

Introduction: This document is a formatted version of the MS4 Annual Report for 2019, which is completed online by each MS4 permittee. This report is a summary of activities completed under the 2013 MS4 Permit (Permit) between January 1, 2019, and December 31, 2019. For more information about the annual report, please visit the Minnesota Pollution Control Agency's (MPCA) MS4 annual report website at https://stormwater.pca.state.mn.us/index.php?title=MS4_Annual_Report.

MS4 general contact information

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Preparer contact information (if different from the MS4 General contact)

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MCM 1: Public education and outreach

The following questions refer to Part III.D.1. of the Permit.

For new permittees only: Since this annual report is for a time period prior to the deadline for this minimum control measure (MCM), the following questions are optional.

Q2 Did you select a stormwater-related issue of high priority to be emphasized during this Permit term? [Part III.D.1.a.(1)] Yes

Q3 If "Yes" in Q2, what is your stormwater-related issue(s)?

| Q3 Options | Q3 – your answers |
|-----------------------------------|---------------------|
| Q3:1 TMDL(s) | |
| Q3:2 Local businesses | |
| Q3:3 Residential BMPs | |
| Q3:4 Pet waste | |
| Q3:5 Yard waste | Yard waste |
| Q3:6 Deicing materials | Deicing materials |
| Q3:7 Household chemicals | Household chemicals |
| Q3:8 Construction activities | |
| Q3:9 Post-construction activities | |
| Q3:10 Other | Other |

If "Other," describe:

Illicit Discharge

Q4 Have you distributed educational materials or equivalent outreach to the public focused on illicit discharge recognition and reporting? [Part III.D.1.a.(2)] Yes

Q5 Do you have an implementation plan as required by the Permit? [Part III.D.1.b.] Yes

- Q6 How did you distribute educational materials or equivalent outreach? [Part III.D.1.a.] [see table below]
- Q7 For the items listed in Q6, who is the intended audience? [see table below]
- Q8 For the items listed in Q6, enter the total circulation/audience below (if unknown, use best estimate). [see table below]

| Options | Q6 – your answers | Q7 | | | | | | Q8 |
|--------------------------------|----------------------------------------------------------------------------------------------------------------|-----------|------------------|------------|----------|-----------|-------|------------|
| | | Residents | Local businesses | Developers | Students | Employees | Other | Total |
| Brochure | | | | | | | | |
| Newsletter | | | | | | | | |
| Utility bill insert: merge | | | | | | | | |
| Newspaper ad | | | | | | | | |
| Radio ad | | | | | | | | |
| Television ad | | | | | | | | |
| Cable access channel | | | | | | | | |
| Stormwater-related event | | | | | | | | |
| School project or presentation | | | | | | | | |
| Website | Website | Residents | Local Businesses | | | Employees | | 284168 |
| Other (1) | Other (1) | Residents | Local Businesses | Developers | Students | Employees | | 101,619,82 |
| | describe: Billboards, Public transit, Public areas (skyways), business locations | | | | | | | |
| Other (2) | Other (2) | Residents | Local Businesses | Developers | Students | Employees | | 3776388 |
| | describe: Online banner & mobile ads, Social media (Facebook & Twitter) - calculated by estimated interactions | | | | | | | |
| Other (3) | Other (3) | Residents | Local Businesses | Developers | Students | Employees | | 1386119 |
| | describe: Brochures, newsletters, posters, and utility bill inserts | | | | | | | |

For Q9 and Q10 below, provide a brief description of each activity related to public education and outreach (e.g., rain garden workshop, school presentation, public works open house) held and the date each activity was held from January 1, 2019 to December 31, 2019. [Part III.D.1.c.(4)]

| Q9 Date of activity | Q10 Description of activity |
|---------------------|-------------------------------------------------------------------------------------------------------------------|
| 3/1/2019 | March Soil and Water Division Conservation Forum - Harmful algal blooms |
| 5/1/2019 | May Soil and Water Division Conservation Forum - Pollinators and Composting |
| 11/1/2019 | November Soil and Water Division Conservation Forum - Aquatic Invasive Species |
| 1/1/2019 | Tamarack Nature Center - Numerous water quality education programs throughout the year |
| 1/1/2019 | Soil and Water Conservation Division - 3 Shoreline and Rain Garden Presentations throughout the year |
| 9/23/2019 | Snow Plow Operator Training in conjunction with Hennepin County, St Paul, and Minneapolis - promoted in the media |
| 3/19/2019 | Right of Way Permits Office - Spring Utility Meeting for permittees |
| 1/1/2019 | Public Health Department Haz Waste Compliance Training w/ Haz Waste generating companies - 25 sessions |

Q11 Between January 1, 2019, and December 31, 2019, did you modify your BMPs, measurable goals, or future plans for your public education and outreach program? [Part IV.B.] No

If "Yes," describe those modifications:

MCM 2: Public participation/involvement

The following questions refer to Part III.D.2.a. of the Permit.

