



Illinois Environmental Protection Agency

Bureau of Water • 1021 N. Grand Avenue E. • P.O. Box 19276 • Springfield • Illinois • 62794-9276

Division of Water Pollution Control ANNUAL FACILITY INSPECTION REPORT

for NPDES Permit for Storm Water Discharges from Separate Storm Sewer Systems (MS4)

This fillable form may be completed online, a copy saved locally, printed and signed before it is submitted to the Compliance Assurance Section at the above address. Complete each section of this report.

Report Period: From March, 2014 To March, 2015

Permit No. ILR40 0383

MS4 OPERATOR INFORMATION: (As it appears on the current permit)

Name: Village of Matteson Mailing Address 1: 4900 Village Commons
Mailing Address 2: _____ County: Cook
City: Matteson State: IL Zip: 60443 Telephone: 708-283-5423
Contact Person: Bart Gilliam Email Address: bgilliam@villageofmatteson.org
(Person responsible for Annual Report)

Name(s) of governmental entity(ies) in which MS4 is located: (As it appears on the current permit)

Cook County
Will County

THE FOLLOWING ITEMS MUST BE ADDRESSED.

A. Changes to best management practices (check appropriate BMP change(s) and attach information regarding change(s) to BMP and measurable goals.)

- | | | | |
|--|--------------------------|---|--------------------------|
| 1. Public Education and Outreach | <input type="checkbox"/> | 4. Construction Site Runoff Control | <input type="checkbox"/> |
| 2. Public Participation/Involvement | <input type="checkbox"/> | 5. Post-Construction Runoff Control | <input type="checkbox"/> |
| 3. Illicit Discharge Detection & Elimination | <input type="checkbox"/> | 6. Pollution Prevention/Good Housekeeping | <input type="checkbox"/> |

B. Attach the status of compliance with permit conditions, an assessment of the appropriateness of your identified best management practices and progress towards achieving the statutory goal of reducing the discharge of pollutants to the MEP, and your identified measurable goals for each of the minimum control measures.

C. Attach results of information collected and analyzed, including monitoring data, if any during the reporting period.

D. Attach a summary of the storm water activities you plan to undertake during the next reporting cycle (including an implementation schedule.)

E. Attach notice that you are relying on another government entity to satisfy some of your permit obligations (if applicable).

F. Attach a list of construction projects that your entity has paid for during the reporting period.

Any person who knowingly makes a false, fictitious, or fraudulent material statement, orally or in writing, to the Illinois EPA commits a Class 4 felony. A second or subsequent offense after conviction is a Class 3 felony. (415 ILCS 5/44(h))

Bart Gilliam
Owner Signature:

05/20/2015
Date:

Bart Gilliam

Public Works Director

Printed Name:

Title:

EMAIL COMPLETED FORM TO: epa.ms4annualinsp@illinois.gov

or Mail to: ILLINOIS ENVIRONMENTAL PROTECTION AGENCY

WATER POLLUTION CONTROL
COMPLIANCE ASSURANCE SECTION #19
1021 NORTH GRAND AVENUE EAST
POST OFFICE BOX 19276
SPRINGFIELD, ILLINOIS 62794-9276

This Agency is authorized to require this information under Section 4 and Title X of the Environmental Protection Act (415 ILCS 5/4, 5/39). Failure to disclose this information may result in: a civil penalty of not to exceed \$50,000 for the violation and an additional civil penalty of not to exceed \$10,000 for each day during which the violation continues (415 ILCS 5/42) and may also prevent this form from being processed and could result in your application being denied. This form has been approved by the Forms Management Center.

Village of Matteson

NPDES Permit No. ILR 400383

Annual Facility Inspection Report

March 2014 to March 2015

May 27, 2015

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Any questions or comments regarding this report shall be directed to either of the following:

Bart Gilliam, Village of Matteson Public Works Director
708-283-5423 or bgilliam@villageofmatteson.org

Gordon Hardin, Village of Matteson Public Works Superintendent
708-283-5422 or ghardin@villageofmatteson.org

Dana Ludwig, PE, Robinson Engineering
815-412-2702 or dludwig@reltd.com

Annual Facility Inspection Report - Supplemental Information

March 2014 to March 2015

May 27, 2015

Item A: Description of Changes to BMPs

The Village of Matteson has not made any changes to their selected BMPs as outlined in the 9/27/13 Notice of Intent.

