

Division of Surface Water

NPDES Small MS4 General Permit

(OHQ000003) Annual Reporting Form

Instructions for completing this form

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

General Information

Small MS4 Annual Report for Year: 2023		Ohio EPA Facility Permit Number: 3GQ00002*DG
Name of MS4: TRUMBULL COUNTY COMMISSIONERS		
Mailing Address: 520 W MAIN ST #3		
City: CORTLAND	State: OH	Zip Code: 44410
Country: USA	County: TRUMBULL	
Primary Contact: Marcus Hollenbank	Title: Storm Water Specialist	
Email Address: marcus@trumbullohswcd.org	Phone: (330) 637-2056	Fax:

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

Upload File Name for Table of Organization: Table of Organization.pdf

Certification

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including possibility of fine and imprisonment for knowing violations.

Applicant Name: Marcus Hollenbank	Title: Storm Water Specialist
Signature: Electronically submitted by 76563355	Date: Electronically submitted on 03/29/2024

PUBLIC EDUCATION AND OUTREACH**Estimate Your Permit Area of Total Population:** 129496

BMP (mechanism)	Responsible Party	Measurable Goal	Theme or Message	Target Audience	% Target Audience	Effective
1.7 Signs Illegal Dumping	Geauga Trumbull Solid Waste Management District, Trumbull County Sheriff's Department, Trumbull County Combined Health District, Trumbull SWCD	Find dump sites, install signs, handle enforcement	No Dumping	Those who plan to, or have, illegally dump materials	90.00	Yes
Summary of Results: Geauga Trumbull Solid Waste Management District, in cooperation with the Trumbull County Combined Health District, and the Trumbull County Sheriff's Department address this mechanism as needed and appropriate. Illegal dumping is often addressed in cooperation with other agencies that handle these types of complaints. Litter and clean-up outreach materials are available at the Trumbull SWCD office, partner entities such as the Geauga Trumbull Solid Waste Management District office, and the Phase II Communities' administration buildings.						
Comments:						
1.5 Webpage	Trumbull SWCD, Trumbull County Engineers, Trumbull County Combined Health District, Trumbull County Data/IT	Maintain storm water website through Trumbull County, provided storm water information on the Trumbull SWCD website, with both websites linked to the Trumbull County homepage	Storm water pollution prevention, storm water education, minimum control measures, best management practices, ESC overview, program/funding opportunities, etc.	General public, adults, youth, teachers, students, officials, developers, etc.	10.00	Yes
Summary of Results: ESC and Phase II information is available on the Trumbull SWCD website at http://www.swcd.co.trumbull.oh.us under the Urban section. The storm water website continues to be available at http://www.stormwater.co.trumbull.oh.us Education program information and contacts are available on the website. Trumbull SWCD's social media program is Facebook. The District's current page has 49 likes and 61 followers.						
Comments: Since the webpage and social media essentially targets the entire Trumbull County Storm Water Management Program, the percent of target audience reached is based on the population number and not on a figure specified in the measurable goal.						
1.1 Workshop on Home Sewage Treatment and Maintenance	Trumbull County Combined Health District (Health Department)	Hold one workshop per year.	Current issues, technical information on installation and maintenance of septic systems.	Septic Installers	100.00	Yes
Summary of Results: The Trumbull County Health Department holds an annual workshop and provides a list of registered tank installers at the following http://www.tcchd.org/PDFS/Tank%20Installers.pdf						
Comments: The education is currently being completed by the installers online (training information must be done to maintain their registration).						
1.10 Watershed Information	Trumbull SWCD	Provide brochures to the public with information on Trumbull County's watersheds; incorporate water quality impacts within training and articles/press releases; provide presentations on watersheds to local groups, libraries, etc.	Varied; Watersheds: Our Water, Our Homes, Where Does Your Water Shed?, Creek Critter Clues or Macro Mayhem, Sustainability, Spotlight on Storm Water, Think Blue Go Green, etc.	Adult and youth residents	70.00	Yes

Summary of Results: The educational storm water information inserts in The Review and the Tribune Chronicle provided information on storm water runoff, backyard conservation practices, etc. The District's conservation education programs typically involved a storm water component that ties the interconnectedness of the inhabitants of the watershed. The 2023 Trumbull SWCD Conservation Education programs reached 9,798 individuals within 132 programs/presentations.

Geauga Trumbull Solid Waste Management District reached 207 individuals within 5 programs.

Comments:						
1.2 Pollution Workshop	Trumbull SWCD, Geauga Trumbull Solid Waste Management District, and/or the OSU Extension	Hold one workshop per year.	Pollution prevention and good housekeeping, land management, ESC/Storm Water program training sessions, stakeholder meetings, etc.	Adult residents, roads and streets personnel, engineers, contractors, developers, Phase II Community personnel	100.00	Yes

Summary of Results: Trumbull SWCD held a Storm Water and Water Quality Workshop with 33 attendees. The District also held 2 Roads and Streets Workshops with 13 participants at the May 2023 session and 3 participants at the June 2023 session (total of 16 participants). The Trumbull SWCD hosted the Trumbull County Zoning Inspectors Association's August 2023 meeting and District staff were the guest speakers at that function with 9 participants. Geauga Trumbull Solid Waste Management District reached 207 individuals within 5 programs (also included within the watershed information).