For new permittees only: Since this annual report is for a time period prior to the deadline for this MCM, the following questions are optional.

Q12 You must provide a minimum of one opportunity each year for the public to provide input on the adequacy of your Stormwater Pollution Prevention Program (SWPPP). Did you provide this opportunity between January 1, 2019, and December 31, 2019? [Part III.D.2.a.(1)] Yes

- Q13 If 'Yes' in Q12, what was the opportunity that you provided?
- | Q13 Options | Q13 – your answers |
|----------------------|--------------------|
| Q13:1 Public meeting | |
| Q13:2 Public event | |
| Q13:3 Other | Other |
- Q14 If 'Public meeting' in Q13, did you hold a stand-alone meeting or combine it with another event? _____
 Date of the public meeting: _____
 Number of citizens that attended and were informed about your SWPPP: _____
- Q15 If "Public event" in Q13, describe: _____
 Date of the public event: _____
 Number of citizens that attended and were informed about your SWPPP: _____
- Q16 If "Other" in Q13, describe:
 Booth at the Phalen WaterFest
- Date of this action: 6/1/2019
 Number of citizens that attended and were informed about your SWPPP: 53
- Q17 Between January 1, 2019, and December 31, 2019, did you receive any input regarding your SWPPP? No
 If 'Yes,' enter the total number of individuals or organizations that provided comments on your SWPPP: _____
- Q18 If 'Yes' in Q17, did you modify your SWPPP as a result of written input received? [Part III.D.2.b.(2)] _____
 If "Yes," describe those modifications: _____
- Q19 Between January 1, 2019, and December 31, 2019, did you modify your BMPs, measurable goals, or future plans for your public education and outreach program? [Part IV.B.] No
 If "Yes," describe those modifications: _____

MCM 3: Illicit discharge detection and elimination

The following questions refer to Part III.D.3. of the Permit.

- Q20 Do you have a regulatory mechanism which prohibits non-stormwater discharges to your MS4? Yes

For new permittees only: Since this annual report is for a time period prior to the deadline for this MCM, the following questions are optional.

- Q21 Did you identify any illicit discharges between January 1, 2019, and December 31, 2019? [Part III.D.3.h.(4)] Yes
- Q22 If 'Yes' in Q21, enter the number of illicit discharges detected: 11
- Q23 If 'Yes' in Q21, how did you discover these illicit discharges:
- | Q23 Options | Q23 – your answers |
|------------------------|--------------------|
| Q23:1 Public complaint | Public complaint |
| Q23:2 Staff | Staff |
- Q24 If 'Public complaint' in Q23, enter the number discovered by the public: 5
- Q25 If 'Staff' in Q23, enter the number discovered by staff: 5
- Q26 If 'Yes' in Q21, did any of the discovered illicit discharges result in an enforcement action (this includes verbal warnings)? Yes

Q27 If 'Yes' in Q26, what type of enforcement action(s) was taken and how many of each action were issued between January 1, 2019, and December 31, 2019?

| Q27 Options | Q27 – your answers | |
|---------------------------|---------------------|---|
| Q27:1 Verbal warning | Verbal warning | 6 |
| Q27:2 Notice of violation | Notice of violation | 1 |
| Q27:3 Fine | | |
| Q27:4 Criminal action | | |
| Q27:5 Civil penalty | | |
| Q27:6 Other | | |

If "Other," describe:

Q28 If 'Yes' in Q26, did the enforcement action(s) taken sufficiently address the illicit discharge(s)? Yes

Q29 If 'No' in Q28, why was the enforcement not sufficient to address the illicit discharge(s):

Q30 Do you have written Enforcement Response Procedures (ERPs) to compel compliance with your illicit discharge regulatory mechanism(s)? [Part III.B.] Yes

Q31 Between January 1, 2019, and December 31, 2019, did you train all field staff in illicit discharge recognition (including conditions which could cause illicit discharges) and reporting illicit discharges for further investigations? [Part III.D.3.e.] Yes

Q32 If 'Yes' in Q31, how did you train your field staff?

| Q32 Options | Q32 – your answers |
|----------------------|--------------------|
| Q32:1 Email | |
| Q32:2 PowerPoint | |
| Q32:3 Presentation | |
| Q32:4 Video | Video |
| Q32:5 Field training | |
| Q32:6 Other | |

If "Other," describe:

The following questions refer to Part III.C.1. of the Permit.

