



Zionsville Street and Stormwater Department
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2018 STREET AND STORMWATER DEPARTMENT YEAR-END REPORT

Statistics

- Generated 414 work orders from various sources, tracked progress, and closed out 387 work orders.
- Replaced 986 linear feet of sidewalks through the annual in-house and contracted sidewalk program and added 147 linear feet of new sidewalk.
- Resurfaced or repaired 3.3 miles of streets through the annual street repair program.
- Crack-sealed 4.0 miles of roadway as a pavement preservation.
- Surface-sealed 1.43 miles of pathway as a pavement preservation.
- Applied approximately 1044 tons of salt/deicing material to public streets, parking areas and municipal facilities.
- Performed routine maintenance cleaning on approximately 2.5 miles of sanitary sewers.
- Improved 16 curb ramps to ADA standards and provided 10 new ADA accessible curb ramps.
- Placed 171.47 tons of hot mix asphalt and 52.57 tons of cold mix asphalt patch to perform in-house street repair and pothole patching.
- Collected and disposed for recycling approximately 255 tons (51 truckloads) of chipped brush and limbs.
- Collected and disposed for recycling approximately 1165 tons (233 trailer loads) of leaves.
- Replaced, repaired and/or installed 66 street signs.
- Provided 71 new street trees.
- Performed or had contracted for trimming maintenance on 27 street trees.
- Removed or had removed 23 street trees.
- Received, reviewed and processed 115 permits for construction within public rights-of-way.

- Collected approximately 2660 lbs. of litter through road-side clean-up.
- Responded formally to four (4) sanitary sewer emergency call for service, although none were found to be problems with town-owned sewer mains.
- Replaced street light bulbs or repaired 115 streetlights.
- Reviewed approximately 10,409 requests for field-verification and locating of underground sanitary and storm sewer facilities and provided underground location services in 2424 warranting instances.
- Cleaned over 500 linear feet of storm sewer. Televised approximately 3,178 linear feet of storm sewer components.
- Storm sewer pipes: Seven (7) spot repairs.
- Storm sewer structures: twenty (20) repaired; six (6) new or replaced.
- Approximately 22 tons of material collected and disposed of from the maintenance of storm sewer infrastructure, open conveyances and water quality best management practices (BMP's).
- Cleared 56 catch basins of foreign matter and debris.
- Collected and disposed of 144 tons of material through two full, town-wide rounds of sweeping approximately 175 curb miles.
- Conducted 234 formal Stormwater Pollution Prevention Plan (SWPPP) compliance inspections of active construction sites in addition to routine informal site visits and inspections of non-permitted sites.
- Conducted eight (8) formal individual lot inspections on active lots that obtained a SWILP outside of a larger project with a Stormwater Management Permit SWMP and or 327 IAC 15-5 (Rule 5).
- Issued local Stormwater Management Permit approval for twelve (12) new development projects.
- Issued local Stormwater Individual Lot Permit approval for 165 new residential construction projects.
- Issued 24 formal Notices of Violation and levied six (6) fines for outstanding stormwater pollution prevention compliance issues at active construction sites.

In-House Services

- Heavy Trash Collection coordinated and completed on schedule through contract with Ray's Trash Service at no cost to residents.
- Applied salt and/or removed snow from public streets on 14 events through 21 specific actions to facilitate public safety.
- Continued special event and community support, maintaining and replacing Main Street banners, flags and decorations and providing barricade services.
- Maintained all traffic signals.
- Responded to all drainage concerns brought to our attention by area residents and coordinated mitigation.
- Performed routine maintenance on known drainage trouble spot areas to prevent ponding and localized flooding during rain events.

Administration and Meetings

- Superintendent served on the Indianapolis Metropolitan Planning Organization Technical Committee, attending quarterly and special meetings.

