

BOROUGH OF BRADFORD WOODS

Minimum Control Measure 2
Public Involvement/Participation

Permit No PAG136263

MCM 2 PUBLIC INVOLVEMENT/PARTICIPATION

Introduction

The goal of this plan is to implement a Public Involvement/Participation Program (PIPP) to encourage participation and involvement in the Borough's Storm Water Management Program. The ultimate goal of the MS4 Program is to reduce, or if possible, prevent pollutant runoff from storm water. Participation and Involvement from the target audience is essential to the success of the storm water program as they are the largest contributors to storm water pollution and generation of storm water runoff. This plan will be updated as needed, and no less than once per year. The plan has input from all department heads, as every department contributes, in some form, to the program.

Per the Pennsylvania Department of Environmental Protection Agency (PADEP) NPDES Permit, there are 3 Best Management Practices (BMPs) that the Borough must comply with.

BMP #1

Develop, implement and maintain a written Public Involvement and Participation Program (PIPP) which describes various types of possible participation activities and describes methods of encouraging the public's involvement and of soliciting the public's input.

This document shall serve as the written Public Involvement and Participation Program (PIPP). The PIPP was created by the Borough Manager with the input from the Roads Superintendent in the Borough, as storm water involves the entire Borough. This program is reviewed and updated as needed, but no less than once per year.

BMP #2

Prior to any proposed MS4 Storm Water Management Ordinance, provide opportunities for public comment, evaluate any public input and feedback, and document the comments received and the municipality's response.

Bradford Woods Borough enacted Stormwater Ordinance No. 190 and Stormwater MS4 Prohibited Discharges No 191. The adoption of the ordinance was advertised properly according to Municipal Planning Code (MPC) as well as the regulated newspaper provided to the immediate area. Advertisement was additionally advertised on the municipal website. The Borough encourages the public to comment on the program as a whole and to participate in decision-making processes. The comments and concerns of the public are documented in the meeting minutes. The minutes that include storm water comments are available in the MS4 files located in the municipal building. The aforementioned documentation, including meeting minutes, storm water ordinances, and advertisements will be attached and included to the

Periodic Report given to the PADEP. The Periodic Report is available for viewing at the municipal building in the MS4 files.

BMP #3

Regularly solicit public involvement and participation from the target audience groups. This includes an effort to solicit public reporting of suspected illicit discharges, assist the public in their efforts to help implement the Borough's SWMP and conduct public meetings to discuss the on-going implementation of the Borough's SWMP.

Public solicitation of participation and involvement of the target audience is achieved by multiple avenues in the Borough. Avenues the Borough uses, and has used in the past, includes public meetings, hands-on training sessions, and organized implementation efforts such as cleanups. Listed below are events the Borough was involved with pertaining to soliciting public involvement and participation.

Public Meetings: Bradford Woods Borough conducts regular, monthly meetings that are held on the second Monday of each month at 7:00 PM at the Borough Building 4908 Wexford Run Road, Bradford Woods, PA 15015 unless otherwise noted. The Borough values the public's input and encourages the public to help make storm water related decisions. All comments and concerns, including those pertaining to storm water, are documented in the meeting minutes. The minutes that involve storm water are located in the MS4 files, located in the municipal building. The public is given adequate notice of all regulated meetings held at the municipal building. The meetings are publicized through the newspaper and also on the municipal website.

Illicit Discharge Detection: Soliciting the public to detect and eliminate storm water pollution and runoff is essential to the success of the SWMP. All target audiences are strongly encouraged, by the Borough, to report any illicit discharges to the MS4 that they detect. All municipal staff is trained on how to report illicit discharges and the procedure of receiving a complaint. The public can achieve this by utilizing the Illicit Discharge Reporting Form (Appendix A) located on the Borough's website. This form can be filled out and returned to the Borough for follow-up and correction of the illicit discharges. The same form is located at the municipal building and is available to the public that want to report an illicit discharge directly to the municipality either by calling or walking in. Once the complaint is received, it is forwarded to the Borough Manager who directs the complaint to the appropriate staff, whether it be a Public Works representative, the police, or higher authority if necessary (i.e. Allegheny County Conservation District or PADEP). An informational door hanger will be given to the surrounding houses and businesses that have an illicit discharge. The door hangers depict the illicit discharge that was found in the area and who to contact for more information about illicit discharges. The issue will be fully documented of all actions taken from the time it is received. The documentation is kept in the MS4 file and organized by the status of the complaint; new, open, or closed.

Cleanups: Every year, in April, Bradford Woods Borough partners with Marshall Borough and the Conservancy and performs a road cleanup. The cleanup is advertised through the Borough's website as well as the newsletter. Safety Vests, garbage bags, gloves and water are provided to the volunteers. Copies of the newsletter soliciting the public involvement will be kept in the MS4 files for viewing. Bradford Woods Borough is also researching and planning to implement an Adopt – A – Road Program. Volunteers will sign a contract stating that they will clean a section of road so many times per year. The Borough will be responsible for organizing the program, providing necessary equipment for duties, and collecting the trash once it is picked up.

Recycling: Also placed in the Borough newsletter is the opportunity for the residents and business owners to recycle (Appendix C). The Borough provides residents with recycling bins that can be picked up weekly along with a description of what items can be recycled.

Yard Waste: Residents are encouraged to have the Borough's waste contractor dispose of their yard waste properly. In the Borough's newsletter, it is advertised that residents can place yard clippings, as well as branches, on curbside in biodegradable bags and the Borough's waste contractor will pick it up monthly. Another item that the Borough encourages to be recycled properly is Electronic Waste (E Waste). The Borough provides the residents an avenue to properly dispose of their electronic waste through Waste Management's At Your Door Hazardous Waste Pick-Up, which is advertised on the newsletter.

Educational Seminars: The Borough plans to team up with the Bradford Woods Conservancy by adding a program to one of their member's activities. The Conservancy has established an environmental stewardship within the Borough that will help with spreading the educational importance on stormwater management. The Borough attended the 2017 Earth Day that included education as well as a pledge for the public to involve themselves in actions to keep stormwater clean (see appendix).

Scout Groups: It is planned that Bradford Woods Borough will solicit participation from local Boy/Girl Scouts to stencil the storm sewers located in the Borough. The Borough may also consider having the scouts mark the outfalls by their number. Any participation from the scouts in association with the storm water program, will be documented and located in the MS4 files.