List the planned management practices and any additional ones that you worked on.	Any done in the past year?		Describe activities that are planned for this minimum measure for next year's SWMP. List the BMPs, measurable goals and provide a schedule/timeline for implementation.
	YES	NO	
REQUIRED TECHNIQUES			
Public notice and access to documents and information	X		SMC will continue to act as clearing house for Saratoga County Intermunicipal Stormwater Program (SCI-SMP) Information
Public presentation and comments received on SWMP and annual report	X		<ul style="list-style-type: none"> ➤ Present Saratoga County Intermunicipal Stormwater Program Annual Report. ➤ Establish web-based format to receive public comment regarding stormwater related issues year-round
Public involvement/participation program	X		<ul style="list-style-type: none"> ➤ Establish formalized partnership agreements between the SCI-SMP and interested civic groups. ➤ Develop research/education partnership with Skidmore College Environmental Studies/Water Resources Inventory Project
Contact person identified	X		<ul style="list-style-type: none"> ➤ Established/published the office of the Saratoga County Stormwater Management Coordinator as the contact for all stormwater related issues throughout the County.

B. Implementation of Best Management Practices			C. Activities Planned for Upcoming Year
List the planned management practices and any additional ones that you worked on.	Any done in the past year?		If YES, describe the measurable goals that were achieved and other accomplishments.
	YES	NO	
ADDITIONAL TECHNIQUES	X		<ul style="list-style-type: none"> ➤ Hosted two (2) County-wide Intermunicipal Stormwater Management Program meetings to assess, prioritize, and address the needs of Local and Saratoga County Stormwater Management Programs.
			Describe activities that are planned for this minimum measure for next year's SWMP. List the BMPs, measurable goals and provide a schedule/timeline for implementation.
			Continue SMC efforts of facilitation and implementation of Saratoga County Intermunicipal Stormwater Program

MINIMUM MEASURE 3: Illicit Discharge Detection and Elimination

A. If Needed, Provide Additional Notes to Explain and/or Describe Changes to this Minimum Measure in Your SWMP:

SEE: APPENDIX for a complete documentation of activities

B. Implementation of Best Management Practices			C. Activities Planned for Upcoming Year
List the planned management practices and any additional ones that you worked on.	Any done in the past year?		If YES, describe the measurable goals that were achieved and other accomplishments.
	YES	NO	
REQUIRED ACTIVITIES			
Outfall mapping		X	Begin Outfall Field Location 6/2005
			Describe activities that are planned for this minimum measure for next year's SWMP. List the BMPs, measurable goals and provide a schedule/timeline for implementation.

B. Implementation of Best Management Practices			C. Activities Planned for Upcoming Year
List the planned management practices and any additional ones that you worked on.	Any done in the past year?		Describe activities that are planned for this minimum measure for next year's SWMP. List the BMPs, measurable goals and provide a schedule/timeline for implementation.
	YES	NO	
Illicit discharges prohibited		X	Develop a standardized ordinance prohibiting Illicit Discharge (incl. enforcement measures) for adoption by all County MS4s on or before March 2008 in conjunction with County DPW
Public, employees, businesses informed of hazards from illicit discharges	X		<ul style="list-style-type: none"> ➤ Saratoga County includes information regarding stormwater management and illicit discharges with all driveway/right-of-way & utility permits issued by the DPW. ➤ YTD 78 Driveway & 93 Utility permits issued
Illicit discharges identified		X	Develop formal policy to monitor all outfalls within the MS4 area for Illicit Discharge in conjunction with County DPW
ADDITIONAL ACTIVITIES	X		<ul style="list-style-type: none"> ➤ Continue to facilitate GPS training/lending program for all interested County MS4s ➤ Targeting 50% of Municipalities participating in the facilitation/implementation of GPS/Mapping program.
			<ul style="list-style-type: none"> ➤ Purchased 3 GPS units to be available to Local MS4 Municipalities, on a lending basis, to complete outfall mapping requirements ➤ Developed and Implemented a training program for GPS lending/use. ➤ Developed and implemented a training program for Municipalities on how to conduct the mapping and illicit discharge detection program

MINIMUM MEASURE 4: Construction Site Stormwater Runoff Control

A. If Needed, Provide Additional Notes to Explain and/or Describe Changes to this Minimum Measure in Your SWMP: Because of the cooperative nature of the Saratoga County intermunicipal Stormwater Program the activities listed below have been implemented through local MS4 SWM Programs by the County Stormwater Management Coordinator (SMC). The County, however, has no authority to regulate land use (other than its own) and, therefore, cannot implement regulatory mechanisms and/or enforcement measures addressing erosion & sediment controls of construction activities disturbing one or more acres within the County MS4 area. *SEE: APPENDIX for a complete documentation of activities.*

