



NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION  
**Phase II SPDES General Permit for**  
**Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4s), GP-02-02**  
**MUNICIPAL COMPLIANCE CERTIFICATION (MCC) FORM**

**Regulated MS4: Town of Marcellus SPDES Permit Number: NYR20A 261**

See information packet for information to help complete this form.

MCC Form for year ending: March 9,      2006 (Year 3)   x   2007 (Year 4)      2008 (Year 5)

**Section A. MS4 Owner/Operator and Contact Person Information** (contact persons explained in instructions)

**Owner/Operator** Is information below new or changed?      Yes   X   No

Name: Daniel Ross Title: Town Supervisor Department:     

Mailing Address: Street or P.O. Box: 24 East Main Street City: Marcellus  
 County: Onondaga State: New York Zip Code: 13108

Phone: ( 315 ) 673-3269 E-mail Address: townsupervisor@marcellusny.org

**Local Stormwater Public Contact** (Required by Minimum Measure 2)  
 Is information below: 1) new or changed?   X   Yes      No  
 2) same as:      Owner/Operator

Name: Bill Reagan Title: Code Enforcement Officer Department: Town of Marcellus

Mailing Address: Street or P.O. Box: 24 East Main Street City: Marcellus  
 County: Onondaga State: New York Zip Code: 13108

Phone: ( 315 ) 673-3269 x4 E-mail Address:     

**Stormwater Management Program (SWMP) Coordinator** (Responsible for implementation/coordination of SWMP)  
 Is information below: 1) new or changed?      Yes   X   No  
 2) same as:      Owner/Operator      Local Stormwater Public Contact

Name: David Hanny Title: Senior Project Environmental Scientist Department: Barton & Loguidice, P.C.

Mailing Address: Street or P.O. Box: 290 Elwood Davis Road City: Syracuse  
 County: Onondaga State: New York Zip Code: 13220

Phone: ( 315 ) 457-5200 E-mail Address: dhanny@bartonandloguidice.com

**Annual Report Preparer**  
 Is information below: 1) new or changed?      Yes   X   No  
 2) same as:      Owner/Operator      Local Stormwater Public Contact   X   SWMP Coordinator

Name:      Title:      Department:     

Mailing Address: Street or P.O. Box:      City:       
 County:      State:      Zip Code:     

Phone: (      ) E-mail Address:

**IMPORTANT NOTE:** Rows can be added to the tables in the following sections by going to the rightmost cell in the bottom row of the table and hitting tab. Hitting return in a given row will make the row wider, creating more room to type or write.

**Section B. Local Water Quality Information**

Information to help complete this section can be found in the instructions.

1. Does the MS4 discharge to 303(d) listed waters or is it in a TMDL watershed?

Yes (complete the table below)     No     Not Yet Determined

(Put an X in the 'Classification' cell to indicate if the MS4 discharges to a waterbody on the 303(d) list and / or if it is in a TMDL watershed.)

Impaired Waters Name (from 303 (d) list and/or TMDL)	Pollutant(s) of Concern (from 303 (d) list and/or TMDL)	Classification	
		303 (d)	TMDL
Ninemile Creek	Nutrients (phosphorus)	X	
Onondaga Lake	Dioxins, mercury, PCBs, phosphorus, ammonia	X	X

2. Have you received notification from the Department that you are subject to the special conditions in Part III.B. of the permit?

Yes  
 No

3. Have all necessary changes been made to the Stormwater Management Program (SWMP) to ensure compliance with Part III.B. of the MS4 permit for discharges to 303(d) or TMDL waters?

Yes  
 No (explain below)

Explanation:

Additional practices will be identified in the Municipal Pollution Prevention Plan.

**Section C. Partnership Information**

Information to help complete this section can be found in the instructions.

1. Does your MS4 work with partners?  Yes (complete table below)  No (Proceed to Section D)

**List MS4 Partners with Legally Binding Agreements or Contracts in Place**

**List MS4 Partners with Planned Legally Binding Agreements or Contracts**

**List MS4 Partners with Other Agreements in Place**

Financial partnership with the Town of Manlius through the Environmental Protection Fund grants administered by Central New York Regional Planning and Development Board.

**Section D. Geographic Areas Addressed by Stormwater Management Program (SWMP)**

Information to help complete this section can be found in the instructions.

