Warren County MS4 Stormwater Management Program Plan

Permit Year: Jan 3, 2024 – Jan 2, 2029

This plan is a requirement under NYSDEC General Permit for Stormwater Discharge #GP-0-24-001

Adopted by Warren County on August 16th, 2024

Introduction

Warren County is categorized as a Traditional Non-Land Use Control Municipal Separate Storm Sewer System (MS4) Operator, under Part IV.A. of the New York State Department of Environmental Conservation (NYSDEC) General Permit for MS4 Stormwater Discharges (GP-0-24-001), https://dec.ny.gov/environmental-protection/water/water-quality/stormwater/ms4-permit-forms. Under this mandate, Warren County must have a working Program Plan which outlines the county's activities to address stormwater education, outreach, and implementation under the state requirements. The MS4 area designated by the NYSDEC in Warren County which falls under the purview of this program includes portions of the Town of Queensbury, Town of Lake George, Village of Lake George and City of Glens Falls. Warren County is responsible for county owned facilities and infrastructure within the designated MS4 boundary, which includes but may not be limited to: buildings, parking lots, roads, parks and bikeways. The Floyd D. Bennett Memorial Airport is not within the designated MS4 boundary or this program, as it falls under separate regulations through the EPA and the FAA. The County's designated MS4 area can be found on the County MS4 webpage (https://warrencountyny.gov/swcd/ms4) and Warren County Soil and Water Conservation District's (SWCD) MS4 program webpage (https://warrenswcd.org/municipal-separate-storm-sewer-system-ms4/). Hardcopies of the plan and maps are available for review at the Warren County Administrators Office located at the Warren County Municipal Center - 1340 US-9, Lake George, NY 12845, the Warren County Department of Public Works Office - 4028 Main Street Warrensburg, NY 12885 and Warren County SWCD office -394 Schroon River Road Warrensburg NY 12885.

This Warren County Stormwater Management Program (SWMP) Plan documents the proactive efforts planned by Warren County under this program. These requirements primarily correspond to the county infrastructure and properties (roads, bridges, drainage infrastructure and facilities), but also include public information and outreach on stormwater issues. The ultimate purpose of this plan is to maintain or improve water quality in the area designated as within the MS4 boundary in Warren County.

The SWMP Plan is based on the Federal Stormwater Phase II rule, issued in 1999, which requires MS4 owners and operators, in U.S. Census-defined urbanized areas as well as in additionally designated areas, to develop a Stormwater Management Program. There are six program elements designed to reduce the discharge of pollutants to the maximum extent practicable. The program elements, titled Minimum Control Measures (MCMs), include:

1. Public Education and Outreach Program
2. Public Involvement/Participation
3. Illicit Discharge Detection and Elimination
4. Construction Site Stormwater Runoff Control

5. Post-Construction Stormwater Management
6. Pollution Prevention and Good Housekeeping

This document describes each MCM and the Best Management Practices (BMPs) that have been implemented to maintain compliance with the NYSDEC GP-0-24-001. Responsibilities to achieve and sustain compliance are defined for each MCM. As of March 10, 2003, these new regulations and requirements came into effect. From this time up until late 2010, the primary entity responsible for the Warren County MS4 program was the Warren County Department of Public Works.

Warren County is considered a "Traditional Non-Land Use Control" MS4 in that it does not have permitting authority over development projects. The local municipalities approve such projects. As such, Minimum Control Measures (MCM) 4 and 5 are largely not applicable to Warren County. The requirements that the county has in these two measures are identified within this plan and mainly apply to county construction projects requiring permit coverage.

In prior permits, it was mandated that each MS4 have a Stormwater Management Officer, under the requirements of the NYS program. In November of 2010, County Resolution 743 officially appointed the District Manager of the Warren County Soil and Water Conservation District (SWCD), as the county's stormwater management officer since much of the District's workload is in the stormwater management field. It was agreed by all parties involved at the county level (Board of Supervisors, County Administrator, DPW Superintendent, SWCD Board) that the Soil and Water Conservation District and the Soil and Water Conservation District staff would undertake the primary role in the County's MS4 program, but it would be in cooperation with the Warren County Department of Public Works who had administered the program from 2003 until 2011. The SWCD and DPW will work together to implement the provisions of this plan, supported by the Lake Champlain Lake George Regional Planning Board and other interested parties.

Under GP-0-24-001, this requirement has been replaced with the creation of a *Stormwater Program Coordinator* and Warren County is the *MS4 Operator*. Any previous resolutions or documentation pertaining to Warren County and MS4 Stormwater Management Officer need to be updated to be in compliance with new permits.

One of the permit requirements is to have identified Priority Waterbody List (PWL) waters, geographic locations, and pollutants of concern (POC). The identified waterbodies and pollutants of concern are selected from the NYSDEC Priority waterbodies List (PWL), the geographic locations are based on the field assessments that have been completed, along with the outfall inventory of the county's road network.

#	PWL Waterbody	PWL Number	Pollutant of Concern (POC)	Geographic Location
1	Glen Lake Brook, Lower, and tribs	1005-0043	Unassessed	Below Rte 9, the Fen-downstream to Halfway Creek
2	Lake Sunnyside	1005-0047	Phosphorus, Nitrite	Lake Sunnyside proper
3	Halfway Creek, Upper, and tribs	1005-0063	Dissolved Oxygen, pH	Streams and selected tribs above Tripoli Road (Wash. County)
4	Tribs to Lake George, Village of Lake George	1006-0008	Silt/Sediment, pH	West Brook
5	Lake George	1006-0016	Silt/Sediment, Phosphorus, Arsenic/Chloride	Lake George proper
6	Minor tribs to Upper Hudson	1101-0085	Dissolved oxygen, nutrients	Clendon Brook
7	Tribs to Hudson Falls Water Supply Reservoir	1101-0087	Unassessed	GF Feeder Canal
8	Minor tribs to Upper Hudson	1101-0090	Dissolved oxygen, pH	Unnamed trib by Queensbury water plant

This Plan will be updated once every five years or as necessary to maintain compliance with the NYSDEC GP-0-24-001, as well as to account for progress made.

