

ANNUAL REPORT

FOR

CALENDAR YEAR 2009

UPPER FOX RIVER WATERSHED COMMUNITIES GROUP MUNICIPAL STORMWATER DISCHARGE PERMIT WPDES PERMIT NO. WI-S050105-2

1. Group Public Education and Outreach Program

The Upper Fox River Watershed Group have all contributed funds to support a staff position at Waukesha County to be the designated I&E person to implement an I&E program that meets the requirements of NR216 and the WPDES permit. The tasks and activities that were implemented by the Group's I&E Program in 2009 have been summarized in Exhibit A.

2. Public Involvement and Participation Program

In addition to using the Waukesha County staff to educate contractors, builders, developers, the general public, teachers and students, the Town used its engineering consultant to provide the following activities:

- The Town Board was presented with the CY 2008 WPDES Permit Annual Report on March 10th 2009. No negative feedback was received by the Board during or after this meeting.
- The Town Engineer has informally discussed storm water issues with the Town's Highway Superintendent and staff throughout 2009, specifically about the benefits of street sweeping, catch basin cleaning and erosion control. They have also been made aware of the procedures related to calls or concerns expressed by citizens concerning illicit discharges.
- The Town's newsletter (Town Crier) included an article informing residents on the newly constructed salt storage shed and explained how this new building will benefit the Town's highway crews to be more efficient. http://www.townofdelafield.org/documents/TownCrier5.pdf
- The Town's website has been updated to include links to the storm water related articles distributed to the group by Jayne Jenks at Waukesha County, the Waukesha County storm water webpage, the WDNR BMP Tech standards, the Town's WPDES permit document, recycling and household hazardous waste disposal tips, the Town's annual reporting documents, and a document explaining the some of the various storm water BMPs available and related benefits. See the Town's webpage for more details http://www.townofdelafield.org/towninfo stormwater.htm
- The Town has is continuing to hand out an informational brochure explaining how pet waste negatively impacts storm water quality to residents applying for dog licensure.
- The Waukesha County Storm Drain Stenciling Program brochures are available to residents at the Town Hall.
- The Town requested that the County provide educational insert regarding rain garden grant information as part of the property tax bill mailings.
- The Town had a team of residents collecting water quality monitoring data on Zion Creek using the Watershed Action Volunteer (WAV) protocols.
- Staff from the Town's highway department attended an educational seminar related to winter roadway management and deicing techniques on October 20, 2009
- The Town Engineer met with the Planning Commission to review and discuss storm water and erosion control requirements related to the WPDES Permit on April 4, 2009.

 The Town Engineer met with the Highway Department staff to review and discuss storm water and erosion control requirements related to the WPDES Permit on December 21, 2009

It should also be noted that no Town of Delafield residents visited the Town Hall to review the WPDES annual report document in 2009, and therefore had no feedback regarding the annual report. No other inquiries were made by residents regarding the Town's storm water management practices.

3. Illicit Discharge Detection and Elimination Program

The annual dry weather field screening of the 26 outfalls designated as major outfalls as part of the Illicit Discharge, Detection and Elimination Program was completed in August of 2009. Locations of these 26 major outfalls are displayed on the map in Exhibit B. The dry weather field screening process included the following tasks:

- Visual inspection during dry weather periods.
- An inspection report was completed and a photograph was taken for each major outfall. A completed inspection report and photograph taken during these dry weather field screenings is provided in Exhibit C.
- Following completion of the field inspections, the results of the inspections
 were compiled and reviewed by the Highway Superintendant and any followup work was scheduled for completion. See Table 1 for the Summary of
 Inspections.

As shown in Table 1, there were no illicit discharges/connections detected during the field screenings, but there were a number of maintenance items noted during the inspections. These maintenance issues were reviewed by the Highway Superintendant and are being scheduled for completion. It should be noted that the Town requested a modification in their permit requirements for the inspection frequency for this program for the Year 2009 (from twice per year to once per year) since the Town has never had any suspected illicit discharges. This request was approved by Maureen McBroom on December 23, 2009.