1. Does your SWMP cover all jurisdictional (automatic and additionally designated) areas within the MS4, as required by 40 CFR 122.32(a)?  Yes  No (Explain below)

Explain: The program covers all areas within the MS4 boundary. Additional non-traditional MS4s have not been added to the Town's program.

**Section E. Funding and Resource Allocation**

Information to help complete this section can be found in the instructions.

1. Are adequate resources (funding mechanism, equipment, staff, etc.) planned or in place to fully implement your SWMP no later than January 8, 2008?  Yes  No (explain below)

Explain: Key staff involved include the Highway Superintendent, Code Enforcement Officer and Codes Enforcement Assistant, and seven Planning Board Members. The Town allocated \$7500.00 to its engineering budget for Years 1 through 3, and recently approved \$9300.00 in the current fiscal year for its engineering budget in Years 4 through 5.

2. If the MS4 is receiving funding through the municipal budget, a grant, or other source, briefly explain below: what are the sources, estimated amounts, and frequency of funding for the MS4?

Explain: Municipal funding through general engineering budget and EPF Grant administered by CNYRPDB. Thirty-two (32) MS4s are sharing \$827,580.00 NYS EPF grant dollars (\$290,000.00 from previous 2003 EPF and \$537,580.00 from 2005 EPF).

3. If the MS4 is not receiving funding, briefly explain below: plans the MS4 has for obtaining future funding?

Explain:

**Section F. Compliance Certification**

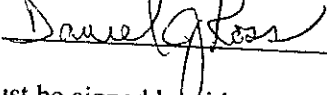
**Compliance Assessment** - For each of the minimum control measures, indicate below if your program has made steady progress toward full implementation *and* has achieved all measurable goals scheduled to be completed **during this reporting year**. Refer to the NOI and prior Annual Reports for information about measurable goals scheduled for this reporting year.

Permit Part	Minimum Control Measure	ANSWER BOTH COLUMNS FOR THIS REPORT YEAR ONLY	
		Steady Progress	Goals Achieved
IV.C.1.	Public Education and Outreach on Stormwater Impacts Explain 'no' / 'N/A' answer:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
IV.C.2.	Public Involvement / Participation Explain 'no' / 'N/A' answer:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
IV.C.3.	Illicit Discharge Detection and Elimination Explain 'no' / 'N/A' answer: <b>GIS mapping of outfalls is available to assist in identification of illicit discharges; however, elimination of discharges has not yet fully commenced. Guidance materials from NYSDEC were received during the reporting year and have been reviewed. The Town is in the process of adopting the local law. Upon completion of this process, investigation of identified potential illicit discharges will proceed so that efforts to eliminate the discharges can begin.</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
IV.C.4.	Construction Site Stormwater Runoff Control Explain 'no' / 'N/A' answer: <b>The Town is reviewing the draft local laws and evaluating them against its existing regulations. Adoption of the amendments is anticipated early in Year 5.</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
IV.C.5.	Post-Construction Stormwater Management Explain 'no' / 'N/A' answer: <b>The Town is reviewing the draft local laws and evaluating them against its existing regulations. Adoption of the amendments is anticipated early in Year 5.</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
IV.C.6.	Pollution Prevention / Good Housekeeping for Municipal Operations Explain 'no' / 'N/A' answer: <b>A draft municipal pollution prevention plan (MPPP) has been developed based on guidance materials received from NYSDEC during the reporting year. Municipal training will take place on the contents of the MPPP following its completion.</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

**Certification Statement**

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

Print Name: Daniel Ross Title: Town Supervisor

Signature:  Date: 5/25/07

This form must be signed by either a principal executive officer or ranking elected official, or duly authorized representative of that person as described in Part VI.I.2. of the permit. See instructions for more information about who can sign this form.