The following activities comprise the public education and outreach portion of the Warren County MS4 Stormwater Management Program Plan:

Key:

SWCD = Warren County Soil and Water Conservation District (Stormwater Program Coordinator)

DPW = Warren County Department of Public Works

DPA = Director of Public Affairs

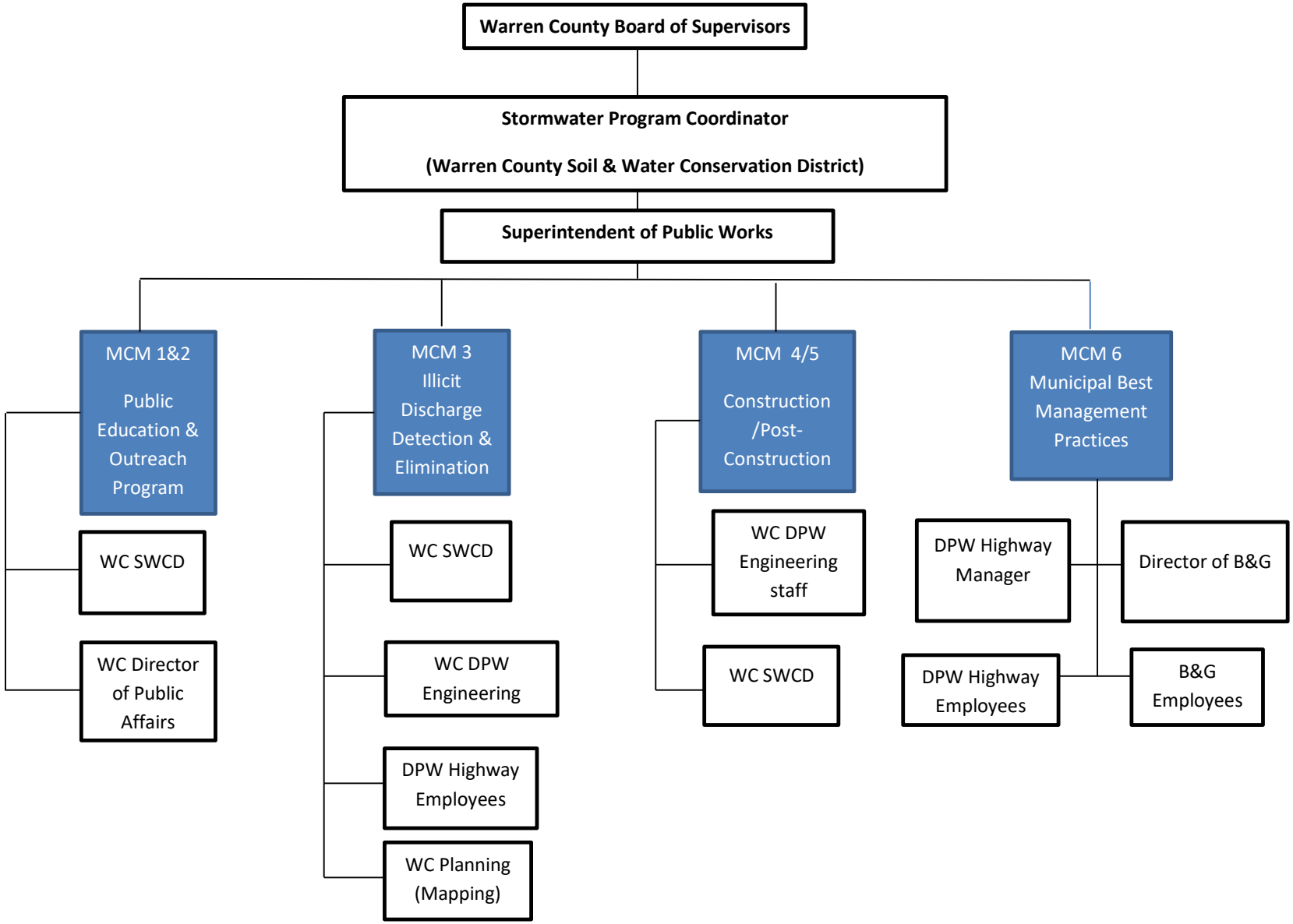
WCA = Warren County Attorney's Office

WCP = Warren County Planning

Any public comments, concerns, questions or complaints under the MS4 program should be directed to the Warren County Stormwater Hotline at (518) 824-8840 or via online form at warrenswcd.org/municipal-separate-storm-sewer-system-ms4

Program Administration

The designated Stormwater Program Coordinator for Warren County is Nick Rowell, Natural Resources Specialist. Overall MS4 program management within the County follows the flow chart below.



Program administration and oversight will be performed by Nick Rowell, Natural Resources Specialist, who is the designated Stormwater Program Coordinator. All documentation will be located in the Warren County Department of Public Works and Warren County Soil and Water Conservation District. Additional information can be found at warrencountyny.gov/swcd/ms4 or warrenswcd.org/municipal-separate-storm-sewer-system-ms4
Work for program administration includes;

- Maintaining all documentation necessary to demonstrate permit eligibility.
- Submitting updated Notices of Intent to the NYSDEC to ensure continued permit coverage as permit requirements change
- Developing and maintaining a staffing plan
- Maintaining all inter-municipal agreements and third-party contracts
- Oversight of third-party contractor work
- Maintaining the MS4 map
- Maintaining all documentation on public complaint calls
- Maintaining monitoring location inventory data
- Maintaining and updating construction site inventory
- Maintaining all construction site Stormwater Pollution Prevention Plans (SWPPP)
- Maintaining all documentation of SWPPP approval, implementation, and closeout process
- Maintaining construction site inspection documentation
- Maintaining and updating post-construction stormwater management practice inventory
- Maintaining post-construction inspection documentation
- Maintaining all monthly and annual municipal pollution prevention documentation
- Maintaining required regulations, procedures and programs and updating as necessary
- Interim Progress Certifications developed twice a year and provided to the County for public notice and signature
- Submitting Interim Progress Certifications (due October 1 and April 1 each year)
- Completing Annual Report and provide it to the County for public notice and signature
- Submitting Annual Report to the NYSDEC office by April 1 of each year
- Providing opportunities for and receiving public comments on the MS4 Program
- Providing public comments to the NYSDEC
- Updating SWMP Plan as necessary
- Staying up to date on permit requirements and changes to the MS4 Program
- Maintaining all records pertaining to the MS4 Program for at least five (5) years after they are generated
- Maintaining correspondence with the NYSDEC on the MS4 Program

Program Partnerships

The County implements the SWMP Plan with the assistance of local partners in an effort to consolidate work and share ongoing services. These partnerships are maintained through agreements for the completion of the stated tasks. The County's Stormwater Program Coordinator and DPW will re-examine all contracts on a yearly basis and adjust as needed.

