



# Indiana CLEAN Community Challenge Annual Performance Report

State Form 53116 (R / 3-09)  
Indiana Department of Environmental Management  
CLEAN Community Challenge

Indiana Department of Environmental Management  
Office of Pollution Prevention and Technical Assistance  
100 North Senate Avenue IGCS W041  
Indianapolis, IN 46204-2251  
Telephone: (800) 988-7901  
FAX: (317) 234-6573  
[www.cleancommunities.IN.gov](http://www.cleancommunities.IN.gov)

The Indiana CLEAN Community Challenge Annual Performance Report should demonstrate progress toward objectives and targets AND certify CLEAN Community Challenge requirements continue to be achieved. The Annual Performance Report should include the status of projects committed to in your community's original application, results of completed projects, and assurance that an annual Quality of Life Plan review was conducted by your community. Indiana CLEAN Communities must submit an Annual Performance Report two months after the anniversary of their CLEAN Community designation date.

Please do not include any confidential community or business information in your Annual Performance Report. Public access laws require IDEM to make the Annual Performance Report publicly available, which may include posting all portions of your report on the Indiana CLEAN Community Challenge Web site.

Your Annual Performance Report should be reviewed and signed by a senior manager at your community prior to submittal. Once signed, fax or mail the report to IDEM. If you have any questions, please contact the CLEAN Community Challenge Program Manager at 800-988-7901.

## COMMUNITY INFORMATION

Name of Community Brownstown
Street Address (number and street) 120 W Walnut Street
City, State, ZIP Code Brownstown, IN 47220
Web site

## CONTACT INFORMATION

Name of Contact David Willey
Title Clerk-Treasurer
Telephone number 812-358-5500
FAX number
E-mail address
Mailing Address (number and street) 120 W Walnut Street
City, State, ZIP Code Brownstown, IN 47220
Reporting Period Dates (month, day, year) 10/1/11 - 10/1/12
If this is your third Annual Performance Report, do you wish to renew your Indiana CLEAN Community Challenge designation? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If yes, your community will need to provide five new objectives and targets in the Continual Environmental Improvement section of this report.

## ENVIRONMENTAL MEDIA ACTIVITIES

Please identify the five objectives and targets in your Quality of Life Plan and describe the baseline measurement, the progress made during the past year, future plans for achieving each target, and any cost savings experienced as a result of the target.

Environmental Media Activity #1	
Objective SOP for Sewage and Sludge Spills	
Target Develop a SOP for spills of raw sewage and sludge and train 100% of affected employees in the use of the SOP by July 2012	
Baseline	Progress Made
Basic SOP - not current	Calendar year 2011 Progress made Calendar year 2012 Progress made SOP and training completed. Hurdles overcome None
Upcoming Plans to Achieve Target	Cost Savings
	No immediate cost savings, but in the event of a spill, cost savings will occur due to the SOP being in place.

If this is your third annual performance report, please provide the final results of this activity. If the objective and target were not achieved in the three year designation period, provide a description of why the objective and target was not met.  
Goal was achieved.

Environmental Media Activity #2	
Objective SOP for Chemical Spills	
Target Develop a SOP for chemical spills and train 100% of affected employees in the use of the SOP by June 2012	
Baseline	Progress Made
Review and modify current procedures	Calendar year 2011 Progress made Calendar year 2012 Progress made SOP completed and training held.  Hurdles overcome Change of town fire department to fire district and change of personnel delayed the process.
Upcoming Plans to Achieve Target	Cost Savings
	No immediate cost savings, but in the event of a spill, cost savings will occur due to the SOP being in place.
If this is your third annual performance report, please provide the final results of this activity. If the objective and target were not achieved in the three year designation period, provide a description of why the objective and target was not met. Goal was achieved.	

Environmental Media Activity #3	
Objective Municipal and Festival Recycling	
Target Increase recycling in town facilities and at town festivals by 20% by August 2012	
Baseline	Progress Made
No recycling program in place in public areas	Calendar year 2011 Progress made Calendar year 2012 Progress made Recycling is in place at 100% of all town events. Estimated 7 tons of recycling generated through events and municipal buildings for the year.  Hurdles overcome None
Upcoming Plans to Achieve Target	Cost Savings
	\$224 saved by diverting materials from the landfill.
If this is your third annual performance report, please provide the final results of this activity. If the objective and target were not achieved in the three year designation period, provide a description of why the objective and target was not met. Goal was achieved. Recycling participation is at 100%.	

Environmental Media Activity #4	
Objective Universal Waste Recycling	
Target Recycle 100% of fluorescent bulbs and rechargeable batteries generated by municipal operations by January 2012	
Baseline	Progress Made
All universal waste is now being discarded in the trash and sent to the landfill	Calendar year 2011 Progress made Calendar year 2012 Progress made Recycling plan in place, but experiencing limited participation for battery recycling. 100% of fluorescent bulbs are being recycled.  Hurdles overcome New employees and lack of continuing education.
Upcoming Plans to Achieve Target	Cost Savings
Send reminder emails to employees every six months about the need for recycling batteries.	
If this is your third annual performance report, please provide the final results of this activity. If the objective and target were not achieved in the three year designation period, provide a description of why the objective and target was not met. 100% of fluorescent bulbs are being recycled. Recycling of rechargeable batteries has been more of a challenge due to staff turnover and lack of continuing education.	

