



**Division of Surface Water**  
**NPDES Small MS4 General Permit**  
**(OHQ000003) Annual Reporting Form**

**Instructions for completing this form**

- OHQ000003 requires that this form be used when submitting annual reports. You may request approval to use your own reporting format.
- Annual Reports are due annually on or before April 1st.
- Complete the form and sign and date the certification statement below
- If more space is needed than is provided, identify within the provided space that Attachment A, B, C, etc. has been attached.
- If an item of the form is not applicable for your program (such as street sweeping), fill in N/A in the space provided.
- Do not include attachments such as brochures, newspaper clips, sign-in sheets, etc. related to your program with this form.  
 You only need to summarize these within this report. These records must be filed and will be needed during program audits.
- When complete, submit this Annual Report form to the following address:  
 Ohio Environmental Protection Agency  
 Division of Surface Water  
 Storm Water Program-Small MS4  
 P.O. Box 1049  
 Columbus, Ohio 43216-1049

**General Information**

<b>Small MS4 Annual Report for Year:</b> 2019		<b>Ohio EPA Facility Permit Number:</b> 3GQ00052*CG	
<b>Name of MS4:</b> Jackson Township			
<b>Mailing Address:</b> 5735 WALES AVE NW			
<b>City:</b> MASSILLON		<b>State:</b> OH	<b>Zip Code:</b> 44646
<b>Country:</b> USA		<b>County:</b> Stark	
<b>Primary Contact:</b> Michael Vaccaro		<b>Title:</b> Township Administrator/Law Director	
<b>Email Address:</b> mvaccaro@jacksontwp.com		<b>Phone:</b> (330) 832-7416	<b>Fax:</b>

Include or attach a Table of Organization. Indicate who (name and contact information) is responsible for overall management and implementation of your program, and if different, each minimum control measure of your program. Identify how development and implementation across multiple positions, agencies and departments occur. Also, identify any Memorandum of Understandings (MOUs) or other such agreements that exist.

**Upload File Name for Table of Organization:** TABLE OF ORGAN - MAIN.doc

**Certification**

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 possibility of fine and imprisonment for knowing violations.

<b>Applicant Name:</b> Mary Michele Reno	<b>Title:</b> Administrative Assistant
<b>Signature:</b> Electronically submitted by jacksontwpstark	<b>Date:</b> Electronically submitted on 03/27/2020

**PUBLIC EDUCATION AND OUTREACH**

**Estimate Your Permit Area of Total Population: 40588**

BMP (mechanism)	Responsible Party	Measurable Goal	Theme or Message	Target Audience	% Target Audience	Effective
P.I.P.E. Committee / Stark Soil & Water Conservation District	Jackson Township & Stark Soil & Water Conservation District	To involve the public in learning about Storm Water Quality and Pollution.	Promote The "Join the team we're all downstream" through an Stark Soil & Water Conservation District educational workshops series.	Residents of Jackson Township and surrounding communities.	5	Yes

Summary of Results: Jackson Administration Department hosted two workshops; Rain Barrel - June 5, 2019 and Stream Side Maintenance - September 11, 2019.

Comments: We had 18 people in attendance as targeted audience.

Jackson Township Website - www.jacksonwp.com. Jackson Township Facebook Page - Jackson Township Board of Trustees, Stark County, Ohio	Administration Department	Educate community on water quality issues. To inform the public of SWCD Homeowner's Series educational classes.	Water Conservation - What you can do to protect our local water.	Jackson Township residents and general population.	80	Yes
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Summary of Results: The website can be viewed by residents and others to link to the Stark Soil & Water Conservation District, Stark County Health Department, and the Stark-Tuscarawas-Wayne Joint Solid Waste Management District, and Stark County Regional Planning Commission (Storm Water). Articles can be viewed on storm water. Township Newsletter can be viewed on the website. Post various educational flyers and information on the Township's Facebook page.

Comments:

Pollinator Workshop	Stark Soil & Water Conservation District	Educate 2nd graders on the importance of pollinator.	Pollinators, and pollinator reestablishment.	2nd graders at Sauder Elementary, Jackson Local Schools.	100	Yes
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Summary of Results: Protection, and re-establishment of pollinators back into an urban setting, outlining the human factor into their loss in numbers.

Comments:

Intergovernmental Coordination	Zoning Department	To work with other agencies on educational programs to educate the residents and builders in Jackson Township.	Continue to work with SWCD in referring complaints in sediment control and water quality issues. Continue to work with Stark County Regional Planning in reviewing preliminary plans and commenting to make sure they are following the township zoning and comprehensive plan.	Jackson Township residents and builders.	50	Yes
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Summary of Results: The activities undertaken in conjunction with SWCD are determined to be effective in providing information and outreach to individual property owners regarding storm water and erosion issues. Feedback from owners and SWCD personnel also validate the effectiveness of this activity.

Comments: Target Audience Reached difficult to access.