Item B: Status of compliance with permit conditions and assessment of minimum control measures

The Village believes that the BMPs completed within the reporting period are appropriate for the permit conditions. The status of each BMP is as follows:

Public Education and Outreach

1. A.1: DISTRIBUTED PAPER MATERIALS

The Annual Water Quality Report (2014) included an article titled 'Simple Ways to keep Stormwater Drains Clean'. This report was distributed to all residents in the Village.

2. A.4: COMMUNITY EVENT

Approximately 20 Coloring Books were prepared and distributed at the Matteson Family Days event in June 2014. Another option for a community event will be determined for this year.

3. A.6: OTHER PUBLIC EDUCATION

The Village's Newsletter (Summer 2015) included an article titled 'Living Green in Matteson'. A copy of the article is included in this report. Approximately 5500 newsletters were printed and distributed.

Public Participation and Involvement

4. B.6: PROGRAM INVOLVEMENT

Approximately 20 Coloring Books were prepared and distributed at the Matteson Family Days event in June 2014. Another option for a community event will be determined for this year.

5. B.7: OTHER PUBLIC INVOLVEMENT

The Village's website includes contact information (a phone number and links to email addresses) for residents and businesses to utilize regarding stormwater issues.

Residential Recycling will continue to be available to all residents in the Village.

A cleanup day was held on May 10, 2015 by Victory Apostolic Church where trash and debris were collected from rights-of-way throughout the Village.

Illicit Discharge Detection and Elimination

6. C.1: SEWER MAP PREPARATION

The Village has a Storm Sewer Map which is updated as needed to reflect new development or Village projects.

7. C.2: REGULATORY CONTROL PROGRAM

The Village has various ordinances for Illicit Discharge Elimination, which are available at the Village's website (or upon request). The Code includes, but is not limited to the following sections that apply to this Minimum Control Measure:

- Fines and penalties are discussed in Section 38.05.
- Ability to issue citations by various city officers, for failure to properly dispose, or dumping or dangerous accumulation of garbage or debris (Section 38.20).
- Establishment of Adjudication Hearing (Sections 38.50-38.64)
- Unlawful Disposal of Garbage, Refuse and Yard Waste (Sections 50.35-50.37)
- Unlawful to Discharge Sewage Into Storm Sewer (Section 51.004)
- Unlawful to Dump Petroleum Into Sanitary Sewer (Section 51.005)
- Disposal of Trash, Debris, and Unwanted Material Into Storm Water Conveyance System (Section 51.006)
- Prohibited Deposits (Section 51.115)
- Prohibited Discharges (Sections 51.116 and 51.177)
- Removal and sanitary disposition of animal waste (Sections 92.090 and 97.14)
- Water Pollution Control (Sections 96.25-96.29)
- Litter (Sections 97.10, 136.01-136.05)

The Village did not find any illicit discharges within the last reporting cycle.

The WMO became effective 5/01/14, and contains additional regulations that improve water quality.

8. C.3: DETECTION/ELIMINATION PRIORITIZATION PLAN

The Village did not find any illicit discharges within the last reporting cycle. In the event that an illicit discharge is discovered, the Village will utilize the CWP Guidance Manual to expedite elimination of the illicit discharge.

9. C.4: ILLICIT DISCHARGE TRACING PROCEDURES

The Village did not find any illicit discharges within the last reporting cycle. In the event that an illicit discharge is discovered, the Village will utilize the CWP Guidance Manual to expedite tracing of the illicit discharge.

10. C.5: ILLICIT SOURCE REMOVAL PROCEDURES

The Village did not find any illicit discharges within the last reporting cycle. In the event that an illicit discharge is discovered, the Village will utilize the CWP Guidance Manual to expedite elimination of the illicit discharge.

11. C.7: VISUAL DRY WEATHER SCREENING

The Village has conducted Outfall Inspections in previous years. Documentation of such inspections will be improved in future years.