MS4 Program Mapping

The MS4 *Operator* must *develop* and maintain comprehensive system mapping to include the mapping components within the MS4 Operator's *automatically designated area* subject to Criterion 1 or 2 of the Additional Designation Criteria (Appendix B), unless otherwise specified. The comprehensive system mapping must be documented in the *SWMP Plan*. The comprehensive system mapping must be in a readily accessible format, with scale and detail appropriate to provide a clear understanding of the MS4, to serve as a planning tool to allow for prioritization of efforts and facilitate management decisions by the MS4 *Operator*. Annually, after Phase I (Part IV.D.2.a.) completion, the MS4 *Operator* must update the comprehensive system mapping including updates to prioritization information of monitoring locations (Part VI.C.1.d. or Part VII.C.1.d, depending on the MS4 *Operator* type), construction sites (Part VI.D.5. or Part VII.D.5, depending on the MS4 *Operator* type), and *municipal facilities* (Part VI.F.2.c.i. or Part VII.F.2.c.i, depending on the MS4 *Operator* type).

A series of GIS map layers (SWMP Plan Map) will be maintained and updated on a yearly basis as a part of the County's SWMP Plan. These maps can be obtained at warrenswcd.org/municipal-separate-storm-sewer-system-ms4

Within six (6) months of the EDC, the comprehensive system mapping must include the following information:

a. MS4 *outfalls* (as required for MS4 *Operators* continuing coverage from previous iterations of this SPDES general permit);
b. *Interconnections* (as required for MS4 *Operators* continuing coverage from previous iterations of this SPDES general permit);
c. Preliminary *storm-sewershed* boundaries (as required for MS4 *Operators* continuing coverage from previous iterations of this SPDES general permit)

Basemap information:

i. Automatically and additionally designated areas (based on criterion 3 of Additional Designation Criteria in Appendix B);
ii. Names and location of all surface waters of the State, including: a) Waterbody classification; b) Waterbody Inventory/Priority Waterbodies List (WI/PWL); i) Impairment status; and ii) POC, if applicable; c) TMDL watershed areas;
iii. Land use, including: a) Industrial; b) Residential; c) Commercial; d) Open space; and e) Institutional;
iv. Roads

v. Topography

The comprehensive system mapping must be updated with the data collected for each phase of mapping within the timeframe for each phase as outlined below:

a. Phase I: Within three (3) years of the EDC, the comprehensive system mapping must include the following information:
   i. Monitoring locations, with associated prioritization (Part VI.C.1.d. or Part (VII.C.1.d, depending on theMS4 Operator type);
   ii. Preliminary storm-sewershed boundaries (for newly designatedMS4 Operators);
   iii. Focus areas (Part VI.A.1.a. or Part VII.A.1.a, depending on the MS4 Operator type);
   iv. Publicly owned/operated post-construction stormwater management practices (SMPs) (Part VI.E.3. or Part VII.E.3, depending on the MS4 Operator type). The publicly owned/operated post-construction SMPs subject to this requirement are in the automatically designated area or an additionally designated area subject to Criterion 1, 2, or 3 of the Additional Designation Criteria (Appendix B)
   v. municipal facilities, with associated prioritization (Part VI.F.2.c. or Part VII.F.2.c, depending on the MS4 Operator type).

b. Phase II: Within five (5) years of the EDC, the comprehensive system mapping must include the following information:
   i. MS4 infrastructure, including:
      a) Conveyance system
         i) Type (closed pipe or open drainage); and
         ii) Direction of flow;
      b) Stormwater structures
         i) Type (drop inlet, catch basin, or manhole); and
         ii) Number of connections to and from drop inlets, catch basins, and manholes;

   ii. Privately owned/operated post-construction SMPs which discharge to the MS4 (Part VI.E.2.).
   The privately owned/operated post-construction SMPs subject to this requirement are in the automatically designated area or an additionally designated area subject to Criterion 1, 2, or 3 of the Additional Designation Criteria (Appendix B).
      a) If the location of the privately-owned post-construction SMPs cannot be determined without accessing the private property, theMS4 Operator must map the location of the property that the post-construction SMP is located on using street address or tax parcel.

Stormwater Management Program (SWMP) Plan Development

As part of the NYSDEC's MS4 general permit, the County developed a SWMP Plan to create and/or adopt all the requirements for a compliant SWMP Plan. This was accomplished utilizing funds from the County, as well as staff support from the Lake Champlain Lake George Regional Planning Board and the Warren County Soil and Water Conservation District. Notable accomplishments to date include:

- Development of program partnerships to increase outreach efforts.
- Development of a Public Outreach Program and creation of outreach materials.
- Development of a Public Participation Program that has included stream/watershed cleanup activities and storm drain marking opportunities.
- Continuance of an Adopt-A-Highway Program for county roads within the MS4 boundary.
- Establishment of an Illicit Discharge Detection and Elimination Program.
- Completion of previous mapping requirements.
- Development of a municipal employee training program and affording staff the opportunity to attend various training events.
- Alteration of County Municipal Center Campus maintenance activities that has led to a reduction in mowing and herbicide use, and the installation and continuing expansion of a no mow/planted pollinator garden.
- Stormwater management and erosion and sediment control reduction projects implemented through partnerships and grant funding.
- Continual maintenance of stormwater facilities and stormwater conveyance structures.
- Projects developed for water quality and hydraulic habitat modification improvements.

Minimum Control Measure 1: Public Education and Outreach Program

The MS4 public education and outreach program to increase public awareness of pollutant generating activities and behaviors. This MCM is designed to inform the public about the impacts of stormwater on water quality, the general sources of stormwater pollutants, and the steps the general public can take to reduce pollutants in stormwater runoff. For general information purposes, the following are considered non-stormwater discharges as defined in the MS4 General Permit (GP-0-24-001):

- Water line flushing
- Landscape irrigation
- Diverted stream flows
- Rising Groundwater
- Uncontaminated groundwater infiltration
- Uncontaminated groundwater
- Discharges from potable water sources
- Foundation drains
- Air conditioning condensate

- Irrigation water
- Springs
- Flows from riparian habitats and wetlands
- Water from crawl space and basement sump pumps
- Footer drains
- Lawn and landscape watering runoff provided that all pesticides and fertilizers have been applied in accordance with the manufacturer's product label
- Water from individual residential car washing
- De-chlorinated swimming pool discharges
- Residual street wash water
- Discharges or flows from firefighting activities
- De-chlorinated water reservoir discharges
- Any SPDES permitted discharge

If you have any questions about whether a discharge is illicit or not, please contact the MS4 hotline at (518)824-8840.