P.I.P.E. Committee / Stark County Regional Planning	Jackson Township/P.I.P.E. Committee	To involve the public in learning about Storm Water Quality Pollution	Theme of P.I.P.E. Committee for 2019 - "When you have a Spill, Know the Drill" - knowing the proper steps to take/who to contact in case of a spill of hazardous materials. Promote the "join the teams we're all downstream" through radio commercials, billboards, water quality articles in the newsletter, annual brochure, Facebook, and on website <a href="http://www.jacksontwp.com">www.jacksontwp.com</a> .	Residents of Jackson Township and surrounding communities.	55	Yes
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Summary of Results: Jackson Township employees attended one committee meeting in 2019. Developed a theme and shared methods of communicating storm water education to the general public. P.I.P.E Committee in conjunction with Stark County Regional Planning ran a radio awareness campaign of 132 (60 second) commercials during June/July covering various water quality subjects using "Clawd the Crayfish" the Storm Water Mascot. Used eight billboards throughout Stark County that were created by local school students to promote Stark water Pollution. Various pamphlets on storm water education were made available for the public at the annual Community Celebration, Unity in our Community Pancake Breakfast & Health Fair, and other community events..

Comments: Target Audience Reached is difficult to access.

Community Hotline	Highway Department	Allows the public to report a spill.	For many types of concerns, including drainage, residents can call township offices and speak to staff. The staff member in turn fills out a service request or directs residents to the proper authority/entity, depending on the nature of the concern and the appropriate legal authority to resolve the concern.	Township residents and businesses.	70	Yes
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Summary of Results: Reports are received by Fire, Police, Highway, and Park as applicable. Ongoing - works well.

Comments:

Comprehensive Plan	Zoning Department	To plan for future growth.	Continue to keep plan on the website for review by residents and builders. Web site address - <a href="http://www.jacksontwp.com">www.jacksontwp.com</a> .	Jackson Township residents and builders.	45	Yes
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Summary of Results: This activity has proven very effective in exploring issues involving storm water and erosion particularly related to implementation issues and needed organizational structures to implement Phase II related goals.

Comments: Target Audience Reached difficult to assess.

Storm Water Quality Management	Zoning Department	To reach the residents and builders of Jackson Township and educate them about storm water quality management.	Obtained through miscellaneous brochures regarding storm water management.	Jackson Township residents and builders.	70	Yes
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Summary of Results: This activity has been effective in providing information and outreach to individual property owners regarding storm water and erosion issues.

Comments: Target audience is difficult to access.

Soil Testing	Stark Soil & Water Conservation District	Demonstrating how to do a soil test.	P/k soil Test, shake test, compost facts.	5th graders at Sauder Elementary, Jackson Local Schools	100	Yes
Summary of Results: Soil testing and composting are very important in urbanize settings due to the nutrient loss.						
Comments:						
Rain Barrel	Administration Department	Educate the public on the use of rain barrels.	Display a rain barrel at the entrance of Jackson Township Administration Building.	Visitors to Township Hall.	75	Yes
Summary of Results: The rain barrel is on display and seen by visitors to the Jackson Township Administration Building.						
Comments:						
Construction Site	Zoning Department	To educate homeowners and builders on construction site runoff control.	To continue to educate homeowners and builders on best management practice selection. Brochures are also available on SWCD website at www.starkswcd.org.	Jackson Township residents and builders	50	Yes
Summary of Results: Items adopted into the zoning resolution include encouraging landscaping to be sloped and depressed to allow water flow into the landscaped area.						
Comments: Target Audience Reached difficult to access.						
Jackson Township Newsletter	Administration Department	To educate and inform the Jackson Township community on storm water topics.	Water Conservation - What you can do to protect our local water.	Jackson Township residents, businesses, and other recipients.	80	Yes
Summary of Results: Newsletters were mailed to an estimated 23,129 households & businesses within the township and additional copies are available at the township hall, safety center, branch library and YMCA. Approximately 69,388 newsletters containing pertinent education/awareness articles were distributed during the reporting period. Six articles in three issues promoted household chemical emergencies, storm water starts at home, recycling, and yard debris. Some articles were developed with input from the Soil & Water Conservation District.						
Comments:						
Rain Barrel Workshop	Stark SWCD	Reducing water runoff into storm systems is very important to reducing pollutants entering waterways.	Reducing Runoff, Water conservation.	Residents of Stark County and Jackson Township	21	Yes
Summary of Results: Reducing water runoff into storm systems is very important to reducing pollutants entering waterways.						
Comments:						
<b>PUBLIC EDUCATION &amp; OUTREACH</b>						
<i>Summarize activities you plan to undertake during the next reporting cycle.</i>						
BMP (mechanism)	Responsible Party	Measurable Goal	Theme or Message	Target Audience	% Target Audience	Proposed Schedule

