

# MCM 6 – MUNICIPAL OPERATIONS AND GOOD HOUSEKEEPING

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KARAN BARNHILL, STORM WATER COORDINATOR  
CITY OF EVANSVILLE, IN



# What does this mean?



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## 4.7 SWQMP Municipal Operations Pollution Prevention & Good Housekeeping MCM

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- **DEVELOP AND ADMINISTER A GOOD HOUSEKEEPING PROGRAM**
- **COMMITMENT TO REDUCE POLLUTANT RUNOFF FROM MS4 OWNED AND/OR OPERATED FACILITIES .**

**•ALL FACILITIES THAT ARE MUNICIPALLY OWNED MUST HAVE A PLAN TO CONTROL POLLUTANTS.**

**•STREET/ROAD MAINTENANCE FACILITIES**

**•ICE STORAGE FACILITIES**

**•GOLF COURSES MAINTENANCE FACILITIES**

**•PARKS DEPARTMENTS MAINTENANCE FACILITIES**

**•PUBLIC TRANSPORTATION SERVICES**

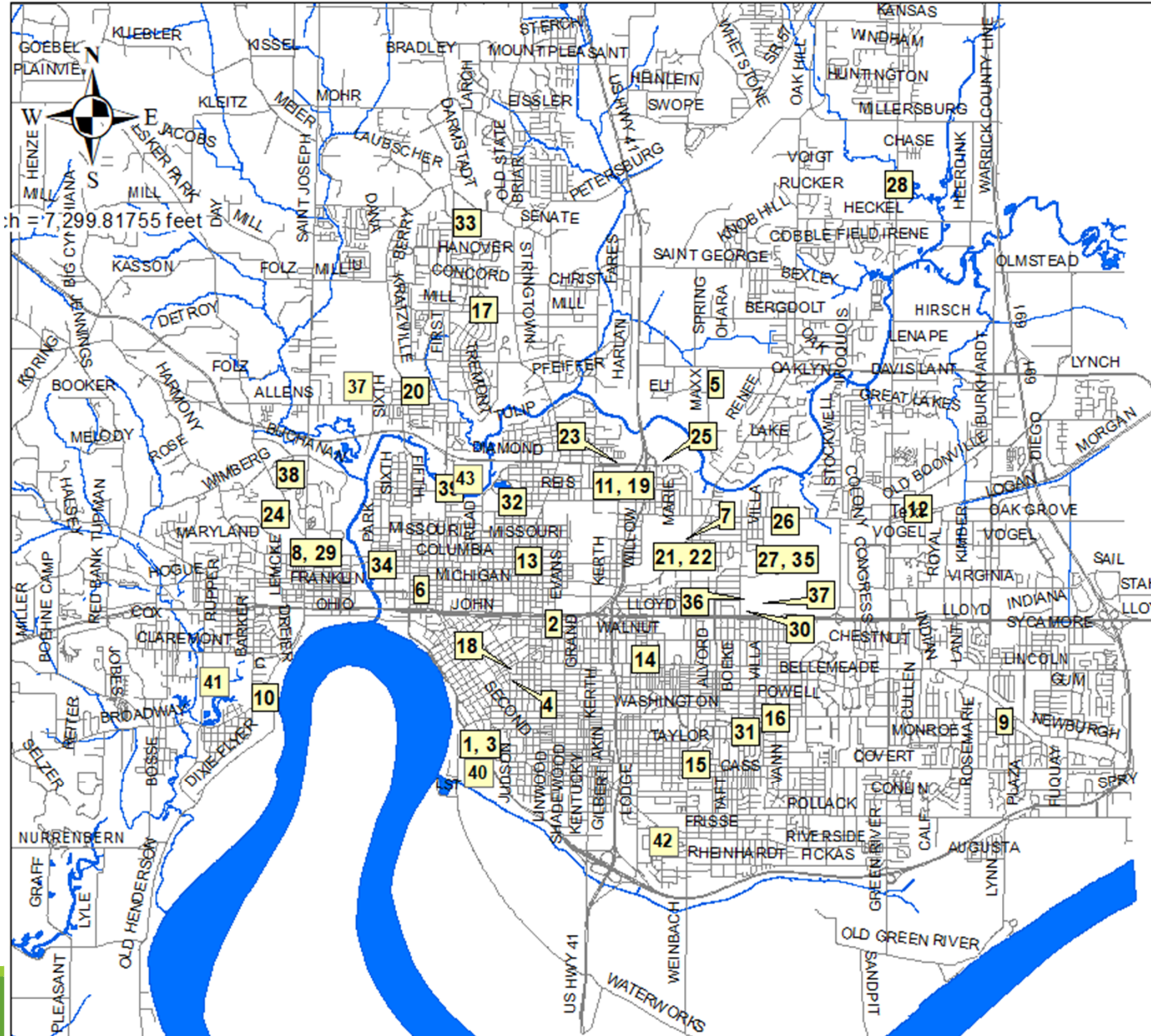
**•UTILITIES AND MAINTENANCE FACILITIES**

