



**MARYLAND DEPARTMENT OF THE ENVIRONMENT
WATER AND SCIENCE ADMINISTRATION**

**NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM
GENERAL PERMIT FOR DISCHARGES FROM
SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS**

**GENERAL DISCHARGE PERMIT NO. 13-IM-5500
GENERAL NPDES NO. MDR055500**

Final Determination: April 27, 2018
Effective Date: October 31, 2018
Expiration Date: October 30, 2023

This National Pollutant Discharge Elimination System (NPDES) general permit covers small municipal separate storm sewer systems (MS4s) in certain portions of the State of Maryland. MS4 owners and operators to be regulated under this general permit must submit a Notice of Intent (NOI) to MDE by October 31, 2018. An NOI serves as notification that the MS4 owner or operator intends to comply with the terms and conditions of this general permit.

APPENDIX D

Municipal Small MS4 Progress Report

Maryland Department of the Environment (MDE)

**National Pollutant Discharge Elimination System (NPDES)
Small Municipal Separate Storm Sewer Systems (MS4) General Permit**

This Progress Report is required for those jurisdictions covered under General Discharge Permit No. 13-IM-5500. Progress Reports must be submitted to:

Maryland Department of the Environment, Water and Science Administration
Sediment, Stormwater, and Dam Safety Program
1800 Washington Boulevard, Suite 440, Baltimore, MD 21230-1708
Phone: 410-537-3543 FAX: 410-537-3553
Web Site: www.mde.maryland.gov

Contact Information

Permittee Name:

City of Brunswick, Maryland

Responsible Personnel:

Bruce Dell

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Brunswick, MD

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601 East Potomac Street

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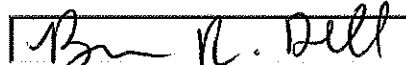
aingram@brunswickmd.gov

Signature of Responsible Personnel

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 gather and evaluate 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.

Bruce Dell

Printed Name



Signature

10/27/2020

Date

Reporting Period (State Fiscal Year):

2020

Due Date:

10/31/2020

Date of Submission:

10/30/2020

Type of Report Submitted:

Impervious Area Restoration Progress Report (Annual):

Six Minimum Control Measures Progress (Years 2 and 4):

Both:

Permittee Information:

Renewal Permittee:

New Permittee:

Compliance with Reporting Requirements

Part VI of the Small MS4 General Discharge Permit (No. 13-IM-5500) specifies the reporting information that must be submitted to MDE to demonstrate compliance with permit conditions. The specific information required in this MS4 Progress Report includes:

1. Annual: Progress toward compliance with impervious area restoration requirements in accordance with Part V of the general permit. All requested information and supporting documentation must be submitted as specified in Section I of the Progress Report.
2. Years 2 and 4: Progress toward compliance with the six minimum control measures in accordance with Part IV of the general permit. All requested information and supporting documentation shall be reported as specified in Section II of the Progress Report. MDE may request more frequent reporting and/or a final report in year 5 if additional information is needed to demonstrate compliance with the permit.

Instructions for Completing Appendix D Reporting Forms

The reporting forms provided in Appendix D allow the user to electronically fill in answers to questions. Users may enter quantifiable information (e.g., number of outfalls inspected) in text boxes. When a more descriptive explanation is requested, the reporting forms will expand as the user types to allow as much information needed to fully answer the question. The permittee must indicate in the forms when attachments are included to provide sufficient information required in the MS4 Progress Report.

Section I: Impervious Area Restoration Reporting Form

Section I: Impervious Area Restoration Reporting

1. a. Was the impervious area baseline assessment submitted in year 1?

Yes No

b. If No, describe the status of completing the required information and provide a date at which all information required by MDE will be submitted:

c. Has the baseline been adjusted since the previous reporting year?

Yes No

2. Complete the information below based on the most recent data:

Total impervious acres of jurisdiction covered under this permit:

Total impervious acres treated by stormwater water quality best management practices (BMPs):

Total impervious acres treated by BMPs providing partial water quality treatment (multiply acres treated by percent of water quality provided):

Total impervious acres treated by nonstructural practices (i.e., rooftop disconnections, non-rooftop disconnections, or vegetated swales):

Total impervious acres untreated in the jurisdiction:

Twenty percent of this total area (this is the restoration requirement):

Verify that all impervious area draining to BMPs with missing inspection records is not considered treated. Describe how this information was incorporated into the overall analysis:

BMPs with incomplete inspection records were flagged as Assumed/Inactive (status=REM) and not included in 2020 baseline calculations. These BMPs are placed on a priority list to inspect and make repairs, if needed, to ensure adequate performance future reporting. Seven of these "inactive" BMPs are currently in sediment phase. Once they are online and fully functioning as BMP devices treating impervious area runoff, they will be included towards impervious area treatment credits.