Comments:						
1.4 Create and Distribute Storm Water Themed Brochures	Trumbull SWCD, Geauga Trumbull Solid Waste Management District, Trumbull County Combined Health District, Trumbull County Metroparks, Co-permittees	Minimum of 100 sent out or distributed	Varied, storm water pollution prevention, nonpoint source pollution prevents, watersheds, litter prevention, 4R Program, Good Housekeeping for Trumbull County Residents, Backyard Conservation, etc.	General public, youth, adults, teachers and students, Zoning Inspectors/Officials	100.00	Yes

Summary of Results: Hundreds of brochures were handed out during education programs or distributed through Phase II Communities. Trumbull SWCD - Handouts for students and teachers are provided at classroom education programs. Youth focused programming provided educational handouts to 7,633 youth and adults (teachers or parents). Every adult and family education program provided storm water related handouts and/or materials such as bookmarks, magnets, etc. for participants. Brochures and related materials have been provided to all 16 Phase II Communities and are re-supplied on an as-needed basis and/or once a year; brochures on the various storm water related topics are also available in the Trumbull SWCD office, local libraries (as applicable), the Trumbull County Agriculture & Family Education Center (county facility located within the Cortland City/Bazetta Township border), Trumbull County Combined Health District, Trumbull County Metroparks office, etc. Approximately 50 storm water related materials (booklets, bookmarks, etc.) were distributed each month at the Ag Center (TSWCD office location) for a yearly total of 600 distributed.

Comments:						
1.8 Flyers, Ads at Community Events	Trumbull SWCD, Geauga Trumbull Solid Waste Management District, Trumbull County Combined Health District, Trumbull County Metroparks, Co-permittees	Work at least 3 events	No dumping, litter control, and recycling	Attendees/participants at events	51.00	Yes

Summary of Results: Geauga Trumbull Solid Waste Management District - Household Hazardous materials drop off and recycling events, flyers produced and distributed with information available on their website. Trumbull SWCD - distributed materials at the 2023 Trumbull County Fair to 5,392 youth and adults. TSWCD did an outreach mailing for 394 households in January 2023. Trumbull SWCD represented the Conservation District as well as the Geauga Trumbull Solid Waste Management District at the Brookfield Community Safety Night where approximately 150 youth and adults received information on recycling, litter clean-up, and conservation programming. Trumbull County Agriculture & Family Education Center (Cortland) - materials are available in the lobby on recycling as well as household hazardous waste drop off (approximately 120 were distributed in 2023 at the Ag Center).

Comments:

1.9 New resident packets	Co-permittees, Trumbull SWCD	Distribute storm water information or have it available at a Phase II Community location	Storm water, Sustainability, Ground Water & Storm Water, Water Well Maintenance, Pollution Prevention Around the Home, Watersheds, Backyard Conservation, Rain Gardens, Rain Barrels, Septic System Maintenance (where applicable)	Residents	5.00	Yes
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Summary of Results: New resident packets are sent out by a few Phase II Communities. Most of the Phase II communities continue to have information on display in the lobby areas of their administration buildings. The Trumbull County Agriculture & Family Education Center is centrally located in the county and has a lobby display as well as an information rack that is available whenever the building is open (can included evenings and weekends with the various groups that utilized the Ag Center Meeting Room). The Trumbull County Combined Health District has materials related to storm water topics in their office location as well.

Comments:

1.3 Classroom Education	Trumbull SWCD, Geauga Trumbull Solid Waste Management District	Educate 100 students per year.	Varied, can include Incredible Journey, All the World's Water, Common Water, Crumpled World, Francis the Fish, Enviroscope, Watersheds, Conservation Day, Watershed Field Trip, Fill the Bill, Ohio Wildlife, etc.	Youth; prek-12th grade	100.00	Yes
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Summary of Results: Trumbull SWCD school programs - 87 school presentations, 2,296 participants GTSWMD school program - 9 programs, 261 participants

Comments:

1.6 Newsletter Articles	Trumbull SWCD, Co-permittees	One article per year in newsletter. Have articles published during the year in various news and media sources.	Storm water related, varied themes.	General public, all	60.00	Yes
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Summary of Results: Outreach mailing - 394 households

Storm water education insert - local print media: The Review - Home and Garden Magazine - Circulation: 15,000 app. Facebook - 4,295 people follow; The Tribune Chronicle - Full page on the front of a section in Sunday's paper, circulation for Sunday is listed as 42,000. Facebook - 14,544 people follow. Various articles in the Tribune, Review, Vindicator as communities and partners advertised cleanups, recycling events, etc.

Various Trumbull SWCD programs were published in local print media such as the Tribune Chronicle and Connections! (The Warren Trumbull County Public Library publication).

Comments:

PUBLIC EDUCATION & OUTREACH

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

BMP (mechanism)	Responsible Party	Measurable Goal	Theme or Message	Target Audience	% Target Audience	Proposed Schedule
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1.9 New Resident Packets	Co-permittees, Trumbull SWCD	Distribute storm water information or have it available at a Phase II community location	Storm water management, pollution prevention around the home, backyard conservation including but not limited to rain gardens and rain barrels, watersheds and water quality, septic systems (where applicable)	Residents	5.00	Ongoing; annual
Summary of Planned Activities: Continue to provide educational materials and/or handouts to Phase II Communities for distribution to new residents. Continue to provide educational materials and/or handouts to Phase II Communities to make available in their administration buildings and/or other prominent community locations (libraries, community centers, etc.). Continue to provide materials in lobby of Trumbull County Agriculture & Family Education Center and Trumbull SWCD office.						
Comments:						
1.3 Classroom Education	Trumbull SWCD, Geauga Trumbull Solid Waste Management District	Reach 100 students per year	Varied; Incredible Journey, Crumpled World, Enviroscope (watershed model), Francis the Fish, Conservation Day, Recycling, Protect Your Water, etc.	Youth (students pre-K- 12th grade); Youth and Adult (Library Programs); Adults (Adult Classes, Senior Programs)	100.00	All year, continued
Summary of Planned Activities: Trumbull SWCD - Continued classroom education programs in the schools; continue to plan and offer classes through the local libraries (ex: Summer Reading Program), continue to offer youth educational programs through the partnership with Geauga Trumbull Solid Waste Management District. Geauga Trumbull Solid Waste Management District - Continue to provide tours at the Geauga Trumbull Solid Waste Management District as applicable.						
Comments:						
1.5 Webpage	Trumbull SWCD, Trumbull County Combined Health District, Trumbull County Planning Department, Trumbull County Data/IT Department, Trumbull County Metroparks	Continue website and social media platforms	All minimum control measures	General public, all	20.00	Year long, ongoing
Summary of Planned Activities: Continue to provide updates and new resource materials to the Trumbull SWCD and Trumbull County Storm Water websites. Continue to provide information on social media platforms. Continue to promote partner programs that are related to storm water management and/or best management practices.						
Comments:						
1.6 Newsletter articles and new stories	Trumbull SWCD, Co-permittees	One article per year; have articles published during the year in various news and media sources	Varied themes of storm water related programs, events, practices, etc.	General public, all	25.00	Ongoing, dependent on activity and program scheduling
Summary of Planned Activities: Publish articles, collect articles published by the co-permittees, outreach and/or programmatic mailings						
Comments:						
1.7 Signs - Illegal Dumping	Gauga Trumbull Solid Waste Management District, Sheriff's Department, Trumbull County Combined Health District, Trumbull SWCD	Find dump sites, install signs, enforcement	No Dumping	Those who plan to illegal dump	90.00	Ongoing

