



BOARD OF TRUSTEES MEETING AGENDA

March 04, 2025 at 7:00 PM

432 Route 306, Wesley Hills, NY 10952

Phone: 845-354-0400 | Fax: 845-354-4097

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES

- [1.](#) February 4, 2025

PUBLIC HEARINGS

- [2.](#) Village's 2024 MS4 Annual Report

RESOLUTIONS/DISCUSSIONS

3. Resolution Adopting the Village's 2024 MS4 Annual Report
4. Presentation: Mayor's 2025 Village Budget
5. Resolution Scheduling a Public Hearing for the Approval of a Tentative Budget for the Fiscal Year Beginning June 1, 2025
6. Resolution Approving Abstracts of Audited Claims
7. Resolution Approving Transfer of Funds

REPORTS

8. Mayor
9. Village Clerk/Treasurer
10. Village Attorney

OPEN FLOOR: PUBLIC DISCUSSION

EXECUTIVE SESSION

NEW BUSINESS

ADJOURNMENT



BOARD OF TRUSTEES MEETING MINUTES

February 04, 2025, at 7:00 PM

432 Route 306, Wesley Hills, NY 10952

Phone: 845-354-0400 | Fax: 845-354-4097

MEMBERS PRESENT:

Marshall Katz, Mayor
Milton Schwartz, Deputy Mayor
Yisroel Cherns, Trustee (late)
Joseph Mause, Trustee

MEMBERS ABSENT:

Tova Krull, Trustee

OTHERS PRESENT:

Benjamin Selig, Village Attorney (zoom)
Jody Cross, Attorney, Zarin & Steinmetz (zoom)
Camille Guido - Downey, Village Clerk-Treasurer

Mayor Katz opened the meeting at 7 pm followed by the pledge of allegiance.

ITEM #1

RESOLUTION NO. 07-25

APPROVAL OF MINUTES

Trustee Schwartz made a motion to approve the minutes of January 7, 2025, seconded by Trustee Mause. Upon vote, Yea: Mayor Katz, Trustee Schwartz, and Trustee Mause. This motion was carried unanimously.

ITEM #2

DISCUSSION: VILLAGE FUNDS

Mayor Katz stated that the Village has outstanding bills due to our Village Professionals that are not paid as the funds being collected are slow and there is a lag in time from when the work is performed to when the bills are received. Mayor Katz stated that he would like to loan the escrow account funds from the general account and change the way we are processing those bills. One change would be to increase the amount of funds we are requesting for certain projects. Board Members requested copies of Villages fee schedules to escrow collections.

ITEM #3

DISCUSSION: WESLEY CHAPEL CULVERT RFQ

Mayor Katz stated that Trustee Krull, Village Clerk and himself have reviewed the request for qualifications that were submitted from engineering firms for the Wesley Chapel Road Culvert project.

Mayor Katz stated that two companies have submitted their information, and we need to select an engineer. Board Members requested references and interviews with both engineers.

ITEM #4 **RESOLUTION NO. 08-25**
RESOLUTION SCHEDULING A PUBLIC HEARING FOR THE ADOPTION OF THE
VILLAGE'S MS4 ANNUAL REPORT

Trustee Cherns made a motion to approve the following resolution, seconded by Trustee Mause:

RESOLVED, that a public hearing on the Village's Annual MS4 Report for the 2024 shall be held before the Board of Trustees of the Village of Wesley Hills on March 4, 2025 at 7:00 pm at the Village Hall in the Village of Wesley Hills, and that the Village Clerk is hereby directed to arrange for the proper publication of a Notice of such Public Hearing in the official newspaper of the Village.

Upon vote, Yea: Mayor Katz, Trustee Schwartz, Trustee Cherns and Trustee Mause. This motion was carried unanimously.

ITEM #5 **RESOLUTION NO. 09-25**
RESOLUTION APPROVING SUPPLEMENTAL CONSULTANT AGREEMENT #2 WITH
CREIGHTON & MANNING FOR THE WILLOW TREE ROAD SIDEWALKS

Trustee Schwartz made a motion to approve the following resolution, seconded by Trustee Cherns:

WHEREAS, Creighton & Manning has submitted a proposed agreement with the Village of Wesley Hills entitled, Willow Tree Sidewalk Improvements Village of Wesley Hills, Rockland County Supplemental Agreement #2", a copy of which is made a part of the Minutes of this Board, and

WHEREAS, the Village of Wesley Hills agrees and accepts the terms of said agreement, and

NOW, THEREFORE, BE IT RESOLVED, that the Village of Wesley Hills agrees to accept and adopt the terms of the aforementioned Supplemental Agreement No. 2, and the Mayor is authorized to execute same on behalf of the Village of Wesley Hills.

Upon vote, Yea: Mayor Katz, Trustee Schwartz, Trustee Cherns and Trustee Mause. This motion was carried unanimously.

ITEM #6 **RESOLUTION NO. 10-25**
RESOLUTION APPROVING CONSULTANT AGREEMENT WITH CREIGHTON &
MANNING FOR THE WILDER ROAD SIDEWALK PROJECT

Trustee Schwartz made a motion to approve the following resolution, seconded by Trustee Mause:

RESOLVED, that the Consultant Agreement with Creighton Manning Engineering, LLP, and the Village of Wesley Hills for the Wilder Road ADA Complaint Sidewalk System proposal dated January 20, 2025, a copy of which is made a part of the minutes of this Board is hereby approved and the Mayor is hereby authorized to execute same.

Upon vote, Yea: Mayor Katz, Trustee Schwartz, Trustee Cherns and Trustee Mause. This motion was carried unanimously.

ITEM #7**RESOLUTION NO. 11-25****RESOLUTION APPROVING THE 2025 AGREEMENT FOR SIDEWALK SNOW REMOVAL SERVICES WITH THE TOWN OF RAMAPO**

Trustee Mause made a motion to approve the following resolution, seconded by Trustee Cherns:

RESOLVED, that the Intermunicipal Agreement between the Village of Wesley Hills and the Town of Ramapo to snowplow sidewalks on Route 306 from Grandview Avenue to Lime Kiln Road, Forshay Road from Grandview Avenue to Willow Tree Road, and the north side of East Willow Tree Road through December 31, 2025, a copy of which is made a part of the Minutes of this Board, is hereby accepted and the Mayor is authorized to confirm such acceptance by signing said extension on behalf of the Village of Wesley Hills, nunc pro tunc.

Upon vote, Yea: Mayor Katz, Trustee Schwartz, Trustee Cherns and Trustee Mause. This motion was carried unanimously.

ITEM #8**RESOLUTION NO. 12-25****RESOLUTION: AUTHORIZING THE RELEASE OF ESCROW FUNDS FOR KZM 153 GRANDVIEW AVE**

Trustee Cherns made a motion to approve the following resolution, seconded by Trustee Mause:

WHEREAS, on October 2019, Congregation Khal Zichron Michoel (KZM) posted an escrow with the Village of Wesley Hills in the amount of \$13,500.00 to be held in escrow pursuant to the terms of the Village Engineer's memo dated September 26, 2019, and

WHEREAS, by letter dated January 22, 2025, the Village Engineer of the Village of Wesley Hills recommended the release of the escrow fund to Congregation Khal Zichron Michoel (KZM), and

NOW, BE IT RESOLVED, that the Village Clerk of the Village of Wesley Hills is hereby directed to refund the balance of the aforementioned escrow fund in the amount of \$13, 500.00 less professional escrow funds due to the Village in the sum of \$1,351.50 and the associated administration fee of \$250.00 for a total amount to be released of \$11,898.50 to Congregation Khal Zichron Michoel (KZM).

Upon vote, Yea: Mayor Katz, Trustee Schwartz, Trustee Cherns and Trustee Mause. This motion was carried unanimously.

ITEM #9**RESOLUTION NO. 13-25****RESOLUTION APPROVING ABSTRACTS OF AUDITED CLAIMS**

Trustee Schwartz made a motion to approve the following resolution, seconded by Trustee Cherns:

RESOLVED, that the general fund claims #22,676 through #22,752 in the aggregate amount of \$100,818.99 as set forth in Abstract #2/25 dated February 4, 2025, a copy of which abstract of audited claims is made a part of the Minutes of this Board, are hereby approved.

Upon vote, Yea: Mayor Katz, Trustee Schwartz, Trustee Cherns and Trustee Mause. This motion was carried unanimously.

ITEM #10
RESOLUTION APPROVING TRANSFER OF FUNDS

RESOLUTION NO. 14-25

Trustee Mause made a motion to approve the following resolution, seconded by Trustee Schwartz:

RESOLVED, that the transfers in the aggregate amount of \$626,833.14 as set forth in Abstract #2/25 dated February 4, 2025, a copy of which abstract of audited claims is made a part of the Minutes of this Board, are hereby approved.

Upon vote, Yea: Mayor Katz, Trustee Schwartz, Trustee Cherns and Trustee Mause. This motion was carried unanimously.

MAYOR'S REPORTS

Willow Tree Park Meeting

Mayor Katz reminded the Board that on Thursday, February 13th at 7pm there is a joint meeting with the Town of Ramapo to discuss upgrades to the Town Park.

Blood Drive

The Village is having a blood drive on Monday, March 3, 2025, from 1-7pm. Please share the flyer for the event with your friends and family to increase donors.

.gov Domain

Mayor Katz stated that he has completed the .gov change to the Village website. Anyone visiting wesleyhills.org will be auto directed to wesleyhills.gov. Mayor Katz stated that he is working with FYS Computers to change all the email addresses.

Town of Ramapo Tax Exempt Report

Mayor Katz stated that each year he reviews the exemption report supplied to the Village from the Town. This is a good opportunity to catch mistakes in the report. Mayor Katz stated that he has suggested his questions/changes to the Town.

Village Hall Landscaping Project

Mayor Katz shared the color rendering of the proposed landscaping improvements with the Board. All Board Members are in favor of the project and requested a proposal.

VILLAGE CLERK/TREASURER'S REPORT

Camille Guido-Downey updated the Board with the following activities:

- 17 complaints were received
- 1099s & W2s were completed and mailed
- Jonathan Lockman from Nelson & Pope is retiring and our new Village Planner will be Bill Bradley
- We are working with Chargepoint on a grant for electric charging station at Village Hall.

EXECUTIVE SESSION

Trustee Mause made a motion to enter Executive Session to discuss litigation, seconded by Trustee Cherns. Upon vote, Yea: Mayor Katz, Trustee Schwartz, Trustee Cherns and Trustee Mause. This motion was carried unanimously.

No action was taken during the Executive Session.

Trustee Schwartz made a motion to exit Executive Session to discuss litigation, seconded by Trustee Mause. Upon vote, Yea: Mayor Katz, Trustee Schwartz, Trustee Cherns and Trustee Mause. This motion was carried unanimously.

ADJOURNMENT

Trustee Schwartz made a motion to adjourn the meeting, seconded by Trustee Mause. Upon vote, Yea: Mayor Katz, Trustee Schwartz, Trustee Cherns and Trustee Mause. This motion was carried unanimously.

Respectfully submitted,

Camille Guido-Downey



DRAFT

**STORM WATER
MANAGEMENT PLAN
(SWMP)**

Village of Wesley Hills
Rockland County, New York

NEW YORK STATE
DEPARTMENT OF ENVIRONMENTAL CONSERVATION
SPDES GENERAL PERMIT FOR STORMWATER DISCHARGES FROM
Municipal Separate Storm Sewer Systems (MS4)

Prepared by:



CIVIL DESIGN WORKS
LLC

Village Engineer
Civil Design Works, LLC
19 Squadron Blvd. Suite 4
New City, NY 10956

GP-0-24-001

Reference	Page	SWMP Plan Component	Timeframe	DUE DATE	Status of completion
I.B.3.	2	Documentation necessary to demonstrate discharge eligibility			Not applicable
II.A.	2	Notice of intent (NOI)	45-Days	2/20/2024	Appendix A
II.A.	2	Information from the Department acknowledging previous coverage or designation			Not applicable
II.B.4.	4	Electronic notice of intent (eNOI) waiver, if applicable			Not applicable
III.A.3.	4	Corrective actions implemented to correct a violation of an applicable water quality standard			
IV.A.1.b.	8	Inventory of entities assisting in permit implementation. Include name and permit requirement being implemented.	6-months	7/3/2024	Appendix B
IV.A.1.d.	8	Agreements for alternative implementation options.			Appendix C
IV.A.2.	8	Develop a written staffing plan/organizational chart (ADD CCE) which includes job titles and other entities as identified in Part IV.A.1, and the roles and responsibilities for each corresponding to the required elements of the SWMP	6-months	7/3/2024	Appendix B
IV.B.1	8	Stormwater Program Coordinator name, title, and contact information	45-Days	2/20/2024	Village Engineer Glenn McCreedy, (845) 266-6441 Villageengineer@wesleyhills.org
IV.B.2.a.	9	The current SWMP Plan, and documentation associated with the implementation of the SWMP Plan, available during normal business hours to the MS4 Operator's management and staff responsible for implementation as well as the Department and United States Environmental Protection Agency (USEPA) staff	6-months	7/3/2024	This spreadsheet and attached documents are acting as SWMP and will be available during normal business hours to the MS4 Operator's management and staff responsible for implementation as well as the Department and United States Environmental Protection Agency (USEPA) staff
IV.B.2.b.	9	The current SWMP Plan available for public inspection during normal business hours at a location that is accessible to the public or on a public website	6-months	7/3/2024	This spreadsheet and attached documents are acting as SWMP and will be available for public inspection during normal business hours at the Village Hall
IV.D.	10	Comprehensive system mapping	6-months		Appendix D
IV.E.	12	Copy of the resolution for adopting model local laws or documentation of the legal mechanism with content equivalent to the model local law			Village of Wesley Hills, NY Code Chapter 181 Stormwater Management https://ecode360.com/27841496#27841496
IV.F.1.	14	Enforcement response plan (ERP)	6-months	7/3/2024	ERP and ERP reports are kept on file electronically at Building Department and at the Village Engineer's office.
IV.F.2.	15	Instances of non-compliance (ERP)			Instances of non-compliance will be documented and will be kept on file at the Village Engineer's office.
V.B.1.b.	15	Electronic submission waiver, if applicable			Not applicable
V.B.2.a.	16	An Annual Report has been submitted to the Department			Annual Report is due April 1, 2025
V.B.3.a.	16	Interim Progress Certifications have been submitted to the Department	6-months	7/3/2024	Interim Progress Certification is due April 1, 2025.
V.C.	17	Evaluation of the SWMP	Annually		SWMP has been reviewed and updated.