Section I: Impervious Area Restoration Reporting

2. Has an Impervious Area Restoration Work Plan been developed and submitted to MDE in accordance with Part V.B, Table 1 of the permit or other format?

Yes No

Has MDE approved the work plan?

Yes No

If the answer to either question is No, describe the status of submitting (or resubmitting) the work plan to MDE and provide a date at which all outstanding information will be available:

The Work Plan is a component of this submission and has yet to obtain approval from MDE. The City of Brunswick did utilize the Restoration Work Plan template as provided by MDE to act as the foundation for the City of Brunswick's plan.

Describe progress made toward restoration planning, design, and construction efforts and describe adaptive management strategies necessary to meet restoration requirements by the end of the permit term:

We continue to coordinate with the City Engineer to analyze the viability of several locations for potential BMP implementation. Older SWM pond conversion is one technique we are examining to provide water quality measures in ponds that are currently only providing storage. More detailed information is discussed in the Draft City of Brunswick Stormwater Restoration Plan (dated 2019).

Adaptive strategies we are considering include stream bank armoring/restoration and velocity-reducing techniques along our main tributaries. Many of the stream corridors are experiencing increased erosion and bank degradation in response to more frequent and intense weather events. These stream restoration actions protect health, ensure safety, and protect critical assets as well as property values while also reducing sediment loads to the Potomac River.

A city-funded stream bank armoring project was completed at 314 Petersville Road this past spring; however, this does not provide substantial WQ improvements.

Additionally, many of our ponds and BMPs are eligible for upgrading or conversion to amplify our water quality targets.

Section I: Impervious Area Restoration Reporting

3. Has a Restoration Schedule been completed and submitted to MDE in accordance with Part V.B, Table 2 of the permit?

Yes No

In year 5, has a complete restoration schedule been submitted including a complete list of projects and implementation dates for all BMPs needed to meet the twenty percent restoration requirement?

Yes No

Are the projected implementation years for completion of all BMPs no later than 2025?

Yes No

Describe actions planned to provide a complete list of projects in order to achieve compliance by the end of the permit term:

The City plans to investigate all opportunities for BMP implementation as they arise; therefore, we do expect the project list to evolve over the permit period to improve our abilities to achieve compliance. We are actively researching and applying for grant opportunities to aid BMP implementation. City personnel plan to regularly attend workshops focusing on green infrastructure to stay informed of creative ways other municipalities have infused BMPs into their SWM planning efforts.

Describe the progress of restoration efforts (attach examples and photos of proposed or completed projects when available):

Progress this past year was slowed due to COVID-19 pandemic effects on the City's Capital Budget and personnel availability to manage the program. No new projects were implemented; however, some adjustments were made to the BMP list and Restoration Schedule.

4. Has the BMP database been submitted to MDE in Microsoft Excel format in accordance with Appendix B, Tables B.1.a, b, and c?

Yes No

Is the database complete?

Yes No

If either answer is No, describe efforts underway to complete all data fields, and a date that MDE will receive the required information:

Once the BMPS listed as inactive ("REM") pass final inspection they will count toward the impervious area treated. Any identified repairs and maintenance actions we will continue to evaluate the effectiveness of each existing BMP to validate drainage areas and perform additional stormwater management calculations as needed to provide accuracy of our current treatment status.

Our hope is that progress towards verifying "undocumented" BMPs will resume in 2021 so that we can get proper treatment credit. This action is considered a high priority means to reach our target.

Section I: Impervious Area Restoration Reporting

5. Provide a summary of impervious area restoration activities planned for the next reporting cycle (attach additional information if necessary):

Impervious area restoration activities focus on adequate documentation and validation of existing BMP performance. Several of the City's existing BMPs are not eligible for treatment credit purely based on inadequate records. We believe that this is an easy way to boost our progress towards our 20 percent treatment goal.