Send two completed **hard copies** (an original and a photocopy) of this form, the Annual Report Table and any attachments to the DEC Central Office (MS4 Permit Coordinator, 625 Broadway, Division of Water - 4<sup>th</sup> Floor, Albany, NY 12233-3505). **DO NOT SUBMIT REPORTS IN THREE-RING BINDERS.**



**Phase II SPDES General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4s), GP-02-02 STORMWATER MANAGEMENT PROGRAM ANNUAL REPORT (SWMPAR) TABLE**

Regulated MS4: Town of Marcellus

SPDES Permit Number: NYR20A 261

Annual Report Table for year ending: March 9, 2006 (Year 3) X 2007 (Year 4) 2008 (Year 5)

Information about how to complete the follow tables is in the instruction section. Please complete the tables electronically, if possible. Send two completed hard copies (an original and a photocopy) of this Annual Report Table, the MCC form and any attachments to the DEC Central Office (MS4 Permit Coordinator, 625 Broadway, Division of Water - 4<sup>th</sup> Floor, Albany, NY 12233-3505). **DO NOT SUBMIT REPORTS IN THREE-RING BINDERS.**

**Minimum Control Measure 1. Public Education and Outreach**

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

**Permit Reference IV.C.1.a, b:** Plan and conduct an ongoing public education and outreach program to ensure the reduction of all pollutants of concern in stormwater discharges to the maximum extent practicable (MEP).

- Explain the program, including activities and materials used
- Identify the personnel or outside organization conducting the activity.
- Indicate activities planned for next year.

**Describe Measurable Goals and Results** (when applicable)  
**Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)

The Town has identified the construction industry as a critical target audience to be reached by its education program. The Town has reproduced copies of "Stormwater Pollution Prevention: The Influence of Construction Activities" and the NYSDEC fact sheet "Notice: Permit Needed for Construction Activities". These publications are distributed with all building permit applications. The objective is to raise awareness of the program requirements in the construction business and to educate them on the dangers of introducing sediment and phosphorus to Ninemile Creek, Onondaga Lake, and other local water bodies as a result of earthmoving activity and creation of impervious surfaces.

The Town issued 136 building permits during Reporting Year 4. The brochure will be distributed with 100 percent of building permit applications during Year 5.

CNY RPDB has provided the Town fact sheets and brochures for utilization in a public education program. The fact sheet "Reducing the Impacts of Storm water Pollution: Ten Ways Homeowners can Improve the Quality of Stormwater Runoff" has been reproduced and will be made available at the Town Hall. The fact sheet discusses ways that the individual homeowner can reduce the quantity of sediment, phosphorus, and other pollutants from entering Ninemile Creek and its tributaries.

Town goal is to distribute 300 copies of the publication during Year 5. Town will also consider other possible locations or methods of distributing the fact sheets.

The Town of Marcellus participated in a Stormwater Education Survey coordinated by Central New York Regional Planning and Development Board. The Town distributed 356 surveys and received 61 responses. The focus of the survey was on determining what sources of pollution pose the greatest threat to local bodies of water, and the degree to which individual actions impact water quality. The respondents showed a moderate awareness of nonpoint source pollution threats, but education could certainly be improved. In general, the respondents' favorite means of obtaining additional

Due to information learned from the survey results, the Town will focus on emphasizing the message that nonpoint source pollution is one of the major threats to local water quality, and that sediment and phosphorus are among the primary pollutants of concern. The Town adjusted its education program according to information learned about preferred media by undertaking the process of designing a website to disseminate more information.

information would be through websites, newspapers, or newsletters distributed by the Town.

**Additional Techniques**

A web page link to public information regarding stormwater issues will be created to offer a general summary of the program and the problems associated with nonpoint source pollution. It will also offer additional links to websites sponsored by NYSDEC, EPA, and the Central New York Regional Planning and Development Board (CNYRPDB), where more information can be obtained. Also included on the website will be information on how to reach the Town's public stormwater contact, and links to the Town's local laws.

**Describe Measurable Goals and Results (when applicable)**  
**Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)**

The website will be completed by July 2007.

**Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:**

**Minimum Control Measure 2. Public Involvement/Participation**

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

**Permit Reference IV.C.2.c.iii:** Design and conduct a public involvement / participation program.

- Describe activities that the MS4 has/will undertake to provide program access to interested individuals and to gather needed input.
- Indicate activities planned for next year.