Compost Bin Workshop	Stark SWCD	Educate people on proper composting techniques.	Our compost bin workshop focuses on proper composting techniques. The extensive and informational presentation includes soil amendment, decomposers, goals, what to and what not to compost as well as common issues.	Residents of Stark County and Jackson Township	10	November 18, 2020
Summary of Planned Activities: Our compost bin workshop focuses on proper composting techniques. The extensive and informational presentation includes soil amendment, decomposers, goals, what to and what not to compost as well as common issues.						
Comments: N/A						
Natural Lawn Workshop	Stark SWCD	This workshop will focus on using less chemicals around the outside of home such as your yards, and gardens.	Topics of discussion will be alternatives to yard fertilizers, natural ways to improve your gardens yields. We will also look at problem areas on your property that can be converted into a wildflower garden, rain garden, or a buffer area.	Residents of Stark County and Jackson Township	10	March 4, 2020
Summary of Planned Activities: This workshop will focus on using less chemicals around the outside of home such as your yards, and gardens.						
Comments: N/A						
Storm Water Basin Workshop	Stark SWCD	The focus of the workshop is to educate pond owners/maintenance crews and home owners associations on how to manage water quality and potentially stocking fish.	An overview of seasonal pond cycles and methods to decrease nutrient runoff that can assist homeowners, HOA communities, park districts, golf course groundskeepers, superintendents, etc..	Residents of Stark County and Jackson Township	10	June 3, 2020
Summary of Planned Activities: The focus of the workshop is to educate pond owners/maintenance crews and home owners associations on how to manage water quality and potentially stocking fish.						
Comments: N/A						
P.I.P.E. Committee/Stark County Regional Planning Committee	Jackson Township	To involve the public in learning about Storm Water Quality and Pollution.	Promote the "Join the team we're all downstream" through radio commercials, billboards, water quality articles in the newsletter, annual brochure, Facebook, and on website <a href="http://www.jacksontwp.com">www.jacksontwp.com</a> .	Residents of Jackson Township and surrounding communities.	75	Throughout 2020
Summary of Planned Activities: P.I.P.E. Committee will use informational radio commercials and install billboard's throughout Stark County that will be created by local school students to promote Storm Water Pollution.						
Comments: Target Audience to be reached difficult to access.						

P.I.P.E. Committee	Jackson Township	Participate in P.I.P.E. Committee activities. (Public Involvement and Public Education)	Participate in public involvement and public educational programs with the committee. Committee's theme for 2020 "Don't Let Stormwater Runoff: Promote the theme through flyers and brochures, Facebook, and website.	Residents of Jackson Township and surrounding communities	70	Througho ut 2020.
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Summary of Planned Activities: Committee will create a brochure for public education for "Don't Let Stormwater Runoff". Provide educational handouts at Jackson Community Celebration, and other community events.

Comments: Target Audience to be reached difficult to access.

Rain Barrel	Administration Department	Education on the use of rain barrels.	Display a working rain barrel at the Jackson Township Administration Building.	Visitors to Township Hall.	45	Througho ut 2020.
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Summary of Planned Activities: Rain barrel will be on display and flyers on purchasing rain barrels will be available for the public.

Comments: Rain barrel are available for purchase at local home centers.

Jackson Township Newsletter, Website - www.jacksonwp.com, Facebook - Jackson Township Board of Trustees, Stark County, Ohio Government Organization	Administration Department	To educate and inform the Jackson Township community on storm water topics.	Water Conservation - What you can do to protect our local water.	Jackson Township residents, businesses, and other recipients.	75	Througho ut 2020.
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Summary of Planned Activities: Newsletters will be mailed to households and businesses within the township containing education & awareness information. The Township's website and Facebook page will be updated with educational information.

Comments: Facebook and website are ongoing.

## PUBLIC INVOLVEMENT AND PARTICIPATION

BMP (mechanism)	Responsible Party	Measurable Goal	Theme or Message	Target Audience	Estimate Of People Participated	Effective
P.I.P.E. Committee	Jackson Township	Participate in P.I.P.E. Committee activities	Participate in public involvement with the committee. Committee's theme for 2019 - "Don't let Stormwater Runoff". Promote education by attending the Stark County Home & Garden Show in the month March. Include handouts, brochures at community events.	Residents of Jackson Township and surrounding communities in Stark County.	3410	Yes

Summary of Results: P.I.P.E. Committee had an educational booth at the Stark County Home & Garden Show - March 15 through March 17, 2019.

Comments:

Clean Water Quality Management & Storm Water Management	Parks & Recreation Division	To educate school age children on Clean Water Quality Management.	To involve the school age children with the clean water facts.	Children ages 6 - 15	160	Yes
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Summary of Results: "Clawd the Crayfish", the Clean Water Pledge and other educational brochures/workbooks were given to participants at the annual Jackson Park's Fishing Derby on May 4, 2019.

Comments:						
Stark Count Fair Booth	Stark SWCD	Educate public about pollinators and diminishing populations.	Pollinator protection and reestablishment.	Stark County Residents	50	Yes

Summary of Results: Activity showing importance of pollinator and how everyone can help.

Comments:						
Volunteer Monitoring	Park & Highway Division	To clean up areas of the Township of debris and trash.	Residents who live along streams and water bodies perform monitoring. They look out for abnormal conditions or changes in the water and habitat. During the annual spring cleanup, students are assigned to canal and stream pickp. The Highway Divisoin properly disposes of debris at license landfills.	Township residents and other recipients.	20	Yes

Summary of Results: Streams and water bodies were monitored and cleaned up during Annual Spring Cleanup. Highway Division properly disposed of debris at license landfills.

Comments: Estimate of People Participated - Each year the number of volunteers varies.

Reforestation Program	Parks & Recreation Division	To have trees donated and planted in the Jackson Township Parks. Also, replace trees as needed.	The Jackson Township accepts donations of various types of trees for planting in the parks. This is a means of establishing a living memorial for a variety of events.	Township residents and other recipients using the park system.	0	Yes
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Summary of Results: There were trees donated to the park for planting. These donations are accepted by the Board of Trustees.

Comments: Estimate of People Participated - Each year the number of donations varies.