Pollutants of Concern:

On a regional level:

- Phosphorus
- Pathogens

On a localized level:

- Silt/sediment
- Oil and Grease
- Pet Waste
- Floatables
- Chlorides
- Nitrogen

Waterbodies of Concern:

NYSDEC Final 2016 Section 303(d) List

(1) Lake George

- Pollutants include Silt/Sediment from Urban Stormwater and Erosion

(2) Tributaries to Lake George, Lake George Village – East Brook and West Brook

- Pollutants include Silt/Sediment from Urban Stormwater and Erosion

The MS4 Designated Urbanized Area of Warren County is located within both the Lake Champlain and Upper Hudson River Watersheds and there are waterbodies of concern identified in both watersheds.

Note that Lake George (Appendix C) and Halfway Brook (Classification AA(T)) Watersheds are within the Lake Champlain watershed, which has an active TMDL for phosphorus. It is also important to note that the Focus Areas as identified in the permit, relate to runoff to identified Waterbodies of Concern.

Focus Areas:	Target Audiences:	Educational & Outreach Topics
• Highly developed commercial corridors	• Businesses • General Public/Tourists	• Educate business owners on proper protocols for: pool draining, restaurant equipment cleaning (not over storm drains), dumpster management, wash water management, lawn and property maintenance, use of de-icing materials and sand • Promote green infrastructure technologies. • Educate business owners on IDDE law • Educate garages on proper disposal of gas, grease and oils • Educate tourists and visitors on littering and picking up pet waste
• Highly developed residential neighborhoods	• Residents • Youth	• Educate residents on phosphorus free fertilizer use and proper protocols for: residential car washing, disposal of household hazardous waste, snow removal, pool draining, implementing buffers along shoreline/streambanks to reduce erosion, picking up floatables, disposal of pet waste and proper septic system management
• County Highway Garage	• DPW	• Educate County Department of Public Works employees on proper facility management (see MCM 6)
• Active construction sites if applicable	• Contractors • Design Professionals	• Educate contractors and local engineers/landscape architects on proper erosion and sediment control practices, green infrastructure, and SPDES permit requirements

Minimum Control Measure 1: Public Education and Outreach Program

The MS4 Operator must develop and implement an education and outreach program to increase public awareness of pollutant generating activities and behaviors. This MCM is designed to inform the public about the impacts of stormwater on water quality, the general sources of stormwater pollutants, and the steps the general public can take to reduce pollutants in stormwater runoff.

The following table depicts the BMPs that the County currently performs or plans to perform for MCM 1, the staffing plan and program years for completion. This table is representative of the development of the County's Public Education and Outreach Program based on identified MS4

needs and priorities. The County may at any time, contract out portions of the Public Education and Outreach BMPs to local non-profit and government organizations that are qualified in stormwater runoff education. The goal of the education and outreach program is to increase knowledge, change pollutant generating behaviors and improve program effectiveness so that pollutants are reduced.

Task	MCM1	Minimum Control Measure #1 - Public Education and Outreach Program	Involved	Timeframe	Date of Completion/ Occurrence
1.01	MCM1	Develop or participate in educational events for the general public and waterbody specific audiences related to water quality and stormwater runoff issues.	SWCD	Yearly	
1.02	MCM1	An educational message to each target audience(s) for each focus area(s) based on the defined education and outreach topic(s) was delivered	SWCD, DPA	Once every five (5) years	
1.03	MCM1	The focus areas, target audiences, and education and outreach topics were identified and documented in the Stormwater Management Program Plan.	SWCD, DPA	Within three (3) years of the EDC	
1.04	MCM1	The focus areas, target audiences, and education and outreach topics are reviewed and updated.	SWCD, DPA	Annually	
1.05	MCM1	Work with the media to get articles in local newspapers about stormwater projects, stream cleanups and other important water quality issues.	SWCD, DPW	Yearly	
1.06	MCM1	Engage with the Glen Lake Association and the Lake Sunnyside Association on their stormwater runoff issues, and offer presentations to their groups on how individuals can positively affect stormwater runoff on their properties.	SWCD	Yearly	
1.07	MCM1	Utilize and disperse existing program information and other literature developed by the Regional Planning Board, the SWCD, and the DEC regarding stormwater runoff (online, websites, social media). Get information out to public forums and to youth events as appropriate.	SWCD	Yearly	
1.08	MCM1	Maintain information repository on Warren County SWCD website with updated stormwater information. warrenswcd.org/municipal-separate-storm-sewer-system-ms4	SWCD	Yearly	
1.09	MCM1	Information related to the prevention of illicit discharges has been made available warrenswcd.org/wp-content/uploads/2024/12/IDDE_Flyer11.19.2024.pdf	SWCD	Within six (6) months of the EDC	

Minimum Control Measure 2: Public Involvement/Participation

The MS4 Operator must provide opportunities to involve the public in the development, review, and implementation of the SWMP. This MCM is designed to give the public the opportunity to include their opinions in the implementation of this SPDES general permit.

The following table depicts the BMPs that the County currently performs or plans to perform for MCM 2, the staffing plan and program years for completion. This table is representative of the development of the County's Public Involvement/Participation Plan based on identified MS4 needs and priorities. The County may, at any time, contract out portions of the Public Involvement and Participation BMPs to local non-profit and government organizations that are qualified in stormwater runoff outreach.

Task	MCM2	Minimum Control Measure (MCM) #2 - Public Involvement/Participation	Involved	Timeframe	Date of Completion/ Occurrence
2.01	MCM2	Organize and undertake the Warren County Envirothon; an educational competition for high school students. Glens Falls High is a regular attendee, and work to get Queensbury High to the event.	SWCD	Yearly	
2.02	MCM2	Maintain and advertise a water quality hotline for the public to report spills, dumping, illegal pipes, etc. The Warren County DPW will be the agency responsible for taking all calls, and will set up an answering machine for post-operating hours calls. Refer all substantive calls with the Stormwater Program Coordinator, who will follow up with site investigations as appropriate.	DPW, SWCD	Yearly	
2.03	MCM2	Work with various municipal and stakeholder groups to undertake a storm drain marking program for key MS4 area.	SWCD	Yearly	
2.04	MCM2	Prepare and present an Annual Report for public review, of every year. Present this report at the Warren County Department of Public Works Committee or County Board of Supervisors meeting, and publicly notice this meeting as required by Open Meetings Law. Attach any public comments to the report and incorporate appropriate ideas into the overall Plan to be implemented throughout subsequent years.	SWCD, DPW	Yearly	
2.05	MCM2	Host this plan at the Warren County and the Warren County SWCD websites, in an easily findable location for public review and use. Provide opportunity for public comment.	DPW, SWCD	Yearly	
2.06	MCM2	Provide hard copies of this Plan available to the public at the, Warren County DPW office and the SWCD office.	SWCD, DPW	Yearly	
2.07	MCM2	Assess the Stormwater Management Plan, and update the plan as appropriate with new ideas and tasks.	SWCD	Every 3 years	