- Superintendent served on the Executive Committee of the Board of Directors of the White River Alliance (WRA), the entity that develops critical NPDES permit compliance activities.
- Attended and participated in monthly meetings of the Technical Advisory Committee, as well as follow-up meetings with the applicants.
- Attended meetings with Boone County government and local organizations to coordinate operations, services and development.
- Coordinated two cooperative paving projects with Boone County Highway Dept.
- Provided two (2) touch-a-truck opportunities for various community groups.
- Coordinated with Boone County on drainage plan review on new projects as well as problem resolution on existing properties.
- Assistant Superintendent - Stormwater served on the White River Alliance public education sub-committee.
- Superintendent maintained certification as INDOT ERC (Employee of Responsible Charge) to keep the town eligible for federal funding.
- Obtained continuing education at the following:
 - Annual LTAP Stormwater Drainage Conference
 - IDEM-sponsored MS-4 Annual Meeting
 - INAFSM Annual Conference
 - WTH Engineering Annual Conference (ThinkGIS)
 - Annual LTAP Road School
 - PASER Training/Asset Management Conference
- Regular attendance at the following meetings:
 - Hamilton County Stormwater Standards, Plan Review & Enforcement Committee
 - Indiana Association of Floodplain and Stormwater Managers (INAFSM) inspector subcommittee
- Provided development oversight services for public and private projects to ensure compliance with the Stormwater Ordinance and Technical Standards Manual including plan review, permitting, site inspection, coordinating engineering services, project close-out and permit termination. Effective project oversight is necessary to ensure that stormwater management systems are properly installed and maintained in perpetuity.
- Participated in preconstruction meetings for all new permitted development projects.
- Assistant Superintendent - Stormwater maintained Certified Floodplain Manager certification administered by the Association of State Floodplain Managers.
- Assistant Superintendent - Stormwater maintained Certified Professional in Erosion and Sediment Control certification administered by Envirocert International.
- Created the new position of Right of Way Manager to increase utility coordination and inspection and to better serve customers.
- Filed inaugural Annual Highway Operations Report as required by the State of Indiana due to the town's population reaching a requisite threshold.
- Installed six (6) new radar speed signs in cooperation with the Police Department.
- Maintenance and updating of the Town GIS through ongoing data correction and the acquisition and importing of as-built data, aerial imagery, floodplain mapping and field-collected GPS data.

- Coordinated and participated in the INDOT state-wide road salt quote solicitation process.
- Received mileage inventory from INDOT of 104.4 miles that accurately reflects current centerline miles and maximizes state funding distributions.
- Developed and secured multiple areas of additional rights of way to provide for future sidewalk, pathway and road projects.
- Initiated an LED bulb replacement program for town-owned street lights, replacing 73 out of 261 lights.
- Conducted Stormwater Facility Assessments at all municipal buildings except town hall. These assessments ensure that municipal facilities are properly implementing their Stormwater Pollution Prevention Plans in accordance with the Town's NPDES permit requirements.
- Data loss on August 8th, 2018. Stormwater tracker file became corrupt and server back-up failed due to complication. Loss covered approximate time span of June of 2017 to August of 2018.
- Submitted the required MS4 Annual Report to the Indiana Department of Environmental Management covering Stormwater Program activities from November 16th, 2015 through November 15th, 2017. The report covers all aspects of the Program and is posted on the Town's website for public inspection.
- Renewed the Town's NPDES stormwater permit by submitting a Notice of Intent and updated Stormwater Quality Management Plan to the Indiana Department of Environmental Management (IDEM).
- Assistant Superintendent – Stormwater was invited by IDEM to participate as a representative of central Indiana MS4s on an advisory committee that is helping guide efforts to transition the existing rule-based stormwater NPDES permit requirements to a general permit, in accordance with an EPA directive.
- Attended the annual Association of Stormwater and Floodplain Management (INAFRM) conference which provides training and continuing education necessary to satisfy the Town's NPDES Permit requirements and maintain professional certifications.
- Assistant Superintendent – Stormwater was invited by IDEM to participate as a representative of central Indiana MS4s on an advisory committee that is helping guide efforts to transition the existing rule-based stormwater NPDES permit requirements to a general permit, in accordance with an EPA directive. Hosted a meeting at Town Hall on September 26th with several area municipalities in attendance to review the proposed rule and solicit comments from our fellow regulated communities to present to IDEM.
- Participating in IDEM's advisory group for the transition of statewide MS4 stormwater requirements from rule-based to a regional general permit, in accordance with an EPA directive.
- Tim Lathrop of the US Geological Survey presented to the Town Council on the ongoing water quality and hydrologic monitoring of Eagle Creek, made possible by a cost share between them and the Town. The "Super Gage" provides continuous monitoring of several water quality parameters in addition to stream flow and height measurements.
- Coordinated with Purdue LTAP to provide a staff training on snow plow safety and snow mitigation best management practices. The training also covered best practices for minimizing impacts to storm sewers and waterways.
- No lost-time personal injury accidents.