4. <u>Construction Site Pollutant Control</u>

Waukesha County conducts the erosion control inspections for developments within the Town of Delafield. In 2009, Waukesha County reported that a total of 6 construction sites were inspected as seen below. On these 6 sites, a total of 19 erosion control inspections were conducted. A total of 4 enforcement actions were taken as can be seen below.

Sites Inspected in 2009

- 1. Beach Park Circle Repaying
- 2. Lapham Peak Snowmaking System
- 3. Paradise Valley Fill
- 4. Scuppernong Springs Condominiums
- 5. Scuppernong Springs Fill and Swale
- 6. Town of Delafield Salt Storage

Permits in 2009

- 1. 3 Permits Issued
- 2. 5 Failed Final Inspections
- 3. 4 Issued Permit Termination Letters
- 4. 3 Passed Final Inspections

Enforcement Actions

- 1. Barb Webb Driveway Sent Notice of Violation
- 2. Barb Webb Driveway Satisfaction of Enforcement
- 3. Maple Bluff Estates Court Appearance
- 4. Town Salt Storage Building Sent Notice of Violation
- 5. Town Salt Storage Building Satisfaction of Enforcement
- 6. Western Lakes Golf Club Conducted Investigation
- 7. Western Lakes Golf Club Sent Notice of Violation
- 8. Western Lakes Golf Club Satisfaction of Enforcement
- 9. Western Lakes Golf Club Sent Notice of Violation
- 10. Western Lakes Golf Club Satisfaction of Enforcement

Throughout the year the Town also completed a few small roadway type projects on their own that included erosion control measures. One example includes the reconstruction of a deteriorated retaining wall abutting Zion Creek along Oakton Road. A WDNR Chapter 30 permit was required for this project and a turbidity barrier was used within the creek due to proximity of the construction along the creek. The Town also did some minor ditching throughout the year and has become more conscious that proper planning and erosion control is necessary for this type of work.

5. <u>Post – Construction Storm Water Management</u>

The Town continues to enforce the Post-Construction Storm Water Management program to control the quantity and quality of discharges from areas of new development and redevelopment for sites disturbing more than one acre. This program also establishes procedures to ensure long-term maintenance of all storm water management facilities.

6. Pollution Prevention

Inspection, Maintenance & Inventory of Post-Construction Storm Water Management Facilities

The Town plans on developing an inventory of all post-construction storm water management facilities within the Town by March 31, 2011. This inventory will be used to track maintenance of these facilities as well as inspection frequency.

Catch Basin Cleaning Program

The majority of the Town is rural with roadside ditches. In some areas, the Town has allowed curb and gutter with storm sewer that, for the most part, drain into a storm water quality pond. The Town has 19 catch basins. In 2009, the Town's catch basin cleaning program included the following:

- Inspect all catch basins in spring and fall of each year.
- Clean by physical means (shovels) at least once per year.

The total amount of solids that were collected from the catch basin cleaning program in 2009 totaled approximately 2 cubic yards. This was a reduction compared to the 2008 total of approximately 5 cubic yards. This could be explained by the fact that the Town's Highway crew had used less sand in the salt/sand mix for deicing roadways in 2009. These solids were stockpiled at the Town Hall / Highway Yard and picked up by our refuse contractor, Veolia Environmental Services for disposal.

Street Sweeping Program

In 2009, the Town of Delafield Highway Department purchased a skid loader with a mechanical sweeper attachment. The purchase of this new equipment allows the Town Highway crews to sweep all of the roads as opposed to hiring an outside contractor as they did in the past. All streets within the Town were swept once in 2009 and curbed street were swept more frequently (two to three times in 2009). 100 man hours were recorded in 2009 and 20 cubic yards of solids were collected by the highway crews. Town crews also performed some hand labor to pick up leftover sand in areas where there was sand buildup from winter road maintenance. Approximately 3 additional cubic yards of debris were collected from this process.

All solids collected were dumped at the Town Hall / Highway Yard. Town Highway crews loaded this waste into a dumpster provided by Veolia Environmental Services who disposed of the material properly at a certified landfill. The amount of debris collected in 2009 was comparable to the 2008 total of approximately 20 cubic yards of solids.