2.08	MCM2	Continue to engage the public in the Adopt-A-Highway program, and work to expand the areas of county road or other multimodal transportation trail systems covered by this initiative. This program is a beneficial means of addressing roadside litter while helping to educate the public about environmental issues.	DPW	Yearly	
2.09	MCM2	If the opportunity becomes available, Warren County will participate in a Household Hazardous Waste Collection program facilitated by NYSDEC.	DPW	When offered	
2.10	MCM2	Host a Stream Cleanup Day once per year for a section of stream, river, canal or lake as deemed appropriate. Outreach this effort through email networks and the media, and encourage volunteer participation.	SWCD	Yearly	

Minimum Control Measure 3: Illicit Discharge Detection & Elimination

The MS4 Operator must develop, implement, and enforce a program which systematically detects, tracks down, and eliminates illicit discharges to the MS4. This MCM is designed to manage the MS4 so it is not conveying pollutants associated with flows other than those directly attributable to stormwater runoff.

The Illicit Discharge Detection and Elimination (IDDE) MCM consists of BMPs that focus on the detection and elimination of illicit discharges located within the County's designated Urbanized Area. The goal of the County's IDDE Program is to eliminate cross connections and illegal dumping that are contributing pollutants to local surface waters. Illicit discharges, which are defined in Permit GP-0-24-001 as "*discharges not entirely composed of stormwater into the small* MS4, *expect those identified in Part I.A.2. Examples of illicit discharges are non-permitted sanitary sewage, garage drain effluent, and waste motor oil. However, an illicit discharge could be any other non-permitted discharge which the covered entity or Department has determined to be a substantial contributor of pollutants to the small* MS4,". Illicit discharges within the MS4 Designated Urbanized Areas of Warren County are illegal based on the language within County Resolution 61 of 2008. This law provides the County the legal authority to prohibit illicit discharges, spills or release of pollutants, prohibit unauthorized connections to the MS4, require compliance with law, take action against violations, and to access property for inspection. The County's enforcement actions against illegal illicit discharges can be found in the County's IDDE Program. Any questions on the law, program, or whether discharge activities are considered illegal should be directed to the MS4 Stormwater Hotline and will be documented in accordance with the IDDE Law.

The BMPs describe outfall mapping and update procedures; the legal authority that will be used to effectively prohibit illicit discharges; enforcement procedures and actions to ensure that the regulatory mechanism is implemented; dry weather screening program; procedures for tracking down and locating the source of any illicit discharges; procedures for locating priority areas; and procedures for removing the sources of the illicit discharges.

The following table depicts the BMPs that the County currently performs or plans to perform for MCM 3, the staffing plan and program years for completion. The County may, at any time, contract out portions of the Illicit Discharge Detection and Elimination (IDDE) BMPs to local non-profit and government organizations that are qualified in IDDE.

Task	MCM3	Minimum Control Measure (MCM) #3 - Illicit Discharge Detection and Elimination	Involved	Timeframe	Date of Completion/ Occurrence
3.01	MCM3	As the MS4 program boundary has expanded, undertake a new mapping of the stormwater outfalls from Warren County Roads in the Town of Queensbury and the City of Glens Falls boundaries. Include the names and DEC classification of any streams which receive stormwater discharge from a county outfall. Map the drainage areas which contribute to the stormwater outfalls (their sewersheds) in ArcGIS, and create hard copy maps of those areas.	SWCD	June 1, 2015	
3.02	MCM3	Develop an inventory of monitoring locations.	SWCD, DPW	Within three (3) years of the EDC	
3.03	MCM3	Review all provisions of the Warren County IDDE law regarding illicit discharges into Warren County drainage infrastructure.	DPW, WCA,	July 19, 2024	
3.04	MCM3	Create an IDDE Track Down Program and provide guidance for enforcement procedures and documentation of an illicit discharge.	DPW, WCA,	July 19, 2024	
3.05	MCM3	Develop, implement, and enforce a written program for the detection, elimination, and prevention of illicit discharges in the County.	DPW, WCA,	July 19, 2024	
3.06	MCM3	Review inspection procedures for monitoring locations and IDDE track down.	SWCD	Annually	
3.07	MCM3	Prioritize monitoring locations.	SWCD	Within three (3) years of the EDC	
3.08	MCM3	Inspect the monitoring locations with sampling field form.	SWCD	Once every five (5) years	
3.09	MCM3	Provide training on the MS4 Operator's monitoring location and sampling procedures prior to conducting monitoring locations and sampling	SWCD	Once every five (5) years	
3.10	MCM3	Train all appropriate Warren County DPW personnel (including labor, equipment operator and field staff) regarding the IDDE provisions, including how to identify an illegal discharge and how to undertake the recommended follow-up actions.	SWCD, DPW	Once every five (5) years	
3.11	MCM3	Review and update the illicit discharge elimination procedures	DPW	Annually	

Minimum Control Measure 4: Construction Site Stormwater Runoff Control

The MS4 Operator must develop, implement, and enforce a program to ensure construction sites are effectively controlled. This MCM is designed to prevent pollutants from construction related activities, as well as promote the proper planning and installation of post-construction SMPs. Warren County is categorized as a Traditional non-land use Municipal Separate Storm Sewer System (MS4) Operator. As such the County does not have regulatory approval authority for non-county related construction activities in the Town of Lake George, Town of Queensbury, City of Glens Falls or the Village of Lake George. MCM 4 relates to only **county project land disturbances** greater than 1 acre in size. The Construction Site Runoff MCM consists of BMPs that focus on the reduction of pollutants to the MS4 from construction activities that result in a land disturbance of greater than or equal to one acre.

The following table depicts the BMPs and procedures that the County currently performs or plans to perform for MCM 4, the staffing plan and program years for completion. The County may, at any time, contract out portions of the Construction Site Stormwater Runoff Control BMPs to local non-profit and government organizations that are qualified in construction site stormwater runoff control.

