

Due by March 31, 2009

This form is for the purpose of annual reporting on activities undertaken pursuant to the Municipal Separate Storm Sewer System (MS4) General Permit No. WI-S050075-1. An owner or operator of a municipal separate storm sewer system covered by the general permit under Chapter NR 216, Wis. Adm. Code, is required to submit an annual report to the Department of Natural Resources by March 31 of each year to report on activities for the previous calendar year. A municipality that received its initial permit coverage in 2006 needs only to report on activities undertaken in calendar year 2008. A municipality that received its initial permit coverage in 2007 needs to report on activities undertaken in both calendar years 2007 and 2008.

Use of this specific form is optional. The Department of Natural Resources has created this form for the user's convenience and believes that the information requested on this form meets the reporting requirements for an owner or operator of a municipal separate storm sewer system covered by the general permit.

Instructions: Complete each section of the form that follows. If additional space is needed to respond to a question, attach additional pages. Provide descriptions that explain the program actions taken to date to comply with the general permit. Complete and submit the annual report by March 31, 2009, to the appropriate address indicated on the last page of this form.

SECTION I. Municipal Information


Name of Municipality Town of Neenah		Facility ID No. (FIN) 31113	
Mailing Address 1600 Greenwood Lane	City Neenah	State WI	Postal Code 54956
County(s) in which Municipality is located Winnebago	Type of Municipality (check one) <input type="checkbox"/> County <input type="checkbox"/> City <input type="checkbox"/> Village <input checked="" type="checkbox"/> Town <input type="checkbox"/> Other (specify)		

SECTION II. Municipal Contact Information

Name of Municipal Contact Person Jan DeKeyser		Title Town Supervisor	
Mailing Address 1600 Greenwood Lane	City Neenah	State WI	Postal Code 54956
E-mail Address tneenah@tds.net	Telephone No. (including area code) (920) 725-0918	Fax No. (including area code) (920) 725-2402	

SECTION III. Certification

I hereby certify that I am an authorized representative of the municipality covered under MS4 General Permit No. WI-S050075-1 for which this annual report is being submitted and that the information contained in this document and all attachments were gathered and prepared under my direction or supervision. Based on my inquiry of the person or persons under my direction or supervision involved in the preparation of this document, to the best of my knowledge, the information is true, accurate, and complete. I further certify that the municipality's governing body or delegated representatives have reviewed or been apprised of the contents of this annual report. I understand that Wisconsin law provides severe penalties for submitting false information.

Authorized Representative Printed Name Steven J. Spitzbauer		Authorized Representative Title Town Chairman	
Authorized Representative Signature 		Date Signed 3/30/09	
E-mail Address tneenah@tds.net	Telephone No. (including area code) (920) 725-0918	Fax No. (including area code) (920) 725-2402	

SECTION IV. General Information

a. Describe what efforts the municipality has undertaken to invite the municipal governing body, interest groups, and the general public to review and comment on the annual report.

The Annual Report for the Town of Neenah's MS4 Stormwater Permit will be presented during the March 23, 2009 Town Board meeting. During the meeting, the Town Board and general public will be provided with an opportunity to review and comment on the Annual Report. The Town Board agenda was legally posted in three locations prior to the meeting.

After the Town Board completes its review, the Annual Report will be posted on the Town's website and made available in hard copy at the Town Hall. The general public will be encouraged to review and comment on the Annual Report. Comments received from the general public will be documented and considered as part of the next Annual Report.

b. Describe how elected and municipal officials and appropriate staff have been kept apprised of the municipal storm water discharge permit and its requirements.