Summary of Planned Activities: Geauga Trumbull Solid Waste Management District in cooperation with the Trumbull County Combined Health District and the Trumbull County Sheriff's Department will address reported illegal dump sites.						
Comments:						
1.8 Flyers, ads at community events	Trumbull SWCD, Geauga Trumbull Solid Waste Management District, Trumbull County Combined Health District, Trumbull County Metroparks, Co-permittees	Work at least 3 events	No dumping, litter control and recycling, etc.	Attendees at events	25.00	Yearly; likely events will take place in late spring, summer, and early fall.
Summary of Planned Activities: Materials distributed at household hazardous waste drop-off and/or collection sites. Produce and/or distribute information at the Trumbull County Fair. Participate in community event and provide attendees with storm water related materials and/or handouts.						
Comments:						
1.1 Workshop on Home Sewage Treatment and Maintenance	Trumbull County Combined Health District	Hold one workshop a year.	Technical training on septic system installation, septic system maintenance, and/or current issues regarding septic systems.	Septic installers	100.00	Annually
Summary of Planned Activities: Continued promotion of applicable training.						
Comments: This training is currently being completed by installers online. The Trumbull County Combined Health District personnel and the Trumbull SWCD have spoken about a potential in-person training being offered in the future.						
1.2 Pollution Workshop	Gauga Trumbull Solid Waste Management District, Trumbull SWCD	One workshop per year	Household Hazardous Waste & Recycling, Storm Water Management, Erosion & Sediment Control, etc.	Adult residents, contractors, developers, engineers	15.00	Household Hazardous Waste & Recycling - spring and/or fall; Storm Water Management - fall and/or winter
Summary of Planned Activities: Hold workshops and/or host webinars, and/or post informative videos, distribute training opportunities to Phase II Community representatives and program partners as applicable						
Comments:						

1.4 Brochures	Trumbull SWCD, Trumbull County Combined Health District, Geauga Trumbull Solid Waste Management District, Co-permittees, Trumbull County Metroparks, other applicable partner entities	Hundreds sent out or distributed	Storm Water Pollution Prevention, Nonpoint Source Pollution, Watersheds, Litter Prevention, 4R Program, Good Housekeeping for Trumbull County Residents, Rain Gardens, Rain Barrels, Backyard Conservation, etc.	General public, youth, adults, educators, students, teachers, zoning inspectors, local officials	50.00	Ongoing in 2024; Tri-State Fertilizer Guides to be available at the Trumbull SWCD office, new silviculture bmp guides to be distributed in 2024-2025.
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Summary of Planned Activities: Continue to provide brochures at the Trumbull County Agriculture & Family Education Center, continue to provide brochures in the TSWCD office, provide brochures to partner entities, including but not limited to, co-permittees. Trumbull SWCD staff has continued their series of landowner/homeowner guide distribution and has provided copies of the following: Spotlight on Storm water, A Guide to Ground & Storm Water, Rural Water, Sustainability, Water Quality & Efficiency on the Farm, etc.

Comments:

PUBLIC INVOLVEMENT AND PARTICIPATION

BMP (mechanism)	Responsible Party	Measurable Goal	Theme or Message	Target Audience	Estimate Of People Participated	Effective
2.1 Storm Drain Marking	Co-permittees, Trumbull SWCD	20 curb markers per year	No Polluting, Flows to Stream	Schools, volunteer groups, community groups, church groups, co-permittee employees	0	Yes

Summary of Results: None reported.

Comments: Storm drain marking events or programs were not held by Trumbull SWCD. The majority of developments utilized the grates that are pre-stamped with the no waste/no dumping drains to stream. Outreach and supply materials remain available to schools, homeschool groups, Scout groups, 4-H, etc.

2.2 Stream Monitoring	Trumbull SWCD	One stream study per co-permittee per permit term.	Water Quality Assessments	Schools, Trumbull SWCD staff	189	Yes
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Summary of Results: 9 school related Stream Watch programs with 189 participants; TSWCD staff members participated in the District's chemical water quality monitoring program.

Comments: Stream Watch was promoted to schools and youth groups (Scouts, 4-H, etc.) as well as the Storm Drain Marking Project.