## PUBLIC INVOLVEMENT AND PARTICIPATION

*Summarize activities you plan to undertake during the next reporting cycle.*

BMP (mechanism)	Responsible Party	Measurable Goal	Theme or Message	Target Audience	Estimate of People to Participate	Proposed Schedule
Reforestation Program	Parks & Recreation Division	To have trees donated and planted in the Jackson Township Parks.	The number of donated trees will be tracked. A record of donated trees are kept with the Jackson Township Parks & Recreation Division.	Township residents and other recipients.	3	Througho ut 2020

Summary of Planned Activities: Tree planting in the Parks through the donations from the public.

Comments: Estimate of people to participate - each year the number varies.

Clean Water Quality Mangement & Storm Water Management	Parks & Recreation Division	To educate school age children on Clean Water Quality Management.	To involve the school age children with the clean water facts.	Children ages 6 - 15	160	May 2, 2020
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Summary of Planned Activities: During the Jackson Park's Fishing Derby, participants will receive "Clawd the Crayfish", the Clean Water Pledge and other educational brochures/workbooks.

Comments:

Volunteer Monitoring - Senior Clean-up Day	Park/Highway Divisions	Clean up trash and debris	Water Quality	Senior High School Class	35	May 13, 2020
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Summary of Planned Activities: Jackson High School Senior Students participate in a clean-up day.

Comments:

P.I.P.E. Committee	Jackson Township	Participate in P.I.P.E Committee activities.	Promote the "Join the team we're all downstream". Committee's theme for 2020 "Don't Let Stormwater Runoff".	Residents of Jackson Township and surrounding communities in Stark County.	3550	March 2020
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Summary of Planned Activities: Committee will have a educational booth at the Stark County Home & Garden Show - March 13 through March 15, 2020

Comments:

Brochure Updates	Zoning Department	Educate and inform the general public.	Continue to update public on water quality issues per season.	Jackson Township residents and builders	100	Throughout 2020.
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Summary of Planned Activities: To hand out various brochures regarding things the public can do to prevent storm water pollution.

Comments:

**ILLCIT DISCHARGE DETECTION AND ELIMINATION (IDDE)**

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Cite Local Code(s) Being Used (If available, web link for code(s))	Effective
Ordinance or Other Regulatory Mechanism	Jackson Township Zoning	Applications for zoning permits for new construction must have a copy of the sanitary sewer connection permit (guarantee) or on-site septic approval issued by the Stark County Health Department prior to issuing the zoning permit to ensure illicit discharge is not being conducted.	Yes	Jackson Township Zoning Resolution Book <a href="http://www.jacksonstp.com">www.jacksonstp.com</a> . Stark County Health Department <a href="http://www.starkhealth.org">www.starkhealth.org</a> .	Yes

Summary of Results or Activities: This activity has been effective to ensure that all new construction will be served by approved sanitary sewer or household septic systems. During 2019, 106 single-family new residential permits, 6-2 unit attached single family dwelling permits and 9 new commercial permits were issued in compliance with this requirement.

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Summary of Activities or Updates	Effective
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Storm Sewer System Map	Jackson Township/Stark County Regional Planning Commission	Received a completed map from the Stark County RPC on 12/31/13.	Yes	Jackson Township entered into a consortium agreement with Stark County RPC for their inventory of the Jackson Township conveyance system of catch basins, pipes, ditches, and flood water facilities (retention/detention ponds) concluding with GIS data and mapping. As new systems are installed and existing systems improved the Township will notify Stark County RPC to update their records. Entered into an agreement on 10-28-14 with Stark County RPC for a storm water conveyance system inventory to be conducted outside the urbanized area of the township. Completed.	Yes
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Comments: <https://starkcountyohio.maps.arcgis.com/apps/webappviewer/index.html?id=1fe7e7baa3ff429587d1f1425e865e2f>

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Summary of Activities or Updates	Effective
HSTS Mapping and List	Stark County Health Department	Complete the HSTS map and list.	Yes	In 2011 a new list and map was printed based on new data collected since 2008.	Yes

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Summary of Activities or Updates	Effective
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IDDE Plan	Jackson Township Highway Division	Assign and conduct visual inspection of Township area residential housing and associated buildings for illicit discharge. Record and report findings to the Stark County Board of Health. Assist as necessary in the correction.	Yes	<p>OUTFALLS - Jackson Township's outfalls have been 100% mapped. The current number of outfalls continues to be counted and omissions discovered. These are reported to the mapping system to reach 100% of the outfalls.</p> <p>PLAN - The IDDE plan has been modified to reflect the cancellation of the Memorandum of Understanding between the Stark County Combined General Health District and Jackson Township. This was originally to go to April 19, 2013, but was cancelled December 31,2011. Jackson Township assumed the investigation and reporting illicit discharges. The Stark County Health District will continue to assume their original responsibilities.</p> <p>INSPECTIONS/ILLICIT DISCHARGES - Inspections were performed in 2018 as outlined in the IDDE Plan. Of the inspections, any discharges were investigated and all discharges were corrected (or were justified).</p> <p>EDUCATION - Jackson Township sends out a newsletter to residents and businesses that contains articles and information on IDDE.</p>	Yes
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Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Total # of Outfalls	# of Outfalls Screened	# of Dry-Weather Flows Identified	# of Identified Illicit Discharges	# of Eliminated Illicit Discharges	Effective
Dry-Weather Screening of Outfalls	Jackson Township Highway Division	Inspect a minimum 20% of outfalls.	Yes	635	150	0	0	0	Yes

Comments: There were no illicit connections identified.