The Town has held numerous meetings during 2008 to discuss MS4 Permit requirements, formation of a stormwater utility, and implementation of the Town's Stormwater Management Plan. The Town is a member of the Northeast Wisconsin Stormwater Consortium (NEWSC) and the Town routinely attends the NEWSC meetings. Also, the Town sent a representative to the Fox-Wolf Watershed Alliance 2008 Stormwater Conference.

c. Has the municipality prepared its own municipal-wide storm water management plan? Yes No

If yes, title and date of storm water management plan:

Town of Neenah Stormwater Management Plan (August 27, 2008)

d. Has the municipality entered into a written agreement with another municipality or a contract with another entity to perform one or more of the conditions of the general permit as provided under Section 2.10 of the general permit? Yes No

If yes, describe these cooperative efforts:

The Town is a member of the North East Wisconsin Stormwater Consortium (NEWSC). NEWSC develops education materials that the Town can use for public education. Also, NEWSC is developing a mass marketing campaign for phosphorus.

The "Winnebago County Construction Site Erosion Control and Stormwater Management Ordinance" was adopted by the County Board pursuant to Chapter 59.693, Wis. Stats. As such, due to the statutory basis for this ordinance, no intergovernmental agreement is needed. The Winnebago County Ordinance is applicable to land-disturbing construction activity, new land development, and all land redevelopment activity located within the boundaries and jurisdiction of the unincorporated portion of Winnebago County. Winnebago County is responsible for ordinance adoption, implementation, enforcement and education on behalf of the Town.

e. Does the municipality have an internet website? Yes No

If yes, provide web address:

Town of Neenah website is www.townofneenah.com. The NEWSC website is www.newsc.org.

If the municipality has an internet website, is there current information about or links provided to the MS4 general permit and/or the municipality's storm water management program? Yes No

If yes, provide web address:

www.townofneenah.com and www.newsc.org

SECTION V. Permit Conditions

a. Minimum Control Measures: For each of the permit conditions listed below, provide a description of the status of implementation of program elements, the status of meeting measurable goals, and compliance with permit schedule in section 3 of the MS4 general permit. Be specific in describing the actions that have been taken during the reporting year to implement each permit condition and whether measurable goals have been met, including any data collected to document a measurable goal. Also, explain the reasons for any variations from the compliance schedule in the MS4 general permit.

• Public Education and Outreach

The Town plans to add stormwater web links to the Town website. Web links may include Winnebago County, North East Wisconsin Storm Water Consortium (NEWSC), Wisconsin Department of Natural Resources (DNR), UW-Extension, and US EPA. The Town received approximately 4,000 website "hits" during 2008.

A display rack with educational material is located in the foyer of the Town Hall. Educational materials regarding lawn fertilizers, soil testing, weeds & pesticides, lawn watering, lawn watering, grass clippings, leaf maintenance, pet waste, household hazardous waste and car care are provided in the display rack. 10 educational materials were taken from the display rack during 2008.

The Town actively distributed 15 educational materials during 2008.

Every three months, the Town mails its quarterly newsletter to 1,263 property owners. During 2008, the newsletter contained information about grass waste pollutant removal, the required 40% total suspended solids (TSS) reduction by March 10, 2013, formation of a stormwater utility, and good household practices. The Town intends to add more stormwater information to the newsletter during 2009. Potential stormwater topics include lawn fertilizers, residential infiltration, leaves, grass clippings, stream and shoreline erosion, illicit discharges, construction site erosion control, post-construction stormwater management, household practices, household hazardous waste, and/or automobiles.

The Town maintained its membership with NEWSC during 2008. NEWSC continues to develop educational materials and mass media materials for its members.

• Public Involvement and Participation

The public was invited to an April 22, 2008 public hearing regarding formation of a Town Stormwater Utility District. The public was provided an opportunity to comment during the meeting.

The public was invited to a May 20, 2008 meeting with the Town of Neenah Board, Town of Vinland Board and McMahon to discuss the MS4 Stormwater Permit and next steps. The public was provided an opportunity to comment.

The public was invited to an August 19, 2008 presentation by McMahon regarding the Town's MS4 Stormwater Pollutant Loads and 40% total suspended solids (TSS) reduction compliance. The public was provided an opportunity to comment on the Pollutant Loads and potential retrofit projects during the meeting.