2.6 Annual Collection of Household Hazardous Waste & Bulky Waste	Gauga Trumbull Solid Waste Management District	Ongoing collection of HHW & Bulky Waste	Household Hazardous Waste - Proper Disposal; Recycling	Residents	2500	Yes
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Summary of Results: GTSWMD provided numbers based on materials; 2023 data:
E-waste (lbs.) 273,710
Appliances (lbs.) 95,440
Household Hazardous Waste (lbs.) 82,078
Paper Shred days (lbs.) 11,116, 286 cars
Drug collection days Had approx. 75 individuals participate
NEW PROGRAM 6 Foam (lbs.) (Started accepting 10/1/23) 510

Comments: There are two facilities (Geauga County and Trumbull County). Trumbull's facility may still be receiving some usage from Geauga County residents but was listed in 2023 as being 10%.						
2.3 Stream Clean Ups/Clean Ups	Co-permittees, Geauga Trumbull Solid Waste Management District, Trumbull SWCD	One event per year county wide	Great American clean Up	Residents, volunteers	3359	Yes

Summary of Results: Great American Clean Up - 63 cleanups with 2,259 volunteers. Liberty Township held a scrap tire drive that was open to the 11,000 residents (included 10% in the estimate of people participated) with 987 tires collected.

Comments:						
2.4 Annual Stakeholders Meeting	Trumbull SWCD	Hold meeting once per year	Storm Water Management Program overview, highlighted changes, Q & A	Co-permittees	25	Yes

Summary of Results: Trumbull County Zoning Inspectors Association Meeting was held at the Trumbull County Agriculture & Family Education Center. Information about the County's storm water management program was presented along with other conservation related topics. Handouts were provided at the meeting.
Trumbull SWCD held 2 Roads and Streets Workshops with 16 participants.

Comments: Co-permittees attended the meeting or had contact/materials distributed to them.						
2.5 Attitude Surveys	Trumbull SWCD	Conduct twice during the permit term (5 years)	Conservation quiz handout & display, question oriented activities related to the yearly theme	Residents	392	Yes

Summary of Results: Outreach materials - 392 participants
Comments: Typically, this is done at the Trumbull County Fair

PUBLIC INVOLVEMENT AND PARTICIPATION

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

BMP (mechanism)	Responsible Party	Measurable Goal	Theme or Message	Target Audience	Estimate of People to Participate	Proposed Schedule
2..3 Stream Clean Up/Clean Ups	Co-permittees, Geauga Trumbull Solid Waste Management District, Trumbull SWCD	One event per year county wide	Great American Cleanup; Lose the Litter, Only Losers Litter, Make Every Day Earth Day, etc.	Volunteers	1500	Spring 2024

Summary of Planned Activities: Clean Up information including registration is already available on the GTSWMD website.
Comments: GTSWMD will continue to oversee the cleanups. Trumbull SWCD will provide assistance and/or programming upon request.

2.5 Attitude Surveys	Trumbull SWCD	Conduct twice during the permit term (5 years)	Testing knowledge of participants on watersheds, nonpoint source pollution sources, nonpoint source pollution prevention methods, storm water information	Residents	200	Ongoing; in-person survey activity typically done at the Trumbull County Fair (July 2024)
Summary of Planned Activities: Continue to use print media and social media to gather information about residents' storm water knowledge						
Comments:						
2.6 Annual Collection of Household Hazardous Waste & Bulky Waste	Geauga Trumbull Solid Waste Management District	Ongoing collection of household hazardous waste & bulky waste	Proper disposal of household hazardous waste and bulky waste; proper recycling	Residents	1500	Seasonal, typically spring, summer, and fall
Summary of Planned Activities: GTSWMD typically holds weekly collections May through October; GTSWMD also hold special collections and those dates vary.						
Comments:						
2.1 Storm Drain Marking	Co-permittees, Trumbull SWCD	20 curb markers per year	No polluting, Flows to Stream	Schools, volunteers groups, scouts, 4-H Clubs, church groups, community groups, co-permittee employees, developers, etc.	20	Year long, ongoing
Summary of Planned Activities: Recruit volunteers, publicize the service learning project on District's social media, continue to distribute information to local groups such as schools, scouts, 4-H Clubs, etc.						
Comments:						

2.2 Stream Monitoring	Trumbull SWCD	One stream study per co-permittee for the permit term.	Water Quality Assessments, Nonpoint Source Pollution Prevention	Schools, volunteers, partner entities such as watershed and conservation groups	195	Year-long recruitment for volunteers ; implementation in spring, summer, fall; for school participation will likely focus on spring and fall to coincide with the school calendar
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Summary of Planned Activities: Stream Watch sessions with middle school and high school students; continue to try to increase participants in Stream Watch; continue to perform water quality monitoring (chemical)

Comments:

2.4 Annual Stakeholders Meeting	Trumbull SWCD	Hold meeting once per year	Varies, topic related to the storm water management program	Co-permittee representatives	16	Ongoing
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Summary of Planned Activities: Continue to meet at least once as a group, schedule personal visits as needed, continue to distribute information for Phase II Communities to share with their residents, continue to provide information on training and other resources.