Construction & Post Construction Runoff Control

12. D.1 & E.2: REGULATORY CONTROL PROGRAM

Village Codes include the 'Floodplain and Stormwater Management Code'. The following specific sections apply to this Minimum Control Measure:

- Maintenance of Watercourses and Drainage Facilities (Article I, Section 164.110)
- Floodplain Regulations (Article III)
- Stormwater Detention (Article IV)
- Minimization of Runoff Volumes and Rates through a hierarchy (Article IV, Section 164.404)
- Infiltration Practices (Article IV, Section 164.412)
- Considerations for Water Quality Enhancement (Article IV, Section 164.415)
- Erosion Control Regulations (Article V)

The Village 'Code of Ordinances' also includes applicable sections:

- Flood Hazard Regulations (Chapter 152)
- Floodplain and Stormwater Management Code (Chapter 153)
- Soil Erosion and Sedimentation Regulations (Chapter 154)
- Preservation of Natural Features (Section 155.045, Part C)
- Stormwater facilities and buffer zones to be placed in easements (Section 155.096, Part A1)

The Village also has specific requirements for the SWPPP, which are contained in the Village of Matteson Department of Public Works Engineering Notes.

Ordinances and Notes are available at the Village's website (or upon request).

13. D.2: EROSION AND SEDIMENT CONTROL BMPs

The Village enforces installation and maintenance of erosion and sediment control BMPs for construction projects.

14. D.4: SITE PLAN REVIEW PROCEDURES

Development projects are reviewed under local and state ordinances by Village Staff and engineering consultants, especially regarding erosion and sediment control measures. Projects over one acre are required to obtain a Notice of Intent prior to

construction. One development projects was larger than an acre within the reporting period and filed an NOI. Work has commenced.

**15. D.6: SITE INSPECTION/ENFORCEMENT PROCEDURES &
E.5: SITE INSPECTION DURING CONSTRUCTION**

The Village enforces the required periodic inspections of projects greater than one acre. Only one development over one acre is active at this time.

Pollution Prevention and Good Housekeeping

16. F.1: EMPLOYEE TRAINING PROGRAM

Employee Training has occurred within the Public Works Department from time to time on a variety of topics that pertain to stormwater quality, awareness, and documentation.

17. F.2: INSPECTION AND MAINTENANCE PROGRAM

Routine maintenance of Village streets, storm sewer, ditches, and stormwater facilities is part of the Public Works responsibilities. This includes sweeping, vacuuming, jetting, repair, debris and branch collection, etc. Sample timesheets and Event Forms are included with this report.

18. F.5: FLOOD MANAGEMENT/ASSESS GUIDELINES

The Village has various ordinances in place for flood management (as listed earlier in this report). These ordinances are enforced on all construction projects by the Village and/or developers as applicable.

19. F.6: OTHER MUNICIPAL OPERATIONS CONTROL

Village Garbage is collected weekly from each residence in covered cans which helps to reduce the debris and pollution in waterways.

Village Staff cleaned up dumped materials and representative photos are included in this report.

Item C: Results of information collected and analyzed, monitoring data (if any).

No monitoring data has been collected.

Item D: Summary of stormwater activities you plan to undertake during the next reporting cycle (and implementation schedule).

The Village intends to complete the BMPs identified under each MCM category as outlined in the 9/27/13 Notice of Intent.

Item E: Notice that you are relying on another governmental entity to satisfy some of your permit obligations (if applicable).

Not applicable. The Village of Matteson does not rely on another governmental entity to satisfy NPDES permit obligations.

Item F: List of construction projects that your entity has paid for during the reporting period.

The Village did not let any contracts within the reporting period that disturbed one acre or more.

Sample Documentation for Minimum Control Measures

The remaining sheets in this report include some available documentation for various Best Management Practices discussed under Item B.

Village of Matteson

Annual Water Quality Report

For the Period of January 1 to December 31, 2013

Consumer Confidence Report (CCR) - 2014

The Illinois EPA completed the Source Water Assessment Program for our supply. The Illinois EPA implemented a Source Water Assessment Program (SWAP) to assist with water shed protection of public drinking water supplies. The SWAP inventories potential sources of contamination and determined the susceptibility of source water to contamination.

Source Water Location

The City of Chicago utilizes Lake Michigan as its source water via two water treatment plants. The Jardine Water Purification plant serves the northern areas of the city and suburbs, while the South Water Purification Plant serves the southern areas of the city and suburbs. Lake Michigan is the only Great Lake that is entirely contained within the United States. It borders Illinois, Indiana, Michigan, and Wisconsin, and is the second largest Great Lake by volume with 1,180 cubic miles of water and the third largest by area.