Q33 Did you update your storm sewer system map between January 1, 2019, and December 31, 2019? [Part III.C.1.] Yes

For new permittees only, the question instead is: Have you developed a storm sewer system map? [Part III.C.1.]

Q34 Does your storm sewer map include all pipes 12 inches or greater in diameter and the direction of stormwater flow in those pipes? [Part III.C.1.a.] Yes

Q35 Does your storm sewer map include outfalls, including a unique identification (ID) number and an associated geographic coordinate? [Part III.C.1.b.] Yes

Q36 Does your storm sewer map include all structural stormwater BMPs that are part of your MS4? [Part III.C.1.c.] Yes

Q37 Does your storm sewer map include all receiving waters? [Part III.C.1.d.] Yes

Q38 In what format is your storm sewer map available? GIS

If "Other," describe:

Q39 Between January 1, 2019, and December 31, 2019, did you modify your BMPs, measurable goals, or future plans for your illicit discharge detection and elimination (IDDE) program? No
 If "Yes," describe those modifications:

MCM 4: Construction site stormwater runoff control

The following questions refer to Part III.D.4. of the Permit.

- Q40 Do you have a regulatory mechanism that is at least as stringent as the Agency's general permit to Discharge Stormwater Associated with Construction Activity (CSW Permit) No. MN R100001 (<http://www.pca.state.mn.us/index.php/view-document.html?gid=18984>) for erosion and sediment controls and waste controls? [Part III.D.4.a.] No
- Q41 Have you developed written procedures for site plan reviews as required by the Permit? [Part III.D.4.b.] Yes
- Q42 Have you documented each site plan review as required by the Permit? [Part III.D.4.f.] Yes
- Q43 Enter the number of site plan reviews conducted for sites an acre or greater between January 1, 2019, and December 31, 2019: 15
- Q44 What types of enforcement actions do you have available to compel compliance with your regulatory mechanism? Check all that apply and enter the number of each used from January 1, 2019, to December 31, 2019.

| Q44 Options | Q44 – your answers | |
|-----------------------------------------------|---------------------|---|
| Q44:1 Verbal warning | Verbal warnings | 4 |
| Q44:2 Notice of violation | Notice of violation | 1 |
| Q44:3 Administrative order | | |
| Q44:4 Stop-work order | Stop-work orders | 0 |
| Q44:5 Fine | Fines | 0 |
| Q44:6 Forfeit of security bond money | | |
| Q44:7 Withholding of certificate of occupancy | | |
| Q44:8 Criminal action | | |
| Q44:9 Civil penalty | | |
| Q44:10 Other | | |

If "Other," describe:

- Q45 Do you have written Enforcement Response Procedures (ERPs) to compel compliance with your construction site stormwater runoff control regulatory mechanism(s)? Yes
- Q46 Enter the number of active construction sites an acre or greater that were in your jurisdiction between January 1, 2019, and December 31, 2019: 6
- Q47 Do you have written procedures for identifying priority sites for inspections? [Part III.D.4.d.(1)] Yes
- Q48 If 'Yes' in Q47, how are sites prioritized for inspections?

| Q48 Options | Q48 – your answers |
|----------------------------------|-----------------------------|
| Q48:1 Site topography | |
| Q48:2 Soil characteristics | |
| Q48:3 Type of receiving water(s) | Types of receiving water(s) |
| Q48:4 Stage of construction | Stage of construction |
| Q48:5 Compliance history | Compliance history |
| Q48:6 Weather conditions | |
| Q48:7 Citizen complaints | Citizen complaints |
| Q48:8 Project size | |
| Q48:9 Other | |

If "Other," describe:

- Q49 Do you have a checklist or other written means to document site inspections when determining compliance? [Part III.D.4.d.(4)] Yes

Q50 Enter the number of site inspections conducted for sites an acre or greater between January 1, 2019, and December 31, 2019:

127

Q51 Enter the frequency at which site inspections are conducted (e.g. daily, weekly, monthly): [Part III.D.4.d.(2)]:

weekly

Q52 Enter the number of trained inspectors that were available for construction site inspections between January 1, 2019, and December 31, 2019:

3

Q53 Provide the contact information for the inspector(s) and/or organization that conducts construction stormwater inspections for your MS4. List your primary construction stormwater contact first if you have multiple inspectors.