**Environmental Media Activity #5**

**Objective** Study to determine feasibility of using liquid de-icer

**Target** Complete a study to determine the feasibility of using a liquid de-icer to reduce sand usage by January 2012

**Baseline**

The Town now uses sand only to combat icy streets. Because new equipment would need to be purchased to apply the liquid de-icer and the budget does not allow for new equipment at this time, this project has been deemed non-feasible.

**Progress Made**

Calendar year 2011 Progress made

Calendar year 2012 Progress made Worked together with the County Highway Dept to provide liquid de-icer to Brownstown streets at no cost.

Hurdles overcome Financial hurdles prevented Brownstown from achieving goal, but through partnership with County, hurdles were overcome.

**Upcoming Plans to Achieve Target****Cost Savings**

Brownstown did not have to purchase the equipment, and thus save approximately \$30,000.

If this is your third annual performance report, please provide the final results of this activity. If the objective and target were not achieved in the three year designation period, provide a description of why the objective and target was not met.  
Goal was achieved.

**ANNUAL EMS AUDIT**

Summarize the results of the Annual EMS Audit your community performed on the Quality of Life Plan.

No official audit took place, however, progress was monitored for each project. In addition, during planning for CLEAN renewal, the current Quality of Life Plan was updated and adjusted as necessary.

**COMMUNITY AND BUSINESS OUTREACH**

Briefly describe the information presented to the community and businesses to keep residents informed of important issues related to the community's environmental performance, including how the status of Quality of Life Plan objectives were relayed to the community.

Newspaper, radio, and on Chamber of Commerce and Town's web site.

**CONTINUAL ENVIRONMENTAL IMPROVEMENT**

If this is your third Annual Performance Report and your community desires to continue membership as an Indiana CLEAN Community, please provide five new objectives and targets your community will commit to during the next three year designation period, otherwise skip to the next section.

Yes, new goals have been selected. (see new Quality of Life Plan)

**ADDITIONAL INFORMATION**

Please provide the following additional information.

1. List environmental awards received or voluntary programs participated in during the past twelve months (include information about each particular program).  
None
2. Has your community taken advantage of any CLEAN benefits? If so, please describe which benefits were used, the implementation process, and ideas for additional benefits IDEM should consider.  
No
3. Is your community pursuing ISO 14001 EMS certification? If yes, how has the Indiana CLEAN Community Challenge program been instrumental in achieving ISO 14001 EMS certification?  
No
4. Explain the measured or perceived results from receiving, documenting, and responding to external communication and its effect on Quality of Life Plan objectives and targets?  
The support from the community has been very encouraging.
5. Explain the emergencies experienced within the community during the past year. Were the applicable emergency and contingency plans detailed in the Quality of Life Plan effective? What changes, if any, have been made to your community's emergency or contingency plans?  
None
6. How have community residents and businesses reacted to your community participating in the Indiana CLEAN Community Challenge?  
We have seen a pattern of consciousness about recycling and reuse and the benefits of those things.
7. According to the measurement program developed and implemented by your community to measure Quality of Life Plan success, is your community's Quality of Life Plan successful? Why or why not? If not, what changes will be made to ensure continual environmental improvement and future Quality of Life Plan success?  
It was very successful and has instilled an environmental way of thinking among businesses and residents. The SOPs have ensured the safety of residents in case of emergency.

**CERTIFICATION AND PLEDGE**

I certify that the information contained in this Annual Performance Report and attachments is accurate to the best of my knowledge and that this local government is, to the best of my knowledge and based on reasonable inquiry, currently in compliance with all applicable federal, state, and local environmental requirements, or has a corrective action program in place to attain compliance.

We, Brownstown, commit to maintaining the principles and goals outlined in our Quality of Life Plan for our local government's Indiana CLEAN Community status. We agree to strive for full compliance with all regulations promulgated by U.S. EPA, the state, and/or local jurisdictions. We agree to promote the Indiana CLEAN Community Challenge and to share our success stories with other communities. We understand that the Annual Performance Report must be submitted to the local government and IDEM and that we must reapply to the Indiana CLEAN Challenge every three years.

I understand that the information provided in this Annual Performance Report will be public record. I am the highest-ranking community official or I have been fully authorized by the highest-ranking community official to execute this statement on behalf of the local government submitting this Annual Performance Report.

Signature <i>Debbie Hackman</i>	Title <i>Director - JCRO</i>	Date (month, day, year) <i>9-6-13</i>
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Please submit your CLEAN Community Challenge Annual Performance Report to:

IDEM-OPPTA  
CLEAN Community Challenge Program Manager  
100 North Senate Avenue  
MC 64-00 IGCS W041  
Indianapolis, IN 46204-2251  
FAX: 317-234-6573