The Illinois EPA considers all surface water sources of community water supply to be susceptible to potential pollution problems. The very nature of surface water allows contaminants to migrate into the intake with no protection only dilution. This is the reason for mandatory treatment for all surface water supplies in Illinois. Chicago's offshore intakes are located at a distance that shoreline impacts are not usually considered a factor on water quality. At certain times of the year, however, the potential for contamination exists due to wet-weather flows and river reversals. In addition, the placement of the crib structures may serve to attract waterfowl, gulls and terns that frequent the Great Lakes area, thereby concentrating fecal deposits at the intake and thus compromising the source water quality. Conversely, the shore intakes are highly susceptible to storm water runoff, marinas and shoreline point sources due to the influx of groundwater to the lake. Further information on our community water supply's Source Water Assessment Program is available by calling the City of Chicago, Department of Water Management at (312) 744-6635.

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the USEPA's Safe Drinking Water Hotline (1-800-426-4791).

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. USEPA/CDC guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* and other microbial contaminants are available from the USEPA's Safe Drinking Water Hotline (1-800-426-4791).

In order to ensure that tap water is safe to drink, EPA prescribes regulations which limit the amount of certain contaminants in water provided by public water systems. FDA regulations establish limits for contaminants in bottled water which must provide the same protection for public health.

Voluntary Testing

The Chicago Water Department of Water Management monitors for contaminants that are proposed to be regulated on for which no standards currently exist but which could provide useful information in assessing the quality of the source water or the drinking water.

Cryptosporidium - Analyses have been conducted monthly on the source water since April 1993. *Cryptosporidium* has not been detected in these samples. Treatment processes have been optimized to ensure that if there are *Cryptosporidium* cysts in the source water, they will be removed during the treatment process. By maintaining a low turbidity and thereby removing the particles from the water, the threat of *Cryptosporidium* organisms getting into the drinking water system is greatly reduced.

The Department of Water Management has added testing methods to those already performed to assess water quality. The objective of the additional testing is to detect changes in water quality in a timely manner. Protocol for screening water samples for presence of endospores has been developed.

Anthrax organisms belong to the group of bacteria, which can produce endospores. If samples are positive for the presence of endospores, further identification can be done to determine which bacteria are present. Samples are tested to develop a historical record of results and a database of information. No harmful bacteria have been identified.

Water Conservation

One of the biggest offenders in the home for water waste is the toilet, accounting for approximately 26.7% of the water used daily inside the house. By switching to the high-efficiency models of toilets, homeowners can make a huge dent in this number. These toilets are designed, tested and proven to take care of business with very little water. Some models actually use less than one gallon per flush.

Showers are another area in the home where water is wasted, responsible for about 16.8% of household daily water usage. Switching your shower head to a high efficiency model and shortening the time you are in the shower can help reduce water usage.

How about that dripping faucet you keep meaning to fix? Faucet use adds up to 15.7% of a household's daily water usage. Did you know that simply by installing aerators on your bathroom and kitchen faucets can save you up to a gallon of water per minute, per faucet?

In addition to those obvious sink leaks, there are less obvious leaks lurking in your home, wasting your precious water. The easiest of these leaks to detect on your own is a leaky flapper in your toilet. Here's a test: open the tank of your toilet and put in a few drops of food coloring. Replace the tank lid and wait a good 5-10 minutes or so. When the time is up, check the bowl of the toilet. If any color has made its way down into the bowl, you have a leaky flapper. Unfortunately, this means that your toilet is wasting water. Fortunately, replacing the flapper on your toilet is an easy fix. Simply take the model name and date of manufacture of your toilet (stamped inside the tank) to your local hardware supply store and they will help you find a replacement flapper.

Simple Ways to Keep Stormwater Drains Clean

As stormwater flows over driveways, lawns and sidewalks, it picks up debris, chemicals, dirt and other pollutants. Stormwater can flow into a storm sewer system or directly to a lake, stream, river, wetland or coastal water. Anything that enters a storm sewer system is discharged untreated into the waterbodies we use for swimming, fishing and providing drinking water. Polluted runoff is the nation's greatest threat to clean water.

By practicing healthy household habits, homeowners can keep common pollutants like pesticides, pet waste, grass clippings and automotive fluids off the ground and out of stormwater. Adopt these healthy household habits and help protect lakes, streams, rivers, wetlands and coastal waters. Remember to share the habits with your neighbors!!