| | | |
|---|---------------------------|-------------------------------------|
| 1 | Inspector name: | Alan Rupnow |
| | Organization: | Ramsey County Public Works |
| | Office phone: | 6512667162 |
| | Work/Cell phone: | 651-755-4151 |
| | Email address: | alan.rupnow@co.ramsey.mn.us |
| | Preferred contact method: | email |
| 2 | Inspector name: | Ben Borowske |
| | Organization: | Ramsey County Public Works |
| | Office phone: | 651-266-7186 |
| | Work/Cell phone: | 651-755-7747 |
| | Email address: | Ben.Borowske@CO.RAMSEY.MN.US |
| | Preferred contact method: | email |
| 3 | Inspector name: | Ben Hofschulte |
| | Organization: | Ramsey County Public Works |
| | Office phone: | 651-266-7198 |
| | Work/Cell phone: | 651-368-0921 |
| | Email address: | benjamin.hofschulte@co.ramsey.mn.us |
| | Preferred contact method: | email |

Q54 What training did inspectors receive?

| Q54 Options | Q54 – your answers |
|-------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------|
| Q54:1 University of Minnesota Erosion and Stormwater Management Certification Program | University of Minnesota Erosion and Stormwater Management Certification Program |
| Q54:2 Qualified Compliance Inspector of Stormwater (QCIS) | |
| Q54:3 Minnesota Laborers Training Center Stormwater Pollution Prevention Plan Installer or Supervisor | |
| Q54:4 Minnesota Utility Contractors Association Erosion Control Training | |
| Q54:5 Certified Professional in Erosion and Sediment Control (CPESC) | |
| Q54:6 Certified Professional in Stormwater Quality (CPSWQ) | |
| Q54:7 Certified Erosion, Sediment and Storm Water Inspector (CESSWI) | |
| Q54:8 Other | |

If "Other," describe:

Q55 Between January 1, 2019, and December 31, 2019, did you modify your BMPs, measurable goals, or future plans for your construction site stormwater runoff control program? [Part IV.B.]

No

If "Yes," describe those modifications:

MCM 5: Post construction stormwater management

The following questions refer to Part III.D.5. of the Permit.

Q56 Do you have a regulatory mechanism which meets all requirements as specified in Part III.D.5.a of the Permit? No _____

Q57 What approach are you using to meet the performance standard for Volume, Total Suspended Solids (TSS), and Total Phosphorus (TP) as required by the Permit? [Part III.D.5.a.(2)] Check all that apply. Refer to the MPCA website at <http://www.pca.state.mn.us/index.php/view-document.html?gid=17815> for guidance on stormwater management approaches.

| Q57 Options | Q57 – your answers |
|-----------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|
| Q57:1 Retain a runoff volume equal to one inch times the area of the proposed increase of impervious surfaces on-site | Retain a runoff volume equal to one inch times the area of the proposed increase of impervious surfaces on-site |
| Q57:2 Retain the post-construction runoff volume on site for the 95th percentile storm | |
| Q57:3 Match the pre-development runoff conditions | |
| Q57:4 Adopt the Minimal Impact Design Standards (MIDS) | |
| Q57:5 An approach has not been selected | |
| Q57:6 Other method (Must be technically defensible--e.g., based on modeling, research and acceptable engineering practices) | |

If "Other," describe:

Q58 Do you have written Enforcement Response Procedures (ERPs) to compel compliance with your post-construction stormwater management regulatory mechanism(s)? [Part III.B.] No _____

Q59 Between January 1, 2019, and December 31, 2019, did you modify your BMPs, measurable goals, or future plans for your post-construction site stormwater management program? [Part IV.B.] No _____

If "Yes," describe those modifications:

MCM 6: Pollution prevention/good housekeeping for municipal operations

The following questions refer to Part III.D.6. of the Permit.

For new permittees only: Since this annual report is for a time period prior to the deadline for this MCM, the following questions are optional.

Q60 Enter the total number of structural stormwater BMPs, outfalls (excluding underground outfalls), and ponds within your MS4 (exclude privately owned).

Q60:a Structural stormwater BMPs 40 _____

Q60:b Outfalls 1945 _____

Q60:c Ponds 22 _____

Q61 Enter the number of structural stormwater BMPs, outfalls (excluding underground outfalls), and ponds that were inspected from January 1, 2019, to December 31, 2019, within your MS4 (exclude privately owned). [Part III.D.6.e.]