Reference	Page	SWMP Plan Component	Timeframe See Compliance Items Summary Tool	DUE DATE	Status of completion
VI.A.1.a.	19	Focus area(s)	3-Years	1/3/2027	
VI.A.1.b.	19	Target audience(s) and pollutant generating activities for each focus area(s)	3-Years	1/3/2027	
VI.A.1.c.	20	The education and outreach topics and how the education and outreach topics will reduce the potential for pollutants to be generated by the target audience(s) for the focus area(s)	3-Years	1/3/2027	
VI.A.1.d.	20	Information related to the prevention of illicit discharges has been made available.	6-months	7/3/2024	Village is working on adding the illicit discharge flyer to the website Appendix H
VI.A.2.a.	20	Method(s) used to distribute educational messages	Once every 5 years		
VI.A.2.b.	21	An educational message to each target audience(s) for each focus area(s) based on the defined education and outreach topic(s) was delivered	Within 5 Years; Once every 5 years	1/3/2029	
VI.A.2.c.	21	The focus areas, target audiences, and/or education and outreach topics were reviewed and updated	Within 3 Years and Annually by April 1	1/3/2027	
VI.B.1.a.	21	Opportunity provided for public involvement/participation in the development and implementation of the SWMP	Annually		Yes, public hearing.
VI.B.1.b.	22	Method used to inform the public of the opportunity for their involvement/participation in the development and implementation of the SWMP and how they can become involved	Annually		Yes, public notice.
VI.B.1.c.	22	Name/Title and contact information of local point of contact to receive and respond to public concerns regarding stormwater management and compliance with permit requirements	6-months	7/3/2024	Village Engineer Glenn McCreedy, (845) 266-6441 Villageengineer@wesleyhills.org
VI.B.2.a.	22	An opportunity for the public to review and comment on the publicly available SWMP Plan was provided	Annually		Yes, public hearing.
VI.B.2.b.i.	22	An opportunity for the public to review and comment on the draft annual report was provided	Annually		Yes, presentation of the draft annual report at a public meetng.
VI.B.2.c.i.	23	Summary of comments received on SWMP Plan and draft annual report	Annually Update SWMP in 30 days		
VI.C.1.a.i.	23	Email or phone number with message recording capability used for the public to report illicit discharges	6-months	7/3/2024	<u>Villageengineer@wesleyhills.org</u>
VI.C.1.a.ii.	23	Documentation for reports of illicit discharges in SWMP	6 months ERP; 30 days of IDDE	7/3/2024	Each discharge will be documented using the Enforcement Response Plan to include Date, Location, Nature, Follow-up actions taken or needed, and Inspection outcomes and enforcement taken. ERPs will be kept on file in electronic format in the Village Hall and the Village Engineer's office.
VI.C.1.c.i.	24	Inventory of monitoring locations	3-Years	1/3/2027	
VI.C.1.d.iii.	25	The monitoring location prioritization was updated in the inventory	Annually, after 3 years		
VI.C.1.e.	25	Monitoring locations inspection and sampling program	2-Years	1/3/2026	
VI.C.1.e.i.	25-26	Monitoring locations inspection and sampling procedures	2-Years	1/3/2026	
VI.C.1.e.i.b.	26	Completed monitoring location inspections and sampling results (e.g., the completed Monitoring Locations Inspection and Sampling Field Sheets)	2-Years	1/3/2026	
VI.C.1.e.ii.	27	Training provisions for the MS4 Operator's monitoring location and sampling procedures	5 years		

Reference	Page	SWMP Plan Component	Timeframe See Compliance Items Summary Tool	DUE DATE	Status of completion
VI.C.1.e.iii.	27	Names, titles, and contact information for the individuals who have received monitoring location and sampling procedures training	Annually, after 2 years		
VI.C.1.e.iv.	27	The monitoring location inspection and sampling procedures were reviewed and updated in SWMP	Annually, after 2 years		
VI.C.2.	27	Illicit discharge track down program	2-Years	1/3/2026	
VI.C.2.a.	27	Illicit discharge track down procedures	2-Years	1/3/2026	
VI.C.2.b.	28	Training provisions for the MS4 Operator's illicit discharge track down procedures	2-Years		
VI.C.2.c.	28	Names, titles, and contact information for the individuals who have received illicit discharge track down procedures training	2-Years		
VI.C.2.d.	28	The illicit discharge track down procedures were reviewed and updated in SWMP	Annually, after 2 years		
VI.C.3.	28	Illicit discharge elimination program	2-Years	1/3/2026	
VI.C.3.a.	28	Illicit discharge elimination procedures	2-Years	1/3/2026	
VI.C.3.b.	29	Training provisions for the MS4 Operator's illicit discharge elimination procedures	2-Years		
VI.C.3.c.	29	Names, titles, and contact information for the individuals who have received illicit discharge elimination procedures training	Annually, after 2 years		
VI.C.3.d.	29	The illicit discharge elimination procedures were reviewed and updated in SWMP	Annually, after 2 years		
VI.D.2.a.	30	Email or phone number used for the public to report complaints related to construction stormwater activity	6 months	7/3/2024	Villageengineer@wesleyhills.org
VI.D.2.b.	30	Reports of construction site complaints	Immediate		Construction site complaints will be documented using the Enforcement Response Plan to include Date, Location, Nature, Follow-up actions taken or needed, and Inspection outcomes and enforcement taken. ERPs will be kept on file at the Village Engineer's office.
VI.D.3.	30	Construction oversight program			
VI.D.3.a.	30	Construction oversight procedures (Land Disturbance activity)	1-Year	1/3/2025	Included in SWMP as Appendix I
VI.D.3.b.	31	Training provisions for the MS4 Operator's construction oversight procedures			Appendix I
VI.D.3.c.	31	Names, titles, and contact information for the individuals who have received construction oversight procedures training			Appendix I
VI.D.3.d.	31	Procedures to ensure those involved in the construction activity itself have received four (4) hours of Department endorsed training in proper erosion and sediment control principles from a Soil & Water Conservation District, or other Department endorsed entity			Appendix I
VI.D.3.e.	31	The construction oversight procedures were reviewed and updated in the SWMP	Annually		Last updated December 30, 2024.
VI.D.4.a.	31	Inventory of construction sites	6 Months	7/3/2024	Appendix H
VI.D.5.c.	32	The construction site prioritization was updated in the inventory	Annually		Last updated December 30, 2024.
VI.D.6.a.	33	Individuals responsible for reviewing SWPPPs for acceptance have received the required training, document in SWMP	3-Years; and 3 Years thereafter	1/3/2027	SWPPPs are being reviewed by the Village Engineer, who is a licensed Professional Engineer, additional training is not required.

Reference	Page	SWMP Plan Component	Timeframe See Compliance Items Summary Tool	DUE DATE	Status of completion
VI.D.6.d.	33	Names, titles, and contact information for the individuals who have received four (4) hours of Department endorsed training in proper erosion and sediment control principles from a Soil & Water Conservation District, or other Department endorsed entity, for individuals responsible for reviewing SWPPPs	Annually		SWPPPs are being reviewed by the Village Engineer, who is a licensed Professional Engineer, additional training is not required.
VI.D.6.e.	33	In SWMP, document SWMPPP review including info found in Part III.B. of the CGP	Annually		SWPPP review is a part of a project approval process and is documented in a form of a letter to the Village Building Department. All correspondence from Village Engineer is being kept on file in the Village Building Department and in the Village Engineer's office.
VI.D.7.	34	Date and content of pre-construction inspection/meeting			Pre-construction meetings will be documented as per the Permit requirements.
VI.D.8.a.	34	Individuals responsible for construction site inspections have received the required training, document in SWMP			Individuals responsible for construction site inspections have received the required training as per the Permit requirements.
VI.D.8.d.	35	Names, titles, and contact information for the individuals who have received four (4) hours of Department endorsed training in proper erosion and sediment control principles from a Soil & Water Conservation District, or other Department endorsed entity, for individuals responsible for construction site inspections	Annually		Training Certificates are kept on file in the Village Engineer's office.
VI.D.8.e.	35	Completed Construction Site Inspection Reports			Construction site inspection reports will be documented using form provided in Appendix D of GP-0-24-001.
VI.D.9.a.	35	Completed final Construction Site Inspection Reports			Final construction site inspection reports will be documented using form provided in Appendix D of GP-0-24-001.
VI.E.2.e.	37	Inventory of post-construction SMPs			Appendix H
VI.E.4.	37	Post-construction inspection and maintenance program	1-Year	1/3/2025	Included in SWMP as Appendix I
VI.E.4.a.	37	Post-construction SMP inspection and maintenance procedures	1-Year	1/3/2025	Appendix I
VI.E.4.a.ii.	37	Post-construction SMP inspection documentation	1-Year	1/3/2025	Individual Owners are responsible for inspecting and maintaining their own SMPs. Annual inspection reports are being submitted to the Village and are kept on file in the Village of Wesley Hills building Department and in the Village Engineer's office.
VI.E.4.b.	38	Training provisions for the MS4 Operator's post-construction SMP inspection and maintenance procedures	Every 5 years after 1 year		Appendix I
VI.E.4.c.	38	Names, titles, and contact information for the individuals who have received post-construction SMP inspection and maintenance procedures training	Annually		Appendix I
VI.E.4.d.	38	The post-construction SMP inspection and maintenance procedures were reviewed and updated in the SWMP	Annually		Last updated December 30, 2024.
VI.F.1.	39	BMPs incorporated into the municipal facility program and municipal operations program	3-Years	1/3/2027	
VI.F.1.a.ii.d)	40	No Exposure Certification(s)	3-Years	1/3/2027	
Part VI.F.1.b.i.c	40	Municipal washwater must be discharged to an area where it is collected to be recycled or discharged to the sanitary sewer (Part I.B.2.d)	Immediate		Not applicable
VI.F.2.a.	43	Municipal facility program	3-Years	1/3/2027	

Reference	Page	SWMP Plan Component	Timeframe See Compliance Items Summary Tool	DUE DATE	Status of completion
VI.F.2.a.i.	43	Municipal facility procedures	3-Years	1/3/2027	
VI.F.2.a.ii.	43	Training provisions for the MS4 Operator's municipal facility procedures	Every 5 years after 3 years		
VI.F.2.a.iii.	44	Names, titles, and contact information for the individuals who have received municipal facility procedures training	Annually, after 3 years		
VI.F.2.a.iv.	44	The municipal facility procedures were reviewed and updated. Document completion in SWMP.	Annually, after 3 years		
VI.F.2.b.i.	44	Inventory of municipal facilities	2-Years	1/3/2026	
VI.F.2.c.	45	Municipal Facility Prioritization (High and Low Priority)	3-Years	1/3/2027	
VI.F.2.c.iii.	45	The municipal facility prioritization was updated in the inventory	Annually, after 2 years		
VI.F.2.d.	45	High Priority Municipal Facility SWPPPs	5-Years (Feb 2029)	1/3/2029	
VI.F.2.d.ii	48	Municipal Facility Assessments (Wet weather visual Monitoring)	Once every 5 years		
VI.F.2.d.ii.c)	49	Completed comprehensive site assessments (e.g., the completed Municipal Facility/Operation Assessment Forms) for high priority municipal facilities	Once every 5 years		
VI.F.2.e.ii.c)	50	Completed comprehensive site assessments (e.g., the completed Municipal Facility/Operation Assessment Forms) for low priority municipal facilities	Once every 5 years		
VI.F.3.a.	51	Municipal operations program			
VI.F.3.a.i.	51	Municipal operations procedures	3-Years	1/3/2027	Not Applicable
VI.F.3.a.ii.	51	Training provisions for the MS4 Operator's municipal operations procedures	Every 5 years after 3 years		
VI.F.3.a.iii.	52	Names, titles, and contact information for the individuals who have received municipal operations procedures training	Annually, after 3 years		
VI.F.3.a.iv.	52	The municipal operations procedures were reviewed and updated	Annually, after 3 years		
VI.F.3.d.i.	54	Roads, bridges, parking lots, and right of way sweeping procedures	6-Months	7/3/2024	The Village Clerk authorizes the Town of Ramapo to implement their own Roads, bridges, parking lots, and right of way sweeping procedures in the Village.
VI.F.3.d.i.a)	54	Roads, bridges, parking lots, and right of ways have been swept	Annually		Annual Street Sweeping Report is kept on file in the Village Hall.
VI.F.3.d.i.b)	54	Roads in business districts and commercially zoned areas have been swept	ANNUALLY FROM April 1-Oct 31 after completion of mapping (YEAR 4)		
VI.F.3.d.ii	54	Maintenance- Roads, etc.	5-Years	1/3/2029	
VI.F.3.d.iii	54	Winter Road Maintenance	5-Years	1/3/2029	
	54	Routinely calibrate equipment to control salt/sand application rates	5-Years	1/3/2029	
	55	Ensure routine snow disposal complies with the Division of Water TOGS 5.1.11, Snow Disposal	5-Years	1/3/2029	

Appendix A

Notice of intent (II.A.)

MS4 Notice of Intent

version 1.1

(Submission #: HQ1-0XDM-3CSVV, version 2)

Details

Submission Alias MS4 Notice of Intent - Village of Wesley Hills

Submitted 2/26/2024 (203 days ago) by Eric Chang

Alternate Identifier NYR20A349

Submission ID HQ1-0XDM-3CSVV

Status Deemed Complete

Form Input

MS4 Operator Information

Is this NOI for an MS4 Operator continuing coverage?

Yes

Permit ID #:

NYR20A349

MS4 Operator Type

Traditional land use control

Traditional Land Use Control

Traditional land use control MS4 Operator requirements are found in Part VI of the MS4 General Permit.

Municipality Name or Legal Entity Name

Village of Wesley Hills

Legal Municipal/Entity Mailing address

432 Route 306
Wesley Hills, NY 10952
Rockland

Ranking Official

Official Title	First and Last Name	Phone	Email
Mayor	Marshall Katz	8453540400	mayor@wesleyhills.org

NOI Preparer

NOI Preparer Title	First and Last Name	Phone	Email
Municipal Engineer	Eve Mancuso	8455472516	Mancuso.Eve@wseinc.com

NAICS Codes

Federal, State or Local Government - 924110
Military Bases - 928110
Highway, road or other thoroughfare system - 237310
Large Hospitals - 622110
Public Colleges and Universities - 611310
Correctional Institutions - 922140
[NAICS Code Lookup](#)

NAICS Code

924110

Is the MS4 Operator working with other MS4 Operators to implement the Stormwater Management Program?

No

Does the MS4 Operator have any facilities that need to obtain MSGP coverage under MSGP permit?

No

MS4 Location Information**MS4 Facility Name**

Village of Wesley Hills MS4

On the map below, place the pin at the center of the MS4 Operator. This can be either the geographic center or the population center.

Central point of the MS4 Operator

41.1541185,-74.07014920000002

Waterbody Information (1 of 1)

If the MS4 Operator discharges to multiple waterbodies, all waterbodies must be listed. Use the 'Duplicate Waterbody Information' or 'Add New Waterbody Information' buttons to add as many waterbodies as necessary.

To find the names of waterbodies, including any impaired waterbodies, use the DEC's Stormwater Interactive Map. Under the Permit Related Layers check the box for the Impaired Waterbodies for MS4GP and the box for Waterbody Inventory/Priority Waterbodies List.

[Stormwater Interactive Map](#)

Waterbody name and segment receiving MS4 Operator discharges

Mahwah River, Upper, and tribs - 1501-0035

Is this waterbody segment listed in Appendix C (List of Impaired Waters) of the MS4 General Permit?

No

Is this waterbody segment listed in Table 3 (Approved TMDL Watersheds with MS4 Contribution) of the MS4 General Permit?

No

CERTIFICATION

The MS4 Operator has read and understands the SPDES MS4 General Permit, GP-0-24-001, as it pertains to permit requirements as well as the timeframes for compliance set forth in the permit.

Yes

I am the ranking elected official or Principal Executive Officer for the MS4 Operator and will be signing the form electronically.

No

Attach completed certification form.

[ms4eNOIcertification - WesleyHills 2024-signed.pdf - 02/02/2024 12:15 PM](#)

Comment

NONE PROVIDED

Attachments

Item 2.

Date	Attachment Name	Context	User
2/28/2024 1:09 PM	MS4 eNOI Acknowledgement.pdf	Generated Document	Audra Rossignol
2/2/2024 12:15 PM	ms4eNOIcertification - WesleyHills 2024-signed.pdf	Attachment	Eric Chang

Appendix B

Inventory of Entities assisting in GP implementation (IV.A.1.b)

Village of Wesley Hills SPDES Permit No. NYR20A349 Inventory of entities assisting in permit implementation per IV.A.1.b. Written Staffing Plan per IV.A.2.												
NAME	Primary Contact	Title	Address	Phone	Email	MCM(s)	GP24 Ref.	Description and Scope of Service	Legal Doc.	Execution	Duration/Exp. Date	Year-end review/status
Marshall Katz	Marshall Katz	Mayor	432 Route 306 Wesley Hills, NY 10952 United States	845-354-0400	mayor@wesleyhills.org			Signature of required documents	NA	NA	NA	No Change
Glenn McCreedy	Glenn McCreedy	Village Engineer, PE	19 Squadron Boulevard, New City, NY 10956	845-266-6441	Villageengineer@wesleyhills.org		IV.B.1 VI.B.1.c., VI.D.2.a.	Stormwater Program Coordinator Receives complaints on illicit discharges, construction sites, etc.r	Contract	7/1/2024	3/31/2025	3/31/2025
John Layne	John Layne	Building Inspector, Stormwater Management Officer	432 Route 306 Wesley Hills, NY 10952 United States	845-354-0400	Buildinginspector@wesleyhills.org			Accept and review stormwater pollution prevention plans, forward the plans to the applicable municipal board and inspect stormwater management practices.	NA	NA	NA	No Change
Camille	Guido-Downey	Clerk-Treasurer	432 Route 306 Wesley Hills, NY 10952 United States	845-354-0400	villageclerk@wesleyhills.org		VI.B.1.c.	Receive and respond to public concerns regarding stormwater management and compliance with permit requirement	NA	NA	NA	No Change
Glenn McCreedy	Glenn McCreedy	Village Engineer, PE Stormwater Program Coordinator	19 Squadron Boulevard, New City, NY 10956	845-266-6441	Villageengineer@wesleyhills.org	4, 5	VI.D.6.; VI.E.3.	Review SWPPP, Documentation; Final SWMP Inspection prior to NOT, ensure post-construction practice compliance	Contract	7/1/2024	3/31/2025	3/31/2025
Glenn McCreedy	Glenn McCreedy	Village Engineer, PE Stormwater Program Coordinator	19 Squadron Boulevard, New City, NY 10956	845-266-6441	Villageengineer@wesleyhills.org	3	VI.C	Illicit Discharge Reporting, Inspection and monitoring Outfall Inspection. Inspect village-owned outfalls	Contract	7/1/2024	3/31/2025	3/31/2025
Cornell Cooperative Extension, Rockland County	Jen Zunino-Smith	Environmental Educator	10 Patriot Hills Lane Stony Point, NY 10980	845-429-7085 x125	jmz75@cornell.edu	1,2	VI.A. VI.B.	Run Stormwater Consortium of Rockland County monthly meetings.	Contract	4/1/2024	3/31/2025	3/31/2025
Cornell Cooperative Extension, Rockland County	Jen Zunino-Smith	Environmental Educator	10 Patriot Hills Lane Stony Point, NY 10980	845-429-7085 x125	jmz75@cornell.edu	1,2	VI.A. VI.B.	Provide Stormwater Educational Materials, programs, and stewardship opportunities to target audiences in Rockland County	Contract	4/1/2024	3/31/2025	3/31/2025
Cornell Cooperative Extension, Rockland County	Jen Zunino-Smith	Environmental Educator	10 Patriot Hills Lane Stony Point, NY 10980	845-429-7085 x125	jmz75@cornell.edu	3,4,5	VI.C-E	Provide guidance, supplemental unified documents, and maintain a master construction and post-construction database.	Contract	4/1/2024	3/31/2025	3/31/2025
Cornell Cooperative Extension, Rockland County	Jen Zunino-Smith	Environmental Educator	10 Patriot Hills Lane Stony Point, NY 10980	845-429-7085 x125	jmz75@cornell.edu	Mapping	IV.D.	Maintain the unified stormwater GIS mapping system	Contract	4/1/2024	3/31/2025	3/31/2025

Appendix C

Agreements for alternative implementation options (IV.A.1.d.)