- Completed spring, summer and winter IPEP safety training sessions to meet yearly requirements.
- Completed all annual services in a timely fashion and conducted all operations, maintenance and procurements within budget constraints.

Project Development and Management

- Completed design and awarded the construction contract for the Zionsville Road project.
- Negotiated new right of way from 15 property owners for various projects.
- Participated in three (3) court-directed mediations sessions with property owners resolving two (2) successfully while one (1) remains outstanding.
- Completed the grant-funded repaving and reconstruction of four roads in town unitizing \$482,222.97 in grants sought and awarded.
- Completed a comprehensive drainage study of a corridor between 9th St. and 6th St. in the village to quantify stormwater and identify mitigation strategies for a future project.
- Completed Phase II of the 4th St. storm sewer project to reduce historic localized flooding and create additional drainage capacity to facilitate the reconstruction of Pine St.
- Completed the 3rd St. storm sewer project to reduce historic localized flooding.
- Completed the preliminary design of a new municipal services complex that will eventually be home to a new Street & Stormwater Department as well as Parks & Rec. facility, including a nature center.
- Completed the CR 700 E. pathway project linking the Royal Run subdivision with Zwest middle school.
- Completed design on a storm sewer project designed to reduce significant historical flooding within the Irongate subdivision.
- Participated in a series of design meetings to investigate potential traffic improvement options in the Main St. and Sycamore St. area.
- Initiated the next required update to the Traffic Impact Fee ordinance.
- Received \$82,500 in grant funding through a joint application with Boone County to study the CR 300 S. corridor and develop future traffic models and potential improvements.
- Lead design development and land acquisition efforts for the N-S Connector Project.
- Completed upgrades to the Oak St./Ford Rd. intersection to add sidewalks and signalized pedestrian crossings now at all four corners.
- Coordinated multiple complex utility projects for new facility locations.
- Work was completed on Phase II Fourth Street and Third Street drainage improvement projects. This greatly expands the drainage capacity of one of the primary storm sewer trunk lines serving the Village residential area.
- Completed design work on a project to help mitigate historical localized drainage issues along W. Oak Street and Irongate Drive.

Stormwater Program

- Worked with the White River Alliance and several area municipalities to hold the annual Trained Individual Contractor Training and Certification program. This

program was developed to provide convenient and economical training to help contractors maintain compliance with state and local construction stormwater pollution prevention requirements. 190 contractors attended.

- Worked with multiple property owners in new and existing subdivision to manage and minimize illegal encroachments in easements in order to perpetuate critical drainage functions and Town access to public infrastructure for maintenance and repair.
- Through the Town's membership in the White River Alliance, helped staff a water quality education booth at Camp Belzer featuring a water cycle bracelet activity and Clear Choices Clean Water materials. Hundreds of scouts and their families attend the event.
- Participated in the Zion Nature Center's summer camp by presenting a youth oriented Hoosier Riverwatch training for the Biologist Boot Camp.
- Held a staff training for the Street & Stormwater Department on the Town's Stormwater Quality Management Program and NPDES permit requirements, in addition to providing guidance on storm sewer system maintenance and operation.
- Held the annual Creekfest event at Elm Street Green with record attendance of 321 total participants. Creekfest is a collaborative effort involving the Street & Stormwater and Parks Departments, Boone County Solid Waste Management District and Zionsville residents and businesses. The stream cleanup was cancelled due to heavy rains and resulting unsafe conditions in Eagle Creek.
- Hosted the Boone County Solid Waste Management District's annual Household Hazardous Waste Disposal and Electronics Recycling event at the Municipal Services Building. A record 537 vehicles visited the event.
- Invited the Indiana Ready Mixed Concrete Association to provide a comprehensive staff training on concrete materials, applications and best practices.
- Worked with the White River Alliance and several area municipalities to hold a workshop for HOAs, landscaping and pond management companies on how to properly maintain their stormwater best management practices such as ponds, mechanical water quality units and rain gardens. The workshop was held on December 6th in Noblesville. Approximately 55 people attended the event.