6. Describe coordination efforts with other agencies regarding the implementation of impervious area restoration activities:

1. **MD State Highway Administration (MDSHA):** State Roads MD-17, MD-180, MD-464, and MD-478 bound and/or pass through the City of Brunswick thereby creating opportunities to coordinate in impervious area restoration measures. While we have not had specific negotiations to date, credit trading is something the City is interested in investigating, particularly along MD-17 (Petersville Road)
2. **CSX:** The City has coordinated with CSX to maintain SD outfalls on/near CSX property. CSX coordination must be carefully coordinated to ensure safety of personnel performing outfall inspections and maintenance (including removing sediment and debris obstructions). Coordination between CSX, Planning & Zoning, and Public Works is ongoing.
3. **Frederick County Public Schools:** The Draft Stormwater Report identified potential opportunities to implement or enhance BMP facilities at Brunswick High School and Brunswick Elementary School. These two locations have adequate open space to increase or add new BMP facilities and expand treatment.
4. **Frederick County Office of Environmental Compliance:** The County maintains SWM facility inspection records. While we have worked with the County to obtain updated records, it is apparent that additional ongoing coordination would be beneficial. City personnel have coordinated with the County to obtain BMP inspection forms to be consistent with data collection when possible.

7. List total cost of developing and implementing the impervious area restoration program during the permit term:

Estimated \$983,000 which includes data validation, expansion of our mechanical street sweeping program, and restoration of a degraded stream channel.

Section II: Minimum Control Measures Reporting Forms

MCM #1: Public Education and Outreach

1. Does the permittee maintain a process and phone number for the public to report water quality complaints?

Yes No

Number of complaints received:

Describe the actions taken to address the complaints:

The City's Stormwater Inspector conducts site visits to investigate complaints and follow up with property owners. If needed, a violation notice is issued to open up a conversation with all associated parties and address the issue. Ideally, the SW Inspector is able to visit the site during a rain event to observe issues and determine an effective solution.

2. Describe training to employees to reduce pollutants to the MS4:

Materials are offered on the City's website. Public Works employees are required to attend yearly training on Good Housekeeping (Spill Prevention and Response) as part of their SWPPP.

3. Describe the target audience(s) within the jurisdiction:

Our target audience includes: property owners (residents, business owners, tenants), City employees, and City contractors.

4. Are examples of educational/training materials attached with this report?

Yes No

Provide the number and type of educational materials distributed:

Describe how the public outreach program is appropriate for the target audience(s):

A range of materials is posted on our website covering topics from general stormwater information to regulatory documents. As a small municipality, we feel that this amount of information is adequate. There are several links aimed towards homeowners and how they can be good watershed stewards.

5. Describe how stormwater educational materials were distributed to the public (e.g., newsletters, website):

According to our online poll, participants feel that the digital methods are the preferred method of distribution. We have focused most on posting educational material on the Stormwater Management Page of the City's website. Hardcopy pamphlets, brochures, and fliers are available at City Hall and at the Planning & Zoning Department for those interested.

6. Describe how educational programs facilitated efforts to reduce pollutants in stormwater runoff:

We are not able to determine this at this time.

7. Provide a summary of the activities planned for the next reporting cycle:

- Facebook Posts (links or “Did You Know...?” type topics)
- PSA YouTube Video (Potential)

8. List the total cost of implementing this MCM over the permit term:

\$10,000- \$20,000

MCM #2: Public Involvement and Participation

1. Describe how the public involvement and participation program is appropriate for the target audience(s):

The Brunswick Public Involvement and Participation Program is appropriate for the target audience as it focuses mainly on the City's residential population (homeowners and/or tenants).

2. Quantify and report public involvement and participation efforts shown below where applicable.

Number of participants at public events:

Quantity of trash and debris removed at clean up events:

Number of employee volunteers participating in sponsored events:

Number of trees planted:

Length of stream cleaned (feet):

Number of storm drains stenciled:

Number of public notices published to facilitate public participation:

Number of public meetings organized:

Total number of attendees at all public meetings:

Describe the agenda, items discussed, and collaboration efforts with interested parties for public meetings:

No public meetings were held this year, instead we decided to approach this MCM with an online poll to help determine a direction for future activities and efforts.

The City conducted an online poll (City of Brunswick - Community MS4/Stormwater Survey) to find out what the public is interested in learning about, where the City can focus future education/outreach/participation efforts, and identify potential problem areas in the City. We also asked participants which means of communication are preferred for stormwater-related information sharing. The survey is included in this submittal.