# PREPARE A SWPPP FOR THE FACILITIES

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## **INFORMATION NEEDED:**

- **FACILITY LOCATION MAP**
- **FACILITY NAME WITH ADDRESS AND LONGITUDE AND LATITUDE**
- **LIST OF ALL STORMWATER AND WASTEWATER PERMITS.**
- **MANAGER AND ALTERNATE CONTACT PERSON FOR EACH FACILITY WITH CONTACT INFORMATION (PHONE NUMBER AND E-MAIL ADDRESS)**



City of Eversville Facilities

1. Street Maintenance
2. METS Building
3. Eversville Levee Authority
4. Fire Station #1
5. Fire Station #2
6. Fire Station #3
7. Fire Station #4
8. Fire Station #5
9. Fire Station #6
10. Fire Station #7
11. Fire Station #8
12. Fire Station #9
13. Fire Station #10
14. Fire Station #14
15. Fire Station #15
16. Fire Station #16
17. Fire Station #17
18. EFD Administrative Building
19. EFD Mechanics Shop
20. Locust Hill Cemetery
21. Oak Hill Cemetery
22. Urban Forestry
23. Park Maintenance Building
24. Jeffrich Golf Course
25. Fendrich Golf Course
26. McDonald Golf Course
27. Wesselmans Park & Golf Course
28. Goebel Soccer Complex
29. Jeffrich Pool
30. H. U. Pool
31. Lorraine Pool
32. Garvin Pool
33. Glehart Park and Lloyd Pool
34. Amasco Park
35. Wesselmans Park and Ballfields
36. Snyder Ice Arena
37. Water Sewer Utility—Maintenance
38. Messer Park Zoo
39. Animal Control
40. Wastewater Treatment Plant—East
41. Wastewater Treatment Plant—West
42. Anthony Oates Pool
43. Sleazy's Park

# WHAT INFORMATION IS NEEDED?

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- **MAP OF EACH FACILITY SHOWING DRAINAGE AREAS, DITCHES, SWALES, AND DRAINAGE STRUCTURES.**
- **LIST OF POLLUTANTS/CHEMICALS ETC. THAT ARE STORED AND USED AT EACH FACILITY.**
- **IDENTIFY AND ASSESS ACTIVITIES CONDUCTED AT EACH FACILITY**