Upload File Name for the Illicit Discharges: JT - Dry Weather Outfall Screening Form.pdf

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Summary of Planned Activities	Comments	Effective
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No records found

**ILLICIT DISCHARGE DETECTION & ELIMINATION (IDDE)**

*Summarize activities you plan to undertake for the next reporting cycle.*

BMP (mechanism)	Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
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IDDE Plan	Jackson Township	Maintain IDDE Plan.	The IDDE Plan has been modified to reflect the cancellation of the April 19, 2010 agreement as of December 31, 2011. The Jackson Township Highway Division has assumed the investigation and reporting of the illicit discharges.	The IDDE Plan as proposed in 2012 was modified in 2013. Jackson Township will continue daily observation and reporting.
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Comments:

Dry-Weather Screening of Outfalls	Jackson Township Highway Division	Inspect a minimum of 20% of outfalls.	20% of outfalls will be inspected.	Inspect a minimum of 20% of outfalls in 2019.
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Comments:

Ordinance or Other Regulatory Mechanism	Jackson Township	Maintain and enforce illicit discharge resolution.	The Illicit Discharge Resolution was modified to reflect the fact that the contract between Jackson Township and the Stark County Health Department has been eliminated as of December 31, 2011.	The resolution as proposed in 2012, was modified in 2013. Daily observation will continue in the Township.
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Comments:

Storm Water Easement Mapping Project	Jackson Township/Stark County Regional Planning Commission	Complete a storm water easement mapping project.	Jackson Township entered into an agreement with the Stark County RPC on 11-13-18 to complete a storm water easement mapping project within the area as designated by the Township. RPC shall prepare an inventory of storm water easements. An RPC Storm Water Easement Mapping Project - Addendum dated August 27, 2019 for an extension of time and additional funds (resolution no. 19-222).	This project shall be completed by April 30, 2020.
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Comments:

**CONSTRUCTION SITE RUNOFF CONTROL**

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Cite Local Code(s) Being Used (If available, web link for code(s))	Effective
Ordinance or Other Regulatory Mechanism	Jackson Township Board of Trustees	Adopted new Regulations (Stark County Storm Water Quality Regulations) this year. Will continue to monitor to ensure they meet or exceed technical requirements given in the Ohio EPA NPDES GCP (OHC000005).	Yes	Stark County Storm Water Quality Regulations - <a href="https://docs.wixstatic.com/ugd/98ba89_8f94e11e74544297ab8d4eee22759ddc.pdf">https://docs.wixstatic.com/ugd/98ba89_8f94e11e74544297ab8d4eee22759ddc.pdf</a>	Yes

Summary of Results or Activities: Stark County Storm Water Quality Regulations were adopted by the Stark County Board of Commissioners on June 27, 2018. They were then approved by the Jackson Township Trustees on September 11, 2018 (Resolution #18-176). These regulations were created per the new GCP that was released in April of 2018 and will be reviewed annually to ensure they remain in accordance with the current Ohio EPA NPDES Permit.

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Standards Being Used	Effective
Sediment and Erosion Control Requirements	Jackson Township Board of Trustees & Stark SWCD (per MOU Agreement)	Continue to monitor regulations and local practices to ensure they meet the requirement of both the GCP and Small MS4 Permit with the OEPA.	Yes	Ohio Rainwater and Land Development Manual, Ohio Standards for Storm Water Management, & Ohio EPA CGP OHC000005 guidance documents.	Yes

Summary of Results or Activities: Continue to use the adopted regulations and investigate any new, innovative BMPs.

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Applicable Sites Requiring Plans	# of Plans Reviewed	Effective
Complaint Process	Jackson Township Board of Trustees & Stark SWCD (per MOU Agreement)	Continue procedures for complaints pertaining to erosion and sediment control from construction sites. Once complaints are received, Stark SWCD will make contact with responsible parties and conduct additional site visit if required.	Yes	10	10	Yes

Summary of Results or Activities: 8 of the 10 complaints came from one site. Site was discharging offsite due to skimmer being detached during large rain event. Stark SWCD conducted site visit and seen issue, corrected issue and contacted both contractor and developer. Other complaint came from residential property neighboring active site within subdivision. Concern of basement flooding was thought to be coming from active site, but was due to downspouts being clogged within own property.

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Sites Requiring Plans	# of Plans Reviewed	Effective
Site Plan Review Procedures	Stark SWCD (per MOU Agreement)	Continue to follow guidelines that have been created within both the Stark County Storm Water Quality Regulations and within the Stark SWCD Checklist for Storm Water Pollution Prevention Plan that meet or exceed the Ohio EPA NPDES Construction General Permit requirements for review procedures.	Yes	35	201	Yes

Summary of Results or Activities: All sites, which disturb 1 acre of soil (or less if part of a larger common plan of development or sale), must submit SWP3 plans for review and approval prior to starting work. A Pre-construction meeting is also required before any earth disturbing activities are started. Preliminary reviews are also completed as part of Stark County Regional Planning review procedures by Stark SWCD.