Cornell Cooperative Extension Rockland County

2024 Stormwater II Education Program Agreement

Summary: Stormwater Phase II Regulations, as administered by the New York State Department of Environmental Conservation (NYSDEC) requires all small, regulated Municipal Separate Storm Sewer Systems (MS4s), among other requirements, to commit to Minimum Control Measures (MCMs) and other requirements. Cornell Cooperative Extension (CCE), in cooperation with the Stormwater Consortium of Rockland County (SCRC), will provide a stormwater program agreement to each MS4 to assist in satisfying the MCMs listed below, and the following:

1. Part VI.A: MCM 1- Public Education & Outreach Program
2. Part VI.B: MCM 2- Public Involvement/Participation
3. Part VI.F.1: MCM 6- Pollution Prevention and Good Housekeeping
4. Part IV.D: Mapping, and Stormwater Mapping Grants:
5. NYSDEC GP-0-24-001 MS4 Permit Updates

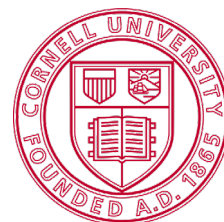
Cornell Cooperative Extension of Rockland County will tap its resources at Cornell University, NYSDEC, USEPA and other reputable sources to develop, implement and evaluate a stormwater program for this MS4. The success of this program depends on participation by all five towns and eighteen villages in Rockland, all of which contribute to the support of the educator position and responsibilities as described below. Based on input from the SCRC, the following services are being offered to the MS4. These measures are based on the NYSDEC's SPDES General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4s), Permit No. GP-0-24-001, effective January 3, 2024.

CCE'S Responsibilities in this Agreement:

1. **Part VI.A: MCM 1- Public Education & Outreach Program:** A CCE educator will conduct and evaluate educational programs about stormwater management for the public and for municipal employees within Rockland County. The educational outreach will focus on stormwater pollution generating activities and prevention behaviors. Topics will include nutrient pollution, harmful algal blooms, and the consequences of improper application and disposal of fertilizers, pesticides, salt, lawn clippings, and dumping to the storm drains. A *Stormwater and Water Quality*

Building Strong and Vibrant New York Communities

Diversity and Inclusion are a part of Cornell University's heritage. We are a recognized employer and educator valuing AA/EEO, Protected Veterans, and Individuals with Disabilities.



Education webpage that is regularly updated and interactive map will be available to the public on CCE's website.

- A. CCE Website:** The CCE Educator will ensure that the Stormwater and Water Quality Education webpage and educational brochures are available at all times to the general public. The CCE webpage will be updated regularly to list training, seminars and programs provided by outside agencies such as NYSDEC. The webpage contains an interactive map with waterbody classifications, landuse, impaired waters, and more.

(<http://rocklandcce.org/stormwater-consortium>).

(<https://rocklandcce.org/fact-sheets>)

B. Classes and Workshops:

- **General Public and Students**– CCE will offer public and student workshops when feasible. Topics have historically included water conservation, nutrient pollution and harmful algae blooms, stormwater pollution management and prevention, water-smart landscaping, the design of rain gardens, proper fertilizer application, and others.
- **Fertilizer Law Certificate Program for Landscapers and Contractors** – CCE will offer the certificate course monthly, highlighting best management practices related to catch basins, fertilizers, pesticides, landscape debris, hazardous waste, etc. Presentation and handouts are offered in Spanish, and a translator will translate simultaneously when available.

- C. WRRC Stormwater Radio Show:** CCE will host a monthly radio program on WRRC to explain stormwater to the public.

- D. Horticultural Lab:** CCE will serve as an ongoing resource to residents through its Horticulture Diagnostic Lab. The Lab is open and accessible to the public via personal visit, phone, fax and e-mail. CCE will provide soil testing for a fee and education on proper fertilizer application.

- E. Monthly Meetings:** The CCE Educator will schedule, host and lead the SCRC monthly meetings, open to the public. CCE Educator will prepare the agenda and keep meeting minutes.

2. Part VI.B: MCM 2- Public Involvement/Participation:

- A. Stewardship Activities** – CCE will actively promote volunteer and stewardship opportunities pertaining to stormwater and water quality at educational and public events, and on the stormwater webpage. Stewardship opportunities include litter cleanups along streams, and roadways in cooperation with Keep Rockland Beautiful, Inc. (KRB), and promoting the Storm Drain Marking program, WAVE program, and others.

CCE will also promote summer internship opportunities through Rockland Conservation Service Corps and Lamont Doherty.

- B. Coordination with other pre-existing public involvement/participation opportunities** – CCE will work to strengthen partnerships between MS4s, the Environmental Educators of Rockland, the Rockland County Water Quality Committee, the Rockland County Division of Environmental Resources and other educators and county departments to expand education and address stormwater issues of concern.
- 3. Part VI.F.1: MCM 6- Pollution Prevention and Good Housekeeping: Best Management Practices (BMPs) for Municipal Facilities & Operations.** Garage maintenance and good housekeeping for municipal operations will be offered to municipal employees to minimize the discharge of pollutant associated with municipal operations.
- 4. Part IV.D: Mapping, and Stormwater Mapping Grants:**
- A. ArcGIS Stormwater Mapping database** – The CCE Educator will continue to be responsible for managing the ArcGIS Stormwater Mapping database. CCE will strive to assist the municipalities meet the permit mapping requirements through working with the consortium consultant and distributing grant opportunities.
- B. NYSDEC Round 15 Stormwater Mapping Grant:** The CCE Educator will be responsible for the oversight, coordination, administration and completion of the current Round 15 NYSDEC stormwater mapping grant. This will include incorporating the new 6-month requirements outlined in Part IV.D.1 of GP-0-24-001. The CCE Educator will oversee the grant budget, work with the project consultant and the Grant Committee for modifications; monitor and review grant expenses and invoices; oversee match funds and grant reimbursement for each MS4; attend County meetings for quarterly reporting approvals and submit reporting to the NYSDEC; and provide the County with the appropriate audit documents.
- C. New NYSDEC Stormwater Mapping Grants:** The CCE Educator will distribute information regarding the announcement of new NYSDEC grants, particularly as they relate to meeting the stormwater permit requirements.
- 5. NYSDEC GP-0-24-001 MS4 Permit Updates:** The CCE educator will strive to provide guidance on meeting the NYSDEC's permit requirements to the consortium so that deadlines may be met in a more unified, coordinated manner. CCE will continue working with the NYSDEC, the Hudson Valley

Regional Council and other consortiums and Coalition groups to strive to provide more training and outreach on GP-0-24-001 requirements.

6. Program Agreement Administration:

- A. Agreement Term:** The term of the agreement is **April 1, 2024 - March 31, 2025.**
- B. Supervision:** CCE will employ, train, provide necessary supplies and support, supervise and evaluate the Educator.
- C. Educational Information:** Educational information provided to residents will come from reputable sources including the NYSDEC, US EPA, Cornell University and other credible research-based institutions.
- D. Reporting:** CCE will provide the Village with an annual deliverable report summarizing the outreach efforts and measurable goals. Only participating MS4s will receive report deliverables.

Village's Responsibilities in this Agreement:

- 1. Funding:** The Village will provide \$1,825 (one thousand eight hundred twenty-five dollars) to fund this project.
- 2. Additional Costs:**
 - The Village will provide \$379.83 (three hundred seventy-nine dollars and eighty-three cents) for a license to access the SCRC's ArcGIS Online stormwater mapping database.
 - The Village will provide a \$332.58 (three hundred thirty-two dollars and fifty-eight cents) License & Support Fee toward management of the ArcGIS Online stormwater mapping database.
- 3. Total Costs:**
 - Total Due is to be paid within 60 days after receiving the invoice to allow the SCRC to maintain access to the unified ArcGIS Online mapping database without interruption.

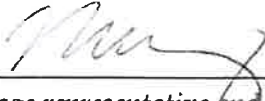
CCE Stormwater Program Agreement	\$1,825.00
ArcGIS Online License Fee (1 Mobile Worker)	\$379.83
H2M License & Support Fee	\$332.58
TOTAL	\$2,537.41

Administrative Contacts

- Jody Addeo, Cornell Cooperative Extension of Rockland, 10 Patriot Hills Drive, Stony Point, NY 10980; phone 845-429-7085 ext. 107; email - jka64@cornell.edu
- Village representative and title: Marshall Katz, Mayor
- Village alternate and title: Camille Guido-Dailey, Village Clerk Treasurer
- Address: 432 Rt 306, Wesley Hills NY 10982
- Daytime phone: 845 354 0400 E-mail: Mayor@wesleyhills.org

Per Part IV.A.1.a.iv, the municipal MS4 Operator hereby certifies their responsibility for compliance with the NYSDEC SPDES General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4s), GP-0-24-001.

SIGNATURES:

<u></u>	<u>4/3/24</u>	<u></u>	<u>4/3/24</u>
Village representative and title	Date	Jody Addeo	Date
		Executive Director, CCE Rockland	

<u>Municipality</u>	<u>Name</u>	<u>License</u>	<u>COST</u>
V-Haverstraw	Eve Mancuso, P.E.	Mobile Worker	\$379.83
V-Hillburn	Eve Mancuso, P.E.	Mobile Worker	\$379.83
V-Nyack	Eve Mancuso, P.E.	Mobile Worker	\$379.83
V-Wesley Hills	Eve Mancuso, P.E.	Mobile Worker	\$379.83
V-Sloatsburg	Eve Mancuso, P.E.	Mobile Worker	\$379.83
V-Piermont		Mobile Worker	\$379.83
V-Chestnut Ridge	Haris Aljovic	Mobile Worker	\$379.83
V-Montebello	Haris Aljovic	Mobile Worker	\$379.83
V-Pomona	Haris Aljovic	Mobile Worker	\$379.83
V-New Hempstead	Glenn McCreedy, P.E.	Mobile Worker	\$379.83
V-Upper Nyack	Dennis Letson, P.E.	Creator (Charge village for Mobile Worker with extra fee billed to Dennis M Letson PE & Associates)	\$542.04
V-New Square	Al Fusco, P.E. Jerre Coleman	Mobile Worker	\$379.83
V-Airmont	John O'Rourke, P.E.	Mobile Worker	\$379.83
V-Kaser	Binyomin Mermelstein	Mobile Worker	\$379.83
V-Suffern	Charles Sawicki	Mobile Worker	\$379.83
V-West Haverstraw	Michael Shilale	Mobile Worker	\$379.83
V-Grandview-on-Hudson	Joe Knizeski	Mobile Worker	\$379.83
T-Haverstraw	Pat Brady, P.E.	Mobile Worker	\$379.83
T-Clarkstown	Bill Withington	Creator	\$542.04
T-Orangetown	Joe Mendicino	Creator	\$542.04
T-Orangetown	Tom Edattel, P.E.	Mobile Worker	\$379.83
T-Orangetown	Stephen Munno	Mobile Worker	\$379.83
T-Ramapo	Mike Sadowski, P.E.	Creator	\$542.04
T-Ramapo	Tom Demont	Mobile Worker	\$379.83
T-Stony Point	John O'Rourke, P.E.	Mobile Worker	\$379.83
V-Spring Valley		Mobile Worker	\$379.83



September 10, 2024

Honorable Mayor and Board of Trustees
Village of Wesley Hills
432 Route 306
Wesley Hills, NY 10952

Attn: Camille Guido-Downey - Village Clerk

Re: Proposal for Engineering Services
Stormwater Program Coordinator

Dear Mayor and Trustees,

To maintain compliance with the New York State Department of Environmental Conservation SPDES General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4s) Permit No. GP-0-24-001, the MS4 Operators, Wesley Hills, must develop, implement and enforce a Stormwater Management Program (SWMP).

This program must be overseen by an MS4 Operator must designate a Stormwater Program Coordinator (SPC) who must be knowledgeable in the principles and practices of stormwater management, the requirements of this SPDES general permit and the SWMP.

The Village has the ability to designate the SPC to a private third-party contractor. In order to implement this, it is required that an agreement is in place and fulfills the following:

- i. Is legally binding;
- ii. Is documented in writing;
- iii. Is signed and dated by all parties including a certification statement that explains that the MS4 Operator is responsible for compliance with this SPDES general permit;
- iv. Identifies the activities that the entity will be responsible for including the particular MCM, the location and type of work;
- v. Includes the name, address, and telephone number of the contact person representing the entity;
- vi. Is kept up-to-date and part of the SWMP Plan; and
- vii. Is retained by each party for the duration of the permit term.

The following responsibilities will be officially assigned to our office, in addition to our traditional Village Engineer responsibilities. Please note that we have already been implementing the following elements, however, as part of the new law, it is required that we document this information.

Assist in the implementation and enforcement of the Stormwater Management Program. We will provide assistances with the following Minimum Control Measures for Traditional Land Use Control MS4 Operators:

- a. MCM 3 – Illicit Discharge Detection and Elimination
- b. MCM 4 – Construction Site Stormwater Runoff Control
- c. MCM 5 – Post Construction Stormwater Management

It should be noted that MCM 1 (Public Education and Outreach) as well as MCM 2 (Public Involvement/Participation) will continue to be the responsibility of the Village. In the past, I believe the Village has utilized Cornell Cooperative, Keep Rockland Beautiful and the County of Rockland for assistance with these programs.

The following is our proposal for these services to fulfill the remainder of the 2024 fiscal year, effective July 1, 2024 through March 31, 2025.

2024 Standard Billing Rates (Effective July 1, 2024 to March 31, 2025):

<u>Staff Member</u>	<u>Hourly Rate</u>
Engineers, Senior Engineers, P.E.	\$170.00
Engineers, E.I.T.	\$140.00
Senior Field Review Personnel	\$125.00
Staff Field Review Personnel	\$115.00
CADD Technical/Draftsperson	\$110.00
<u>Administrative</u>	
Assistance	\$70.00
Reproduction	Direct Cost + 10%
Messenger Service	Direct Cost + 10%

Please indicate your acceptance by signing below and returning it to my office.

Certification Statement:

Civil Design Works, LLC, will implement the above scope of work on behalf of the Village of Wesley Hills for the term dates stipulated.


Civil Design Works, LLC
Glenn McCreedy, P.E.
President

Accepted By:

Print Name

Signature

Title

Date

Appendix D

Comprehensive system mapping

(IV.D.)