Comments:

ILLCIT DISCHARGE DETECTION AND ELIMINATION (IDDE)

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Cite Local Code(s) Being Used (If available, web link for code(s))	Effective
Ordinance or Other Regulatory Mechanism	Trumbull County Combined Health District, Municipal Co-Permittees, Trumbull SWCD	County Ordinances Passed, Municipal Ordinances Passed	Yes	Trumbull County Combined Health District; Sewage inspections, permits, nuisance program; IDDE Model Ordinances	Yes

Summary of Results or Activities: Please see attached documentation,

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Summary of Activities or Updates	Effective
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Storm Sewer System Map	Co-Permittees, Trumbull SWCD	All 16 Phase II Communities storm system mapping completed.	No	Trumbull SWCD had gathered GIS points for Bazetta Township, Hubbard Township, Newton Falls City (Village), and Warren Township however maps need to be generated, printed, and distributed from the information. Other communities are already completed.	No
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Comments:					
BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Summary of Activities or Updates	Effective
HSTS Mapping and List	Trumbull County Combined Health District, Trumbull County Planning Department	Produce a county-wide map	Yes	Information was collected by the Trumbull County Combined Health District, the Trumbull County Planning Commission, and the Trumbull County Sanitary Engineer; see attached pdf from the Trumbull County Combined Health District	Yes

Comments:					
BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Summary of Activities or Updates	Effective
IDDE Plan	Trumbull County Combined Health District, Trumbull SWCD	Townships: Complete and escalation plan; Municipalities: Have ordinances passed with enforcement	Yes	Townships are addressed using the Trumbull County Combined Health District Nuisance Law with some municipalities using them as well; Municipalities - see attached documentation	Yes

Comments:									
BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Total # of Outfalls	# of Outfalls Screened	# of Dry-Weather Flows Identified	# of Identified Illicit Discharges	# of Eliminated Illicit Discharges	Effective
Dry-Weather Screening of Outfalls	Co-Permittees, Trumbull County Combined Health District, Trumbull SWCD	Observe all outfalls per co-permittee every permit term	No	1000	0	0	0	0	No

Comments: Dry weather screening is the responsibility of the community. Trumbull SWCD did no dry weather screening this permit term.						
Upload File Name for the Illicit Discharges: 2023 TCCHD - HSTS Permit Report - MCM 3.pdf						
BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Summary of Planned Activities	Comments	Effective
No records found						

ILLICIT DISCHARGE DETECTION & ELIMINATION (IDDE)				
<i>Summarize activities you plan to undertake for the next reporting cycle.</i>				
BMP (mechanism)	Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule

Dry-Weather Screening of Outfalls	Municipalities and townships	dry weather screen all outfalls this permit term	dry weather screen all outfalls this permit term	prior to the end of the permit term		
Comments:						
Ordinance or Other Regulatory Mechanism	Trumbull County Health Department	Update regulations	Update regulations	this permit term		
Comments:						
Storm Sewer System Map	municipalities or townships	map or update storm sewer map	map or update storm sewer map	ongoing		
Comments:						
HSTS Mapping and List	Trumbull County Health Department	map and update	map and update	ongoing		
Comments:						
IDDE Plan	Trumbull County Health Department	Eliminate discharges and continue to respond to complaints and field findings	Eliminate discharges and continue to respond to complaints and field findings	ongoing		
Comments:						
CONSTRUCTION SITE RUNOFF CONTROL						
BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Cite Local Code(s) Being Used (If available, web link for code(s))	Effective	
Ordinance or Other Regulatory Mechanism	Trumbull SWCD and Municipalities	Have enforceable regulations for all 16 Phase II Communities.	Yes	Please see attachments McDonald Village: 1343.08 COMPREHENSIVE STORM WATER MANAGEMENT: https://codelibrary.amlegal.com/codes/mcdonald/latest/mcdonald_oh/0-0-0-14393	Yes	
Summary of Results or Activities: All communities have regulations.						
Comments:						
BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Standards Being Used	Effective	
Sediment and Erosion Control Requirements	Trumbull SWCD and Municipalities	Require all sites to follow the most stringent, applicable regulations.	Yes	Trumbull County Erosion and Sediment Control Rules, Municipality ordinances/regulations, Ohio EPA General Construction Permit.	Yes	
Summary of Results or Activities: All sites were required to follow the most stringent, applicable regulations.						
Comments:						
BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Number of Complaints Received	Number of Complaints Followed Up On	Effective

Complaint Process	Trumbull SWCD and Municipalities	Respond to all complaints regarding regulated construction activity. Track complaints as they are received noting who complained about what and when.	Yes	3	3	Yes
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Summary of Results or Activities: Trumbull SWCD responded to and followed up on all complaints regarding regulated/regulatable construction sites. All complaints were tracked and followed up on through inspections and letters.

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Sites Requiring Plans	# of Plans Reviewed	Effective
Site Plan Review Procedures	Trumbull SWCD	Require and review a SWP3 for all construction sites disturbing one acre or greater , within a larger common plan of development and as requested (not including Warren City, Lordstown Village, West Farmington and Yankee Lake) .	Yes	43	45	Yes

Summary of Results or Activities: All construction sites disturbing one acre or greater , within a larger common plan of development and as requested (sites under one acre) had reviewed and approved SWP3s. This includes sites outside of the Phase II Communities that still fall under the Trumbull County ESC Rules.

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Applicable Sites	# of Sites Inspected	Average Frequency	Effective
Site Inspection Procedures	Trumbull SWCD	Perform site inspections at least once a month for all regulated construction sites in Trumbull County (not including Warren City, Lordstown Village, West Farmington and Yankee Lake). Perform inspections once every 2 weeks if the site started without permits, did not install the sediment basin as one of the first phases of construction and if there is potential/there was a significant pollution event.	Yes	45	955	1	Yes

Summary of Results or Activities: Performed site inspections at least once a month for all regulated construction sites in Trumbull County (not including Warren City, Lordstown Village, West Farmington and Yankee Lake). Performed inspections once every 2 weeks if the site started without permits, did not install the sediment basin as one of the first phases of construction and if there is potential/there was a significant pollution event. Inspection were performed for sites that were permitted in other years and residential lots in a common plan of development.

Comments: Most sites did not require an inspection every month of the year because of project completion/project close out.