MCM #2: Public Involvement and Participation

At the October 27, 2020 Mayor and Council meeting, the City established the Brunswick Green Team. This team will focus on maintaining the City's Sustainable Maryland Certification. There is a tremendous opportunity to collaborate MS4/MCM initiatives under the Future Public Involvement and Participation as well as Public Outreach and Education efforts with this newly established team.

Describe how public comments have been incorporated into the permittee's MS4 program, including water quality improvement projects to address impervious area restoration requirements:

One of the leading goals of the Community Survey is to identify the public's impression of SWM around the City, and where the City could focus efforts in addition to the projects currently listed. This also provided a strategic opportunity for the City to discover where educational outreach or future public meetings should focus.

Once fully reviewed and validated, survey results will be incorporated into our restoration plan in 2021.

Describe any additional events and activities if applicable:

No other activities were held this year. The Scavenger Hunt was postponed until next year. ☹️

3. Provide a summary of activities planned for the next reporting cycle:

- Community Stormwater Photo Scavenger Hunt
- Stream Clean-Up Day (locations TBD)

4. List the total cost of implementing this MCM for the permit term:

\$10,000 - \$20,000

MCM #3: Illicit Discharge Detection and Elimination (IDDE)

1. Does the permittee maintain a map of the MS4 owned or operated by the permittee, including stormwater conveyances, outfalls, stormwater best management practices (BMPs), and waters of the U.S. receiving stormwater discharges?
 Yes No

If Yes, attach the map to this report and provide a progress update on any features that are still being mapped. If No, detail the current status of map development and provide an estimated date of submission to MDE:

[Attached.](#)

2. Does the permittee have an ordinance, or other regulatory means, that prohibits illicit discharges?
 Yes No

If Yes, describe the means for enforcement utilized by the permittee (alternatively, a link may be provided to the permittee's webpage where this information is available). If No, describe the permittee's plan, including approximate time frame, to establish a regulatory means to prohibit illicit discharges:

[The Brunswick Code of Ordinances Section 4-2404 Discharge to and Use of Public Sewers prohibits illicit discharges to the public sewer system. Additionally, per Section 4-1304 of the City Code, the City of Brunswick has adopted the Frederick County Stormwater Management Requirements in the County Stormwater Management Ordinance. Violations of this Ordinance are considered a civil infraction and enforceable as such.](#)

3. Describe the process the permittee utilizes for gaining access to private property to investigate and eliminate illicit discharges:

[See the City of Brunswick Code of Ordinances, Section 4-2411 Powers and Authority of Inspectors. Additionally, the City of Brunswick has adopted the International Property Maintenance Code \(IPMC\) in the Code of Ordinances by reference \(Section 7-1501\) which also allows for entry to private property for inspections.](#)

4. Did the permittee submit to MDE standard operating procedures (SOPs) in accordance with Part IV.C of the permit?

Yes No

If No, provide a proposed date that SOPs will be submitted to MDE. MDE may require more frequent reports for delays in program development:

[An IDDE SOP was submitted in 2018; however, an updated *DRAFT* IDDE SOP closer following received MDE guidance is attached for preliminary review.](#)

MCM #3: Illicit Discharge Detection and Elimination (IDDE)

Did MDE approve the submitted SOPs?

Yes No

If No, describe the status of requested SOP revisions and approximate date of resubmission for MDE approval:

5. Describe how the permittee prioritized screening locations in areas of high pollutant potential and identify the areas within which screenings were conducted during this reporting period:

Priority areas include industrial and commercial areas or locations where infrastructure is aging. Outfalls selected for screening include those that may produce a single representative sample from the identified priority area. Locations with long storm drain runs (multiple inlets, larger drainage areas) in residential locations were also selected.

6. Answers to the following questions must reflect this two-year reporting period.

How many outfalls are identified on the map?

How many outfalls were required to be screened for dry weather flows to meet the minimum numeric requirement (i.e., 20% of total outfalls, up to 100)?

How many outfalls were screened for dry weather flows?

Per the permittee's SOP, how frequently were outfalls required to be screened?
Per the SOP, outfalls are required to be screened annually.

At what frequency were outfalls screened during the reporting period?
Based on City personnel workloads, and in response to COVID-related shut downs, all attempted screenings took place in September and October of this year. The remaining 18 screenings will take place by the end of the calendar year. It is estimated that only 1-2 days in the field is needed to complete required screenings for this year.

Year 2021 screenings will be more spread out over a several-month period.