B. Implementation of Best Management Practices			C. Activities Planned for Upcoming Year
List the planned management practices and any additional ones that you worked on.	Any done in the past year?		Describe activities that are planned for this minimum measure for next year's SWMP. List the BMPs, measurable goals and provide a schedule/timeline for implementation.
	YES	NO	
REQUIREMENTS			
Require erosion and sedimentation controls through an ordinance or other regulatory mechanism			N/A (SEE: A above)
Provide opportunity for public comment on construction plans			N/A (SEE: A above)
Require construction site plan review	X		All projects referred to County Planning are forwarded to the County DPW Right-of-Way Maintainer for SWPPP review
Require overall construction site waste management			N/A (SEE: A above)
			Develop a formal policy statement regarding County construction projects reflective of local Erosion & Sediment Control Laws in conjunction with County DPW
			Develop a formal policy statement regarding County construction projects reflective of local Erosion & Sediment Control Laws in conjunction with County DPW
			Develop formal policy of referral and review with Local MS4s of projects discharging to the County MS4 in conjunction with County DPW
			Develop a formal policy statement regarding County construction projects reflective of local Erosion & Sediment Control Laws in conjunction with County DPW

B. Implementation of Best Management Practices			C. Activities Planned for Upcoming Year
List the planned management practices and any additional ones that you worked on.	Any done in the past year?		Describe activities that are planned for this minimum measure for next year's SWMP. List the BMPs, measurable goals and provide a schedule/timeline for implementation.
	YES	NO	
Site inspection and enforcement			Develop an inspection training program in cooperation with Region 5 DEC and Saratoga County SWCD personnel
Education and training of construction site operators	X		Continued participation with SWCD, CCE, DEC to host additional Workshops
ADDITIONAL PRACTICES	X		Complete initial implementation to the remaining participating MS4 Planning Boards

MINIMUM MEASURE 5: Post-Construction Stormwater Management

A. If Needed, Provide Additional Notes to Explain and/or Describe Changes to this Minimum Measure in Your SWMP:

Because of the cooperative nature of the Saratoga County intermunicipal Stormwater Program the activities listed below have been implemented through local MS4 SWM Programs by the County Stormwater Management Coordinator (SMC). The County, however, has no authority to regulate land use (other than its own) and, therefore, cannot implement regulatory mechanisms and/or enforcement measures addressing erosion & sediment controls of construction activities disturbing one or more acres within the County MS4 area. *SEE: APPENDIX for a complete documentation of activities.*

B. Implementation of Best Management Practices			C. Activities Planned for Upcoming Year
List the planned management practices and any additional ones that you worked on.	Any done in the past year?		Describe activities that are planned for this minimum measure for next year’s SWMP. List the BMPs, measurable goals and provide a schedule/timeline for implementation.
	YES	NO	
REQUIREMENTS			
Assess existing conditions throughout the MS4 and identify appropriate management practices to reduce pollutant discharge to the maximum extent practicable	X		<ul style="list-style-type: none"> ➤ The Saratoga County DPW regularly inspects, maintains and/or repairs all County-owned stormwater control practices. ➤ DPW responds to all complaints of faulty or failing stormwater control practices that are owned by the County. <p>The Saratoga County DPW will continue its practices of assessment and inspection.</p>
Regulate post-construction runoff from development through an ordinance or other regulatory mechanism			<ul style="list-style-type: none"> ➤ Develop a formal policy statement regarding County construction projects reflective of local Post-Construction Runoff Control Laws in conjunction with County DPW ➤ Develop formal policy of referral and review with Local MS4s of projects discharging to the County MS4 in conjunction with County DPW

B. Implementation of Best Management Practices			C. Activities Planned for Upcoming Year
List the planned management practices and any additional ones that you worked on.	Any done in the past year?		Describe activities that are planned for this minimum measure for next year's SWMP. List the BMPs, measurable goals and provide a schedule/timeline for implementation.
	YES	NO	
Develop management practice inspection and maintenance program	X		<ul style="list-style-type: none"> ➤ The Saratoga County DPW regularly inspects, maintains and/or repairs all County-owned stormwater control practices. <p>The Saratoga County DPW will continue its practices of assessment and inspection</p>
ADDITIONAL PRACTICES	X		<ul style="list-style-type: none"> ➤ The SMC implemented a direct Education Program to Local MS4 Municipal Planning Boards to provide information, guidance and technical assistance regarding the requirements of the SPDES GP-02-01 Construction Permit. ➤ The program includes providing education materials targeting contractors/developers as to GP-02-01 Permit requirements. Materials to be distributed to all applicants whose projects meet the one acre threshold. To date this program has reached approx. 50% (8 of 15) of the participating MS4 Planning Boards <p>Complete initial implementation to the remaining participating MS4 Planning Boards</p>

MINIMUM MEASURE 6: Pollution Prevention/Good Housekeeping

A. If Needed, Provide Additional Notes to Explain and/or Describe Changes to this Minimum Measure in Your SWMP:

B. Implementation of Best Management Practices			C. Activities Planned for Upcoming Year
List the planned management practices and any additional ones that you worked on.	Any done in the past year?		Describe activities that are planned for this minimum measure for next year's SWMP. List the BMPs, measurable goals and provide a schedule/timeline for implementation.
	YES	NO	
REQUIREMENTS			
Prevent discharge of pollutants from municipal operations		X	Saratoga County DPW will begin implementation in 2007
Follow DEC NPS management Practices catalog, or equivalent		X	Saratoga County DPW will begin implementation in 2007
Conduct employee pollution prevention training		X	A general employee training Program will be implemented beginning June/July 2005
ADDITIONAL PRACTICES			