IV.D. MAPPING

The Village of Wesley Hills will continue to develop and maintain comprehensive system mapping to include the mapping components as outlined in the SPDES permit. The comprehensive system mapping is kept online at www.arcgisonline.com and will be in a readily accessible format, with scale and detail appropriate to provide a clear understanding of the MS4, to serve as a planning tool to allow for prioritization of efforts and facilitate management decisions. Annually, after Phase I (Part IV.D.2.a.) completion, the comprehensive system mapping will be updated to include updates to prioritization information of monitoring locations (Part VI.C.1.d.), construction sites (Part VI.D.5.), and municipal facilities (Part VI.F.2.c.i.).

1. Per the previous SPDES MS4 permit (GP-0-15-003), the comprehensive system mapping includes the following:
 - a. MS4 outfalls (available at www.arcgisonline.com and in a paper format available at the Village Hall)
 - b. Interconnections (available at www.arcgisonline.com and in a paper format available at the Village Hall)
 - c. Preliminary storm-sewershed boundaries. Per answer #391 on the [NYSDEC's Responsive Summary](#), Watershed delineations can serve as boundaries. The HUC 12 Watershed delineations are available on the [Hudson Valley Resource Mapper](#) and [CCE Rockland's Stormwater Consortium Interactive Map](#).
 - d. Not Applicable to Rockland County
 - e. Basemap information:
 - i. *Automatically and additionally designated areas*. This layer can be found on the [NYSDEC Info Locator](#).
 - ii. Names and location of all *surface waters of the State*, including:
 - a) Waterbody classification. This information is available on the [Hudson Valley Resource Mapper](#) and [CCE Rockland's Stormwater Consortium Interactive Map](#).
 - b) Waterbody Inventory/Priority Waterbodies List (WI/PWL).
 - i) Impairment status. This information is available on the [Hudson Valley Resource Mapper](#) and [CCE Rockland's Stormwater Consortium Interactive Map](#).
 - ii) *POC*, if applicable; See [CCE Rockland's Stormwater Consortium Interactive Map](#) for the most recent 303-D Listed Impaired waters.
 - c) *TMDL* watershed areas. TMDLs are not applicable to Rockland County.
 - iii. Land use, including:

- a) Industrial;
 - b) Residential;
 - c) Commercial;
 - d) Open space; and
 - e) Institutional;
- iv. Roads; and
 - v. Topography.

This information is available for Rockland County on [CCE Rockland's Stormwater Consortium Interactive Map](#).

Appendix E

Local Law Certification (IV.E.)



432 Route 306
Wesley Hills, N.Y. 10952-1221

Phone 845-354-0400 FAX 845-354-4097 www.wesleyhills.org

September 18, 2024

Village of Wesley Hills
 Marshall Katz, Mayor
 432 Route 306
 Wesley Hills, NY 10952

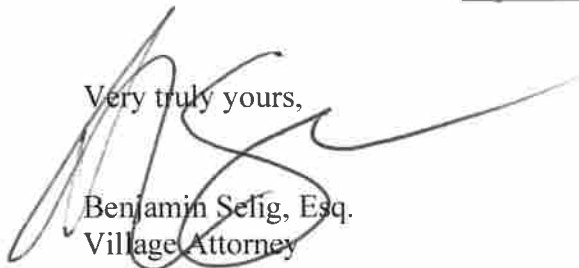
RE: Certification of Local Laws

Dear Mayor:

I hereby certify the following:

1. Local Law **Chapter 181, Article I - Erosion and Sediment Control**, adopted by the Board of Trustees of the Village of Wesley Hills on 5-13-2008, is hereby equivalent to the NYSDEC Sample Local Law for Stormwater Management and Erosion and Sediment Control. <https://ecode360.com/27841497>
2. Local Law **Chapter 181, Article II – Illicit Discharges**, adopted by the Board of Trustees of the Village of Wesley Hills on 8-3-2010, is hereby equivalent to the NYS Model IDDE Law. <https://ecode360.com/27841663>

Very truly yours,



Benjamin Selig, Esq.
 Village Attorney

Mayor: Marshall Katz Deputy Mayor: Milton Schwartz

Trustees: Yisroel Cherns, Joseph Mause, Tova Krull

Village Clerk-Treasurer: Camille Guido-Downey Village Attorney: Benjamin Selig, Bruce Minsky

Appendix F

Enforcement response plan (ERP)

(IV.F.1.)

Enforcement Response Plan Illicit Discharge

NYSDEC GP-0-24-001
Effective Date: July 6, 2024

INSTRUCTIONS FOR USE

Part IV.F of the permit covers Enforcement Measures & Tracking:

- The MS4 Operator must develop and implement an Enforcement Response Plan (ERP) clearly outlining actions to be taken for illicit discharge violations.
- The ERP must set forth a protocol to address repeat and continuing violations through progressively stricter responses (i.e., escalation of enforcement) as needed to achieve compliance with the terms and conditions of this *SPDES* general permit.
- Instances of non-compliance must be documented in the SWMP Plan. This can be by reference (“refer to inspection reports on-file at building department”).

Part VI of the permit covers the Illicit Discharge Track Down Program and the Illicit Discharge Elimination Program:

- Each program has **timeframe** requirements for Track down and Elimination.
- Each program has **training** requirements for those doing inspections.

Enforcement Response Plan Illicit Discharge NYSDEC GP-0-24-001 Effective Date: July 6, 2024		MS4: Village of Wesley Hills Report illicit discharges at Villageengineer@wesleyhills.org
<u>Legal Authority:</u> Local Law Chapter 181 Stormwater Management, Article I Erosion and Sediment Control adopted by the Board of Trustees of the Village of Wesley Hills on 5-13-2008 by L.L. No. 1-2008 is hereby equivalent to the NYS Model IDDE Law (https://ecode360.com/27841496#27841497); Local Law Chapter 181 Stormwater Management, Article II Illisit Discharges adopted by the Board of Trustees of the Village of Wesley Hills on 8-3-2010 by L.L. No. 2-2010 is hereby equivalent to the NYS Model IDDE Law (https://ecode360.com/27841496#27841663).		

PURPOSE:

(PART IV.F.1: Enforcement Response Plan)

The MS4 Operator must develop and implement an enforcement response plan (ERP) describing action(s) to be taken for violations enacted for **illicit discharge** (Part VI.C). The ERP must set forth a protocol to address **repeat and continuing violations** through **progressively stricter responses** (i.e., escalation of enforcement) as needed to achieve compliance with the terms and conditions of the MS4 permit. The purpose of this document is to provide guidance on how the MS4 Operator will use the types of enforcement responses or combination of responses.

TYPES OF ENFORCEMENT RESPONSES:

Verbal warnings*	The Village will pursue compliance with storm water violations through verbal methods (telephone notifications, verbal notices, meetings) whenever reasonable. These methods are appropriate for situations where education is needed, violations do not pose a significant impact to human health or the environment, or the Village believes that compliance can be achieved without the use of formal measures.
Written notices*	When the municipality's Stormwater Management Officer (SMO) finds that a person has violated a prohibition or failed to meet a requirement of Article II Illicit Discharges, the SMO may order compliance by written notice of violation by certified mail and/or posting of the property to the responsible person as per § 181-25 A of the Local Law.
Citations (and associated fines)	Citations will be issued for failure to comply with a Written Notice or for extreme violations of the Village's construction site stormwater requirements. Penalties for offences are described in § 181-25 B of the Local Law.
Stop work orders	When the Village SMO finds that discharge has taken place or is likely to take place, a Stop Work order may be issued. The persons not complying shall: a) comply with the SMO requirement; b) comply with a time schedule for compliance, and/or; c) take appropriate compliance remedial or preventive action to prevent the violation from recurring.
Withholding of plan approvals or other authorizations affecting the ability to <i>discharge</i> to the MS4	The Village has the Authority to withhold plan approvals and other authorizations affecting the ability to discharge to MS4 if above types of enforcement have not resulted in compliance. Regulations with respect to suspension of access to MS4 are described in § 181-21. Suspension of access to MS4 of Local Law.
Additional measures, supported in local legal authorities, such as collecting against the project's bond or directly billing the responsible party to pay for work and materials to correct violations.	Further appropriate actions will be used against a responsible party that fails to comply with previous remedies or to stop discharges, considered to pose an immediate risk to the public or the environment as per § 181-30, § 181-31.
Other	Click or tap here to enter text.

*Efforts to obtain a voluntary correction of deficiencies through informal enforcement, such as verbal warnings or written notices, must not exceed sixty (60) days in duration (from the time of the MS4 Operator's initial determination until a return to compliance).

PART IV.F.2: Enforcement Tracking (pg 15)

The MS4 Operator must track instances of non-compliance in the SWMP Plan **within 30 DAYS**. ERP reports are kept on file electronically at Building Department and in the Village Engineer's office. The enforcement case documentation must include, at a minimum, the following:

Date of report	Click or tap here to enter text.
Name of the owner/operator of the facility or site of the violation (can be redacted from the publicly available SWMP Plan);	Click or tap here to enter text.
Location of the <i>illicit discharge</i> ;	Click or tap here to enter text.
Description of the violation/Nature of the illicit discharge*;	Click or tap here to enter text.
Schedule for returning to compliance;	Click or tap here to enter text.
Description of enforcement response used, including escalated responses if repeat violations occur or violations are not resolved in a timely manner. Follow up actions taken or needed (including response times);	Click or tap here to enter text.
Inspection outcomes and any enforcement taken.	Click or tap here to enter text.
Accompanying documentation of enforcement response (e.g., notices of noncompliance, notices of violations)	Click or tap here to enter text.
Any referrals to different departments or agencies;	Click or tap here to enter text.
Date violation was resolved.	Click or tap here to enter text.
*(Pg 36 of permit): Documentation of all monitoring location (outfall) inspections, including any sampling results, using the Monitoring Locations Inspection and Sampling Field Sheet (Appendix D) or equivalent form. Sampling provisions may apply to suspect or obvious illicit discharges based on the number and severity of physical indicators present in the flow, to better inform track down procedures. If the source of the illicit discharge is clear and discernable (e.g., sewage), sampling is not necessary. Provisions to re-inspect the monitoring location within thirty (30) days if physical indicator is not related to flow or potentially indicative of intermittent or transitory discharges. Initiate track-down if same indicators persist.	

Part VI.C.2. Illicit Discharge Track Down Program (Pg 27)

Within two (2) years of the EDC (January 2026), the MS4 Operator must develop and implement an illicit discharge track down program to identify the source of illicit discharges and the responsible party. The illicit discharge track down program must be documented in the SWMP Plan specifying the illicit discharge track down procedures, including:

Procedures as described in Chapter 13 of CWP 2004 or equivalent;	SEE SWMP	
Steps taken for illicit discharge track down procedures; Per previous permit written procedure required. Include who's doing inspections, how often, is there a map and if so in what format and where is it kept, etc.	Click or tap here to enter text.	
The following timeframes to initiate illicit discharge track down:	Check box(es) of which timeframe(s) applies:	
	Within twenty-four (24) hours of discovery, the MS4 Operator must initiate track down procedures for flowing MS4 monitoring locations with obvious illicit discharges; ²²	☐
	Within two (2) hours of discovery, the MS4 Operator must initiate track down procedures for obvious illicit discharges of sanitary wastewater that would affect bathing areas during bathing season, shell fishing areas or public water intakes and report orally or electronically to the Regional Water Engineer and local health department; and	☐
	Within five (5) days of discovery, the MS4 Operator must initiate track down procedures for suspect illicit discharges.	☐

²² Reference to the Monitoring Locations Inspection and Sampling Field Sheet, adapted from CWP 2004, Section 6:

Part VI.C.3. Illicit Discharge Elimination Program (Pg 28)

Within two (2) years of the EDC (January 2026), the MS4 Operator must develop and implement an illicit discharge elimination program. The illicit discharge elimination program must be documented in the SWMP Plan specifying:

Provisions for escalating enforcement and tracking	Refer to Enforcement Response Plan	
Provisions to confirm the corrective actions have been taken	Refer to Enforcement Response Plan	
Steps taken for illicit discharge elimination procedures; and	Click or tap here to enter text.	
The following timeframes for illicit discharge elimination:	Check box(es) of which timeframe(s) applies:	
	Within twenty-four (24) hours of identification of an illicit discharge that has a reasonable likelihood of adversely affecting human health or the environment, the MS4 Operator must eliminate the illicit discharge;	☐
	Within five (5) days of identification of an illicit discharge that does not have a reasonable likelihood of adversely affecting human health or the environment, the MS4 Operator must eliminate the illicit discharge; and	☐
	Where elimination of an illicit discharge within the specified timeframes is not possible, the MS4 Operator must notify the NYSDEC Regional Water Engineer.	☐

Training and Procedures: Illicit Discharge Track Down and Elimination Programs
(Pg 27-29)

a. The training provisions for the MS4 Operator's illicit discharge track down and elimination procedures:

If new staff are added, training on the MS4 Operator's procedures must be given prior to conducting illicit discharge track down and eliminations;	Click or tap here to enter text.
For existing staff, training on the procedures must be given prior to conducting illicit discharge track down and eliminations and once every five (5) years, thereafter; and	Click or tap here to enter text.
If the procedures are updated, training on the updates must be given to all staff prior to conducting illicit discharge track downs and eliminations.	Click or tap here to enter text.
Annually, by April 1, the <i>MS4 Operator</i> must review and update the illicit discharge track down and elimination procedures in the SWMP.	Click or tap here to enter text.

Enforcement Response Plan Construction

NYSDEC GP-0-24-001
Effective Date: July 6, 2024

INSTRUCTIONS FOR USE

Part IV.F of the permit covers Enforcement Measures & Tracking:

- The MS4 Operator must develop and implement an Enforcement Response Plan (ERP) clearly outlining actions to be taken for construction violations.
- The ERP must set forth a protocol to address repeat and continuing violations through progressively stricter responses (i.e., escalation of enforcement) as needed to achieve compliance with the terms and conditions of this *SPDES* general permit.
- Instances of non-compliance must be documented in the SWMP Plan. This can be by reference (“refer to inspection reports on-file at building department”).

Part VI.D.8 of the permit covers Construction Site Inspections (Pg 34-35):

- Training required to inspect construction sites
- Required documentation of inspection sites
- Required forms for doing inspections

Part VI.D.9 of the permit covers Construction Site Close-out (Pg 35):

- Final Site Inspection requirements
- Notice of Termination requirement

Enforcement Response Plan Construction Sites NYSDEC GP-0-24-001 Effective Date: July 6, 2024		MS4: Village of Wesley Hills Report construction stormwater activity at: Villageengineer@wesleyhills.org
<u>Legal Authority:</u> Local Law Chapter 181 Stormwater Management, Article I Erosion and Sediment Control adopted by the Board of Trustees of the Village of Wesley Hills on 5-13-2008 by L.L. No. 1-2008, is hereby equivalent to the NYSDEC Sample Local Law for Stormwater Management and Erosion and Sediment Control (https://ecode360.com/27841496#27841497);		

PURPOSE: PART IV.F.1: Enforcement Response Plan (pg 14)

The MS4 Operator must develop and implement an enforcement response plan (ERP) describing action(s) to be taken for violations enacted for **construction** (Part VI.D). The ERP must set forth a protocol to address repeat and continuing violations through progressively stricter responses (i.e., escalation of enforcement) as needed to achieve compliance with the terms and conditions of this *SPDES* general permit. **The ERP must be documented in the SWMP Plan.** (note in SWMP where you are keeping ERP reports- “on file electronically at Build Dept”).

The ERP must describe how the *MS4 Operator* will use the following types of enforcement responses or combination of responses:

Verbal warnings* (see below)	The Village will pursue compliance with storm water violations through verbal methods (telephone notifications, verbal notices, meetings) whenever reasonable. These methods are appropriate for situations where education is needed, violations do not pose a significant impact to human health or the environment, or the Village believes that compliance can be achieved without the use of formal measures.
Written notices* (see below)	When the municipality's SMO finds that a person has violated a prohibition or failed to meet a requirement of Chapter 181 Stormwater Management, the applicant and developer shall be notified in writing of the nature of the violation and the required corrective actions. No further work shall be conducted except for site stabilization until any violations are corrected and all work previously completed has received approval by the Stormwater Management Officer as per § 181-10-A, 181-12-A of the Local Law.