<p>The Town will compile a listing of comments and complaints received pertaining to the stormwater program both at public meetings and through contact of municipal offices. The Town will group the feedback received into categories (e.g., questions or complaints about construction sites, questions or complaints about stormwater management practices, interest in public education and participation, questions related to municipal operations, questions concerning possible illicit discharges) and develop an intended response or action to be taken for each category. The Contact person and procedure for submitting comments will be advertised on the Town website.</p>	<p>The Town received one complaint during Year 4 regarding an active construction site. Corrective measures were made as a result of complaint followup.</p>
<p>The Town has identified property owners adjacent to the Ninemile Creek as priority stakeholders. These residents have a vested interest in the Ninemile in particular because of its value as a fishing stream, a use they would like to see perpetuated. A citizens group with vested interest in the stream is the Ninemile Creek Conservation Council. The Council actively monitors the condition of Ninemile Creek and participates in stewardship activities, including public education, water quality monitoring, trout stocking, maintenance of "water trails", and roadside cleanups.</p>	<p>The Town will reach out to these property owners through the Ninemile Creek Conservation Council. The Town will discuss program implementation with the Ninemile Creek Conservation Council during Year 5. This organization has been contacted and the Town will attempt to coordinate public participation activities with them in the future.</p>
<p>Ninemile Creek Conservation Council has adopted a stretch of highway along the gorge road (Route 174) that runs through the Town of Marcellus. The group periodically organizes crews to do litter pickup, typically partnering with Trout Unlimited.</p>	<p>Most recent cleanup in August 2006.</p>
<p>Public notice for Annual Reports made.</p>	<p>Notice is posted through required municipal public notice procedures.</p>
<p>Public presentation of Annual Report.</p>	<p>Completed May 24, 2006.</p>
<p>Contact person identified.</p>	<p>Bill Reagan, Town Code Enforcement Officer</p>
<p><b>Permit Reference IV.C.2.a, f:</b> Develop procedures to provide public notice about and access to documents and information in a manner that complies with state and local public notice requirements. Describe procedures below and state the methods used to publicize the AR public presentation.</p>	<p>The public hearing and availability of the report for review are advertised in the Marcellus Observer.</p>
<p><b>Permit Reference IV.C.2.e:</b> Public presentation of; f: summary of comments received on; and g: intended response to comments on the SWMPAR.</p>	<p>Summarize attendance at the public presentation of the Annual Report. Include number of attendees and who was represented.</p>
<p>Presentations was attended by Town Board, Town Attorney, Town Clerk and three (3) residents.</p>	<p>Comments on Annual Report Meeting</p>
<p><input checked="" type="checkbox"/> No public comments received on Annual Report.</p>	<p>Date of Annual Report Meeting: May 24, 2007</p>
<p><input type="checkbox"/> Comments received. Attach summary of comments and intended responses.</p>	<p>Approximate Date of Meeting Next Year: January 2008</p>
<p><b>Additional Techniques</b></p>	<p>Describe Measurable Goals and Results (when applicable)</p>

	<b>Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</b>
Storm drain stenciling program using volunteers. The Town has identified several volunteer groups that may be interested in participating in a storm drain stenciling program within the next reporting year in cooperation with Cornell Cooperative Extension.	The Town will explore the possibility of completing storm drain stenciling with the Boy Scout Troop 407 and Nine Mile Creek Conservation Council. These organizations have been contacted and the Town will follow up with them in an attempt to schedule the activities during Year 5.
<b>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</b>	