STREET MAINTENANCE DEPARTMENT





# WHAT INFORMATION IS NEEDED?

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**EXISTING CONDITIONS**

**PLANNED BMPS THAT ARE NEEDED.**

**MAINTENANCE PROGRAM DETAILS**

**SPILL RESPONSE PROGRAM**

**PROVISIONS TO MONITOR THE OUTFALLS**

**QUARTERLY INSPECTION**

**SPILL RESPONSE PLAN.**

**ALL DRAINS INSIDE OF THE BUILDING MUST BE MARKED.  
“THIS DRAIN DRAINS TO OIL SEPARATOR/SANITARY SEWER”**

**SPILL KITS MUST BE AVAILABLE FOR EACH FACILITY.**

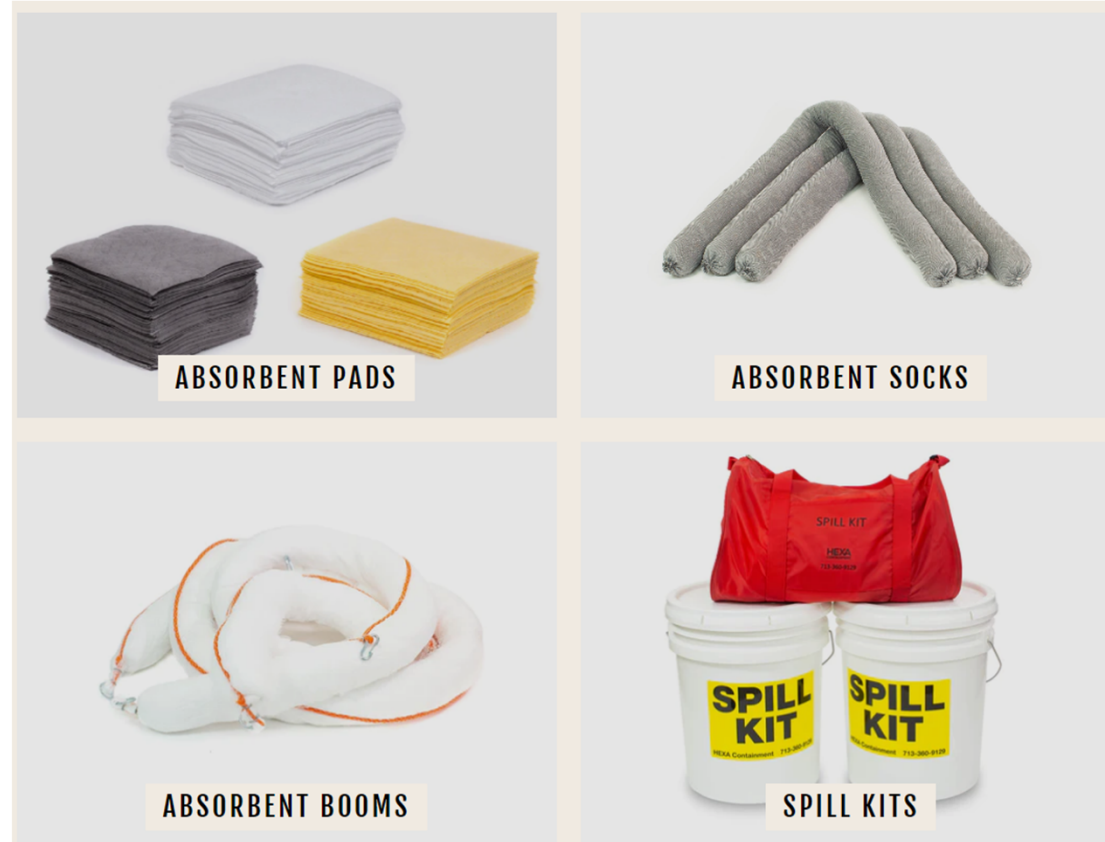
### **SECONDARY CONTAINMENT**

**FUEL AREAS COVERED AND SECONDARY CONTAINMENT**

**NO WASHING EQUIPMENT OR VEHICLES OUTSIDE OF THE BUILDING.**

# SPILL KITS and Absorbent Socks/Booms

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**SWPPP MUST BE PROVIDED TO EACH FACILITY.**

**ALL EMPLOYEES MUST BE NOTIFIED WHERE THE SWPPP AND SOP ARE LOCATED.**

**ALL EMPLOYEES MUST BE NOTIFIED OF THE PHONE NUMBERS AND PERSON TO CALL IN THE CASE OF A SPILL**

**ALL EMPLOYEES MUST BE TRAINED IN PROPER CLEAN UP AND DISPOSAL OF MATERIALS.**

# DOCUMENTATION AND INSPECTIONS

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- DOCUMENT MAINTENANCE ACTIVITIES AND MAINTENANCE SCHEDULES
- OPERATIONAL PROCEDURES
  - MAINTAIN FACILITIES MINIMIZING POLLUTANTS SOURCES BY:
    - ELIMINATE EXPOSURE
    - ADMINISTER GOOD HOUSEKEEPING PROCEDURES
    - UTILIZE PROPER STORAGE

# DOCUMENTATION AND INSPECTIONS

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- PROHIBIT DISCHARGE OF WASH WATER ASSOCIATED WITH.
    - PAVEMENT CLEANING
    - EXTERNAL BUILDING WASHING
    - EQUIPMENT/VEHICLE CLEANING
- WHEN SOLVENTS, WOAPS OR DETERGENTS ARE BEING USED.

# PERFORM FACILITY INSPECTIONS

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**QUARTERLY INSPECTIONS ARE REQUIRED**

**ONE OF THESE HAS TO BE DONE BY THE MS4**

**DOCUMENTATION OF INSPECTIONS MUST BE KEPT WITH SWPPP**

INSPECTION OF MUNICIPAL OPERATIONS

Facility Name: Street Maintenance

Type of Facility: City Maintenance, Traffic Engineering

Date of Inspection: 11/4/2019

Inspection by: Karan Barnhill, Storm Water Coordinator

The following items exist at this facility:

Gas Pumps, Trash dumpsters and Metal recycle containers.

The following items must be corrected:

ALL Containers that are storing hazardous materials must be stored in secondary containment.

All Trash Containers must have lids and the lids must be kept closed at all times.

Make sure that all secondary containment valves are turned off.

Pick up all trash and debris around the property.

All Containers that are storing OLD materials must be labeled "OLD".

All spilled materials must be cleaned from the floors/ground and disposed of properly.

NOTES:

Karan Barnhill, Storm Water Coordinator

Date:

Re-inspection Date: \_\_\_\_\_

All Items Corrected: Yes \_\_\_\_\_ No \_\_\_\_\_

Karan Barnhill, Storm Water Coordinator

QUARTERLY VISUAL MONITORING INSPECTION FORM

OUTFALL INSPECTION FORM

Name of Facility: \_\_\_\_\_

Address: \_\_\_\_\_

Date: \_\_\_\_\_

Name and Title of Inspector: \_\_\_\_\_

Note: Inspections at each outfall should be made within the first 30 minutes of the runoff event. Observations should note color, odor, turbidity, solids, foam, oil sheen, or any other obvious form of contamination.