Salt and Sand Program

Currently the Town typically uses a sand/salt mixture for road de-icing. The mix is not developed through an automatic process. The final product is created by mixing a dump truck load of sand with front end loader buckets of salt to get the approximate desired mix as described below. The mix is then loaded onto trucks and distributed using augers in the back of the trucks and spinners operated via levers in the trucks. The Town plows and de-ices all roads under Town jurisdiction. There are occasional instances when pure salt is used for larger storms or specific locations (hills, stop signs, other areas of concern). In 2009 the estimated amount of salt used was 1,062 tons and the estimated amount of sand used was 141 tons. The salt usage in 2009 was an increase compared to the approximate 2008 total salt usage of 650 tons.

The Town plans on revising their winter roadway management plan originally submitted in November of 2004 by March 31, 2011to comply with the requirements set forth in the latest WPDES permit. The Town is also planning on submitting the seasonal winter roadway management data by April 30th of each year beginning in 2010 as required in the latest WPDES permit.

Leaves and Grass Clipping Management Program

The Town has recently begun offering a Yard Waste Pick-Up program to residents through their waste hauler Violia Environmental Services at a cost of \$1.90 per pick-up. There are 8 pick-ups offered throughout the year beginning in April through November. Resident participation is completely optional. Information on this program is available to residents on the Town's webpage.

Storm Water Pollution Prevention Planning for Municipal Garages

The Town plans on revising their Pollution Prevention Plan for the Municipal Garage originally submitted in March of 2006 to meet the requirements set forth in the latest WPDES permit by March 31, 2011.

Lawn and Garden Fertilizer Application

The Town uses very little fertilizer, and therefore they do not apply fertilizer to areas greater than 5 acres of continuous area. The Town does apply a herbicide product to 13.5 acres of the Sports Commons Park Complex near the intersection of Silvernail Road and Maple Avenue. This herbicide application is applied by a contracted agency (Frontier FS Cooperative) and is strictly a weed control product that does not contain fertilizer.

Oil and Household Hazardous Waste

Town of Delafield does not collect oil or household hazardous waste on behalf of its citizens. Residents are directed to the City of Delafield who collects these items on behalf of the Town. Information on oil and household hazardous wastes is available to residents in the Town Hall and on the Town's webpage

(<u>http://www.townofdelafield.org/towninfo_recycle.htm</u>). The Town is unaware of the amount collected by the City of Delafield on behalf of its residents.

SUMMARY	
ITEM	AMOUNT
Number of Residents Providing Feedback	0
Number of Internal Staff Meetings with SW Education	1
Number of Meetings with SW Education	2
Waste Oil (from trucks)	60 gal
Illicit Connections Found / Eliminated	0/0
Storm Sewer Inlets Stenciled	0
Leaves Collected	16 CY
Solids from Catch Basin Cleaning	2 CY
Solids from Street Sweeping	23 CY
Street Sweeper Miles/Hours	100 Hours
Construction Erosion Control Inspections	19
Erosion Control Enforcement Actions	4
Erosion Control Plans Approved	0
BMP's Applied For	0
Salt Used	1,062 Tons

7. Storm Water Quality Management

The Town submitted a summary of the WinSLAMM pollutant loading analysis to the WDNR on March 31st 2007. The analysis results are summarized as follows:

- There was a 51% reduction in annual TSS pollutant loading from the No Controls scenario to the Existing Controls scenario for the cumulative major outfalls total.
- There was a 40% annual TSS pollutant loading reduction for the cumulative minor outfalls total.

• There was a 43% annual TSS pollutant loading reduction for the total analysis of the Town of Delafield.

No further updates have been made to the WinSLAMM model to date. Due to significant upgrades to the WinSLAMM model since March of 2007, the WDNR is requiring that all municipalities re-run this analysis with WinSLAMM version 9.2 or a subsequent version for compliance with the 40% TSS reduction goal in March of 2013. Therefore, the Town plans to re-run this analysis with the upgraded version of WinSLAMM prior to the June 2011 assessment of compliance deadline set forth in the WPDES permit.