The public was invited to a September 16, 2008 meeting with the Town of Neenah Board, Town of Vinland Board and McMahon to discuss the MS4 Stormwater Permit and next steps. The public was provided an opportunity to comment.

The Town of Neenah and Town of Vinland worked together to develop the Stormwater Management Plan. Also, the Town of Neenah is a member of the North East Wisconsin Storm Water Consortium (NEWSC).

The Town formed a Citizen Advisory Board in 2007 to assist with development of the Town's Stormwater Management Plan.

The public submitted information, stormwater tips and complaints to the Town 100 times during 2008. 90% of the problems were remedied as a result of tips from the public. The Town is still working to resolve the remaining 10%.

• Illicit Discharge Detection and Elimination

The Town obtained public input and adopted an Illicit Discharge Ordinance on April 13, 2009.

The Town obtained public input and adopted a Fee Schedule for the Illicit Discharge program on April 13, 2009.

The Town did not map any inlets, manholes, sewers, culverts, structural BMPs & outlets during 2008. The Town performed its storm sewer system mapping during 2007.

The Town intends to update its Illicit Discharge Detection & Elimination Plan during 2009. As part of the update, the illicit discharge comments contained in the DNR's October 20, 2008 letter will be addressed. We recognize the update is needed

screening activities.

Funds to perform the initial field screening activities and develop the Town's ongoing field screening program have been included in the Town's 2009 budget. As part of the initial field screening, an educational brochure will be developed to educate the public about illicit discharges and spills. The Town will complete these activities during the summer of 2009.

- **Construction Site Pollutant Control**

The "Winnebago County Construction Site Erosion Control and Stormwater Management Ordinance" was adopted by the County Board pursuant to Chapter 59.600, Wis. Stats. As such, due to the statutory basis for this ordinance, no intergovernmental agreement is needed. The Winnebago County Ordinance is applicable to land-disturbing construction activity, new land development, and all land redevelopment activity located within the boundaries and jurisdiction of the unincorporated portion of Winnebago County. Winnebago County is responsible for ordinance adoption, implementation, enforcement and education on behalf of the Town.

Winnebago County reviewed plans and issued permits for 34 construction sites during 2008 (30 single family, 2 utility, 2 commercial). In general, older permits are completed or awaiting final inspection; newer permits have been inspected once; commercial sites receive approximately 2 visits per month.

- **Post-Construction Storm Water Management**

The "Winnebago County Construction Site Erosion Control and Stormwater Management Ordinance" was adopted by the County Board pursuant to Chapter 59.600, Wis. Stats. As such, due to the statutory basis for this ordinance, no intergovernmental agreement is needed. The Winnebago County Ordinance is applicable to land-disturbing construction activity, new land development, and all land redevelopment activity located within the boundaries and jurisdiction of the unincorporated portion of Winnebago County. Winnebago County is responsible for ordinance adoption, implementation, enforcement and education on behalf of the Town.

Winnebago County reviewed plans and issued permits for 34 post-construction sites during 2008 (30 single family, 2 utility, 2 commercial). In general, older permits are completed or awaiting final inspection; newer permits have been inspected once; commercial sites receive approximately 2 visits per month.

- **Pollution Prevention**

The Town owns and operates 1 dry detention pond (Town Hall). The inspected the dry pond 3 times during 2008.

The Town owns and operates grass swales that are located within the public road right-of-way. The Town does not own and operate very many curb and gutter streets. However, the City of Menasha and Winnebago County currently perform street sweeping once per year for the Town.

The Town does not currently own or operate any catch basin sumps or snow storage sites.

The Town contracts with Winnebago County and/or a private company for salt / deicer applications. Winnebago County is also a permitted MS4. 7,271 pounds of salt were applied per lane-mile of road during 2008. The 7,271 is not a per application rate, but rather a total for the year.