Citations (and associated fines)	The Village of Wesley Hills may penalize owner/operator for violations of Chapter 181 in accordance with § 181-12-D.
Stop work orders	The Village of Wesley Hills may issue a stop-work order for violations of Chapter 181 in accordance with § 181-12-B.
Withholding of plan approvals or other authorizations affecting the ability to <i>discharge</i> to the MS4; and	The Village has the Authority to withhold plan approvals and other authorizations affecting the ability to discharge to MS4 if above types of enforcement have not resulted in compliance. Regulations with respect to suspension of access to MS4 are described in § 181-21. Suspension of access to MS4 of Local Law. Certificate of occupancy may be withheld in accordance with § 181-12-E and F.
Additional measures, supported in local legal authorities, such as collecting against the project's bond or directly billing the responsible party to pay for work and materials to correct violations.	Further appropriate actions will be used against a responsible party that fails to comply with previous remedies or to stop discharges, considered to pose an immediate risk to the public or the environment.
Other	Click or tap here to enter text.

*Efforts to obtain a voluntary correction of deficiencies through informal enforcement, such as verbal warnings or written notices, must not exceed sixty (60) days in duration (from the time of the *MS4 Operator's* initial determination until a return to compliance).

PART IV.F.2: Enforcement Tracking (pg 15)

The MS4 Operator must track instances of non-compliance in the SWMP Plan **within 30 DAYS** (note in SWMP where you are keeping ERP reports- “on file electronically at Build Dept”). The enforcement case documentation must include, at a minimum, the following:

Date of report	Click or tap here to enter text.
Name of the owner/operator of the facility or site of the violation (can be redacted from the publicly available SWMP Plan);	Click or tap here to enter text.
Location of the <i>construction site</i> ;	Click or tap here to enter text.
Description of the violation/Nature of the complaint;	Click or tap here to enter text.
Schedule for returning to compliance;	Click or tap here to enter text.
Description of enforcement response used, including escalated responses if repeat violations occur or violations are not resolved in a timely manner. Follow up actions taken or needed (including response times);	Click or tap here to enter text.
Inspection outcomes and any enforcement taken;	Click or tap here to enter text.
Accompanying documentation of enforcement response (e.g., notices of noncompliance, notices of violations)	Click or tap here to enter text.
Any referrals to different departments or agencies;	Click or tap here to enter text.
Date violation was resolved.	Click or tap here to enter text.

The MS4 Operator will utilize the Construction Inspection Form provided in Appendix D on the GP-0-24-001 for construction site inspections and in this report.

Part VI.D.8: Construction Site Inspections (Pg 34-35)

The *MS4 Operator* must:

a. Ensure individuals(s) receive, prior to conducting inspections*:	☐ Click or tap here to enter text.	
	i. Four (4) hours of <i>Department</i> endorsed training in proper erosion and sediment control principles from a Soil & Water Conservation District, or other <i>Department</i> endorsed entity. This training must be complete, within three (3) years of the EDC and every three (3) years thereafter.*	☐ Click or tap here to enter text.
	ii. In the <i>SWMP Plan</i> , document and update annually the names, titles, and contact information for the individuals who have received the trainings listed above.	☐ Click or tap here to enter text.
	b. Annually inspect all sites with <i>construction activity</i> identified in the inventory (Part VI.D.4.) during active construction after the pre-construction meeting (Part VI.D.7.), or sooner if deficiencies are noted that require attention.	☐ Click or tap here to enter text.
	i. Follow up to construction site inspections must confirm corrective actions are completed within timeframes established by the CGP and the <i>MS4 Operator's</i> ERP (Part IV.F.1.).	☐ Click or tap here to enter text.
	c. Document all inspections using the Construction Site Inspection Report Form (Appendix D) or an equivalent form containing the same information. The <i>MS4 Operator</i> must include the completed Construction Site Inspection Reports in the <i>SWMP Plan</i> .	☐ Click or tap here to enter text.

* Individuals without these trainings cannot inspect construction sites. Individuals who meet the definition of a qualified professional or qualified inspector are exempt from this requirement.

Part VI.D.9: Construction Site Close-out (Pg 35)

The <i>MS4 Operator</i> must ensure a final construction site inspection is conducted and documentation of the final construction site inspection must be maintained in the <i>SWMP Plan</i>.	☐ Click or tap here to enter text.
The final construction site inspection must be documented using the Construction Site Inspection Report Form (Appendix D), or an equivalent form containing the same information, or accept the construction site owner/operator's <i>qualified inspector</i> final inspection certification required by the CGP.	☐ Click or tap here to enter text.
The Notice of Termination (NOT) must be signed by the MS4 Operator as required by the CGP for projects determined to be complete, in accordance with Part X.J (pg 123).	☐ Click or tap here to enter text.

Enforcement Response Plan Post-Construction

NYSDEC GP-0-24-001
Effective Date: July 6, 2024

INSTRUCTIONS FOR USE

Part IV.F of the permit covers Enforcement Measures & Tracking:

- The MS4 Operator must develop and implement an Enforcement Response Plan (ERP) clearly outlining actions to be taken for post-construction violations.
- The ERP must set forth a protocol to address repeat and continuing violations through progressively stricter responses (i.e., escalation of enforcement) as needed to achieve compliance with the terms and conditions of this *SPDES* general permit.
- Instances of non-compliance must be documented in the SWMP Plan. This can be by reference (“refer to inspection reports on-file at building department”).

Part VI.E.2 covers Post-Construction SMP Inventory & Inspection Tracking:

- Maintain an inventory of SMPs installed after 2003. See Stormwater Consortium of Rockland County’s inventory.

Part VI.E.4 covers the Post-Construction SMP Inspection & Maintenance Program (Pg 37 and 38):

- By January 2025 the MS4 Operator must develop and implement a post-construction SMP inspection and maintenance program.
- The post- construction SMP inspection and maintenance program must be documented in the SWMP
- Training Provisions for the Inspection & Maintenance Program

Enforcement Response Plan Post-Construction Stormwater Management Practices (SMPs) NYSDEC GP-0-24-001 Effective Date: July 6, 2024		MS4: Village of Wesley Hills Report construction stormwater activity at: Villageengineer@wesleyhills.org
Legal Authority: Local Law Chapter 181 Stormwater Management, Article I Erosion and Sediment Control adopted by the Board of Trustees of the Village of Wesley Hills on 5-13-2008 by L.L. No. 1-2008, is hereby equivalent to the NYSDEC Sample Local Law for Stormwater Management and Erosion and Sediment Control (https://ecode360.com/27841496#27841497);		

PURPOSE: PART IV.F.1: Enforcement Response Plan (pg 14)

The MS4 Operator must develop and implement an enforcement response plan (ERP) describing action(s) to be taken for violations enacted for **construction** (Part VI.D). The ERP must set forth a protocol to address repeat and continuing violations through progressively stricter responses (i.e., escalation of enforcement) as needed to achieve compliance with the terms and conditions of this *SPDES* general permit. **The ERP must be documented in the SWMP Plan.** (note in SWMP where you are keeping ERP reports- “on file electronically at Build Dept”).

The ERP must describe how the *MS4 Operator* will use the following types of enforcement responses or combination of responses:

Verbal warnings* (see below)	The Village will pursue compliance with storm water violations through verbal methods (telephone notifications, verbal notices, meetings) whenever reasonable. These methods are appropriate for situations where education is needed, violations do not pose a significant impact to human health or the environment, or the Village believes that compliance can be achieved without the use of formal measures.
Written notices* (see below)	When the municipality's SMO finds that an owner/operator has violated a prohibition or failed to meet a requirement of Chapter 181 Stormwater Management and Erosion and Sediment Control, the owner/operator shall be notified in writing of the nature of the violation and the required corrective actions.
Citations (and associated fines)	Citations will be issued for failure to comply with a Written Notice or for extreme violations of the Village's construction site stormwater requirements.

	Penalties for offences are described in § 181-12 D of the Local Law.
Stop work orders	Not applicable for post-construction.
Withholding of plan approvals or other authorizations affecting the ability to <i>discharge</i> to the MS4; and	Not applicable for post-construction.
Additional measures, supported in local legal authorities, such as collecting against the project's bond or directly billing the responsible party to pay for work and materials to correct violations.	Further appropriate actions will be used against a responsible party that fails to comply with Chapter 181, considered to pose an immediate risk to the public or the environment as per § 181-21.
Other	Click or tap here to enter text.

*Efforts to obtain a voluntary correction of deficiencies through informal enforcement, such as verbal warnings or written notices, must not exceed sixty (60) days in duration (from the time of the *MS4 Operator's* initial determination until a return to compliance).

PART IV.F.2: Enforcement Tracking (pg 15)

The MS4 Operator must track instances of non-compliance in the SWMP Plan **within 30 DAYS** (note in SWMP where you are keeping ERP reports- “on file electronically at Build Dept”). The enforcement case documentation must include, at a minimum, the following:

Date of report	Click or tap here to enter text.
Name of the owner/operator of the facility or site of the violation (can be redacted from the publicly available SWMP Plan);	Click or tap here to enter text.
Location of the <i>post-construction site</i> ;	Click or tap here to enter text.
Description of the violation/Nature of the complaint;	Click or tap here to enter text.
Schedule for returning to compliance;	Click or tap here to enter text.
Description of enforcement response used, including escalated responses if repeat violations occur or violations are not resolved in a timely manner. Follow up actions taken or needed (including response times);	Click or tap here to enter text.
Inspection outcomes and any enforcement taken;	Click or tap here to enter text.
Accompanying documentation of enforcement response (e.g., notices of noncompliance, notices of violations)	Click or tap here to enter text.
Any referrals to different departments or agencies;	Click or tap here to enter text.
Date violation was resolved.	Click or tap here to enter text.

Part VI.E.2: Post-Construction SMP Inventory & Inspection Tracking

Maintain an inventory of SMPs installed after 2003. See Stormwater Consortium of Rockland County’s inventory.

Part VI.E.4: Post-Construction SMP Inspection & Maintenance Program (Pg 37 and 38)

Within one (1) year of the EDC, the *MS4 Operator* must *develop* and implement a post-construction *SMP* inspection and maintenance program. The post- construction *SMP* inspection and maintenance program must be documented in the *SWMP Plan* specifying:

- a. The post-construction *SMP* inspection and maintenance procedures including:
 - i. Provisions to ensure that each post-construction *SMP* identified in the post-construction *SMP* inventory (Part VI.E.2.) is inspected at the frequency specified in the [NYS DEC Maintenance Guidance 2017](#) or as specified in the O&M plan contained in the approved SWPPP (Part VI.D.6.), if available;
 1. The *MS4 Operator* can only accept Level 1 inspections (NYS DEC Maintenance Guidance 2017) by private owners inspecting post- construction *SMPs*.
 - ii. Documentation of post-construction *SMP* inspections using the Post-Construction [SMP Inspection Checklist](#)³⁰ or an equivalent form containing the same information. The *MS4 Operator* must include the completed post- construction *SMP* inspections (i.e., the completed Post-Construction *SMP* Inspection Checklist) in the *SWMP Plan*;
 - iii. Annual inspections are required to be submitted to the Village Clerk by November 30th of each fiscal year.
 - iv. Provisions to initiate follow-up actions (i.e., maintenance, repair, or higher- level inspection) within thirty (30) days of post-construction *SMP* inspection; and
 - v. Provisions to initiate enforcement within sixty (60) days of the inspection if follow-up actions are not complete

³⁰ The *Department* developed checklist forms specific to each post-construction *SMP* designed to assist *MS4 Operators* in conducting inspections and maintenance activities of standard practices. The Post-Construction *SMP* Inspection Checklist, March 31, 2017, can be found on the Department's website

Training and Procedures: Post-Construction SMP Inspection & Maintenance Program (Pg 37)

- a. The training provisions for the MS4 Operator's post-construction *SMP* inspection and maintenance procedures (Part VI.E.4.a.):

If new staff are added, training on the MS4 Operator's post-construction <i>SMP</i> inspection and maintenance procedures (Part VI.E.4.a.) and procedures outlined in the <i>Department</i> endorsed program must be given prior to conducting any post-construction <i>SMP</i> inspection and maintenance;	Click or tap here to enter text.
For existing staff, training on the <i>MS4 Operator's</i> post-construction <i>SMP</i> inspection and maintenance procedures (Part VI.E.4.a.) and procedures outlined in the <i>Department</i> endorsed program must be given prior to conducting any post-construction <i>SMP</i> inspection and maintenance and once every five (5) years, thereafter; and	Click or tap here to enter text.
If the post-construction <i>SMP</i> inspection and maintenance procedures (Part VI.E.4.a.) are updated (Part VI.E.4.d.), training on the updates must be given to all staff prior to conducting post-construction <i>SMP</i> inspection and maintenance	Click or tap here to enter text.

- b. The names, titles, and contact information for the individuals who have received post-construction *SMP* inspection and maintenance procedures training and update annually; and

Click or tap here to enter text.

- c. Annually, by April 1, the *MS4 Operator* must:
 - i. Review and update the post-construction *SMP* inspection and maintenance procedures (Part VI.E.4.a.); and
 - ii. Document the completion of this requirement in the *SWMP Plan*.



**NEW YORK STATE
DEPARTMENT OF ENVIRONMENTAL CONSERVATION
DIVISION OF WATER**



 Department of Environmental Conservation				New York State Department of Environmental Conservation Construction Site Inspection Report for SPDES MS4 General Permit GP-0-24-001			
Project Name:				Date:			
Project Location:				Weather:			
Permit # (if any): NYR		Contacted: ☐ Yes ☐ No		Entry Time:		Exit Time:	
Name of SPDES Permittee:				Inspection Type:		☐ NOT ☐ Complaint	
Phone Number(s):						☐ Compliance ☐ Referral	
On-site Representative(s) and Company(s):				MS4 Operator Name:			
				MS4 Permit ID: NYR20A			

SPDES Authority

Yes No N/A

1. ☐ ☐ ☐ Does the project have permit coverage?
2. ☐ ☐ ☐ Is a copy of the NOI and Acknowledgment Letter available on site and accessible for viewing?
3. ☐ ☐ ☐ Is a copy of the MS4 SWPPP Acceptance Form available on site and accessible for viewing?
4. ☐ ☐ ☐ Is an up-to-date copy of the signed SWPPP retained at the construction site?
5. ☐ ☐ ☐ Is a copy of the SPDES General Permit retained at the construction site?
6. ☐ ☐ ☐ Does the NOI accurately report the number of acres to be disturbed?

Citation

GP-0-20-001: I.A & II. B
GP-0-20-001: II.D.2
GP-0-20-001: II.D.2
GP-0-20-001: II.D.2, & III.A.4
GP-0-20-001: II.D.2
GP-0-20-001: II.B.4

SWPPP Content

Yes No N/A

7. ☐ ☐ ☐ Does the SWPPP describe and identify the erosion and sediment control measures to be employed?
8. ☐ ☐ ☐ Does the SWPPP provide an inspection schedule and maintenance requirements for the E&SC measures?
9. ☐ ☐ ☐ Does the SWPPP describe and identify the stormwater management practices to be employed?
10. ☐ ☐ ☐ Does the SWPPP identify the contractor(s) and subcontractor(s) responsible for each measure?
11. ☐ ☐ ☐ Does the SWPPP identify at least one trained individual from each contractor(s) and subcontractor(s) companies?
12. ☐ ☐ ☐ Does the SWPPP include all the necessary Contractor Certification Statements and signatures?
13. ☐ ☐ ☐ Is the SWPPP signed by the permittee?
14. ☐ ☐ ☐ Is the SWPPP prepared by a qualified professional (if post-construction stormwater management required)?
15. ☐ ☐ ☐ Do the SMPs conform to the Enhanced Phosphorus Removal Standards (projects in TMDL watersheds)?

Citation

GP-0-20-001: III.B.1.e
GP-0-20-001: III.B.1.i
GP-0-20-001: III.B.2
GP-0-20-001: III.A.6
GP-0-20-001: III.A.6
GP-0-20-001: VII.H.2
GP-0-20-001: III.A.3
GP-0-20-001: III.B.3

Recordkeeping

Yes No N/A

16. ☐ ☐ ☐ Are self-inspections performed as required by the permit (weekly, or twice weekly for >5 acres disturbed)?
17. ☐ ☐ ☐ Are the self-inspections performed and signed by a qualified inspector and retained on site?
18. ☐ ☐ ☐ Do the qualified inspector's reports include the minimum reporting requirements?
19. ☐ ☐ ☐ Do inspection reports identify corrective measures that have not been implemented or are recurring?