Upload File Name(s) for Applicable Sites: TSWCD SWPPP & Inspection Tracking 2023 - Final.xls

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Violation Letters	# of Enforcement Actions	Effective
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Enforcement Procedures	Trumbull SWCD and Municipalities	Follow the Ohio Revised Code's enforcement procedures for enforcement. Send a Notice of Violation. 30 days later a 2nd Notice of Violation. 15 days after that recommend it to the regulatory authority (prosecutors). Assist and guide contractors/developers/land owners toward compliance. Reach out through call and email about compliance requirements. Ask for assistance if needed.	Yes	13	0	Yes
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Summary of Results or Activities: Sent a Notice of Violation for all applicable sites including sites that started without a permit, sites that did not have their basin complete and were moving ahead in the construction sequence, sites where pollution events occurred and sites where there was repeated/same deficiencies.

Comments:

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

CONSTRUCTION SITE RUNOFF CONTROL

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

BMP (mechanism)	Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
Sediment and Erosion Control Requirements	Trumbull SWCD and Municipalities	Require all projects disturbing one acre or greater and/or within a common plan of development (some communities has more stringent requirements) to develop a SWP3 that matches local, state and federal regulations and follow the SWP3 throughout construction.	Require all projects disturbing one acre or greater and/or within a common plan of development (some communities has more stringent requirements) to develop a SWP3 that matches local, state and federal regulations and follow the SWP3 throughout construction.	ongoing

Comments:

Site Plan Review Procedures	Trumbull SWCD	Continue to require a SWP3 for all applicable sites disturbing one acre or greater, within a larger common plan of development and as requested.	Continue to require a SWP3 for all applicable sites disturbing one acre or greater, within a larger common plan of development and as requested.	ongoing
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Comments:

Site Inspection Procedures	Trumbull SWCD	Inspect all applicable sites at least once a month and every 2 weeks if they start without permits, continue construction without a sediment basin and/or there is a significant pollution event.	Inspect all applicable sites at least once a month and every 2 weeks if they start without permits, continue construction without a sediment basin and/or there is a significant pollution event.	ongoing
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Comments:

Ordinance or Other Regulatory Mechanism	Trumbull SWCD/Trumbull County Commissioners and Municipalities	update all regulations to meet or exceed the Ohio EPA regulations.	Pass the Howland Township and Trumbull County updated regulations (already updated). Work with and assist municipalities to update their regulations.	Municipalities by the end of 2024.	
Comments:					
Storm Water Workshop	Trumbull SWCD	Conduct a Storm Water Workshop for contractors, engineer and govt. employees.	A Storm Water Workshop is planned for 9-27-24 and one was done by the City of Niles and Warren's consultant on March 21st, 2024.	A Storm Water Workshop is planned for 9-27-24 and one was done by the City of Niles and Warren's consultant on March 21st, 2024.	
Comments:					
Enforcement Procedures	Trumbull SWCD/Trumbull County Prosecutors Office and Municipalities	Continue for enforce all applicable regulations for applicable construction sites. Send NOV, NOV2 and peruse legal action as needed.	Continue for enforce all applicable regulations for applicable construction sites. Send NOV, NOV2 and peruse legal action as needed.	ongoing	
Comments:					
Complaint Process	Trumbull SWCD	Continue to track and follow up on complaints received by this office and partnered agencies.	Continue to track and follow up on complaints received by this office and partnered agencies.	ongoing	
Comments:					
POST-CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT					
BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Cite Local Code(s) Being Used (If available, web link for code(s))	Effective
Ordinance or Other Regulatory Mechanism	Trumbull County Engineer's Office and Trumbull SWCD for Townships and unincorporated areas. Municipalities handle their own review with oversight by Trumbull SWCD.	Have post construction ordinances and utilize the most stringent, applicable regulations for all projects disturbing one acre or greater.	Yes	Please see the attached regulations.	Yes
Summary of Results or Activities: All 16 phase 2 communities and all unincorporated areas of Trumbull County have post-construction regulations.					
Comments:					
BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Structural and/or Non-Structural Standards Being Used	Effective

Post-Construction Requirements	Trumbull County Engineer's Office, Trumbull SWCD and Municipalities	Follow the most stringent regulations applicable including local, state and federal regulations.	Yes	Please see attached regulations. All BMPs are held to the most stringent regulations/specifications. Ohio EPA General Construction Permit and Rainwater and Land Development Manual.	Yes
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Summary of Results or Activities: All BMPs are held to the most stringent regulations/specifications. Ohio EPA General Construction Permit and Rainwater and Land Development Manual. Most sites under 2 acres are still required to meet the same requirements as a site 2 acres or greater (EPA WQ regulation). Many sites under one acre are still required to incorporate storm water quantity and quality BMPs.

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Applicable Sites Requiring Plans	# of Plans Reviewed	Effective
Site Plan Review Procedures	Trumbull County Engineer's Office and Municipalities	Review all sites disturbing one acre or greater, in a larger common plan of development and/or in sensitive/flooded areas.	Yes	25	32	Yes

Summary of Results or Activities: 32 new sites in 2023 required a SWP3 with post-construction. 7 sites were under one acre but still made a SWP3 with post-construction WQ and quantity.

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Applicable Sites	# of Inspections Performed	Average Frequency	Effective
Site Inspection Procedures	TC Engineer's Office, Trumbull SWCD, Municipalities (including Howland Township)	inspect all post-construction BMPs as sites become permanently stabilized and/or the install/convert post-construction.	Yes	36	108	1	Yes

Summary of Results or Activities: Inspect site's post construction as they complete construction, site is permanently stabilized and/or BMPs are installed. Many sites that required post construction did not start yet or construction has not reached post construction installation phase yet.

Comments: Howland Township also sends their contracted engineer to inspect all post construction BMPs. As-built surveys and drawings are required for all sites requiring post-construction BMPs.