8. Storm Sewer System Map

As required in the revised WPDES permit, the Town's reviewed the current storm sewer system map to verify that it meets the new permit requirements. The following is a summary of the revisions that were made to the Town's map:

- 1. Identification of waters of the state.
- 2. Classification of receiving water(s), and identification of whether the receiving water is an ORW, ERW or listed as an impaired water under s. 303(d) of the Clean Water Act. Zion Creek has been identified as an impaired or 303(d) listed water body.
- 3. Location of structural storm water management facilities. Since the Town is taking credit for pollutant removal from the roadside ditches, these ditch locations were identified on the map.

A CD containing the revised map and the supporting GIS layers has been submitted along with this annual report document for your review.

9. <u>Fiscal Analysis of Annual Expenditures and Budget for 2009</u>

Expenditures in 2009 included:

- a. \$8,456 related to preparation of the various programs noted above, meetings with the WDNR and the Upper Fox River Watershed Communities Group related to the permit and the various meetings to discuss the development of the revised permit that went into effect in 2010, dry weather investigations of outfalls, and keeping elected officials and Town staff apprised of the WPDES permit requirements and associated programs.
- b. \$8,600 for Street sweeping charges (includes staff time, equipment costs and disposal of debris).
- c. \$2,100 payment to Waukesha county for the I&E program
- d. \$2,000 annual permit fee
- e. The Town Highway Department performs several tasks related to stormwater, such as picking up excess sand in the spring and random catch basin cleaning as part of their normal day to day duties; therefore the cost is included in their salaries.

10. Fiscal Budget for 2010

The budget for 2010 includes:

• \$12,000 for the completion of the annual report, dry weather screening for illicit connection/discharges, mapping revisions required in the revised

permit, re-running the WinSLAMM Analysis to meet the revised permit requirements, meetings with the WDNR and Upper Fox River Watershed Communities Group, and follow-up on the local information and education program.

- \$9,000 for street sweeping costs (includes staff time, equipment costs and disposal of debris).
- \$2,100 for payment to the County for the Education and Information program.
- \$2,000 for the annual permit fee.
- Catch basin cleaning will be performed by the highway crews during their normal duties. Erosion control inspection expenditures will be billed back to developers and are not included in a specific budget.

11. <u>Identification of Water Quality Improvements or Degradation</u>

At this time, there has been no evidence of water quality degradation or improvement for waters in the Town of Delafield.

Report Certification

The appropriate Town of Delafield staff members and elected officials have been, or will be, appraised of the content of this annual report.

The information above was gathered and prepared under the direction of the Town Board and based on inquiry of the people directly under their control, to the best of their knowledge, the information herein is true, accurate and complete.

Town Chairman

3 26 10

Date

Town Engineer

Date

c: Town Board

Don Roberts, Highway Superintendent Mary Elsner, CMC, Town Clerk Paul Mortimer, Building Inspector Tim Barbeau, PE, RLS, Town Engineer

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Check	Upper Fox MS4 Annual Reports should include the following elements:
X	Status of implementing the storm water management program (Section E) and compliance with any schedules in the permit Include information regarding public participation, internal information and education programs, any problems or resolutions to issues that developed while implementing these programs, comparison with previous years' activities, feedback from previous annual reports, information as to who implements the program and if there are any issues, etc.
X	Updated MS4 map, with any changes from the past year
X	Pollutant loading with SLAMM analysis updates
X	Summary of any applicable enforcement actions, illicit discharge screening results, inspections, I&E programs, spill responses, and any other activities in the storm water management program (Section E) that have measurable results.
X	Any revisions made to the storm water management program (Section E)
X	Any proposed revisions to the storm water management program (Section E)
X	Summary of the Assessment of Controls (Section F) for 2009 Examples: Number of workshops, meetings directed at particular audiences, number of ditches evaluated and/or maintained, quantify the road deicing materials used, comparison of specific programs to the previous years, etc.)
X	Fiscal analysis Including: a) annual expenditures for the past year broken down by major elements of the storm water program b) budget for current year broken down by major elements of the storm water program
X	Identification of water quality improvements or degradation
	Some additional details which could be included:
X	Specifics regarding I&E program activities within your community (what was done, by who, with who, comments/feedback)
	Any improvement with regard to SWPPP's for DPW yards
	Riparian Management
X	Comments from last year's annual report (please indicate "none" if no comments were received
	Distribution of last year's report (How it was distributed & to whom)
	Internal I&E (topics, target audience, how was it received, any requests for future information)