Task	MCM4	Minimum Control Measure (MCM) #4 - Construction Site Stormwater Runoff Control	Involved	Timeframe	Date of Completion/ Occurrence
4.01	MCM4	Develop and implement a construction oversight program and include construction oversight procedures.	DPW	Within one (1) year of the EDC	
4.02	MCM4	For any County land development projects which anticipate exceeding one acre of land disturbance, the county shall prepare or cause to be prepared an appropriate Stormwater Management Pollution Prevention Plan (SWPPP). This SWPPP will conform to all requirements and guidelines of the current NYS SPDES General Permit requirements.	DPW, Buildings and Grounds	As needed	
4.03	MCM4	Ensure that all contractors working for the County on such development projects are informed and knowledgeable of the SWPPP, and that each contractor sign a "Contractor's Certification Statement" acknowledging such. Document date and content of preconstruction inspections/meeting.	DPW, Buildings and Grounds	As needed	
4.04	MCM4	Ensure that all subcontractors on such development have obtained the 4-hour contractor Erosion and Sediment Control Training, and are in possession of ID cards noting such training has been obtained.	DPW, Buildings and Grounds	As needed	

4.05	MCM4	Provide for weekly inspections of the construction site, by a Professional Engineer or a Certified Professional in Erosion and Sediment Control. Utilize the NYSDEC Region 5 inspection checklist for these inspections. Keep all inspection records on file with the county's project manager.	DPW, Buildings and Grounds	As needed	
4.06	MCM4	Ensure that all individuals responsible for reviewing SWPPPs for acceptance receive four (4) hours of Department endorsed training in proper erosion and sediment control principles from a Soil & Water Conservation District, or other Department endorsed entity, prior to conducting SWPPP reviews/ and or approvals and that all individuals are in possession of ID cards or certificates noting such training has been obtained.	DPW, Buildings and Grounds	Within three (3) years of the EDC	
4.07	MCM4	Ensure that all individuals responsible for construction site inspections for the Town receive four (4) hours of Department endorsed training in proper erosion and sediment control principles from a Soil and Water District, or other Department endorsed entity, prior to conducting construction site inspections and that all individuals are in possession of ID cards or certificates noting such training has been obtained.	DPW, Buildings and Grounds	Within three (3) years of the EDC	
4.08	MCM4	Any public complaints regarding erosion and sediment control or stormwater runoff concerns from such development shall be directed to the County MS4 Operator for review. The MS4 Operator will review the issue and ensure that all provisions of the approved SWPPP are in compliance.	SWCD	As needed	
4.09	MCM4	Provide training on the MS4 Operator's construction oversight procedures prior to conducting construction oversight	DPW	Once every five (5) years	
4.10	MCM4	Develop inventory of construction sites and prioritize.	DPW	Within six (6) months of the EDC	
4.11	MCM4	As permit requires, complete construction site inspection reports	DPW	As needed	
4.12	MCM4	Complete final construction site inspection reports	DPW	As needed	
4.13	MCM4	Keep apprised of all new provisions of the SPDES General Stormwater Permit, and outreach this information to the appropriate parties at the County. Review and update the construction oversight procedures.	DPW	Yearly	

Minimum Control Measure 5: Post-Construction Stormwater Management

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

Warren County is categorized as a Traditional non-land use Municipal Separate Storm Sewer System (MS4) Operator. As such the County does not have regulatory approval authority for non-county related construction activities in the Town of Lake George, Town of Queensbury, City of Glens Falls or the Village of Lake George. MCM 4 relates to only county project land disturbances greater than 1 acre in size. The Post-Construction Stormwater Management MCM consists of BMPs that focus on the prevention or minimization of water quality impacts from both new and re-development projects that disturb one acre or more. This includes projects less than one acre that are part of a larger common plan of development or sale that discharge into the MS4. A post-construction stormwater management practice (SMP) falls under this program if it has the potential to discharge to the MS4. This includes; SMPs directly discharging to the MS4 that have been installed as part of any SPDES General Permit for Stormwater Discharge from Construction Activities or individual SPDES permit; all new SMPs constructed as part of the construction runoff control program; all SMPs owned or operated by the County; SMPs discovered to discharge to the MS4; and green infrastructure practices located within the MS4 sewershed that have the potential to discharge to the MS4 if not maintained.

The following table depicts the BMPs that the County currently performs or plans to perform for MCM 5, the staffing pan and program years for completion. The County may, at any time, contract out portions of the Post-Construction Site Stormwater Runoff Control BMPs to local non-profit and government organizations that are qualified in construction site stormwater runoff control.

Task	MCM5	Minimum Control Measure (MCM) #5 - Post-Construction Stormwater Management	Involved	Timeframe	Date of Completion/ Occurrence
5.01	MCM5	For any County land development projects which anticipate exceeding one acre of land disturbance, the county shall prepare or cause to be prepared an appropriate Stormwater Management Pollution Prevention Plan (SWPPP). This SWPPP will conform to all requirements and guidelines of the NYS SPDES General Permit requirements.	DPW, Buildings and Grounds	As needed	
5.02	MCM5	Ensure that all contractors working for the County on such development projects are informed and knowledgeable of the SWPPP, and that each contractor sign a “Contractor’s Certification Statement” acknowledging such.	DPW, Buildings and Grounds	As needed	
5.03	MCM5	Ensure that all subcontractors on such development have obtained the 4-hour contractor Erosion and Sediment Control Training, and are in possession of ID cards noting such training has been obtained.	DPW, Buildings and Grounds	As needed	
5.04	MCM 5	Provide for weekly inspections of the construction site, by a Professional Engineer or a Certified Professional in Erosion and Sediment Control. Utilize the NYSDEC Region 5 inspection checklist for these inspections. Keep all inspection records on file with the county’s project manager.	DPW, Buildings and Grounds	As needed	

5.05	MCM5	Any public complaints regarding erosion and sediment control or stormwater runoff concerns from such development shall be directed to the County Stormwater Management Officer for review. The Stormwater Program Coordinator will review the issue and ensure that all provisions of the approved SWPPP are in compliance.	SWCD	As needed	
5.06	MCM5	Develop an inspection policy for post-construction BMP maintenance and utilize for compliance.	DPW, Buildings and Grounds	As necessary	
5.07	MCM5	Keep apprised of all new provisions of the SPDES General Stormwater Permit, and outreach this information to the appropriate parties at the County.	SWCD	As needed	
5.08	MCM5	Inventory of post-construction SMPs after March 10, 2003	DPW	Annually	
5.09	MCM5	Provide training on the MS4 Operator's post-construction SMP inspection and maintenance procedures prior to conducting post-construction SMP inspection and maintenance	DPW	Once every five (5) years	
5.10	MCM5	Review and update the post-construction SMP inspection and maintenance procedures utilizing the adopted "NYSDEC Maintenance Guidance Stormwater Management Practices".	DPW	Annually	
5.11	MCM5	Post-construction SMP inspection documentation	DPW		

Minimum Control Measure 6: Pollution Prevention and Good Housekeeping

The MS4 Operator must develop and implement a pollution prevention and good housekeeping program for municipal facilities and municipal operations to minimize pollutant discharges. This MCM is designed to ensure the MS4 Operator's own activities do not contribute pollutants to surface waters of the State.