How many dry weather flows were observed?

MCM #3: Illicit Discharge Detection and Elimination (IDDE)

If dry weather flows were observed, how many were determined to be illicit discharges?

Describe the investigation process to track and eliminate each suspected illicit discharge and report the status of resolution:

All dry weather flows were determined to be a result of groundwater seepage. Water was tested on site and yielded no physical/chemical contaminant indicators.

7. Describe maintenance or corrective actions undertaken during this reporting period to address erosion, debris buildup, sediment accumulation, or blockage problems:
Public Works personnel conduct regular storm drain cleaning (via vacuum truck) and remove leftover debris collected on storm drain grates following measurable rain events.

When possible, excessive vegetation or debris buildup discovered during outfall inspections was removed manually (by hand, lopping) during the inspection.

8. Is the permittee maintaining all IDDE inspection records and are they available to MDE during site inspections?
 Yes No

9. If spills, illicit discharges, and illegal dumping occurred during this reporting period, describe the corrective actions taken, including enforcement activities, and indicate the status of resolution:

No illicit discharges were detected during this reporting period.

Please see MCM #6 (Page D-24) for information on reported spills.

10. Attach to this report specific examples of educational materials distributed to the public related to illicit discharge reporting, illegal dumping, and spill prevention. If these are not available, describe plans to develop public education materials and submit examples with the next Progress Report:

High-level/general information links are available on the City of Brunswick's Stormwater Management page of the website. These materials need review and updating, which will occur over the permit term.

11. Specify the number of employees trained in illicit discharge detection and spill prevention:

MCM #3: Illicit Discharge Detection and Elimination (IDDE)

12. Provide examples of training materials. If not available, describe plans to develop employee training and submit examples with the next Progress Report:

One City employee is a Certified Stormwater Inspector and trained in IDDE through the National Stormwater Center via training seminar. Hands-on training with more focus on specifically IDDE would be ideal if MDE is aware of any.

*All Public Works employees have received a training brief on spill prevention and response under the Public Works Facility's SWPPP protocol. These personnel members are not trained in IDDE, so they were not included in the count, above. Public Works personnel are the eyes of the City on a daily basis; therefore, strategically, it is critical for these employees to recognize spills and know what to do. The training brief is included in this submittal package.

13. List the cost of implementing this MCM during this permit term:

\$25,000 - \$30,000

MCM #4: Construction Site Stormwater Runoff Control

Erosion & Sediment Control Program Procedures, Ordinances, and Legal Authority

1. Does the permittee have an MDE approved ordinance?
 Yes No

Has the permittee submitted modifications to MDE?
 Yes No

Has the adopted ordinance been submitted to MDE?
 Yes No

If No, is the adopted ordinance attached?
 Yes No

2. Does the permittee rely on the County, local Soil Conservation District, or MDE to perform any or all requirements for an acceptable erosion and sediment control program? Yes No

If Yes, check all that apply:
 Plan Review and Approval
 Construction Inspections
 Enforcement

3. Does the permittee have a process to ensure that all necessary permits for a proposed development have been obtained prior to issuance of a grading or building permit?
 Yes No

Explain how the permittee ensures all permits are in place:
[The County Stormwater Management Ordinance \(§ 1-15.2-6.1. Permit Requirement\)](#) requires that—unless exempt—all SEC and SWM are approved, easements granted, maintenance agreements are recorded, and security is provided for the site prior to obtaining a building or grading permit. The Department of Permits and Inspections conducts all permit reviews. Approval is given once all requirements are met.

Erosion & Sediment Control Program Implementation Information

1. Does the permittee have a process for receiving, investigating, and resolving complaints from interested parties related to construction activities and erosion and sediment control?
 Yes No

MCM #4: Construction Site Stormwater Runoff Control

Describe the process:

At the City level, complaints are typically received as “Stormwater Violations” and are investigated by the City’s Certified Stormwater Inspector. If the complaint is a legitimate violation it is elevated to the County Inspector.

Provide a list of all complaints and summary of actions taken to resolve them:

2. Total number of active construction projects within the reporting period:

Provide a list of all construction projects and disturbed areas:

- Brunswick Crossing (40 AC +/-)
- Sheetz (2.69 AC)
- Commercial Pad Site (Dunkin Donuts) (2.97 AC)
- 13th Avenue Equipment Storage Building (0.68 AC)

Does the permittee submit grading reports to MDE (only applies if the permittee has an MDE approved ordinance)?