EXHIBIT A

2009 Activity Summary Report Waukesha County Storm Water Education Program

As part of the agreements Waukesha County has with 25 participating communities, and as required in our storm water discharge permits from DNR, an annual report of storm water education activities is required. This report represents a summary of the activities Waukesha County has been involved with during 2009, sorted by the target audience. Details of each activity are in the attached spreadsheet. For any questions, please contact Jayne Jenks, Conservation Specialist, Waukesha County Land Resources Division at 262-896-8300 or jjenks@waukeshacounty.gov . Please note that each community is responsible for reporting internal education efforts, other local education activities, and how they may have helped promote county education programs.

Target Audience: Contractors, Developers and Consultants

- Held annual storm water workshop in March, focusing on the design and installation of storm water best management practices (BMPs). Workshop was filled to capacity of 100 people and received very positive ratings in evaluations.
- Helped plan the North American Stormwater and Erosion Control Association (NASECA) tour of practices in the county for additional training. Best Management Practices are on Waukesha County website.
- Presented at a Metropolitan Builders Association workshop, focusing on what builders and developers must do to comply with the Waukesha County Storm Water Management and Erosion Control Ordinance.

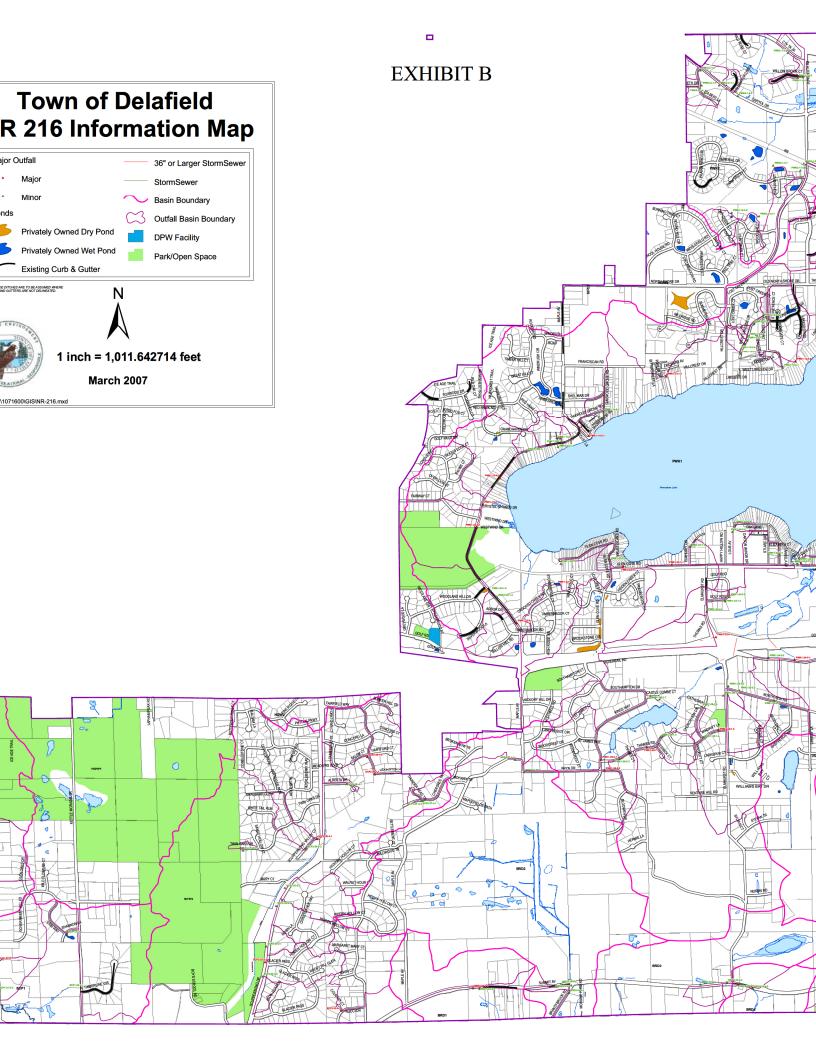
Target Audience: General Public

- Provided materials and training for 6 civic and school groups to participate in storm drain stenciling in 4 different municipalities.
- Produced and released 10 different news articles on various topics such as volunteer monitoring, lawn care and oil filter recycling. Also held one press conference on rain barrels.
- Mailed a large 4-page newsletter to over 124,000 county households, entitled "Water Conservation, Recycling and Waste Reduction News". News articles included information on fall lawn care, oil filter recycling, rain gardens, rain barrels, removal of pet waste and recycling.
- Presented Power Point program on storm water runoff and pollution prevention actions to over 170 county residents at 6 different events/locations.
- Toured the display boards to 18 different community events/locations with an
 estimated audience of over 10,000 people. The display covers basic storm drain
 and runoff information as well as specific information on rain gardens, rain
 barrels, shoreland restoration, pet waste, car washing, fertilizer, chemical use and
 more.
- Printed and delivered over 7,000 Pet Waste handouts to municipalities for distribution with dog licenses.

- Distributed website and rain garden grant information to over 50,000 households through inserts with community tax bill mailings.
- Gave 5 presentations on rain gardens and rain barrels to over 70 people.