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Applicable Sites	# of Sites Inspected	Average Frequency	Effective
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Site Inspection Procedures	Stark SWCD (per MOU Agreement)	Continue to follow inspection guidelines that have been created within both the Stark County Storm Water Quality Regulations that meet or exceed the Ohio EPA NPDES Construction General Permit.	Yes	43	556	2	Yes
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Summary of Results or Activities: Active construction sites are inspected bi-monthly. Monthly inspections are the minimum. Non-compliant sites are inspected weekly until placed back into compliance.

Comments:

Upload File Name(s) for Applicable Sites: MOU - Stark Soil Water Conservation District for Technical Assistance.pdf

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Violation Letters	# of Enforcement Actions	Effective
Enforcement Procedures	Jackson Township Board of Trustees & Stark SWCD (per MOU Agreement)	Follow the enforcement procedures in the Stark County Storm Water Quality Regulations. First violation (letter and possible fine), second violation (Letter, Fine & On-site Meeting), & third violation (Letter, Fine, On-site Meeting, & Stop Work Order).	Yes	2	2	Yes

Summary of Results or Activities: This was for same site per complaint tab for discharging off site. Site received 2 NOVs, which included fines for both.

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Measurements	Effective
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No records found

## CONSTRUCTION SITE RUNOFF CONTROL

Summarize activities you plan to undertake during the next reporting cycle.

BMP (mechanism)	Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
SWMP Update	Jackson Township Board of Trustees & Stark SWCD (per MOU Agreement)	Review / Update SWMP	Review and update SWMP if needed and monitor to ensure all required items are being addressed as described.	The current reporting period

Comments:

## POST-CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Cite Local Code(s) Being Used (If available, web link for code(s))	Effective
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Ordinance or Other Regulatory Mechanism	Jackson Township Board of Trustees	Adopted regulations within the Stark County Storm Water Quality Regulations that meet and exceed the requirements provided within the most recent version of the OEPAs GCP (OHC000005).	Yes	Stark Soil & Water website - <a href="https://docs.wixstatic.com/ugd/98ba89_8f94e11e74544297ab8d4eee22759ddc.pdf">https://docs.wixstatic.com/ugd/98ba89_8f94e11e74544297ab8d4eee22759ddc.pdf</a>	Yes
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Summary of Results or Activities: Stark County Storm Water Quality Regulations were adopted by the Stark County Board of Commissioners on June 27, 2018. They were then approved by the Jackson Township Trustees on September 11, 2018 (Resolution #18-176). These regulations were created per the new GCP that was released in April of 2018 and will be reviewed annually to ensure they remain in accordance with the current Ohio EPA NPDES Permit.

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Structural and/or Non-Structural Standards Being Used	Effective
Post-Construction Requirements	Jackson Township Board of Trustees & Stark SWCD (per MOU Agreement)	Ensure that the existing regulations continue to meet or exceed requirements given in the Ohio EPA NPDES GCP (OHC000005).	Yes	Minimum standards given in the Ohio EPA Construction General Permit. Ohio Rainwater and Land Development Manual.	Yes

Summary of Results or Activities: Continue to use the adopted regulations and investigate any new, innovative BMPs per the approval of OEPA.

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Applicable Sites Requiring Plans	# of Plans Reviewed	Effective
Site Plan Review Procedures	Stark SWCD (per MOU Agreement)	Follow the review procedures outlined in the Stark County Storm Water Quality Regulations.	Yes	35	201	Yes

Summary of Results or Activities: Review site plans as received and require Long Term Maintenance Plans for applicable sites. Send review letter detailing any deficiencies.

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Applicable Sites	# of Inspections Performed	Average Frequency	Effective
Site Inspection Procedures	Stark SWCD (per MOU Agreement)	Follow the inspection procedures given in The Stark County Storm Water Quality Regulations.	Yes	43	556	2	Yes

Summary of Results or Activities: During all bi-monthly inspections, PC BMPs are reviewed to ensure they are in place and functioning. At conclusion of project, final inspection will not take place until conversion from construction phase to post construction phase has taken place. Once completed, Stark SWCD will inspect on an annual basis if site discharges to local (Jackson Township) MS4. Site within Jackson Township that do not discharge to their MS4 will be inspected on a 3 year cycle if discharge into waters of the state/Non-MS4 community or annually if discharge takes place in another MS4 community within Stark County. An additional yearly verification inspections is also conducted on all active sites to ensure PC practice is in place.

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Violation Letters	# of Enforcement Actions	Effective
Enforcement Procedures	Jackson Township Board of Trustees & Stark SWCD (per MOU Agreement)	Follow the enforcement procedures found within the Stark County Storm Water Quality Regulations.	Yes	1	1	Yes

Summary of Results or Activities: Site did not install post construction practice per the plan (Hydrodynamic Separator). NOV was presented and site visit was conducted with Stark SWCD. At conclusion of visit, practice was put in place and site was returned to compliance.

Comments:						
BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Sites Requiring Plans/Agreements	# of Plans Developed/Agreements in Place	Effective
Long-Term O&M Plans/Agreements	Stark SWCD (per MOU Agreement)	Require and review individual site's long-term maintenance plan in accordance with the Stark County Storm Water Quality Regulations. Once accepted by Stark SWCD, approval letter will be provided.	Yes	117	117	Yes

Summary of Results or Activities: Of the 117 sites requiring Long Term Maintenance Plans, 76 sites discharge into Jackson Townships MS4, 15 sites discharge into Stark County's MS4, 18 sites discharge into Waters of the US, and 8 sites discharge into ODOT.