**Minimum Control Measure 3. Illicit Discharge Detection and Elimination (IDDE)**

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> <li>• <i>Example measurable goals: number of illicit discharges detected; number of illicit discharges eliminated.</i></li> </ul>	
<p>Implementation of new and revised procedures will be completed in Year 5.</p>	<p><b>Permit Reference IV.C.3.a:</b> Develop, implement and enforce a program to detect, identify and eliminate illicit discharges, including illegal dumping, into the MS4.</p> <ul style="list-style-type: none"> <li>• <i>Explain the activities and procedures used to meet this requirement this year and planned for next year.</i></li> <li>• <i>Revise as procedures are updated.</i></li> <li>• <i>Identify personnel or outside organization conducting the activities</i></li> </ul> <p>The Town is completing review of the NYSDEC guidance documents (i.e. NEIWPCC IDDE Manual) in order to revise procedures for identification and elimination of illicit discharges. The Town will utilize this information to update their procedures to make the program more effective.</p>
<p>Town hosted trash days April 27 - 28, May 4 - 5, and May 11 - 12 in Year 5. Information is posted on the Town website at: <a href="http://town.marcellusny.com/Highway/Trash_Days.html">http://town.marcellusny.com/Highway/Trash_Days.html</a>.</p>	<p>Town Highway Department sponsors Trash Days held in spring and autumn allow residents to dispose of tires, yard waste including brush up to 6 inches diameter, appliances containing Freon, and non-hazardous recyclables.</p>
<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> <li>• <i>Example measurable goals: percent of outfalls mapped</i></li> </ul>	<p><b>Permit Reference IV.C.3.b:</b> Develop and maintain a map showing the location of all outfalls and the names and location of all waters of the US that receive discharges from outfalls. <i>Explain activities performed this year and planned for next year, including work on the following IDDE guidance prerequisites:</i></p> <ul style="list-style-type: none"> <li>• field verification of outfall locations;</li> <li>• mapping all inter-municipal subsurface conveyances;</li> <li>• delineating storm sewershed; and</li> <li>• developing and retaining MS4 mapping as needed to find the source and identify illicit discharges. <i>State if maps are in GIS.</i></li> </ul>
<p>The Town will map any new outfalls that are created as a result of new construction and development within the Town.</p>	<p>100 percent of stormwater outfalls within the regulated MS4 have been mapped using a Geographic Information Systems database. A total of 17 outfalls were mapped.</p>
<p>During the GIS outfall mapping activities, personnel noted the locations of all connections between Town conveyances and systems operated by other government entities. No intermunicipal connections were noted. As necessary, if new outfalls are developed, sewershed maps will be appropriately revised.</p>	<p>100 percent of intermunicipal subsurface conveyances have been recorded.</p>
<p>As potential illegal connections and illicit discharges are identified, the outfall mapping will be utilized to help determine the origin of these discharges. No potential illicit connections were noted during the outfall mapping process. 100 percent of potential illicit connections that may be identified during Year 5 will be investigated.</p>	<p>100 percent of sewersheds have been delineated.</p>
	<p>GIS outfall map is available to assist with IDDE program.</p>

**Minimum Control Measure 3. Illicit Discharge Detection and Elimination (IDDE) Regulatory Mechanism**

**Permit Reference IV.C.3.c:** Prohibit, through an ordinance, local law or other regulatory mechanism, illicit discharges into the MS4. The MS4s have until year 5 to complete the local law work. See the instructions for information about completing this section.

Does the MS4 have the legal authority to enact ordinances, local laws or other regulatory mechanisms?  
 No (go to ADDENDUM 1)  
 Yes (complete questions below)

**Assessment of Regulatory Mechanism (Local Code)**

1) When was this assessment completed or planned to be completed?  
 Date completed: \_\_\_\_\_

2) Is there an existing ordinance, local law or other regulatory mechanism?  
 Not yet completed (proceed to Permit Reference IV.C.3.e)  
 Plan to complete for reporting in year: 4; 5.  
 No (go to question 5)  
 Yes

3) Does the existing regulatory mechanism prohibit illicit discharges as required by the MS4 Permit?  
 No (amendments needed)  
 Yes

4) Does the existing regulatory mechanism include enforcement authorities and procedures as required by the MS4 Permit?  
 No (amendments needed)  
 Yes

**Development of Regulatory Mechanism (Local Codes)**

5) When was this work completed or planned to be completed?  
 Date completed: \_\_\_\_\_

6) If you answered 'No' to question 1, 2 or 3, what regulatory mechanism or amendments will be adopted to meet the MS4 permit requirements?  
 Not yet completed (proceed to Permit Reference IV.C.3.e)  
 Plan to complete work below for reporting in year: 4; 5.  
 NYS IDDE Model Law in its entirety

7) If you answered 'No' to question 1, 2 or 3, has a list of needed changes to local codes been developed for adoption of the regulatory mechanism?  
 Selected NYS IDDE Model Law articles adopted as amendments to existing code(s) that are equivalent to the NYS IDDE Model Law  
 MS4 will write language equivalent to NYS IDDE Model Law  
 No  
 Yes, list the local code(s) that will be changed:

8) If the existing regulatory mechanism does not require amendments, what language is in the mechanism?  
 NYS IDDE Model Law in its entirety  
 Selected NYS IDDE Model Law articles adopted as amendments to existing code(s) that are equivalent to the NYS IDDE Model Law  
 Language equivalent to NYS IDDE Model Law

9) What was the date or is the planned date of local law adoption?  
 Date: Adoption is planned for September 2007. Presently local law has been drafted and is being reviewed by Town counsel.

10) Provide a web address if adopted local law can be found on a web site.  
 Web Address: A link to the local law will be available on the stormwater web page from the Town's website at [town.marcellusny.com](http://town.marcellusny.com).