Healthy Household Habits for Clean Water:

- Use a commercial car wash or wash your car on a lawn or other unpaved surface to minimize the amount of dirty, soapy water flowing into the storm drain.
- Check your car, boat, motorcycle and other machinery and equipment for leaks and spills.
- Don't dump used oil and other automotive fluids down the storm drain.
- Use pesticides and fertilizers sparingly.
- Sweep up yard debris, rather than hosing down areas. Compost or recycle yard waste when possible.
- Don't overwater your lawn. Water during the cool times of the day and don't let water run off into the storm drain.
- Cover piles of dirt and mulch being used in landscaping projects to prevent these pollutants from blowing or washing off your yard into local waterbodies.

If you notice the storm drain in front of your home or in your area is covered with leaves or debris, help out your neighborhood by cleaning the drain off so rainwater can flow into the stormwater system instead of flooding the streets and yards.

REMEMBER: ONLY RAIN DOWN THE DRAIN!!



ATTESON

AVENUE LEISURE GUIDE | **SUMMER 2015**



REGISTRATION
BEGINS **MONDAY,**
May 18, 2015

SPECIAL EVENTS
PULL-OUT
SEE PAGES 21 THROUGH 24

Message from the Village President

Village Directory

VILLAGE HALL
708.283.4900

PRESIDENT
708.283.4911

VILLAGE CLERK
708.283.4900

VILLAGE ADMINISTRATOR
708.283.4911

COMMUNITY AFFAIRS
708.283.4777

COMMUNITY DEVELOPMENT
708.283.4940

ECONOMIC DEVELOPMENT
708.283.4779

HUMAN RESOURCES
708.283.4949

RECREATIONAL SERVICES
708.441.4500

PUBLIC WORKS
708.748.1411

WATER BILLING
708.283.4790

Governing Board

VILLAGE PRESIDENT
Andrè B. Ashmore

VILLAGE CLERK
Dorothy Grisco

TRUSTEES
Sam Brown
Shelia Chalmers-Currin
Veloid Cotton
Bridget A. Dancy
Paula Farr
Andrè C. Satchell

VILLAGE ADMINISTRATOR
Brian D. Mitchell

Village Hall

4900 Village Commons
Phone: 708-283-4900

Office Hours:
Monday – Friday: 8 a.m. to 4:30 p.m.
Wednesday – 8 a.m. to 7:00 p.m.

Village of Matteson Website:
www.villageofmatteson.org

Village council meetings are held the first and third Monday of each month at 7:30 p.m. in the Matteson Village Hall Council Room.

Greetings to all of the residents and businesses in Matteson. Summer is rapidly approaching and we are ready to enjoy the much anticipated warmer weather.

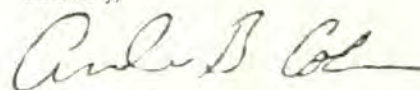
I begin by extending congratulations to Trustee Sam Brown and Trustee Paula Farr, as they were both re-elected in the April election. It has been a privilege to work with them both over the years and I look forward to continuing efforts alongside them to ensure future success in Matteson. Additionally, I would like to welcome our newest Trustee, Andrè C. Satchell, who was recently sworn-in and hopes to contribute with our vision in moving Matteson forward. I would also like to acknowledge Kevin Little for his contributions to the community, and his hard work and commitment to the Village of Matteson during his time as Trustee.

2015 has been a busy year for us thus far and elected officials and staff have been very diligent in their efforts, particularly in the area of economic development. We are proud of the addition of Giordano's to the community, which completes the second of the two newer strip malls on the corner of Lincoln Highway and Cicero. We also celebrate the former Lincoln Mall businesses that have decided to remain within the community as well as the local and national businesses that continue to choose Matteson. Elected officials and the Economic Development Team continue to work persistently on numerous economic development projects. We will continue to keep residents informed as we have new information to share.

Lastly, don't miss out on this year's Memorial Day Parade on May 25th, a community tradition that has been celebrated for decades. Please join the Village community as we come together to honor our fallen heroes, veterans and those who continue to serve in the armed forces. At this year's parade we also celebrate the 160th anniversary of the Village of Matteson.

I wish you and your family an enjoyable, peaceful and safe summer and on behalf of the Ashmore family and me, we wish you Godspeed until we meet again.

Sincerely,



Andrè B. Ashmore
Village President



Save the date!

Memorial Day Parade

Mon., May 25, 2015 - Old Matteson - 10 a.m. - 2 p.m.
Parade units will assemble at the Matteson School District 162 (3625 W. 215th Street) and march east on Main Street, south to 216th Street, west to Maple and north to Memorial Park. For further information or to have your group, club or organization participate please call Rick Sobczak at the American Legion @ 708-748-9643.