- Sold and distributed 4,000 rain garden plants to over 50 people through the Graham Martin Foundation grant program.
- Posted virtual rain garden tour on the County website.
- Kicked off recognition program through a Clean Water Pledge on the county website.
- Provided equipment and maintained 25 teams of volunteer stream water quality monitors at different locations throughout the county.
- Taught 3 yard care/composting classes to over 72 people.
- Composted over 7,300 tons of community yard waste at the Waukesha County Yard Waste Composting site in the Town of Genesee.
- Collected over 191,000 pounds of household and agricultural hazardous waste from 4 permanent county collection points and several seasonal sites.

Teachers and Students

- Trained 16 local teachers through a week-long Sally Ride Academy course. Training included soils and erosion, natural resources, composting, water pollution, watershed management and groundwater protection.
- Trained 27 teachers/naturalists in Project WET (Water Education for Teachers), a hands-on supplement of water related educational activities.
- Trained an additional 32 teachers through week-end Sally Ride Academy courses—one week-end on natural resources and the other week-end on water resource management.
- Worked with 18 schools through presentations and/or field experiences with water monitoring to reach over 1300 students. Classroom presentation covers runoff, watersheds and personal actions to take to keep water clean
- 13 local schools signed agreements through the Green Schools program. Through this program the county offers technical and financial assistance in recycling, waste reduction, water conservation and water pollution control activities.





Visual Inspection Form For Illegal Connection/Illicit Discharge WPDES Permit No. WI-S050059-1

Outfall ID			PWK1-1	12-3-8	
Date of Last Rainfall /			L VVILL 2		
Amount of Rainfall					
Date Inspection Performed		8/14/0)લ		
Time Arrived / Time Left		12 50 8		[2:	ss amon
Air Temperature		(12 30)	S °F		
Name of Inspector		Be4, 1	1 KM		
Receiving Water			Pewauke	e Lake	
M.H. or Outfall (Circle One)		M.H.	. (Outfall	
Pipe Size			52" E	USPTECAL	
-	RCP)	CMP			DPE
Pipe Material (Circle One)	Steel	V 173.2	DI	VCP	Other
Pipe Active (Circle One)		Yes		(No)	
	Clear	Yellow	(Gray Or	ange
Color (Circle One)	Brow	'n	Green	Red	Other
Turbidity (Circle One)	Clear	Slightly (Cloudy	Cloudy	Opaque
The Control of the Co	None		Oil		Gasoline
Surface Sheen (Circle One)	Scui	m		Unknown	
01- (0:-1- 0)	None (Oil	Decayi	ng Vegetation	SO_2
Odor (Circle One)	Fuel	Sewa	ge	Methane	Unknown
Digital Photo Taken(Circle One)		Yes		No	
Possibility of Illicit Discharge	Unlikely)	Potenti	al	Suspect*	Obvious*
*Location of H ₂ O Sample Site					
*pH Level					
*Flow Description (Circle One)	Trickle		Modera	te	Substantial
*Flow Velocity			ft/se	ec	
*Water Temperature			°F		

Required only if an illicit discharge is suspected or obvious.