Weather Conditions: \_\_\_\_\_ Outfall Location: \_\_\_\_\_

Is there any scouring that exists? Yes \_\_\_\_\_ No \_\_\_\_\_ (Is the outfall unstable with holes developing, soil being displaced and pooling at the end of the discharge structure?)

Is there any erosion that exists? Yes \_\_\_\_\_ No \_\_\_\_\_ (Are the ditch banks stable, with no erosion taking place to the banks, flow line or areas around the discharge structure?)

Is there any color? Yes \_\_\_\_\_ No \_\_\_\_\_ (Is there any discoloration on bottom of discharge structure, in ditch or around the end of pipe, i.e. black, copper, green or yellow?)

Is there any odor? Yes \_\_\_\_\_ No \_\_\_\_\_ (Is there an odor coming from the discharge water or structure at the outfall.)

Turbidity? Yes \_\_\_\_\_ No \_\_\_\_\_ (Is the water hazy with very limited visibility through it?)

Do any solids exist? Yes \_\_\_\_\_ No \_\_\_\_\_ (Are any floatables in the discharged water?)

Foam? Yes \_\_\_\_\_ No \_\_\_\_\_ (Is there any type of foam that exists on top of the discharged water?)

Oil Sheen? Yes \_\_\_\_\_ No \_\_\_\_\_ (Is there an oily sheen on top of the discharged water?)

Any other Contamination? Yes \_\_\_\_\_ No \_\_\_\_\_ (Does there appear to be any other signs of contamination in or around the discharged water?)



# INSPECTIONS AND WHAT TO LOOK FOR!

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## OUTSIDE STORAGE OF EQUIPMENT

- OIL STAINS ON GROUND/CONCRETE

## DRAINAGE SWALES/DITCHES AND STRUCTURES

- SCOURING
- EROSION
- DUMPING
- ORGANIC MATTER BUILD UP

## STORAGE OF CHEMICALS

- OPEN CONTAINERS MUST BE IN SECONDARY CONTAINMENT
- ALL CHEMICALS MUST BE STORED AWAY FROM DRAINAGE STRUCTURES, SWALES ETC.

# INSPECTIONS CONTINUED

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## FUELING AREAS

- MUST BE COVERED BY A ROOF
  - SECONDARY CONTAINMENT
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What requires secondary containment?

Who Needs Secondary Containment? If you store hazardous materials and/or hazardous wastes in your facility, you are likely to need secondary containment systems to meet one or more regulations. OSHA and EPA have very broad definitions of what constitutes a hazardous material.



# SECONDARY CONTAINMENT

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What are the OSHA guidelines for secondary containment?

According to OSHA secondary containment requirements, a secondary container must be provided when the capacity of an individual primary container exceeds 55 gallons or when the aggregate total of multiple containers exceeds 100 gallons.

# MAINTENANCE ACTIVITIES REQUIRED

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- PROHIBIT DISCHARGE OF WASH WATER ASSOCIATED WITH.
    - PAVEMENT CLEANING
    - EXTERNAL BUILDING WASHING
    - EQUIPMENT/VEHICLE CLEANING
- WHEN SOLVENTS, WOAPS OR DETERGENTS ARE BEING USED.

# DEVELOP AND IMPLEMENT TRAINING PROGRAM

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PROGRAM MUST INCLUDE TOPICS RELATED TO RESPONSIBILITIES.

- New Full time and part time employees
- Seasonal employees

DOCUMENTATION MUST PROVIDE:

- EMPLOYEE NAME AND POSITION
- DATE OF THE TRAINING
- DESCRIPTION OF THE TRAINING

# REPORT PROGRESS IN AN ANNUAL REPORT

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NUMBER AND LOCATION OF STORMWATER OUTFALLS AND CONVEYANCE SYSTEMS REPAIRED

ESTIMATED AMOUNT OF MATERIAL COLLECTED FROM STORMWATER DRAINAGE SYSTEM CLEANING.

- INCLUDE DISPOSAL METHODS OF MATERIALS COLLECTED.

ESTIMATED AMOUNT OF MATERIAL COLLECTED FROM STREET SWEEPING.

- INCLUDE DISPOSAL METHODS OF MATERIALS COLLECTED.

NUMBER AND LOCATION OF DE-ICING SALT AND SAND STORAGE AREAS AND METHODS USED TO MINIMIZE STORMWATER EXPOSURE.



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# KARAN BARNHILL

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