Citation

GP-0-20-001:IV.C.2.a. & b
GP-0-20-001:II.C.2.,IV.C.6 & VII.H.3
GP-0-20-001: IV.C.4
GP-0-20-001: IV.C.5



NEW YORK STATE
DEPARTMENT OF ENVIRONMENTAL CONSERVATION
DIVISION OF WATER



Visual Observations

Yes No N/A				Citation	
20.	☐	☐	☐	Are all erosion and sediment control measures installed properly?	GP-0-20-001: VII.L
21.	☐	☐	☐	Are all erosion and sediment control measures being maintained properly?	GP-0-20-001: IV.A.1
22.	☐	☐	☐	Was written authorization issued for any disturbance greater than 5 acres?	GP-0-20-001: II.D.3
23.	☐	☐	☐	Have stabilization measures been implemented in inactive areas per Permit (>5acres) or ESC Standard?	GP-0-20-001: II.D.3.b & III.B.1.f
24.	☐	☐	☐	Are post-construction stormwater management practices constructed/installed correctly?	GP-0-20-001: III.B.2
25.	☐	☐	☐	Has final site stabilization been achieved and temporary E&SC measures removed prior to NOT submittal?	GP-0-20-001: V.A.2
26.	☐	☐	☐	Was there a discharge from the site on the day of inspection?	
27.	☐	☐	☐	Is there evidence that a discharge caused or contributed to a violation of water quality standards?	ECL 17-0501, 6 NYCRR 703.2 & GP-0-20-001: J.D

Water Quality Observations

Describe the discharge(s): location, source(s), impact on receiving water(s), etc.

Describe the quality of the receiving water(s) both upstream and downstream of the discharge:

Describe any other water quality standards or permit violations:



NEW YORK STATE
DEPARTMENT OF ENVIRONMENTAL CONSERVATION
DIVISION OF WATER



Additional Comments:

☐ Photographs attached

Overall Inspection Rating: ☐ Satisfactory ☐ Marginal ☐ Unsatisfactory	
Name/Agency of Lead Inspector:	Signature of Lead Inspector:
Names/Agencies of Other Inspectors:	

Appendix G

Prevention of illicit discharges

(VI.A.1.d.)

Stormwater Pollution

The contamination of stormwater negatively impacts our lakes, rivers, wetlands, and other water bodies.

Nutrients like phosphorus and nitrogen can lead to excessive algae growth and oxygen depletion. Hazardous substances from vehicles and improper use of pesticides, herbicides, and fertilizers pose a threat to water quality and can harm fish and other aquatic life. Bacteria from animal waste and improper connections between sanitary sewers and storm sewer systems can render lakes and waterways unsafe for activities such as wading, swimming, and fish consumption. Additionally, eroded soil is considered a pollutant as it diminishes water clarity and disrupts the habitats of fish and plant life.



In our community, unauthorized non-stormwater discharges into the MS4 (Municipal Separate Storm Sewer System) are strictly prohibited as they are deemed illicit. However, there are certain exceptions to this rule.

Discharges from firefighting activities are authorized when the events are emergencies/unplanned. *Discharges that are significant sources of pollutants, like sanitary connections to storm sewers, illegal dumping, and spills that find their way into the storm sewer system, are considered illicit practices that must be avoided*

For More Info on Stormwater and illicit discharge please visit:
<https://dec.ny.gov/environmental-protection/water/water-quality/stormwater>

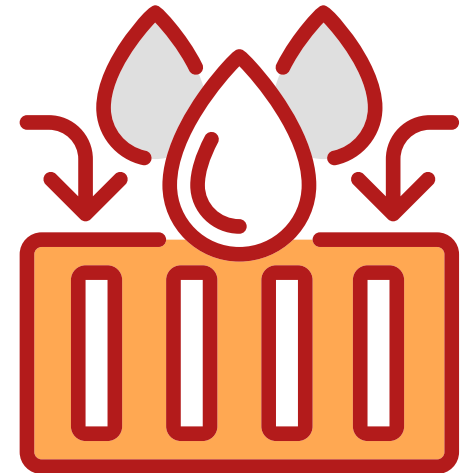
To report an illicit discharge, please contact:

Village of Wesley Hills
Village Mayor: Marshall Katz

Report Illicit Discharges to:
villageengineer@wesleyhills.org

ILLICIT STORMWATER DISCHARGES:

IDENTIFYING AND PREVENTING STORMWATER POLLUTION IN YOUR NEIGHBORHOOD



Cornell Cooperative Extension of Rockland

RocklandCCE.org



What is an illicit Discharge?

An illicit (illegal) discharge occurs when any substance other than stormwater is released into a municipal storm sewer system, including storm drains, pipes, and ditches. Pollutants enter storm sewer systems through various preventable means, such as the improper connection of waste pipes to stormwater pipes by companies or residences, as well as the disposal of different types of waste into storm drain inlets by individuals. It is important to note that disposing of anything other than stormwater into storm sewers is illegal!



Things you can do to help water quality

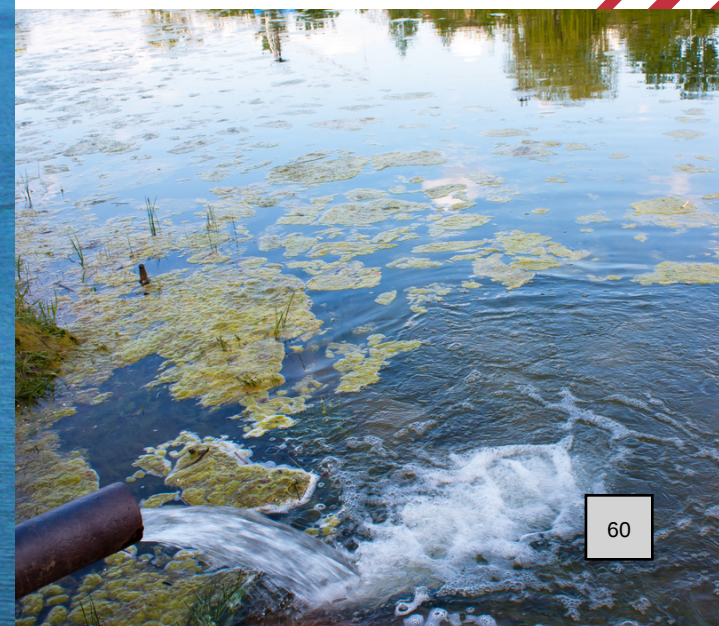
- Never dump anything down storm drains
- Use lawn and garden chemicals sparingly; sweep up any excess from driveways, sidewalks, and roads
- Repair vehicle leaks; cover spilled fluids with kitty litter then sweep into household waste
- Pick up after your pet and dispose of it properly
- Control soil erosion on your property by planting ground cover and stabilizing erosion-prone areas
- Keep grass clippings, leaves, litter, and debris out of street gutters and storm drains
- Direct downspouts onto grassy areas away from paved surfaces
- Use a commercial car wash or wash your vehicle on the grass instead of the driveway
- Dispose of used oil, antifreeze, paints and other household chemicals in an approved manner



Item 2.

If you see/smell something, say something!

Sewage coming out of outfalls is detrimental to our environment and public health. Not only does it contaminate our water bodies, but it also poses serious risks to aquatic life and can lead to the spread of harmful pathogens.



Appendix H

Inventory of construction sites and post-construction SMPs (VI.D.4.a., VI.E.2.e.)

			Construction Site Inventory & Inspection Tracking (Part VI.D.4-pg 31-32) Due 6 months EDC (July 2024) Construction Site Prioritization (Part VI.D.5-pg 32) Due 1 year EDC (January 2025)										
MS4 LOCATION SCRC VERIFIED	ProgramID (SPDES ID Number)	FacilityName	STATUS (active, temporarily shut down, complete) pg 32 Write in SWMP how meeting definitions	SWPPP Approval Date (pg 31)	High Priority Construction Site (pg 31-32) -Prioritize new sites within 30 days -Update priority inventory annually & document in SWMP	Reason for High Priority (pg 31-32)	Owner/Operator (pg 31) SEE NYSDEC NOI	Receiving Waterbody Name Provided in NOI Database ("WaterbodyName")	Waterbody Class See Definitions Tab	Waterbody WI/PWL Segment ID See Definitions Tab	Inspection History (Dates, ratings- Satisfactory, Marginal, Unsatisfactory) (pg. 31) Refer to Construction Site Inspections (Part VI.D.8.e pg 35): Document all inspections using the Construction Site Inspection Report Form (App D) or equiv. Has these ratings on it	Contractors 4-Hour training card (name, title, contact info, expiration date) Update Annually Document in SWMP annually (Part VI.D.8.d. pg 35)	Final Site Inspection -Use Construction site Inspection Form (App D) or equiv -Document in SWMP -Sign NOT Part VI.D.9.a-b. (pg 35)
Village of Wesley Hills	NYR11L234	Holzberg	Active	5/10/2023	No	n/a	Basya Holzberg	Mahwah River	B	1501-0035	On file at Building Department	On file at Building Department	n/a
Village of Wesley Hills	NYR11L331	34 & 36 Powder Horn Drive	Active	6/7/2023	No	n/a	Mark Silber	Tributary to the Mahwah River	B	1501-0035	On file at Building Department	On file at Building Department	n/a
Village of Wesley Hills	NYR11I484	1 East Lane Subdivision	Active	7/9/2021	No	n/a	Yaakov Spaeth	Mahwah River	C	1501-0035	On file at Building Department	On file at Building Department	n/a
Village of Wesley Hills	NYR10W861	ZAKARIN	Active- ESC Only	3/12/2013	No	n/a	SHIMON GALANDAUE	WILLOW TREE BROOK	C	1501-0035	On file at Building Department	On file at Building Department	n/a
Village of Wesley Hills	NYR11K670	15 Terrace Rd/Proposed Residential Subdivisio	Active-SMP	2022	No	n/a	Raymond Hedaya	wetlands and municipal conveyance system	n/a	n/a	On file at Building Department	On file at Building Department	n/a
Village of Wesley Hills	NYR11K783	231 McNamara Road Subdivision	Active-SMP	2/1/2023	No	n/a	Lori Zarour	Tributary to the Minisceongo Creek	C	1301-0090	On file at Building Department	On file at Building Department	n/a
Village of Wesley Hills	NYR11J236	15 & 17 Judith Lane	Active	1/12/2022	No	n/a	Leah Rieder	Mahwah River	C	1501-0035	On file at Building Department	On file at Building Department	n/a
Village of Wesley Hills		191 Grandview Avenue	Not active	5/15/2024	No	n/a	Greystone Lexington Terrace Realty, LLC	Mahwah River	C	1501-0036	On file at Building Department	On file at Building Department	n/a

			Post-Construction SMP Inventory & Inspection tracking (Part VI.E.2 pg 36)														
Maintain inventory of SMPs installed since March 2003 (previous permit requirement). Within 5 Years of EDC (JANUARY 2029) include this info in the inventory																	
ProgramID (SPDES ID Number)	FacilityName	STATUS (active, temporarily shut down, complete) pg 32 Write in SWMP how meeting definitions	PREVIOUS PERMIT REQUIREMENT Location (Provided in NOI)	PREVIOUS PERMIT REQUIREMENT Type (pg 36) as described in the NYSDEC Stormwater Maintenance Guidance	Receiving Waterbody Name (pg 36) Provided in NOI Database ("WaterbodyName")	Waterbody Class See Definitions Tab (pg 36)	Waterbody WI/PWL Segment ID See Definitions Tab (pg 36)	Date of Installation (If available) or Discovery (pg 36)	Ownership (pg 36) SEE NYSDEC NOI	Responsible Party for Maintenance (pg 36)	Contact info for party responsible for maintenance (pg 37)	O&M Location and Legal Agreements (pg 37)	PREVIOUS PERMIT REQUIREMENT Frequency for Inspection (pg 37) as described in the NYSDEC Stormwater Maintenance Guidance	Reason for Installation, if known. (Retrofit, flood control, redevelopment, new development, etc) In NOI Database ("NatureOfProject")	PREVIOUS PERMIT REQUIREMENT Date of last Inspection (pg 37)	PREVIOUS PERMIT REQUIREMENT Inspection Results (pg 37) Document how tracking in SWMP Plan	Corrective Actions Identified and Completed (pg 37)
NYR10Y589	RAKOWER	Complete- SMP	61 EAST WILLOW TREE ROAD	Dry Well (I-3)	Minisceongo Creek	C	1301-0090	2018	Dov Rakower	Dov Rakower	dov@tamrak.net, 347-996-1260		Annually	New Construction	On file at Building Department	On file at Building Department	
NYR11B560	North Wesley Hills Estates	Complete- SMP	126 & 132 East Willow Tree Road	Underground Infiltration System (I-4)	Mahwah tributary Number Three	C	1501-0035	2019		North Wesley Hills Estates Home Owners Association, Inc.	Yaakov Spaeth, yaakov@pomonaenterprises.com 845-222-1183		Annually	New Construction	On file at Building Department	On file at Building Department	
NYR10Y538	LEVINSON RESIDENCE	Complete- SMP	2 WILDER ROAD	Dry Well (I-3)	MAHWAH TRIBUTARY NO. THREE	C	1501-0035	2017	Sam Levinson	Sam Levinson	levcapital@aol.com, 917-209-7380		Annually	Redevelopment With No Increase In Impervious area	On file at Building Department	On file at Building Department	
NYR11C213	BELMAR ESTATES LOT 2	Complete- SMP	5 BELMAR COURT	Underground Infiltration System (I-4)	MAHWAH RIVER	C	1501-0035	2019	Joseph Farkas	Joseph Farkas	jifarkas@gmail.com, 914-804-5622		Annually	Redevelopment with increase in impervious area	On file at Building Department	On file at Building Department	

Appendix I

Construction oversight program and Post-construction inspection and maintenance program (VI.D.3.a and VI.E.4.)

**Construction Oversight Procedures (Part VI.D.3.a.) (pg. 30) and
Post-Construction SMP Inspection and Maintenance Procedures (Part VI.E.4.a.) (pg. 37)**

- **Annually, by April 1**, the MS4 Operator must review and update (if needed) the *Construction Oversight Procedures* and the *Post-Construction SMP Inspection and Maintenance Procedures*. **Document the completion in the SWMP.**
- **Annually**, the names, titles, and contact information for the individuals who have received *Construction Oversight Procedures* and *Post-Construction SMP Inspection and Maintenance Procedures* must be updated. **Document the completion in the SWMP.**
- If new staff are added, **training** on the *Construction Oversight Procedures* must be given prior to conducting any construction oversight activities; For Post-Construction, training on the MS4 Operator's *Post-Construction SMP Inspection and Maintenance Procedures* must be given prior to conducting any post-construction SMP inspection and maintenance.
- For existing staff, **training** on the *Construction Oversight Procedures* must be given prior to conducting any construction oversight activities and once every five (5) years thereafter, For Post-Construction, training on the MS4 Operator's *Post-Construction SMP Inspection and Maintenance Procedures* must be given prior to conducting any post-construction SMP inspection and maintenance and once every five (5) years, thereafter.
- If the *Construction Oversight Procedures* and *Post-Construction SMP Inspection and Maintenance Procedures* are updated, training on the updates must be given to all staff prior to conducting construction oversight, post-construction inspection and maintenance.
- Procedures to ensure those involved in the construction activity itself (Contractors) have received 4-Hour Training (the procedures are outlined on the SCRC SWPPP Checklist and will be discussed at pre-construction meeting). **Annually update the names, titles, and contact information for the individuals who have received the trainings in the SWMP.**
- Ensure all MS4 Construction Site Inspectors receive 4-Hour Training¹ prior to conducting construction site inspections. **Annually update the names, titles, and contact information for the individuals who have received the training in the SWMP.**
- **Annually, update the Post-Construction Inventory.**
- **By January 2027** Construction Sites must be mapped.
- **By January 2027** Post-Construction SMPs (Publicly-owned) must be mapped.
- **By January 2029** Post-Construction SMPs (Privately-owned that discharge to the MS4) must be mapped.

¹ Four (4) hours of Department-endorsed training in proper Erosion and Sediment Control principles from a Soil & Water Conservation District, or other Department-endorsed entity. Training must be completed within 3 years of the EDC (January 2024) and every 3 years thereafter. Individuals who meet the definition of a *qualified professional* or *qualified inspector* are exempt from this requirement.