The Pollution Prevention and Good Housekeeping MCM consists of BMPs that focus on training and on the prevention or reduction of pollutant runoff from municipal operations, so they do not contribute to water quality impairments. The County's Municipal Pollution Prevention Program (MCM 6) addresses fixed facilities and program activities within the Urbanized Area. It is within the Department Head's discretion as to whether program activities are to be implemented outside of the designated Urbanized Area.

The following table depicts the BMPs that the County currently performs or plans to perform for MCM 6, the staffing plan and program years for completion. The County may, at any time, contract out portions of the Pollution Prevention/Good Housekeeping for Municipal Operations BMPs to local non-profit and government organizations that are qualified in pollution prevention and good housekeeping for municipal operations. Town facilities where the Pollution Prevention and Good Housekeeping Program will be implemented include:

High Priority Facilities: None

Low Priority Facilities: Highway Department facilities (South Shop), Charles R Woods Park, Warren County Municipal Center, and Warren County bike path

Task	MCM6	Minimum Control Measure (MCM) #6 - Pollution Prevention and Good Housekeeping	Involved	Timeframe	Date of Completion/ Occurrence
6.01	MCM6	Incorporate best management practices (BMPs) into the municipal facility program and municipal operations program. See Tasks 6.10-6.21	DPW	Annually	
6.02	MCM6	Review "No Exposure Certification" to prioritize municipal facility procedures.	DPW	Annually	
6.03	MCM6	Review and update the municipal facility program and procedures.	DPW	Annually	
6.04	MCM6	Update the inventory of municipal facilities	DPW	Annually	
6.05	MCM6	Update the municipal facility prioritization	DPW	Annually	
6.06	MCM6	Conduct wet weather visual monitoring of the monitoring locations at high priority municipal facilities	DPW	Once every five (5) years	
6.07	MCM6	Complete a comprehensive site assessment for each high and low priority municipal facility	DPW	Once every five (5) years	
6.08	MCM6	Provide training on the MS4 Operator's municipal operations procedures prior to conducting municipal operations	DPW, SWCD	Once every five (5) years	
6.09	MCM6	Review and update the municipal operations program and procedures	DPW	Annually	
6.10	MCM6	County Employee Training program: Warren County Soil & Water Conservation District will provide stormwater management and municipal BMP training for DPW employees. The training will be prioritized first for management and supervisory staff, then to equipment operators and laborers.	SWCD, DPW	Yearly	
6.11	MCM6	Vehicle& Equipment Maintenance and Maintenance Facilities Procedures: Warren County vehicle maintenance facilities will follow EPA and NYSDEC regulations and guidelines in all vehicle washing and maintenance activities.	DPW	As needed	
6.12	MCM6	Building Maintenance: Warren County Buildings & Grounds will: conduct building maintenance activities such that they do not impact the stormwater systems and local water bodies whenever possible; Develop a list of the maintenance activities required inside and outside of each municipal building; Identify which activities have an impact on stormwater; Develop mitigation measures for each activity that impacts stormwater	DPW, Buildings and Grounds	Yearly	

6.13	MCM6	Septic System Management: Warren County Buildings & Grounds will minimize septic system wastewaters impact to municipal stormwater systems and local water bodies by diverting sources of surface and ground water away from septic systems; preventing growth of woody plants on the system; preventing hydraulic overloading; Minimizing water usage and repair leaky fixtures.	DPW, Buildings and Grounds	As needed	
6.14	MCM6	Landscaping and Lawn Care: Warren County Buildings & Grounds will continue under existing contract(s) with registered applicator(s) required to follow all New York State regulations for use of lawn care products. Lawn care and landscaping areas and practices will be inventoried and evaluated, looking for reductions in: Fertilizers, Leaf litter & tree trimmings, Litter, Floatables, and Equipment Fluids. Future contracts will require the use of slow release, natural, or organic lawn care products, the use of which the contractor will record and document.	DPW, Buildings and Grounds	Yearly	
6.15	MCM6	Pest Control: Warren County Buildings & Grounds will continue to contract with registered applicators required to follow all New York State regulations for use of pest control products.	DPW, Buildings and Grounds	Yearly	
6.16	MCM6	Pet Waste Collection: Warren County will prohibit pets on County property, or require pet owners to collect their pet's waste.	DPW, Buildings and Grounds	As needed	
6.17	MCM6	Hazardous Waste and Materials Management: If the opportunity becomes available, Warren County will participate in a Household Hazardous Waste Collection program facilitated by NYSDEC.	DPW, Buildings and Grounds	As available	
6.18	MCM6	Roadway and Bridge Maintenance: Warren County DPW will continue to follow NYSDOT Guidelines for Snow & Ice Control for use of deicing salt. Salt will continue to be stored in buildings constructed for that purpose. Highways and bridges will continue to be maintained in compliance with the Environmental Manual prepared by the New York State Department of Transportation.	DPW	Yearly	
6.19	MCM6	Catch Basin and Storm Drain Cleaning: Inventory catch basin inspection information with consideration for GP-0-24-001 VII.F.3.c.	DPW	Within three (3) years of the EDC	
6.20	MCM6	Catch Basin and Storm Drain Cleaning: Identify when catch basin inspection is needed.	DPW	Within three (3) years of the EDC	
6.21	MCM6	Hydrologic Habitat Modification: Stream and Wetlands disturbances will be kept to a minimum. All procedures established by NYSDEC, USACE, APA, USFW, and the NYSDOT Environmental Manual will be followed.	DPW	As necessary	

6.22	MCM6	Inventory and update mapping on all existing stormwater infrastructure.	DPW, SWCD	By September 2016	
6.23	MCM6	Develop and implement procedures for sweeping and/or cleaning municipal streets, bridges, parking lots, and right of ways	DPW	Within six (6) months of the EDC	
6.24	MCM6	Sweep all streets, bridges, parking lots, and right of ways	DPW	Once every five (5) years	
6.25	MCM6	Sweep streets in business and commercial areas	DPW	Annually	

Minimum Control Measure (All): Enhanced Requirements for Impaired Water

Enhanced requirements for impaired waters apply to sewersheds that discharge into the impaired waters listed in Appendix C of GP-0-24-001. Under this requirement, the MS4 Operator must implement these enhanced measures in addition to the existing six (6) Minimum Control Measures (MCMs). In Warren County, Lake George and its tributaries are identified in Appendix C, with silt and sediment noted as the pollutants of concern (POC). These enhanced requirements aim to effectively manage the discharge of silt and sediment from MS4 Operator infrastructure into impaired waters.