Yes No N/A

3. Total number of violation notices issued related to this MCM within the permit area (report total number whether the permittee or another entity performs inspections):

Describe the status of enforcement activities:

[Please consult with Frederick County.](#)

Describe how the permittee communicates and collaborates with the enforcement authority for violations within the permit area. Include measures taken by the permittee such as suspending or denying a building or grading permit in order to prevent the discharge of pollutants into the MS4:

[Please consult with Frederick County.](#)

Are erosion and sediment control inspection records retained and available to MDE during field review of local programs?

Yes No

If No, explain:

[Please consult with Frederick County.](#)

4. Number of staff trained in MDE’s Responsible Personnel Certification:

MCM #4: Construction Site Stormwater Runoff Control

5. Describe the coordination efforts with other entities regarding the implementation of this MCM:

Please consult with Frederick County.

6. List the total cost of implementing this MCM over the permit term:

\$5,000 (Please also consult with Frederick County)

MCM #5: Post Construction Stormwater Management

Stormwater Management Program Procedures, Ordinances, and Legal Authority

1. Does the permittee have an MDE approved ordinance? Yes No
- Has the permittee submitted modifications to MDE? Yes No
- Has the adopted ordinance been submitted to MDE? Yes No
- If No, is the adopted ordinance attached? Yes No

1. Does the permittee have a memorandum of understanding (MOU) with the County to perform any or all requirements for an acceptable stormwater program?
 Yes No

If Yes, check all that apply:

- Plan Review and Approval
- First Year Post Construction Inspections
- As-Built Plan Approval
- Post Construction Triennial Inspections
- Enforcement
- BMP Tracking and Reporting

Stormwater Management Program Implementation Information

1. Has an Urban BMP database been submitted in accordance with the database structure in Appendix B, Tables B.1.a, b, and c as a Microsoft Excel file?
 Yes No

Describe the status of the database and efforts to complete all data fields:

The City of Brunswick coordinated with the Frederick County Office of Environmental Compliance to update the BMP database. Structural BMP facilities are on the County's triennial inspection schedule. Smaller BMPs are inspected by the City and were updated in October primarily to validate their existence and conduct inspections using forms adapted from the City of Columbia, MO.

2. Total number of triennial inspections performed:

Total number of BMPs jurisdiction-wide:

- Are inspections performed at least once every three years for all BMPs?
 Yes No

MCM #5: Post Construction Stormwater Management

If No, describe how the permittee will catch up on past inspections and remain on track to perform BMP inspections once every three years:

Are BMP inspection records retained and available to MDE during field review of local programs?

Yes No

3. Total number of violation notices issued:

Describe efforts to bring BMPs into compliance and the status of enforcement activities within the jurisdiction:

[Please consult with Frederick County.](#)

4. Describe how the permittee coordinates and cooperates with the County to ensure stormwater BMPs are functioning according to approved standards. (Applicable for municipalities that rely on the County to perform stormwater triennial inspections):

[Frederick County Inspectors \(Office of Environmental Compliance\) conduct inspections. If any potential violations are reported or observed, the City contacts Frederick County to coordinate enforcement and compliance.](#)

5. Provide a summary of routine maintenance activities for all publicly owned BMPs:
[No BMP maintenance schedule currently exists for the City.](#)

Number of publicly owned BMPs:

Describe how often BMPs are maintained. Specify whether maintenance activities are more frequent for certain BMP types:

[Publicly-owned BMPs are weeded and mowed as a regular part of PW mowing rounds.](#)

Are BMP maintenance checklists and procedures for publicly owned BMPs available to MDE during field review of local programs?

Yes No

Are BMP maintenance records retained and available to MDE during field review of local programs?

Yes No

MCM #5: Post Construction Stormwater Management

If either answer is No, describe planned actions to implement maintenance checklists and procedures and provide formal documentation of these activities:

The City of Brunswick will be developing a BMP maintenance checklist and schedule in 2021. Documentation will be included in the next report.

6. Number of staff trained in proper BMP design, performance, inspection, and routine maintenance:

7. Provide a summary of activities planned for the next reporting cycle:

- Coordinate with Public Works Department to develop a BMP maintenance schedule.