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Violation Letters	# of Enforcement Actions	Effective
Enforcement Procedures	TSWCD, TC Engineer's Office, Trumbull County Prosecutor's Office, Municipalities	Start enforcement escalation for all sites not converting or installing post-construction and sites that have not installed BMPs per the SWP3.	Yes	2	0	Yes

Summary of Results or Activities: Both NOV's were in Howland Township. Both sites did not convert their sediment basin to the post-construction dry extended detention basin. One NOV is ongoing and at a stand still due to not being able to stabilize properly after sediment basin regrading.

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Sites Requiring Plans/Agreements	# of Plans Developed/Agreements in Place	Effective
Long-Term O&M Plans/Agreements	TSWCD, TC Engineer's Office, Municipalities	require an O&M Agreement for all applicable sites	Yes	32	32	Yes

Summary of Results or Activities: 32 new sites over one acre that required a post construction BMP. 7 sites were under one acre but were still require to install post-construction and an O&M Agreement.

Comments:						
BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Measurement 1	Measurement 2	Effective
Riparian Setback	TSWCD, TC Engineer's Office, Trumbull County Planning Commission, Municipalities	Require riparian setback for all applicable sites.	Yes	All applicable sites have riparian setbacks.	All applicable sites have riparian setbacks.	Yes
Summary of Activities or Updates: All applicable sites have riparian setbacks through the TC Subdivision regulation and Howland Township's riparian and wetland setbacks.						
Comments:						
<p>POST-CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT</p> <p><i>Summarize activities you plan to undertake for the next reporting cycle.</i></p>						
BMP (mechanism)	Responsible Party	Measurable Goal	Summary of Planned Activities			Proposed Schedule
Storm Water Workshop	Trumbull SWCD	conduct a storm water workshop for contractors, engineers and govt. employees.	A Storm Water Workshop is planned for April 27th, 2023			A Storm Water Workshop is planned for April 27th, 2023
Comments:						
Ordinance or Other Regulatory Mechanism	Trumbull SWCD, Trumbull County Engineer's Office, Municipalities	Utilize all applicable regulations and design requirements for all sites disturbing one acre or greater, in s sensitive area or as requested.	Utilize all applicable regulations and design requirements for all sites disturbing one acre or greater, in s sensitive area or as requested.			ongoing
Comments:						
Post-Construction Requirements	Trumbull SWCD, Trumbull County Engineer's Office, Municipalities	Update all regulations to meet or exceed the Ohio EPA's	Trumbull County and Howland Township regulations have been updated. Will pass prior the end of 2023.			TC and Howland by the end of 2023. Municipalities: this permit term
Comments:						
Site Plan Review Procedures	Trumbull SWCD, Trumbull County Engineer's Office, Municipalities	Review all sites disturbing one acre or greater or within a larger, common plan of development	review all sites disturbing one acre or greater or within a larger, common plan of development			ongoing
Comments:						
Site Inspection Procedures	Trumbull SWCD, Trumbull County Engineer's Office, Municipalities	Inspect all site's post-construction	Inspect all site's post-construction			ongoing
Comments:						
Enforcement Procedures	Trumbull SWCD, Trumbull County Engineer's Office, TC Prosecutor's Office, Municipalities	Use enforcement escalation as needed for site that do not install and/or install post-construction incorrectly.	Use enforcement escalation as needed for site that do not install and/or install post-construction incorrectly.			ongoing
Comments:						

Long-Term O&M Plans/Agreements	Trumbull SWCD, Trumbull County Engineer's Office, Municipalities	Require a Long Term Operation and Maintenance Agreement for all applicable sites.	Require a Long Term Operation and Maintenance Agreement for all applicable sites. Require that the Long Term O&M be recorded with the property deed (this is completed in multiple areas of Trumbull County but not the county itself).	this permit term for recording and ongoing for requirements
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Comments:

POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Topic(s)	Targeted Audience	# of Employees Attended	Effective
Employee Training Program 1	Phase II communities are responsible for their own training programs; however, SWCD often does an education event and offers mock audits for Phase II communities.	Train every person that is responsible for a BMP.	Yes	MS4 permit, SWMP, Operation and Maintenance Plan, proper spill response, secondary containment made inexpensive	every person that is responsible for a BMP	0	Yes

Summary of Activity: Trainings are done at the municipality or township. See attached for training numbers. Trumbull SWCD will be conducting a Roads and Streets Workshop in the fall of 2024 and offers internal audits of their good house keeping.

Comments: Trainings are done at the municipality or township. See attached for training numbers.

Comments: Trainings are done at the municipality or township. See attached for training numbers.

BMP (mechanism)	List of Municipal Facilities Subject to Program		O&M Procedures Developed?	# of Inspections Performed	Frequency of Inspections
Municipal Facilities	Please find the attachments for individual Phase II community reports.		Yes	72	quarterly per facility
BMP (mechanism)	Summarize Maintenance Activities and Schedules		Summarize Activities Performed		
MS4 Maintenance	Please find the attachments for individual Phase II community reports.		Please find the attachments for individual Phase II community reports.		
BMP (mechanism)	Procedures Developed?	Document Amounts of Wastes Properly Disposed			
Disposal of Wastes	Yes	Please find the attachments for individual Phase II community reports.			
BMP (mechanism)	Covered?	Tons Used	Summarize Measures Taken to Minimize Usage		
Road Salt	Yes	0 Tons	Please find the attachments for individual Phase II community reports. All MS4 facilities have covered storage. Some communities mix gravel in with salt to minimize usage, some communities only salt intersections and use gravel everywhere else.		
BMP (mechanism)	Procedures Developed?	Gallons Used	Summarize Measures Taken to Minimize Usage		
Pesticide & Herbicide Usage	Yes	0 Gallons	Please find the attachments for individual Phase II community reports. All pesticide and herbicide applicators must be completed either by or under the supervision of a qualified/certified person.		
BMP (mechanism)	Procedures Developed?	Pounds Used	Summarize Measures Taken to Minimize Usage		
Fertilizer Usage	Yes	0 Pounds	Please find the attachments for individual Phase II community reports.		