The BMPs describe updates to the comprehensive system mapping in GIS, implementing enforcement procedures through local law or legal mechanism to address the impairment, educating individuals on post-construction stormwater management practices, and sweeping streets that discharge to silt sediment impaired segments.

The following table depicts the BMPs that the County currently performs or plans to perform for Part VIII Requirements, the staffing plan, and program years for completion. The County may, at any time, contract out portions of the enhanced requirement BMPs to local non-profit and government organizations that are qualified in managing POCs in impaired waterbodies.

Task	MCM 1-6	Enhanced Requirements for Impaired Waters	Involved	Timeframe	Date of Completion/ Occurrence
7.01	MCM 1-6	**Silt/Sediment:** Update, in geographic information system (GIS) format, the comprehensive system mapping to include MS4 infrastructure and sewershed information for each MS4 outfall and ADA MS4 outfall discharging to a silt/sediment impaired water listed in Appendix C	SWCD, WCP	Within three (3) years of the EDC	
7.02	MCM 1-6	**Silt/Sediment:** Update, in geographic information system (GIS) format, the comprehensive system mapping to include facilities with SPDES permit coverage under the MSGP with stormwater discharges applicable under Sector C, E, L, or J with facility contact	WCP, DPW	Within three (3) years of the EDC	

7.03	MCM 1-6	**Silt/Sediment:** Update, in geographic information system (GIS) format, the comprehensive system mapping to include ADA MS4 outfall discharging to a silt/sediment impaired water listed in Appendix C	SWCD, WCP	Within three (3) years of the EDC	
7.04	MCM 1-6	**Silt/Sediment**: Make information how the impairment is being addressed by implementation of the MS4 Operator's local law or legal mechanism with content equivalent to the model local law available	DPW, WCA	Within six (6) months of the EDC	
7.05	MCM 1-6	**Silt/Sediment:** On the MS4 outfall inventory, include the number of each item identified in Part VIII.B.1.b. for each associated MS4 outfall	WCP, DPW	Within five (5) years of the EDC	
7.06	MCM 1-6	**Silt/Sediment**: Educate all individuals involved in construction activity within the sewershed boundary on the use of post-construction SMPs that are intended to collect and separate silt and sediment debris from stormwater before discharging to waters of the State	SWCD	Annually	
7.07	MCM 1-6	**Silt/Sediment**: Sweep all streets located in sewersheds discharging to silt/sediment impaired segments	DPW	Annually	

Contact Information for County MS4 Staff Members

Name	Title	Contact info
Chris Necatera	HEO	518-793-0864
Dean Moore	Director of Parks & Recreation	518-623-2877
Dennis McDonald	MEO	518-793-0864
John Mundell	MEO	518-793-0864
Kaleb Stochman	MEO	518-793-0864
Josh Inglee	MEO	518-793-0864
Rich Toll	HEO	518-793-0864
Val Krick	MEO	518-793-0864
Jack Wells	MEO	518-793-0864
Jessica Barton	Highway Construction Supervisor 2	518-793-0864
Gerald Baker	Highway Construction Supervisor	518-793-0864
Tod Beadnell	Highway Manager	518-761-6556
Maiken Holmes	Engineer	518-761-6556
Ed Doughney	Senior Civil Engineer	518-761-6556
Adam Baker	Assistant Engineer	518-761-6556
Kevin Hajos	Superintendent DPW	518-761-6556
Scott Rogers	Director of Buildings & Grounds	518-761-6494
Nick Rowell	Natural Resource Specialist WCSWCD	518-623-3119
Jim Lieberum	District Manager WCSWCD	518-623-3119
Jake Dunkley	Senior District Tech. WCSWCD	518-623-3119
Theresa Hajos	District Tech. WCSWCD	518-623-3119

Warren County MS4 Education Program Plan

The County has put together this MS4 Education Program to ensure that all of the applicable County staff and partners are properly trained for their respective roles in the County's MS4 Program. Copies of sign-in sheets and/or certificates of completion will be available at the Warren County DPW office.

		MCM3			MCM4	MCM5	MCM6	
Name	Title	Monitoring location and sampling procedures training	Illicit discharge track down training	Illicit discharge elimination procedure training	4 hr Erosion & Sediment Control Training	Post-construction SMP inspection & Maintenance Procedures Training	Municipal facility procedures training	Municipal operations procedures training
Chris Necatera	HEO						1/18/24	1/18/24
Dean Moore	Director of Parks & Recreation	11/22/24	11/22/24	11/22/24			1/18/24	1/18/24
Dennis McDonald	MEO						1/18/24	1/18/24
John Mundell	MEO						1/18/24	1/18/24
Kaleb Stochman	MEO						1/18/24	1/18/24
Josh Inglee	MEO							
Rich Toll	HEO						1/18/24	1/18/24
Val Krick	MEO						1/18/24	1/18/24
Jack Wells	MEO							
Jessica Barton	Highway Construction Supervisor 2							
Gerald Baker	Highway Construction Supervisor							
Tod Beadnell	Highway Manager				01/17/23			
Maiken Holmes	Engineer	12/5/24	12/5/24	12/5/24	1/21/25			
Ed Doughney	Senior Civil Engineer							
Adam Baker	Assistant Engineer				1/17/23			
Kevin Hajos	Superintendent DPW							
Scott Rogers	Director of Buildings & Grounds				3/4/25			
Nick Rowell	Natural Resource Specialist WCSWCD	11/22/24	11/22/24	11/22/24	1/21/25			
Jim Lieberum	District Manager WCSWCD	11/22/24	11/22/24	11/22/24	1/21/25			
Jake Dunkley	Senior District Tech. WCSWCD	11/22/24	11/22/24	11/22/24				
Theresa Hajos	District Tech. WCSWCD	11/22/24	11/22/24	11/22/24	7/16/24			