8. List the total cost of implementing this MCM over the permit term:
\$50,000

MCM #6: Pollution Prevention and Good Housekeeping

1. Provide a list of topics covered during the last training session related to pollution prevention and good housekeeping, and attach to this report specific examples of training materials:

The SWPPP Training presentation (PDF attached) covers: Spill Response & Notification, Proper Vehicle Fueling Techniques, Used Oil Handling, Household Hazardous Waste Handling, Used Battery Management, Spent Solvent and Paint Management, and General Good Housekeeping Practices.

List all training dates within this two-year reporting period:

10/12/2020 & 10/13/2020

Number of staff attended:

2. Are the good housekeeping plan and inspection records at each property retained and available to MDE during field review of the local program? Yes No

If No, explain:

Note: Hardcopies of all Industrial Permit documents are maintained in the Planning & Zoning Department (301 E. Potomac Street) as this is where the inspector works and records are kept. Digital access to all permit information (approval documents and inspections) are available at all times to Public Works personnel as well as other City Administration on the City's server.

Provide details of all discharges, releases, leaks, or spills that occurred in the past reporting period using the following format (attach additional sheets if necessary).

① Property Name: Brunswick Elementary School (Central Ave gutterpan)

Date:

5/31/2020

Describe observations:

Small amount of fuel (2-3 gal est) evident in roadway gutterpan

Describe permittee's response:

This occurred on a Sunday evening and Brunswick Fire Department responded, contained, and cleaned up the fuel in the roadway. No fuel reached the storm drain system. Unknown violator.

② Property Name: West Potomac Street (MD-478)

Date:

9/16/2020

Describe observations:

Diesel spill reported along roadway and in commercial parking lot (Dollar General)

Describe permittee's response:

Brunswick Public Works responded and applied loose absorbents. Spill contained and did not reach storm sewer nor pervious surfaces. The violator could not be tracked down.

MCM #6: Pollution Prevention and Good Housekeeping

3. Quantify and report property management efforts as shown below, where applicable (attach additional sheets if necessary).

Number of miles swept:

Amount of debris collected from sweeping (indicate units):

If roads and streets are swept, describe the strategy the permittee has implemented to maximize efficiency and target high priority areas:

Potomac Street is located at the toe of the City's slope.

Number of inlets cleaned:

Amount of debris collected from inlet cleaning (indicate units):

Describe how trash and hazardous waste materials are disposed of at permittee owned and operated property(ies), including debris collected from street sweeping and inlet cleaning:

- Yard waste collection site at 600 Petersville Road; Dumpster emptied when full.
- Waste oil collection at 13th Ave PW Bldg. Emptied on a 5-week pumping schedule or when nearing full. Operated by Maryland Environmental Service (MES); tanks pumped by Origin International, Inc.

Does the permittee have a current State of Maryland public agency permit to apply pesticides?

Yes No

Pesticide Public Agency permit 9179

If No, explain (e.g., contractor applies pesticides):

Does the permittee employ at least one individual certified in pesticide application?

Yes No

If Yes, list name(s):

Russel Fader (Permit number 9179-88731)

If the permittee applied pesticides during the reporting year, describe good housekeeping methods (e.g., integrated pest management, alternative materials/techniques):

Detailed mapping, proper storage, spill prevention, and vehicle identification.

MCM #6: Pollution Prevention and Good Housekeeping

If the permittee applied fertilizer during the reporting year, describe good housekeeping methods (e.g., application methods, chemical storage, native or low maintenance species, training):

None applied.

If the permittee applied materials for snow and ice control during the reporting year, describe good housekeeping methods (e.g., pre-treatment, truck calibration and storage, salt domes):

We don't pre-treat with solutions, occasionally we may put some salt down if the storm is calling for ice. No calibrations, and storage of is contained under roof.

Describe good housekeeping BMP alternatives not listed above:

4. If applicable, provide a status update for permittee owned or operated properties regarding coverage under the Maryland General Permit for Stormwater Discharges Associated with Industrial Activity or an individual industrial surface water discharge permit:

Facility inspections at the Public Works Facility (600 Petersville Road, Brunswick, MD – MDR003351) are conducted quarterly, with the last Annual Comprehensive Evaluation occurring last December. This year's inspections were interrupted by government office closures in response to COVID-19. Facility inspections were conducted in June and October; the 2020 Annual Comprehensive Evaluation will occur this December (12/2020).

No violations have occurred at the facility under the Industrial Permit term; therefore, no corrective measures were required.

5. List the total cost of implementing this MCM over the permit term:

\$50,000