BMP (mechanism)	Procedures Developed?	Document Amount of Material Collected and Properly Disposed		
Street Sweeping	Yes	Please find the attachments for individual Phase II community reports.		
BMP (mechanism)	Summarize Any New or Existing Flood Management Projects that were Assessed for Impacts on Water Quality			
Flood Management Projects	2 phases of a stream restoration project has been completed in Liberty Township with Phase II just waiting for better weather for tree planning currently being reviewed. Howland Township is completing a drainage project in their park. The City of Cortland is adding restroom facilities to a park. Multiple sanitary sewer projects and WWTP improvement projects are being completed. A forest restoration project in Farmington Twp. is still waiting on some tree planting and invasive removal to be completed. See attached for more details.			
BMP (mechanism)	Summary			
No records found				
POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS				
<i>Summarize activities you plan to undertake for the next reporting cycle.</i>				
BMP (mechanism)	Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
Pesticide & Herbicide Usage	Have a licensed operator oversee spraying and spray in a manner that does not cause pollution	License oversight of application in a manner that does not cause pollution.	License oversight of application in a manner that does not cause pollution.	ongoing
Comments: please see attached				
Municipal Facilities	Municipalities, Townships and TC Engineer's Office	Maintain all facilities in a manner that does not cause pollution.	Maintain all facilities in a manner that does not cause pollution.	ongoing
Comments: please see attached				
MS4 Maintenance	Municipalities, Townships and TC Engineer's Office	catch basin cleaning and ditch clearing	Clean catch basins and clear ditches as needed.	ongoing
Comments: please see attached				
Fertilizer Usage	Municipalities, Townships and TC Engineer's Office	Have a licensed operator oversee spraying and spray in a manner that does not cause pollution	Have a licensed operator oversee spraying and spray in a manner that does not cause pollution	onoging
Comments: please see attached				
Flood Management Projects	Municipality, township and/or Trumbull County Engineer's Office	Access public property for the potential of flood management projects	Access public property for the potential of flood management projects. A stream and wetland restoration project will take place in Mesopotamia and a wetland restoration project will take place in Kinsman Township in 2024.	ongoing
Comments:				
Disposal of Wastes	Municipality, township and/or Trumbull County Engineer's Office	Dispose of waste in a manner that does not cause pollution.	dispose of waste in a manner that does not cause pollution.	ongoing
Comments: please see attached				
Road Salt	Municipality, township and/or Trumbull County Engineer's Office	Track plus use and store salt in a manner that does not cause pollution.	Track plus use and store salt in a manner that does not cause pollution.	ongoing

Comments:				
Street Sweeping	municipalities, township and/or Trumbull Count Engineer's Office	Clean catch basins as needed or at a % per year	Clean catch basins as needed or at a % per year	ongoing
Comments: please see attached				
PROPOSED CHANGES TO YOUR SWMP (IF ANY)				
<i>Summarize any proposed changes to your SWMP, including changes to any BMPs or any identified measurable goals that apply to the program elements. If you fail to satisfy measurable goals for the reporting year, please explain why.</i>				
There were no changes made to the SWMP in 2023; however, small deficiencies were noted from an audit so those changes will be made in the near future. As an example, this office inspects facilities that start construction without a permit or did not install the sediment basin every 2 weeks but it is not reflected in the SWMP and we use checklists for reviews and inspections but they are not mentioned in the SWMP.				
VARIANCES GRANTED (IF ANY)				
<i>Identify and summarize any variances granted under your storm water program.</i>				
ADDITIONAL INFORMATION				
<i>Please add any additional comments or attachments below.</i>				
Additional Information attachment(s): <u>2023 - 2024 MS4 ANNUAL REPORT - NILES CITY.pdf, 2023 - 2024 MS4 ANNUAL REPORT - BAZETTA TOWNSHIP.pdf, 2023 - 2024 MS4 ANNUAL REPORT - BROOKFIELD TOWNSHIP.doc, 2023 - 2024 MS4 ANNUAL REPORT - CHAMPION TOWNSHIP.pdf, 2023 - 2024 MS4 ANNUAL REPORT - CORTLAND CITY.doc, 2023 - 2024 MS4 ANNUAL REPORT - HUBBARD TOWNSHIP.pdf, 2023 - 2024 MS4 ANNUAL REPORT - LIBERTY TOWNSHIP.doc, 2023 - 2024 MS4 ANNUAL REPORT - WEATHERSFIELD TOWNSHIP.pdf, TC Engineers MCM 5 Report.pdf, 2023 Storm Water Reporting - TCCHD submittal.pdf, Trumbull SWCD report 2023 - Geauga SWMD - waste collection + GAC.docx, Ohio EPA MS4 MCM 1 MCM 2 2021 - Liberty Twp - Completed 2024.docx, Contacts.xlsx, Good Housekeeping Facilities.xlsx, IDDE Flow cart.pdf, Procdure for Real Estate (IDDE).pdf, Procedure for Nuisance Complaints (IDDE).pdf, Seperate MCM Flow Charts.docx, 2023 - 2024 MS4 ANNUAL REPORT - HOWLAND TOWNSHIP.pdf, 2023 - 2024 MS4 ANNUAL REPORT - TC ENGINEER.doc, 2023-2024 MS4 ANNUAL REPORT - NEWTON TOWNSHIP.doc, 2023 Trumbull SWCD Conservation Education Programs - Phase II Communities.pdf, 2023 Trumbull SWCD Public Involvement & Participation Summary.pdf, 2023 TCCHD - HSTS Permit Report - MCM 3.pdf</u>				