MCM 4 - Construction Oversight Program

The Village has a local law for erosion and sediment control **Chapter 181 Stormwater Management, Article I Erosion and Sediment Control** adopted by the Board of Trustees of the Village of Wesley Hills on 5-13-2008 by L.L. No. 1-2008, is hereby equivalent to the NYSDEC Sample Local Law for Stormwater Management and Erosion and Sediment Control (<https://ecode360.com/27841496#27841497>). Additionally, the Village's **Enforcement Response Plan** sets forth a protocol to address repeat and continuing violations through progressively stricter responses.

As per GP-0-24-001, Part VI.D.3.a (pg. 30), the construction oversight program must be documented in the SWMP Plan specifying the construction oversight procedures including:

- i. When the construction site stormwater control program applies (Part VI.D.1.):

The construction site stormwater control program applies when the project results in a total land disturbance of greater than or equal to one acre; or disturbs less than one acre if part of a larger common plan of development or sale as required by Part VI.D.1

- ii. What types of construction activity require a SWPPP:

The project resulting in a total land disturbance of greater than or equal to one acre; or disturbs less than one acre if part of a larger common plan of development or sale require SWPPP.

- iii. The procedures for submission of SWPPPs:

SWPPP shall be submitted by Applicant to the Village Planning Board as a part of the Site Plan application. SWPPP shall be reviewed by the Village Engineer and shall meet requirements of GP-0-20-001 (GP-0-25-001, effective January 29, 2025).

When reviewing plans, the reviewer will refer to the current General Permit for Construction Activity, MS4 Permit and current NYS DEC Stormwater Management Design Manual.

- iv. SWPPP review requirements (Part VI.D.6.):

Refer to Part VI.D.6. of MS4 Permit requirements (pg. 33).

- v. Pre-construction oversight requirements (Part VI.D.7.):

Refer to Part VI.D.7. of MS4 Permit requirements (pg. 34).

- vi. Construction site inspection requirements (Part VI.D.8.):

Refer to Part VI.D.8. of MS4 Permit requirements (pg. 34-35) and the Enforcement Response Plan. Construction site inspection requirements shall be discussed at pre-construction meeting.

- vii. Construction site close-out requirements (Part VI.D.9.):

Refer to Part VI.D.9. of MS4 Permit requirements (pg. 35) and the Enforcement Response Plan. Construction site close-out requirements shall be discussed at pre-construction meeting.

- viii. Enforcement process/expectations for compliance:

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Enforcement process/expectations for compliance will be reviewed at Pre-Construction meeting. Enforcement process is outlined in the Enforcement Response Plan.

- ix. Other procedures associated with the control of stormwater runoff from applicable construction activities.

*Other procedures associated with the control of stormwater runoff from applicable construction activities are found in local law for erosion and sediment control **Chapter 181 Stormwater Management, Article I Erosion and Sediment Control**, stormwater consortium construction brochure, and are outlined in the Enforcement Response Plans.*

MCM 5 - Post-Construction SMP Inspection and Maintenance Procedures

The Village has a local law for maintenance, inspection and repair of facilities after construction under **Chapter 181 Stormwater Management, Article I Erosion and Sediment Control** adopted by the Board of Trustees of the Village of Wesley Hills on 5-13-2008 by L.L. No. 1-2008, is hereby equivalent to the NYSDEC Sample Local Law for Stormwater Management and Erosion and Sediment Control (<https://ecode360.com/27841496#27841497>). Additionally, the Enforcement Response Plan sets forth a protocol to address repeat and continuing violations through progressively stricter responses.

As per Part VI.E., the MS4 Operator must develop, implement, and enforce a program to ensure proper operation and maintenance of post construction SMPs for new or redeveloped sites. This MCM is designed to promote the long-term performance of post-construction SMPs in removing pollutants from stormwater runoff.

1. Post-Construction SMPs required to be listed on the Post-Construction Inventory (as per VI.E):

- Post-construction *SMPs* that have been installed as part of any CGP covered construction site or individual *SPDES* permit (since March 10, 2003);
- All new post-construction *SMPs* constructed as part of the construction site *stormwater* runoff control program (Part VI.D.).
- Add *SMPs* to the Post-Construction Inventory as they are approved or discovered, or
- After the owner/operator of the *construction activity* has filed the Notice of Termination with the *Department* (Part VI.D.9.b.).

Post-Construction SMP Inventory will be updated **annually** or as needed. Stormwater Consortium will strive to do this collaboratively.

2. Post-Construction SMP Inspection & Maintenance Program procedures:

- Each Post-Construction SMP identified in the post-construction SMP inventory (Part VI.E.2.) will be inspected at the frequency specified in the NYS DEC Maintenance Guidance 2017 or as specified in the O&M plan contained in the approved SWPPP (Part VI.D.6.), if available;
- All annual post-construction SMP inspections will be due on November 30st. Village Clerk will issue inspection notice to the private owners reminding them of the post-construction maintenance requirement on or about April 1st.
- Post-construction SMP inspections will be documented using the Post-Construction [SMP Inspection Checklist](#) or an equivalent form containing the same information.
- The MS4 Operator can only accept **Level 1 inspections** on the SMP Inspection Checklist by private owners inspecting post-construction SMPs.
- When a follow-up inspection is required (i.e., maintenance, repair, or higher level inspection) it shall be performed **within thirty (30) days** of initial inspection.
- If follow-up actions are not complete **within sixty (60) days** of the initial inspection, the provisions outlined in the Enforcement Plan will be implemented.

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- All inspection records will be maintained on file electronically as a part of SWMP and will be available for public review upon request.

The above requirements will be reviewed with owner and contractor during pre-construction meeting.

[2024 MS4 General Permit \(GP-0-24-001\) Fact Sheet](#) (pg 40)

The final GP-0-24-001 expands upon this by specifying that, for practices where an associated SWPPP is not on file, MS4 Operators must follow the frequencies outlined in the NYS DEC Maintenance Guidance 2017. This change was made in response to public feedback received during the draft GP-0-17-002 public comment period, and the MS4 Stakeholder Workgroup, which expressed the concern that older practices installed prior to the adoption of the local law for erosion and sediment control often contain limited information on file, including the original project SWPPP. Using the NYS DEC Maintenance Guidance 2017 to complete inspections satisfies the Phase II Remand Rule and allows the MS4 Operators to reduce the discharge of pollutants to the MEP.

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Annually, the names, titles, and contact information for the individuals who have received **Construction Oversight Procedures**, the **Post-Construction SMP Inspection and Maintenance Procedures** and the **MS4 Construction Site Inspectors who have received 4-Hour Training¹** must be updated. **Document the completion in the SWMP Plan.**

Construction Oversight Procedures:

<u>NAME</u>	<u>TITLE</u>	<u>CONTACT INFO</u>
Mark Walton	Inspector	(845) 266-6441
Kevin Costabile	Inspector	(845) 266-6441
David Smith	Inspector	(845) 266-6441
Matthew Raquet	Staff Engineer	(845) 266-6441
Sylvia Murray	Staff Engineer	(845) 266-6441
Michael Scarangella	Staff Engineer	(845) 266-6441
Glenn McCreedy	P.E.	(845) 266-6441
Stuart Strow	P.E.	(845) 266-6441
Alena Guckian	P.E.	(845) 266-6441

Post-Construction SMP Inspection and Maintenance Procedures:

<u>NAME</u>	<u>TITLE</u>	<u>CONTACT INFO</u>
Mark Walton	Inspector	(845) 266-6441
Kevin Costabile	Inspector	(845) 266-6441
David Smith	Inspector	(845) 266-6441
Matthew Raquet	Staff Engineer	(845) 266-6441
Sylvia Murray	Staff Engineer	(845) 266-6441
Michael Scarangella	Staff Engineer	(845) 266-6441
Glenn McCreedy	P.E.	(845) 266-6441
Stuart Strow	P.E.	(845) 266-6441
Alena Guckian	P.E.	(845) 266-6441

MS4 Construction Site Inspectors who have received 4-Hour Training in proper erosion and sediment control principles:

<u>NAME</u>	<u>TITLE</u>	<u>CONTACT INFO</u>
Mark Walton	Inspector	(845) 266-6441
Kevin Costabile	Inspector	(845) 266-6441
David Smith	Inspector	(845) 266-6441
Matthew Raquet	Staff Engineer	(845) 266-6441
Sylvia Murray	Staff Engineer	(845) 266-6441
Michael Scarangella	Staff Engineer	(845) 266-6441

Individuals responsible for reviewing SWPPP acceptance who have received 4-Hour Training:

<u>NAME</u>	<u>TITLE</u>	<u>CONTACT INFO</u>
Glenn McCreedy	P.E.	(845) 266-6441
Stuart Strow	P.E.	(845) 266-6441
Alena Guckian	P.E.	(845) 266-6441

¹ Four (4) hours of Department-endorsed training in proper Erosion and Sediment Control principles from a Soil & Water Conservation District, or other Department-endorsed entity. Training must be completed within 3 years of the EDC (January 2024) and every 3 years thereafter. Individuals who meet the definition of a *qualified professional* or *qualified inspector* are exempt from this requirement.

Minimum Measure 5, Post-Construction Inspection Report letter

Date

Owner/Operator
Or HOA Address

RE: (Location)
Post-Construction Stormwater Management Practice inspection reports

Dear Owner/Operator:

The Village of Wesley Hills is a NYS Department of Environmental Conservation regulated Municipal Separate Storm Sewer System (MS4) community. Per NYSDEC regulations¹ the Village is required to implement a Post-Construction Stormwater Management Practice (SMP) inspection and maintenance program with the purpose to ensure the long-term performance of SMPs.

Our records indicate that applicable SMP has been installed on-site and require annual inspection and maintenance:

- XXXXXX
- XXXXXX

Please forward to our attention an inspection report documented using the [Stormwater Management Practices Inspection Checklist](#)², an equivalent form or forms previously approved by the Village. All annual reports are due November 30, 2025.

We highly recommend that you conduct the inspection well in advance of the due date in order to conduct any necessary corrective actions that may be triggered by the initial inspection. All deficiencies noted should be documented with corrective actions prior to submission to the Village.

Any deficiencies noted and not corrected in an annual inspection report submitted will be required to be mitigated within 30 calendar days. Failure to mitigate any deficiencies will result in enforcement proceedings.

The Village appreciates your cooperation in complying with the NYSDEC's new stormwater permit requirements.

Sincerely yours,
Village Engineer

¹ [NYSDEC Stormwater Discharges from Municipal Separate Storm Sewer Systems Permit, GP-0-24-001](#)

Part VI.E.4: Post-Construction Stormwater Management Practice (SMP) inspection and maintenance program

Part VI.E.1: Applicable SMP.

² [Stormwater Management Practices Inspection Checklist](#) is available at NYSDEC's Construction Stormwater Toolbox at this link <https://dec.ny.gov/environmental-protection/water/water-quality/stormwater/construction-stormwater-toolbox>

NYSDEC MS4 PERMIT 0-24-001 SCRC SWPPP Checklist (for applicable sites):

The following shall be available when reviewing Construction projects for *applicable* sites and when conducting a Pre-Construction meeting:

- NYSDEC MS4 Permit GP-0-24-001. Relative requirements can be found on pages 29-35.
- SCRC SWPPP Checklist (for NYSDEC MS4 Permit compliance)
- NYSDEC Construction Inspection Form ([MS4 permit](#), Appendix D)
- Village of Wesley Hills Enforcement Response Plan for Construction
- Village of Wesley Hills Enforcement Response Plan for Post-Construction
- Applicant's NYSDEC NOI form or [NYSDEC NOI Database](#) to fill in the Construction and Post-Construction Inventories.

SWPPP Review Checklist:

1. Has the SWPPP reviewer received current 4-Hour Training¹? Individuals who have not received this training cannot review the SWPPP. Annually update in SWMP.
2. Review all SWPPPs for conformance with requirements of NYSDEC Construction General Permit (CGP), and Part VI.D.6 of the MS4 Permit (SWPPP Review, pg. 33).
3. Is this a Priority Construction Site (Part VI.D. 5) (pg. 32)? Review criteria to self-verify. See [CCE's Stormwater & Water Quality Interactive Map](#) for assistance.
4. Request SWPPP in Electronic format (showing all post-construction practices in electronic format).
5. NYSDEC MS4 SWPPP Acceptance Form (Issued by the Town/Village):
6. Permanent Catch-Basin stamping with 'DO NOT DUMP' installed. Codify your municipal detail.



¹ Four (4) hours of Department-endorsed training in proper Erosion and Sediment Control principles from a Soil & Water Conservation District, or other Department-endorsed entity. Training must be completed within 3 years of the EDC (January 2024) and every 3 years thereafter. Individuals who meet the definition of a *qualified professional* or *qualified inspector* are exempt from this requirement.

Pre-Construction Meeting:

Date of meeting:

Ask contractors to bring:

- The NYSDEC Notice of Intent completed and signed (to fill in Construction/Post-Construction Inventory).
- Qualified Inspector's proof of current 4-Hour Training.

Required attendance:

1. The MS4 Operator(fill in name):
2. The owner/operator listed on the [NYSDEC NOI Database](#). Fill in name:
3. The contractor(s) responsible for implementing the SWPPP for the construction activity (fill in name):
4. The Qualified Inspector (if required for the construction activity by Part IV.C. the CGP) (fill in name):
 - Confirm the project site received coverage under the CGP or an individual SPDES permit. Copy of the NYSDEC Notice of Intent completed and signed.
 - Have contractors and subcontractors identified at least one individual that has received current 4-Hour Training as required by the CGP and the NYSDEC MS4 Permit?
 - Review the Construction Oversight Program (Part VI.D.3.) (pg.30) (see Oversight Program in the Storm Water Management Plan) and expectations for compliance.
 - Update Construction/Post-Construction Site Inventories.

Pre-Construction Meeting: Construction/Post-Construction Site Inventory (Refer to NOI):

- Complete the **Construction** Site Inventory (use completed NOI or database). Is this a priority site (Part VI.D. 5)(pg 32)? What makes it a priority site?
- Complete the **Post-Construction** Site Inventory (use completed NOI or database). The SWPPP must include an O&M plan that includes inspection and maintenance schedules and actions to ensure continuous and effective operation of each post-construction SMP. The SWPPP must identify the entity that will be responsible for the long-term operation and maintenance of each practice.

Pre-Construction Meeting: Construction and Post-Construction Inspections:

1. The MS4 has local laws for erosion and sediment control **Chapter 181 Stormwater Management, Article I Erosion and Sediment Control:**
<https://ecode360.com/27841496#27841497>.
2. The MS4 Operator must develop and implement an **Enforcement Response Plan (ERP)** for Construction and Post-Construction clearly outlining actions to be taken for violations. The ERPs must set forth a protocol to address repeat and continuing violations through progressively stricter responses (i.e., escalation of enforcement) as needed to achieve compliance with the terms and conditions of the NYSDEC's MS4 SPDES general permit.
Review Enforcement Response Plans.

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3. Attach [Stormwater Consortium Erosion & Sediment Control brochure](#). Sediment is a leading pollution issue that is greatly impacting surface water quality. Excess nutrients in sediment (Phosphorus, Nitrogen) leads to aquatic weeds, algae and harmful algae growth, degradation of drinking and fishing waters, etc. This is a great cost to the community.

4. MS4 Operator:

Construction Site Inspections (pg. 34):

Annually inspect all sites with **construction activity** identified in the Construction Inventory (Part VI.D.4.) during active construction after the pre-construction meeting (Part VI.D.7.), or sooner if deficiencies are noted that require attention. Ensure all *MS4* Construction Site Inspectors receive 4-Hour Training¹ prior to conducting construction site inspections.

Inspections must be conducted using NYSDEC Construction Site Inspection Report Form (Appendix D). Review the Inspection Form. Follow up to corrective actions must be completed within timeframes established by the CGP and the Enforcement Response Plan.

Post-Construction:

Ensure the **Post-Construction SMP** is inspected at the frequency specified using the [SMP Inspection Checklist](#) or an equivalent form containing the same information. The *MS4* Operator can only accept Level 1 inspections by private owners inspecting post-construction SMPs.

Enforcement Response Plan provides provisions to initiate follow-up actions (i.e., maintenance, repair, or higher-level inspection) **within thirty (30) days of inspection**; and Provisions to initiate enforcement **within sixty (60) days** of the inspection if follow-up actions are not complete.

Construction Site Close-Out

1. Final Site Inspection to be completed by the Village Engineer.
2. As-Built and/or post-construction Hydro-CAD modeling may be required to ensure the SMP is functioning as intended.
3. Village to include completed site to Post-Construction SMP Inventory.
4. Notice of Termination to be filed by the Applicant as required by NYS DEC.