Comments:						
BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Measurement 1	Measurement 2	Effective

No records found

**POST-CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT**

*Summarize activities you plan to undertake for the next reporting cycle.*

BMP (mechanism)	Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
SWMP Update	Jackson Township Board of Trustees & Stark SWCD (per MOU Agreement)	Review / Update SWMP	Review and update SWMP if needed and monitor to ensure all required items are being addressed as described.	The current reporting period.

Comments:

**POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS**

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Topic(s)	Targeted Audience	# of Employees Attended	Effective
Employee Training Program 1	Stark Soil & Water	Ohio EPA's Small MS4 Permit	Yes	MCM 1-3, Small MS4 Permit update, and Stark County Commissioners Drainage.	Attendees at the workshop.	4	Yes

Summary of Activity: Reviewed and discussed the presented items per the Ohio EPA's Small MS4 permit.

Comments:							
BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Topic(s)	Targeted Audience	# of Employees Attended	Effective

Employee Training Program 2	Jackson Township	Continuing Education Session	Yes	Educational session on storm water.	Attendees at the 2019 Storm Water Conference - May 8, 2019	1	Yes
Summary of Activity: Attended the Storm Water Conference put on by the Tinkers Creek Watershed Partners.							
Comments:							
BMP (mechanism)	List of Municipal Facilities Subject to Program			O&M Procedures Developed?	# of Inspections Performed	Frequency of Inspections	
Municipal Facilities	Highway / Maintenance Facility			Yes	41	Quarterly / Yearly	
BMP (mechanism)	Summarize Maintenance Activities and Schedules			Summarize Activities Performed			
MS4 Maintenance	<p>Catch basins cleaned, repaired, and installed as needed.</p> <p>Storm sewer and ditch cleaned as needed</p> <p>Community yard waste loaded and hauled by private contractor.</p> <p>Assist with Jackson Senior Community Day.</p> <p>Tracked asphalt patch material applied to roads.</p> <p>Oil Water Separators/checked monthly and emptied as needed.</p> <p>Monitor septic system and pump when requires. Monitor oil water separator, test and pump as required. Monitor retention pond to ensure no debris gets into the water.</p>			<p>159 catch basins repaired, 22 catch basins installed.</p> <p>4,982 ft. pipes flushed, 8,165 ft. ditch cleaned.</p> <p>188 loads hauled out by Earth N' Wood.</p> <p>830 tons of asphalt used on roads.</p> <p>Oil water separators Inspected and no problems found.</p> <p>Monitor septic systems and pump when requires. Monitor oil water separator, test and pump as required. Monitor retention pond to ensure no debris gets into the water.</p>			
BMP (mechanism)	Procedures Developed?	Document Amounts of Wastes Properly Disposed					
Disposal of Wastes	Yes	<p>179 tons of sweepings and catch basin residue hauled to landfill including road kill.</p> <p>Waste disposal of 550 gallons of waste oil, 55 gallons anti-freeze, 2 drums of used filters collected by a disposal company and record on file.</p> <p>8 cu yd dumpster in Jackson parks. Picked up 3 times per week, April - October, and 1 time per week, November through March.</p>					
BMP (mechanism)	Covered?	Tons Used	Summarize Measures Taken to Minimize Usage				
Road Salt	Yes	3438 Tons	<p>Daily driver discussion when in use as to amount and location of the distribution. Trucks updated with the latest computerized salt &amp; material distribution equipment.</p> <p>Parks &amp; Recreation Division snow and ice policy states, 100 - 300 lbs. of salt to be used per lane mile. Calibration of equipment to be completed at the beginning of season and monitored throughout the season.</p>				
BMP (mechanism)	Procedures Developed?	Gallons Used	Summarize Measures Taken to Minimize Usage				
Pesticide & Herbicide Usage	Yes	26 Gallons	Best Management Practices is being used in conjunction with the proper mowing height, airify fields, and use organic compounds.				
BMP (mechanism)	Procedures Developed?	Pounds Used	Summarize Measures Taken to Minimize Usage				
Fertilizer Usage	Yes	2600 Pounds	Organic fertilizer and tested leaf compost used on turf within the township owned properties. Soil tests are completed each year and only the proper amounts of amendments are applied to create a healthy turf.				
BMP (mechanism)	Procedures Developed?	Document Amount of Material Collected and Properly Disposed					
Street Sweeping	Yes	179 ton of sweepings and catch basin debris hauled to landfill.					
BMP (mechanism)	Summarize Any New or Existing Flood Management Projects that were Assessed for Impacts on Water Quality						

Flood Management Projects	No new flood control projects were designed or reviewed during this permit term. No existing practices were retrofitted during this permit term.
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BMP (mechanism)	Summary
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No records found

**POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS**

*Summarize activities you plan to undertake for the next reporting cycle.*

BMP (mechanism)	Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
Disposal of Wastes	Jackson's Highway/Central Maintenance/Parks & Recreation Divisions	Highway - To dispose of sweepings, cleanings, and any contaminated materials in an efficient and proper manner. Central Maintenance - Proper disposal of the waste oil and used filters. Parks & Recreation - Continue to keep properties operated within the park system clean and waste material placed in dumpster and removed by qualified waste hauler.	Highway - Assign proper storage and disposal methods for wastes. Monitor these methods for propriety. Shelter materials from moisture. Central Maintenance - Continue to dispose of waste oil and used filters properly with a disposal company. Park & Recreation - 8 cu. yd. dumpsters in parks. Picked up 3 times per week, April-October, and 1 time per week, November through March.	Highway - Continuous during Highway Division operations. Central Maintenance - Waste oil and used filters - as needed (approx. 1,000 gallon of waste oil), as needed for disposal fo used filters, as needed for disposal of used antifreeze. Park - Daily