Matteson Community Center Events at a Glance

Family Swim to Safety
May 23rd, 4 - 9 pm

Water Running Marathon
May 30th, 1 - 4 pm Raffles/open swim 4-5 pm

World's Largest Swim Lesson
Thursday, June 18, 10:00 am

Splashtastic Movie Night at the Pool
'The Little Mermaid' - Friday, June 26, 2015

Christmas in July at the Pool!
Saturday, July 25, 2:00 pm - 4:00 pm

Splashtastic Movie Night at the Pool
'Zambezia' - Friday, August 20, 8:00 pm

MPD to Participate in Cop on a Rooftop to Benefit Special Olympics

On May 29th 2015, Matteson Police Officers will stakeout the rooftop of the Matteson Dunkin Donuts (4632 Lincoln Hwy) in order to raise awareness and donations for the Law Enforcement Torch Run to benefit Special Olympics Illinois.

Each guest who visits between 5:00 am and 2:00 pm on May 29th and makes a donation to the Torch Run will receive

a FREE donut coupon. Guests donating at least \$10 will receive a Law Enforcement Torch Run travel mug (while supplies last) and a coupon for a FREE medium coffee. Other items, such as Torch Run T-Shirts and Hats, will be available for purchase. Please consider coming out and supporting this worthy cause and helping us get the word out.



Arbor Day Celebration 2015

This year the Village celebrated Arbor Day on April 24, 2015 with the students of Zion Lutheran School. Students joined in the celebration along with Village Administrator Brian Mitchell, members of the Public Works Department, Police Department, Fire Department, and other Village staff. Public Works gave a short presentation about the origin of Arbor Day followed by the planting of a new Redpointe Maple tree at Zion Lutheran School.

It has been over 135 years since J. Sterling Morton founded Arbor Day. His simple idea of setting aside a special day for tree planting is now more important than ever. Arbor Day is different from other holidays. Other holidays celebrate things that happened in the past, like Christmas

or Thanksgiving, even your birthday. Arbor Day is a celebration of what trees do for our future.

Trees have a massive impact on our environment. Trees clean the air, keep areas cooler (especially concrete), increase property values, provide wildlife habitats and improve individuals' moods. Each year the Public Works Department strives to make our community a better place through our cultivation of local trees.

Matteson commemorates its 23rd year having a Tree City USA status this year; recognized for our ongoing efforts to maintain and improve the quality of trees in our Village. For another year, the Village has met or exceeded the standards set by the National Arbor Day Foundation.

Living Green in Matteson

Simple ways we can clean up our water by reducing pollution and runoff:

In Your Yard

Decrease impervious surfaces around your home. Having fewer hard surfaces of concrete and asphalt will reduce runoff from your property. Redirect rain gutters and downspouts away from buildings and to rain barrels. Don't over water lawns and gardens. According to the EPA, landscape irrigation is estimated to account for almost one-third of all residential water use nationwide, totaling more than 7 billion gallons per day.

In Your Home

Recycle and dispose of all trash properly. Never flush non-degradable products down the toilet, they can damage the sewage treatment process and end up littering beaches and waters. Correctly dispose of hazardous household products. Keep paints, used oil, cleaning solvents, polishes, pool chemicals, insecticides, and other hazardous household chemicals out of drains, sinks and toilets.

Maintaining Your Car

Recycle used motor oil. Don't pour waste oil into gutters or down storm drains, and resist the temptation to dump wastes onto the ground. A single quart of motor oil that seeps into groundwater can pollute 250,000 gallons of drinking water. If you don't have a place to recycle used motor oil, please call the Public Works department; we can assist you. For additional information on clean water and how to keep it that way, please visit the U.S. EPA website at www.us.epa.com.