Q61:a Structural stormwater BMPs 34 _____

Q61:b Outfalls 584 _____

Q61:c Ponds 22 _____

Q62 Have you developed an alternative inspection frequency for any structural stormwater BMPs, as allowed in Part III.D.6.e.(1) of the Permit? No _____

Q63 Based on inspection findings, did you conduct any maintenance on any structural stormwater BMPs? [Part III.D.6.e.(1)] Yes _____

- Q64 If 'Yes,' briefly describe the maintenance that was conducted:
Sediment and debris removal, vegetation maintenance, access pad modifications, basin regrading
- Q65 Do you own or operate any stockpiles, and/or storage and material handling areas? [Part III.D.6.e.(3)] Yes _____
- Q66 If 'Yes' in Q65, did you inspect all stockpiles and storage and material handling areas quarterly? [Part III.D.6.e.(3)] Yes _____
- Q67 If 'Yes' in Q66, based on inspection findings, did you conduct maintenance at any of the stockpiles and/or storage and material handling areas? Yes _____
- Q68 If 'Yes' in Q67, briefly describe the maintenance that was conducted:
Temporary stabilization, repairs to truck washout area, sediment basin repairs
- Q69 Between January 1, 2019, and December 31, 2019, did you modify your BMPs, measurable goals, or future plans for your pollution prevention/good housekeeping for municipal operations program? [Part IV.B.] No _____
- If 'Yes' in Q69, describe those modifications:

Discharges to impaired waters with an USEPA-approved TMDL that includes an applicable WLA

If required, you must complete the TMDL Annual Report Form, available on the MPCA's website at https://stormwater.pca.state.mn.us/index.php?title=Download_page_with_TMDL_forms.

Attach your completed TMDL Annual Report Form as instructed in the online Annual Report. [Part III.E]

- Q71 If a file was successfully uploaded, a reference number will appear:
ref:0000000119:Q71

Alum or Ferric Chloride Phosphorus Treatment Systems (not required)

The following questions refer to Part III.F.3.a. of the Permit. Provide the information below as it pertains to your alum or ferric chloride phosphorus treatment system.

- Q72 Date(s) of operation (mm/dd/yyyy - mm/dd/yyyy)
- January _____
- February _____
- March _____
- April _____
- May _____
- June _____
- July _____
- August _____
- September _____
- October _____
- November _____
- December _____

| | Q73 | Q74 | Q75 | Q76 |
|----------|--------------------------------|----------------------------------------------|--------------------------|-----------------------------------------|
| Month | Chemical(s) used for treatment | Gallons of alum or ferric chloride treatment | Gallons of water treated | Calculated pounds of phosphorus removed |
| January | | | | |
| February | | | | |
| March | | | | |
| April | | | | |
| May | | | | |
| June | | | | |
| July | | | | |
| August | | | | |

| | | | | |
|-----------|--|--|--|--|
| September | | | | |
| October | | | | |
| November | | | | |
| December | | | | |

Q77 Any performance issues and corrective action(s), including the date(s) when corrective action(s) were taken, between January 1, 2019, and December 31, 2019:

Partnerships

Q78 Did you rely on any other regulated MS4s to satisfy one or more Permit requirements? Yes

Q79 If 'Yes' in Q78, describe the agreements you have with other regulated MS4s and which Permit requirements the other regulated MS4s help satisfy: [Part IV.B.6.]

1. We supply funding and participate in WaterFest hosted by Ramsey-Washington Metro Watershed District. 2. We share illicit discharge data with the City of Roseville, but it is an informal practice. 3. Informal agreement with area watershed districts that act as the leads for categorical WLA approved TMDL's (Capitol Region WD & Ramsey Washington MWD) 4. Joint powers agreement (JPA) with the City of St Paul mandating that their staff perform the following operations on county roads in their city covered under the JPA: a. Inspect ROW permitting b. Perform maintenance on storm water infrastructure c. Street sweeping and rubbish removal

Additional information

If you would like to provide any additional files to accompany your annual report, use the space below to upload those files. For each space, you may attach one file. You may provide additional explanation and/or information in an email with the subject YourMS4NameHere_2019AR to ms4permitprogram.pca@state.mn.us.

Q80 If a file was successfully uploaded, a reference number will appear:

Q81 If a file was successfully uploaded, a reference number will appear:

Q82 If a file was successfully uploaded, a reference number will appear:

Q83 Optional, describe the file(s) uploaded:

Owner of operator certification

The person with overall administrative responsibility for SWPPP implementation and Permit compliance must certify this MS4 Annual Report. This person must be duly authorized and should be either a principal executive (i.e., Director of Public Works, City Administrator) or ranking elected official (i.e., Mayor, Township Supervisor).

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 (Minn. R. 7001.0070). I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment (Minn. R. 7001.0540)?

Yes

By typing my name in the following box, I certify the above statements to be true and correct, to the best of my knowledge, and that information can be used for the purpose of processing my MS4 Annual Report.

Name: Ted Schoenecker

Title: Public Works Director/County Engineer

Date: 6/11/2020