Comments:

MS4 Maintenance	Jackson's Highway, Central Maintenance, & Parks & Recreation Divisions	Highway - Conintue to maintain facilities. To discover, recognize and maintain all assigned facilities both building and highway property to protect our waterways. Central Maintenance - Continue practices to maintain oil water seperators. Park & Recreation - Continue education; maintain records and BMP's.	Highway - To accept public notice and inspect catch basins, piping, berms, and general runoff into these facilities for contamination. Central Maintenance - Perform monthly checks on the oil water separators and empty them using a disposal company as needed. Park & Recreation - Continue education; maintain record and BMP's.	Highway - Immediately upon discovery, or notice, and with each monthly road inspection and during workday experience. Central Maintenance - Monthly as needed. Park & Recreation - Daily
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Comments:

List of Facilities Subject to Program	Jackson's Highway/Maintenance Facility and Parks & Recreation Division.	Continue Best Management Practicies for both facilities.	Monitor the Best Management Practices for prevention and spill clean-up.	Continuous monitoring.
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Comments:				
Employee Training Program	Jackson's Highway & Central Maintenance Divisions	Highway - To provide technical guidance and resources on all BMP's necessary for Highway Division daily work requirements. Central Maintenance - Annual training to employes on good housekeeping identification of problems and clean up of spills.	Highway - Provide and review material from EPA, Joint Solid Waste District, Stark County Soil & Water, Stark County Health Department, and other sources that appear. Attend informational classes as they are offered. Central Maintenance - Provide employee training on identification and housekeeping. Explain procedures for each facility.	Highway - Review BMP's in spring for summer and fall work for the winter such snow and ice control. Be alert for announced classes. Central Maintenance - Perform annual training.

Comments:				
Road Salt	Jackson's Highway & Park Divisions	Highway - To use salt sensibly to achieve a safe and acceptable road condition. Salt is stored under roof. Parks & Recreation - Continue to follow recommended application rates.	Highway - Continue to equip trucks with latest salt & material distribution electronic control equipment and train drivers in this usage. Educate and monitor drivers to salt sensibly and value the potential harm to the roadside and drainage. Parks & Recreation - Walking paths and parking lots kept free of snow and ice.	Highway - Equip new trucks purchased. Parks & Recreation - Winter season.

Comments:				
Pesticide & Herbicide Usage	Jackson Parks & Recreation Division	Follow guidelines from the Department of Agriculture.	Continue education; maintain records and BMP's.	Growing Season.

Comments:				
Fertilizer Usage	Jackson Parks & Recreation Divison	Continue education and the use of organic materials on Township owned properties.	Continue to monitor soil samples and correct deficiencies in the soil. Follow guidelines produced by the Department of Agriculture.	Growing Season.

Comments:				
Flood Management Projects	Ensure storm water quality is considered for new flood management projects.	Ensure any proposed flood control structures have WQ incorporated in the design to improve water quality and consider existing structures for water quality retrofitting if feasible.	Permit term.	Ongoing.

Comments:				
Street Sweeping	Jackson Highway Division	Sweep all curbed streets and spills to dispose of sweepings, cleanings, and any contaminated materials in an efficient and proper manner.	Assign proper storage and disposal methods for wastes. Monitor these methods for propriety.	Continuous during highway division operations.

Comments:				
<b>PROPOSED CHANGES TO YOUR SWMP (IF ANY)</b>				

Summarize any proposed changes to your SWMP, including changes to any BMPs or any identified measurable goals that apply to the program elements. If you fail to satisfy measurable goals for the reporting year, please explain why.

**VARIANCES GRANTED (IF ANY)**

Identify and summarize any variances granted under your storm water program.

**ADDITIONAL INFORMATION**

Please add any additional comments or attachments below.

Additional Information attachment(s): [Spill Planfacility.doc](#), [RPC Storm Water Conveyance System Inventory Agreement - Consortium.pdf](#), [RPC Storm Water Easement Mapping Project - Addendum.pdf](#), [MS4 Outfall Inspection Program.docx](#), [STARK COUNTY STORM WATER QUALITY REGULATIONS 6-27-2018 Approved.pdf](#), [MOU - Stark County Soil & Water Conservation District.pdf](#), [BEST MANAGEMENT PRACTICES.doc](#), [SWPPPpark.doc](#), [Amendment of Illicit Discharge and Illegal Connection Controls Policy and the Long Term Maintenance of Water Quality Practices Policy.pdf](#), [Jackson Township Storm Water Management Plan.pdf](#), [SWPPPfacility.doc](#), [RPC Storm Water Conveyance System Inventory Agreement for outside the urbanized area.pdf](#), [Amendment of Illicit Discharge and Illegal Connection Controls Policy and the Long Term Maintenance of Water Quality Practices Policy Hearings.pdf](#), [Spill Planpark.doc](#), [RPC Storm Water Easement Mapping Project.pdf](#)