EMPLOYEE: 82

[illegible]

Date 4/13/15

[illegible]

Total Hours Worked: 8 Pay Hours: 8 Comp Hours: 0

Total Hours Worked: _____ Pay Hours: _____ Comp Hours: _____

VILLAGE OF MATTESON
DEPARTMENT OF PUBLIC WORKS
EMPLOYEE DAILY TIME SHEET

EMPLOYEE: Joe Alcala

Date 11-5-14

TIME IN	TIME OUT	DESCRIPTION OF WORK	HOURS WORKED	"X" IF CALL OUT
7	2:00	Sweeper	8	

Total Hours Worked: _____ Pay Hours: _____ Comp Hours: _____

Date 11-6-14

TIME IN	TIME OUT	DESCRIPTION OF WORK	HOURS WORKED	"X" IF CALL OUT
7	3:30	Sweeper	8	

Total Hours Worked: _____ Pay Hours: _____ Comp Hours: _____

VILLAGE OF MATTESON
DEPARTMENT OF PUBLIC WORKS
EMPLOYEE DAILY TIME SHEET

EMPLOYEE: JOSEPH EXAUD-2

Date 11-11-14

TIME IN	TIME OUT	DESCRIPTION OF WORK	HOURS WORKED	"X" IF CALL OUT
7	3:30	front street cleanup		
		100S hand cut trees		
		4565 canyons	8	

Total Hours Worked: 8 Pay Hours: _____ Comp Hours: _____

Date 11-12-14

TIME IN	TIME OUT	DESCRIPTION OF WORK	HOURS WORKED	"X" IF CALL OUT
7	3:30	plant trees	8	

Total Hours Worked: _____ Pay Hours: _____ Comp Hours: _____

**VILLAGE OF MATTESON
DEPARTMENT OF PUBLIC WORKS
EMPLOYEE DAILY TIME SHEET**

EMPLOYEE:

Date 11/11

TIME IN	TIME OUT	DESCRIPTION OF WORK	HOURS WORKED	"X" IF CALL OUT
7:00 am		Sweeper		
	3:00 pm	wood gate		
		no lunch		

Total Hours Worked: 8

Pay Hours: 8

Comp Hours:

Date 11/12

TIME IN	TIME OUT	DESCRIPTION OF WORK	HOURS WORKED	"X" IF CALL OUT
7:00 am		Sweeper		
	3:50 pm	wood gate gate		

Total Hours Worked: 8

Pay Hours: 8

Comp Hours:

VILLAGE OF MATTESON
DEPARTMENT OF PUBLIC WORKS
EMPLOYEE DAILY TIME SHEET

EMPLOYEE: John

Date 11/13

TIME IN	TIME OUT	DESCRIPTION OF WORK	HOURS WORKED	"X" IF CALL OUT
7:00 AM				
		Sweeper	8	
	3:20 PM	Woodgate		

Total Hours Worked: 8

Pay Hours: 8

Comp Hours:

Date 11/14

TIME IN	TIME OUT	DESCRIPTION OF WORK	HOURS WORKED	"X" IF CALL OUT
		Sick Day		

Total Hours Worked:

Pay Hours:

Comp Hours:

Picked up Illegal
Dumping and Put
into Dumpsters
3-12-15



3-12-15



Village of Matteson
NPDES Event/Activity Form

Name of Village Representative filling out form: SCOTT Gilliam

Position: PUBLIC WORKS DIRECTOR

Title of Event/Activity: RETENTION Pond Maintenance

Sponsor/Department: PUBLIC WORKS / GROUNDS MAINTENANCE

Date of Event/Activity: VARIOUS TIMES / Bi weekly SPRING / SUMMER / FALL

Location of Event/Activity: _____

NPDES Type of Event/Activity, check one of the following:

- ☐ Public Education/Outreach (distribution of educational materials; presentations)
☐ Public Participation/Involvement (any event that includes the public in developing, implementing, updating and reviewing the stormwater management program)
☒ Pollution Prevention/Good Housekeeping (the municipality reduces the amount and type of pollution that collects in storm sewers and ditches, as well as on streets, parking lots, open spaces, and storage and vehicle maintenance areas)

Brief Description of Event/Activity: GRASS CUTTING, Pond Edge debris

REMOVAL, FLARED END SECTION Debris Removal

Attendance of Event/Activity: 6 VARIOUS EMPLOYEES

Duration of Event/Activity (hours): 100 MAN HOURS PER SEASONAL EVENT

Quantification of Event/Activity (for example: 100 brochures distributed, 15 attendees at a 20 minute presentation, 35 volunteers removing debris for 2 hours/approximately 40 garbage bags, ran the vacuum truck for 2 full business days/clearing approximately 45 catch basins/approximately 120 cubic yards). Please be as specific as possible: _____

Description of what this Event/Activity accomplished and/or how it prevented or reduced stormwater pollution: _____

Village of Matteson
NPDES Event/Activity Form

Name of Village Representative filling out form:

BARTON Gilliam

Position:

Public Works Director

Title of Event/Activity:

Street Sweeping

Sponsor/Department:

Public Works

Date of Event/Activity:

11-03-2014 - 11-6-2014

Location of Event/Activity:

EAST OF I-57

NPDES Type of Event/Activity, check one of the following:

- ☐ Public Education/Outreach (distribution of educational materials; presentations)
- ☐ Public Participation/Involvement (any event that includes the public in developing, implementing, updating and reviewing the stormwater management program)
- ☒ Pollution Prevention/Good Housekeeping (the municipality reduces the amount and type of pollution that collects in storm sewers and ditches, as well as on streets, parking lots, open spaces, and storage and vehicle maintenance areas)

Brief Description of Event/Activity:

Curb & Gutter Debris Sweeping
STORM INLETS Clearing.

Attendance of Event/Activity:

Duration of Event/Activity (hours):

4 8 hour Days

Quantification of Event/Activity (for example: 100 brochures distributed, 15 attendees at a 20 minute presentation, 35 volunteers removing debris for 2 hours/approximately 40 garbage bags, ran the vacuum truck for 2 full business days/clearing approximately 45 catch basins/approximately 120 cubic yards). Please be as specific as possible:

Description of what this Event/Activity accomplished and/or how it prevented or reduced stormwater pollution:

Prevention of Surface debris from Entering
Storm Sewer Network.

Village of Matteson
NPDES Event/Activity Form

Name of Village Representative filling out form: BURTON GILLIAM
Position: PUBLIC WORKS DIRECTOR
Title of Event/Activity: STREET SWEEPING
Sponsor/Department: PUBLIC WORKS
Date of Event/Activity: 11-11-2014 - 11-13-2014
Location of Event/Activity: WEST OF I-57

NPDES Type of Event/Activity, check one of the following:

- ☐ Public Education/Outreach (distribution of educational materials; presentations)
☐ Public Participation/Involvement (any event that includes the public in developing, implementing, updating and reviewing the stormwater management program)
☒ Pollution Prevention/Good Housekeeping (the municipality reduces the amount and type of pollution that collects in storm sewers and ditches, as well as on streets, parking lots, open spaces, and storage and vehicle maintenance areas)

Brief Description of Event/Activity: CURB AND GUTTER DEBRIS REMOVAL
STORM INLET'S

Attendance of Event/Activity: _____

Duration of Event/Activity (hours): 3, 8 hour DAYS

Quantification of Event/Activity (for example: 100 brochures distributed, 15 attendees at a 20 minute presentation, 35 volunteers removing debris for 2 hours/approximately 40 garbage bags, ran the vacuum truck for 2 full business days/clearing approximately 45 catch basins/approximately 120 cubic yards). Please be as specific as possible: _____

Description of what this Event/Activity accomplished and/or how it prevented or reduced stormwater pollution: _____

PREVENT SURFACE DEBRIS / SEDIMENT FROM ENTERING
STORM SEWER NETWORK.

Village of Matteson
NPDES Event/Activity Form

Name of Village Representative filling out form: Barton Gilliam
Position: Public Works Director
Title of Event/Activity: Catch basin Cleaning
Sponsor/Department: Public Works
Date of Event/Activity: 04/13/15
Location of Event/Activity: Old Matteson

NPDES Type of Event/Activity, check one of the following:

- ☐ Public Education/Outreach (distribution of educational materials; presentations)
- ☐ Public Participation/Involvement (any event that includes the public in developing, implementing, updating and reviewing the stormwater management program)
- ☒ Pollution Prevention/Good Housekeeping (the municipality reduces the amount and type of pollution that collects in storm sewers and ditches, as well as on streets, parking lots, open spaces, and storage and vehicle maintenance areas)

Brief Description of Event/Activity: Vac Out Debris/Sediment From
VARIOUS STORM INLETS

Attendance of Event/Activity: 2 PW Employees
Duration of Event/Activity (hours): 16 Man hours

Quantification of Event/Activity (for example: 100 brochures distributed, 15 attendees at a 20 minute presentation, 35 volunteers removing debris for 2 hours/approximately 40 garbage bags, ran the vacuum truck for 2 full business days/clearing approximately 45 catch basins/approximately 120 cubic yards). Please be as specific as possible: _____

Description of what this Event/Activity accomplished and/or how it prevented or reduced stormwater pollution: _____

Removal of Garbage/Leaves/Sediment From Roadway
Catch Basins