The Town does not currently provide curbside leaf, grass clipping and brush collection. Property owners are allowed to compost onsite, burn onsite, or dispose of yard waste at the Winnebago County Landfill.

The Town is currently achieving a 30.4% reduction in total suspended solids (TSS).

The Town has 1 property with more than 5 acres of turf grass where lawn fertilizers are applied (Mahlor Park). The Town plans to develop and implement a Nutrient Management Plan for this property before any fertilizing occurs during 2009.

The Town provides curb-side recycling once every two weeks. Property owners are responsible for contracting with a private company for curb-side garbage collection. White goods and bulky household items are collected curb-side on an as-needed basis by a private company.

The Town and McMahon provided stormwater training for the Town Supervisors during 2008.

b. **Storm Water Quality Management:** Has the municipality completed a pollutant-loading analysis to assess compliance with the 30% TSS reduction developed urban area performance standard? Yes No

If yes, provide the following: Model used WQxSLAMM Version 9.2.1 Reduction (%) 30.4% at end of 2008

Has the municipality completed a pollutant-loading analysis to assess compliance with the 40% TSS reduction developed urban area performance standard? Yes No

If yes, provide the following: Model used WCSLAMM Version 2.2.1 Reduction (%) 30.4% at end of 2008

Has the municipality completed an evaluation of all municipal owned or operated structural flood control facilities to determine the feasibility of retrofitting to increase TSS removal? Yes No If yes, describe:

The August 2008 Stormwater Management Plan included an analysis of existing flood control facilities. The existing flood control facilities are depicted in Figure 9. The Town intends to obtain long-term maintenance agreements for several of these existing flood control facilities that provide water quality credit to the Town.

c. Storm Sewer System Map: Describe any changes or updates to the storm sewer system map made in the reporting year. Provide an updated map.

A municipal separate storm sewer system (MS4) map was developed for the Town during 2007. Please refer to Figures 1 through 12 of the Town of Neenah Stormwater Management Plan, dated August 27, 2008. The Town plans to update the map as part of the illicit discharge field screening during 2009.

SECTION VI. Fiscal Analysis

a. *Municipalities that received initial permit coverage in 2005:* Provide a fiscal analysis that includes the annual expenditures for 2008, and the budget for 2008 and 2009. *Municipalities that received initial permit coverage in 2007:* Provide a fiscal analysis that includes the annual expenditures for 2007 and 2008; and the budget for 2007, 2008, and 2009. A table to document fiscal information is provided on page 6 (Municipalities that received initial permit coverage in 2008 do not need to complete expenditure and budget information for 2007.).

b. What financing/fiscal strategy has the municipality implemented to finance the requirements of the general permit?
 Storm water utility General fund Other _____

c. Are adequate revenues being generated to implement your storm water management program to meet the permit requirements? Yes No

Please provide a brief summary of your financing/fiscal strategy and any additional information that will assist the Department in understanding how storm water management funds are being generated to implement and administer your storm water management program.

The Town formed a stormwater utility district in 2008.

SECTION VII. Inspections and Enforcement Actions

Note: If an ordinance listed below has previously been submitted and has not been amended since that time, a copy does not need to be submitted again. If the ordinance was previously submitted, indicate such in the space provided.

a. As of the date of this annual report, has the municipality adopted a construction site pollutant control ordinance in accordance with subsection 2.4.1 of the general permit? Yes No If yes, attach copy or provide web link to ordinance:

<http://ectdwd.org/ordinances.htm>

b. As of the date of this annual report, has the municipality adopted a post-construction storm water management ordinance in accordance with subsection 2.5.1 of the general permit? Yes No If yes, attach copy or provide web link to ordinance:

<http://ectdwd.org/ordinances.htm>

c. As of the date of this annual report, has the municipality adopted an illicit discharge detection and elimination ordinance in accordance with subsection 2.3.1 of the general permit? Yes No If yes, attach copy or provide web link to ordinance:

Town plans to adopt ordinance on April 13, 2009. Please refer to the Town of Neenah Stormwater Management Plan (dated August 27, 2008) for a copy of the draft ordinance.

d. As of the date of this annual report, has the municipality adopted any other ordinances it has deemed necessary to implement a program under the general permit (e.g., pet waste ordinance, leaf management/yard waste ordinance, parking restrictions for street cleaning, etc.)? Yes No If yes, attach copy or provide web link to ordinance:

Stormwater Utility Ordinance (<http://www.townofneenah.com/>)

e. Provide a summary of available information on the number and nature of inspections and enforcement actions conducted during the reporting period to ensure compliance with the ordinances described in a. to d. above.

Please refer to Winnebago County Annual Report for Erosion Control & Stormwater Management ordinance compliance.



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SECTION VIII. Water Quality Concerns

a. Does any part of the MS4 discharge to an outstanding resource water (ORW) or exceptional resource water (ERW) listed under s. NR 102.10 or 102.11, Wis. Adm. Code? (A list of ORWs and ERWs may be found on the Department's internet site at: <http://dnr.wisconsin.gov/topic/controlling/controlling.htm>) Yes No If yes, list:

b. Does any part of the MS4 discharge to an impaired waterbody listed in accordance with section 303(d)(1) of the federal Clean Water Act, 33 USC § 1313(d)(1)(C)? (A list of the most current Wisconsin impaired waterbodies may be found on the Department's internet site at: <http://dnr.wisconsin.gov/topic/water/impairs/303d/303d.html>) Yes No If yes, complete the following:

- Impaired waterbody to which the MS4 discharges:

Fox River, Lake Winnebago and Neenah Slough

- Description of actions municipality has taken to comply with section 1.5.2 of the MS4 general permit for discharges of pollutant(s) of concern to an impaired waterbody:

Please refer to Chapter 9 (pages 9-6, 9-7 and 9-8) of the Town of Neenah Stormwater Management Plan, dated August 27, 2008.

c. Identify any known water quality improvements in the receiving water to which the MS4 discharges during the reporting period.

No water quality improvements were observed by the Town.

d. Identify any known water quality degradation in the receiving water to which the MS4 discharges during the reporting period and what actions are being taken to improve the water quality in the receiving water.

No water quality degradation was observed by the Town.

SECTION IX. Department of Commerce Authority

Does the municipality currently have authority from the Wisconsin Department of Commerce to regulate erosion control at public buildings and places of employment? Yes No

If no, has the municipality requested such authority from the Department of Commerce pursuant to s. 101.1205(4), Wis. Stats., within 18 months after the municipality's permit coverage start date? Yes No If no, explain:

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Annual Report under M54 General Permit No. WI-535097
Form 2400-100 (01/2008)

Fiscal Analysis Table. Complete the fiscal analysis table provided below.

Program Element	Annual Expenditure			Budget		Source of Funds
	2007*	2008	2007*	2008	2009	
Public Education and Outreach		2,000		2,000	2,000	General Fund (2008) & Stormwater Utility (2009)
Public Involvement and Participation		1,000		1,000	1,000	General Fund (2008) & Stormwater Utility (2009)
illicit Discharge Detection and Elimination		2,500		2,500	12,500	General Fund (2008) & Stormwater Utility (2009)
Construction Site Pollutant Control		500		1,500	500	General Fund (2008) & Stormwater Utility (2009)
Post-Construction Storm Water Management		500		2,000	500	General Fund (2008) & Stormwater Utility (2009)
Pollution Prevention		2,000		2,000	2,000	General Fund (2008) & Stormwater Utility (2009)
Storm Water Quality Management		24,200		21,500	30,000	General Fund (2008) & Stormwater Utility (2009)
Storm Sewer System Map		2,500		2,500	2,500	General Fund (2008) & Stormwater Utility (2009)
Other						

* Municipalities that received initial permit coverage in 2005 do not need to complete expenditure and budget columns for 2007



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