¹ Four (4) hours of Department-endorsed training in proper Erosion and Sediment Control principles from a Soil & Water Conservation District, or other Department-endorsed entity. Training must be completed within 3 years of the EDC (January 2024) and every 3 years thereafter. Individuals who meet the definition of a *qualified professional* or *qualified inspector* are exempt from this requirement.

Appendix J

Annual Report and Interim Progress Certification

MS4 Annual Report/Interim Progress Certification—2025

version 1.0

(Submission #: HQ9-TD38-TDKM9, version 1)

Details

Originally Started By Glenn McCreedy

Alternate Identifier NYR20A349

Submission ID HQ9-TD38-TDKM9

Status Draft

Form Input

MS4 Operator Information

Municipality Name or Legal Entity Name

Village of Wesley Hills

Permit ID #:

NYR20A349

MS4 Operator Type

Traditional land use control

Traditional Land Use Control

Village

Traditional Land Use Control

Traditional land use control MS4 Operator requirements are found in Part VI of the MS4 General Permit.

Legal Municipal/Entity Mailing address

432 Route 306
 Wesley Hills, NY 10952
 Rockland

Ranking Official

Official Title	First and Last Name	Phone	Email
Mayor	Marshall Katz	8453540400	mayor@wesleyhills.org

Report Preparer

Report Preparer Title	First and Last Name	Phone	Email
Municipal Engineer	Glenn McCreedy	(201) 953-0759	gmccreedy@civildesignworks.com

Stormwater Program Coordinator

Coordinator Title	First and Last Name	Phone	Email
Stormwater Program Coordinator	Glenn McCreedy	(201) 953-0759	gmccreedy@civildesignworks.com

Part IV

Was the information in this section completed as part of a coalition/group?

No

MS4 General Permit Resources

Use the following webpages for more information on the permit and fact sheet:

[MS4 Permit Webpage](#)

[MS4 Toolbox](#)

SWMP Plan

Annually: Have the alternative implementation agreements in the SWMP Plan been updated? (Part IV.A.1.e.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Agreements have been reviewed, no updates necessary at this time.

Annually: Has the SWMP been updated? (Part IV.B.3.)

Yes

Mapping

Annually: Has the comprehensive system mapping been updated? (Part IV.D.)

No

Please clarify the reason for selecting "No" for this item.

No updates necessary at this time

What tools are used to satisfy the comprehensive system mapping requirements? (e.g. paper maps, GIS, web mappers, etc.)

Paper maps, ArcGIS

Within three (3) years of the EDC: Has Phase I of the comprehensive mapping been completed? (Part IV.D.2.a.)

No

Please clarify the reason for selecting "No" for this item.

Not required at this time

Within five (5) years of the EDC: Has Phase II of the comprehensive mapping been completed? (Part IV.D.2.b.)

No

Please clarify the reason for selecting "No" for this item.

Not required at this time

Legal Authority

Within three (3) years of the EDC: For newly designated MS4 Operators, has adequate legal authority been developed and implemented? (Part IV.E.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

Please enter any comments related to the questions in this section below:*NONE PROVIDED***Part V**

In Year 5: Has the SWMP Plan been evaluated? (Part V.C.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

Part VI

Which MCMs in this Part were completed as a coalition/group, if any?

MCM 1

MCM 2

MCM 3

MCM 6

Minimum Control Measure 1

Within three (3) years of the EDC: Have the focus areas been identified? (Part VI.A.1.a.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

Within three (3) years of the EDC: Have the target audience(s) and associated pollutant generating activities been identified? (Part VI.A.1.b.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

Within three (3) years of the EDC: Have the education and outreach topics been identified and how the education and outreach topics will reduce the potential for pollutants explained? (Part VI.A.1.c.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

In Year 5: Has the method(s) used for distribution of educational messages been identified? (Part VI.A.2.a.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

In Year 5: Has one educational message been delivered to each target audience(s) for each focus area based on the education and outreach topic(s)? (Part VI.A.2.b.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

In Year 4 and Year 5: Have target audiences, focus areas, and/or education and outreach topics been updated? (Part VI.A.2.c.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

Please enter any comments related to the questions in this section below:

NONE PROVIDED

Minimum Control Measure 2

Annually: Has an opportunity for public involvement/participation in the development and implementation of the SWMP been provided? (Part VI.B.1.a.)

Yes

What was the opportunity for public involvement/participation in the SWMP?

Public hearings or meetings

Reporting concerns about activities or behaviors observed

Annually: Has the public been informed about the opportunity for their involvement in the development and implementation of the SWMP and how they can get involved? (Part VI.B.1.b.)

Yes

What is the method(s) used for distribution to inform the public of the opportunity for involvement?

Public notice

Printed materials (e.g., mail inserts, brochures and newsletters)

Electronic materials (e.g., websites, email listservs)

Displays in public areas (e.g., town halls, library, parks)

Annually: Has an opportunity to review and comment on the publicly available SWMP Plan been provided? (Part VI.B.2.a.)

Yes

Annually: Has an opportunity to review and comment on the draft annual report been provided? (Part VI.B.2.b.i.)

Yes

What opportunity for review and comment on the draft annual report has been provided?

Presentation of the draft Annual Report

Annually: Have the comments received on the SWMP Plan been summarized? (Part VI.B.2.c.i.)

NONE PROVIDED

Annually: Have the comments received on the draft annual report been summarized? (Part VI.B.2.c.i.)

NONE PROVIDED

Please enter any comments related to the questions in this section below:

NONE PROVIDED

Minimum Control Measure 3

Within three (3) years of the EDC: Has an inventory of monitoring locations been developed? (Part VI.C.1.c.i.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

In Year 4 and Year 5: Has the monitoring location inventory been updated? (Part VI.C.1.c.ii.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

Within three (3) years of the EDC: Have monitoring locations been prioritized? (Part VI.C.1.d.i.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

In Year 4 and Year 5: Has the monitoring location prioritization been updated? (Part VI.C.1.d.iii.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

Within two (2) years of the EDC: Has a monitoring locations inspection and sampling program been developed and implemented? (Part VI.C.1.e.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

In Year 5: Have all the monitoring locations been inspected? (Part VI.C.1.e.i.a))

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

How many monitoring locations have been inspected?

0

In Year 5: Has training on the MS4 Operator's monitoring locations inspection and sampling procedures been provided? (Part VI.C.1.e.ii.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

In Year 3, Year 4, and Year 5: Have the names, titles, and contact information for the individuals who have received monitoring locations inspection and sampling training been updated? (Part VI.C.1.e.iii.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

In Year 3, Year 4, and Year 5: Have the monitoring locations inspection and sampling procedures been updated? (Part VI.C.1.e.iv.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

Within two (2) years of the EDC: Has an illicit discharge track down program been developed and implemented? (Part VI.C.2.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

In Year 5: Has training on the MS4 Operator's illicit discharge track down procedures prior to conducting illicit discharge track down been provided? (Part VI.C.2.b.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

In Year 3, Year 4, and Year 5: Have the names, titles, and contact information for the individuals who have received illicit discharge track down procedures training been updated? (Part VI.C.2.c.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

In Year 3, Year 4, and Year 5: Have the illicit discharge track down procedures been reviewed and updated? (Part VI.C.2.d.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

Within two (2) years of the EDC: Has an illicit discharge elimination program been developed and implemented? (Part VI.C.3.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

In Year 5: Has training on the MS4 Operator's illicit discharge elimination procedures prior to conducting illicit discharge elimination been provided? (Part VI.C.3.b.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

In Year 3, Year 4, and Year 5: Have the names, titles, and contact information for the individuals who have received illicit discharge elimination procedures training been updated? (Part VI.C.3.c.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

In Year 3, Year 4, and Year 5: Have the illicit discharge elimination procedures been reviewed and updated? (Part VI.C.3.d.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

Please enter any comments related to the questions in this section below:

NONE PROVIDED

Minimum Control Measure 4

Within one (1) year of the EDC: Has a construction oversight program been developed and implemented? (Part VI.D.3)

Yes

In Year 5: Has training on the MS4 Operator's construction oversight procedures prior to conducting construction oversight been provided? (Part VI.D.3.b.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

In Year 2, Year 3, Year 4, and Year 5: Have the names, titles, and contact information for the individuals who have received construction oversight procedures training been updated? (Part VI.D.3.c.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

In Year 2, Year 3, Year 4, and Year 5: Have the construction oversight procedures been reviewed and updated? (Part VI.D.3.e.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

Annually: Has the inventory of construction sites been updated? (Part VI.D.4.b.)

Yes

How many construction sites are on the inventory?

8

Within one (1) year of the EDC: Have construction sites been prioritized? (Part VI.D.5.a.)

Yes

How many high priority construction sites are on the inventory?

4

In Year 2, Year 3, Year 4, and Year 5: Has the construction site prioritization been updated? (Part VI.D.5.c.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

Within three (3) years of the EDC: Have the individuals responsible for reviewing SWPPPs for acceptance received four (4) hours of Department endorsed training in proper erosion and sediment control principles from a Soil & Water Conservation District, or other Department endorsed entity prior to conducting SWPPP reviews and/or approvals? (Part VI.D.6.a.i.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

Annually: Have the names, titles, and contact information for the individuals who have received four (4) hours of Department endorsed training in proper erosion and sediment control principles from a Soil & Water Conservation District, or other Department endorsed entity, for individuals responsible for reviewing SWPPPs been updated? (Part VI.D.6.d.)

Yes

Are pre-construction meetings conducted prior to the commencement of construction activity? (Part VI.D.7.)

Yes

Within three (3) years of the EDC: Have the individuals responsible for construction site inspections received four (4) hours of Department endorsed training in proper erosion and sediment control principles from a Soil & Water Conservation District, or other Department endorsed entity prior to conducting construction site inspections? (Part VI.D.8.a.i.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

Annually: Have all sites with construction activity identified in the inventory been inspected during active construction after the pre-construction meeting, or sooner if deficiencies are noted that require attention? (Part VI.D.8.c.)

Yes

Annually: Have the names, titles, and contact information for the individuals who have received four (4) hours of Department endorsed training in proper erosion and sediment control principles from a Soil & Water Conservation District, or other Department endorsed entity, for individuals responsible for construction site inspections been updated? (Part VI.D.8.d.)

Yes

Are final construction site inspections conducted? (Part VI.D.9.)

Yes

Please enter any comments related to the questions in this section below:

NONE PROVIDED

Minimum Control Measure 5

Annually: Has the inventory of post-construction SMPs been updated? (Part VI.E.2.c.)

Yes

How many post-construction SMPs are on the inventory?

4

Within five (5) years of the EDC: Have the required components been included in the post-construction SMP inventory? (Part VI.E.2.d.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

Within one (1) year of the EDC: Has a post-construction SMP inspection and maintenance program been developed and implemented? (Part VI.E.4.)

Yes

Has each post-construction SMP identified in the inventory been inspected at the required frequency? (Part VI.E.4.a.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Inspection reports were not located in the available records. Post-Construction SMP Inspection and Maintenance Procedures have been updated in SWMP. Site owners will be notified about inspection requirements to ensure the systems are inspected in 2025 and inspection reports are reviewed by the Village Engineer.

How many post-construction SMPs have been inspected at the required frequency?

0

In Year 5: Has training on the MS4 Operator's post-construction SMP inspection and maintenance procedures prior to conducting post-construction SMP inspection and maintenance been provided? (Part VI.E.4.b.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

Annually: Have names, titles, and contact information for the individuals who have received post-construction SMP inspection and maintenance procedures training updated? (Part VI.E.4.c.)

Yes

In Year 2, Year 3, Year 4, and Year 5: Have the post-construction SMP inspection and maintenance procedures been reviewed and updated? (Part VI.E.4.d.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

Please enter any comments related to the questions in this section below:

NONE PROVIDED

Minimum Control Measure 6

Within three (3) years of the EDC: Have best management practices (BMPs) been incorporated into the municipal facility program and municipal operations program? (Part VI.F.1.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

Within three (3) years of the EDC: Has a municipal facility program been developed and implemented? (Part VI.F.2.a.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

In Year 5: Has training on the MS4 Operator's municipal facility procedures prior to conducting municipal facility procedures been provided? (Part VI.F.2.a.ii.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

In Year 4 and Year 5: Have the names, titles, and contact information for the individuals who have received municipal facility procedures training been updated? (Part VI.F.2.a.iii.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

In Year 4 and Year 5: Have the municipal facility procedures been updated? (Part VI.F.2.a.iv.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

Within two (2) years of the EDC: Has a municipal facility inventory been developed? (Part VI.F.2.b.i.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

In Year 3, Year 4, and Year 5: Has the municipal facility inventory been updated? (Part VI.F.2.b.ii.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

Within three (3) years of the EDC: Have the municipal facilities been prioritized? (Part VI.F.2.c.i.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

In Year 4 and Year 5: Has the municipal facility prioritization been updated? (Part VI.F.2.c.iii.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

Within five (5) years of the EDC: Has a municipal facility specific SWPPP for each high priority municipal facility been developed? (Part VI.F.2.d.i.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

How many municipal facility specific SWPPPs for high priority municipal facilities have been developed?

0

In Year 5: Has all wet weather visual monitoring of the monitoring locations at all high priority municipal facilities been conducted? (Part VI.F.2.d.ii.a))

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

At how many high priority municipal facilities was wet weather visual monitoring completed?

0

At how many monitoring locations was wet weather visual monitoring completed?

0

In Year 5: Has a comprehensive site assessment for each high priority municipal facility been completed? (Part VI.F.2.d.ii.c))

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

At how many high priority municipal facilities was a comprehensive site assessment completed?

0

In Year 5: Has a comprehensive site assessment for each low priority municipal facility been completed? (Part VI.F.2.e.ii.c))

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

At how many low priority municipal facilities was a comprehensive site assessment completed?

0

Within three (3) years of the EDC: Has a municipal operations program been developed? (Part VI.F.3.a.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

In Year 5: Has training on the MS4 Operator's municipal operations procedures prior to conducting municipal operations been provided? (Part VI.F.3.a.ii.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

In Year 4 and Year 5: Have the names, titles, and contact information for the individuals who have received municipal operations procedures training been updated? (Part VI.F.3.a.iii.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

In Year 4 and Year 5: Have the municipal operations procedures been reviewed and updated? (Part VI.F.3.a.iv.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

Within three (3) years of the EDC: Have catch basins in need of inspection been identified? (Part VI.F.3.c.i.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

Within three (3) years of the EDC: Has catch basin inspection information been inventoried? (Part VI.F.3.c.ii.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

In Year 5: Have all streets, bridges, parking lots, and right of ways been swept? (Part VI.F.3.d.i.a))

Yes

Annually: Have all streets in business districts and commercial areas been swept? (Part VI.F.3.d.i.b))

Yes

Within five (5) years of the EDC: Have roads, bridges, parking lots, and right of way maintenance specific BMPs been implemented? (Part VI.F.3.d.ii.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

Within five (5) years of the EDC: Have winter road maintenance specific BMPs been implemented? (Part VI.F.3.d.iii.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not required at this time

Please enter any comments related to the questions in this section below:

NONE PROVIDED

Part VIII

Does the MS4 Operator discharge to an impaired water listed in Appendix C of GP-0-24-001?

No

Please enter any comments related to the questions in this section below:

NONE PROVIDED

Part IX

Does the MS4 Operator discharge to a TMDL listed in Table 3 of GP-0-24-001?

No

Please enter any comments related to the questions in this section below:

NONE PROVIDED

Interim Progress Status

Interim Progress Resources

Use the following webpages for more information on the permit and fact sheet:

[MS4 Permit Webpage](#)

[MS4 Toolbox](#)

Have you reviewed compliance items due within two years of EDC?

Yes

Have you reviewed compliance items due within three years of EDC?

Yes

Have you reviewed compliance items due within four years of EDC?

Yes

Have you reviewed compliance items due within five years of EDC?

Yes

Have you reviewed compliance items which need to be completed routinely (annually, every five (5) years, etc.)?

Yes

Please enter any comments related to the questions in this section.

NONE PROVIDED

Certification

The ranking elected official or Principal Executive Officer for the MS4 Operator will be signing the form.

Yes

As the Ranking Elected Official or Principal Executive Officer, please download the certification form using the link below. Complete and sign the certification. Then, upload the certification form to this Interim Progress Certification and/or Annual Report.

[Certification Form](#)

Attach completed certification form.

NONE PROVIDED

Comment

NONE PROVIDED