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	PHO	TO INSET
PHOTO #	કા ક	SOUTH
PHOTO	¥\$Z	NORTH



PWK1-12-3-8 E



PWK1-12-3-8 W

TABLE 1 - ILLICIT DISCHARGE INSPECTION SUMMARY 8/18/09

Sub Basin	Subwatershed	Pipe Material	Pipe Size	Illicit Discharge?	Follow-up Work Required
BRD1-34-3-1	Brandy Brook	CMP	Dual 48" x 30" Ellipse	NO	
NMB1-30-3-2	Nemahbin Lake	CMP	42" x 30" Ellipse	ON	Clear weeds and soil from north invert
PWK1-12-1-1	Pewaukee Lake	MH		ON	
PWK1-12-3-8	Pewaukee Lake	RCP	84" x 52" Ellipse	NO	Clear debris and vegetation from north invert
PWK1-14-1-1	Pewaukee Lake	RCP	42" Circle	NO	
PWK1-14-2-1	Pewaukee Lake	CMP	5' x 3.5' Ellipse	ON	Clear debris from north invert
PWK1-15-4-1	Pewaukee Lake	CMP	48" x 36" Ellipse	ON	Clear sand from east and west invert
PWK1-15-4-2	Pewaukee Lake	RCP	48" x 24" Ellipse	ON	Clear vegetation around in west invert
PWK1-22-1-1	Pewaukee Lake	RCP	24" Circle	NO	
PWK1-22-2-1	Pewaukee Lake	RCP	Dual 36" Circle	ON	Clear vegetation and debris from west invert
PWK1-22-4-1	Pewaukee Lake	CMP	36" Circle	ON	Clear vegetation around east invert
PWK1-23-1-1	Pewaukee Lake	RCP	Dual 24" Circle	ON	
PWK1-23-2-1	Pewaukee Lake	CMP	Dual 36" Circle	ON	Clear vegetation around north and south invert
PWK1-23-4-1	Pewaukee Lake	CMP	30" x 36" Ellipse	NO	
PWK1-24-3-1	Pewaukee Lake	CMP	54" Circle	NO	Heavy erosion behind headwall
PWK1-24-4-2	Pewaukee Lake	RCP	e, x e, Box	ON	
PWK1-26-1-1	Pewaukee Lake	CMP	Dual 45" Circle	NO	
PWK1-26-1-2	Pewaukee Lake	CMP	40" x 32" Ellipse	NO	
PWK1-26-2-1	Pewaukee Lake	CMP	Dual 36" Circle	ON	Remove tree from entrance of south invert on east side of outfall
PWK1-26-2-2	Pewaukee Lake	RCP	esdill∃ "85 x "09	ON	
SCP1-31-3-1	Scuppernong Creek	CMP	40" x 16" Box + Tee 18	NO	Reconstruct N/S culvert, existing culvert has crumbling headwalls
SCP2-28-1-1	Scuppernong Creek	CMP	Dual 36" x 24" Ellipse	NO	Clear vegetation from north invert
SCP2-28-1-2	Scuppernong Creek	CMP	Dual 36" x 24" Ellipse	NO	Clear vegetation from south invert
SCP2-28-3-1	Scuppernong Creek	CMP	48" x 32" Ellipse	NO	
SCP2-33-3-1	Scuppernong Creek	RCP	Dual 36" Circle	NO	
SCP2-33-4-1	Scuppernong Creek	CMP	52" x 36" Ellipse	ON	Clear vegetation from east invert
	ı				