TO: Mayor Shaun Sipma
Members of the City Council

FROM: Lance Meyer, P.E., City Engineer

DATE: April 19, 2021

SUBJECT: MS4 PROGRAM NOTICE OF INTENT OBTAIN COVERAGE

I. RECOMMENDED ACTION
   1. Recommend Council approve the City’s MS4 program
   2. Authorize the Director of Public Works to sign the Notice of Intent form and submit to the State Department of Environmental Quality

II. DEPARTMENT CONTACT PERSONS

Lance Meyer, City Engineer  701-857-4100
Emily Huettl, Assistant City Engineer  701-857-4100

III. DESCRIPTION

A. Background
   The City participates in the Municipal Separate Storm Sewer Systems (MS4) program which is administered through the North Dakota Department of Environmental Quality (NDDEQ). The MS4 program is a mandatory program which requires the City to participate in order to discharge storm water to waters of the State (Mouse River).

B. Proposed Project
   The City has been involved with this program for many years and has always been compliant in reporting and administering program requirements.

   Every five years, the City must submit a Notice of Intent to the State to continue participating in the program. Our previous permit will expire and a new permit must be issued to the City. The Notice of Intent is our formal notice to the State that we will continue in the program.

   The engineering department administers the compliance reporting and technical program. The public works department performs all operations and maintenance activities required by the program.

C. Consultant Selection
   N/A

IV. IMPACT:

A. Strategic Impact:
The City must participate in this program in order to discharge storm water to waters of the State. Failure to comply would come with severe penalties in fines and administrative actions.

B. **Service/Delivery Impact:**
   
   N/A

C. **Fiscal Impact:**
   The costs for administering this program are included within the engineering and public works department budgets.

V. **ALTERNATIVES**
   
   N/A

VI. **TIME CONSTRAINTS**
   Council must approve the program and authorize the Director of Public Works to sign at this meeting for staff to submit the paperwork.

VII. **LIST OF ATTACHMENTS**
   
   A. Notice of Intent for Coverage Under NDPDES