

Environmental
Protection Agency

Ted Strickland, Governor
Lee Fisher, Lt. Governor
Chris Korleski, Director

December 29, 2010

RE: Cuyahoga County
City of Olmsted Falls
Municipal Storm Water Program

NOTICE OF VIOLATION

CERTIFIED MAIL

Mr. Robert Blomquist, Mayor
City of Olmsted Falls
26100 Bagley Road
Olmsted Falls, OH 44138

Dear Mayor Blomquist:

In February 2010, Ohio EPA met with you and your staff to review the implementation of your municipal storm water program. The municipal storm water program is a requirement of the Ohio EPA General Storm Water National Pollutant Discharge Elimination System (NPDES) Permit for Small Municipal Separate Storm Sewer Systems (MS4s) #3GQ00074*BG. Enclosed, you will find the completed questionnaire from my visit. It highlights several deficiencies in your MS4 program implementation, particularly for Minimum Control Measure (MCM) #6: Pollution Prevention and Good Housekeeping for Municipal Operations. Please review the questionnaire and amend your Storm Water Management Plan (SWMP) accordingly to address these deficiencies.

In addition to the issues identified in the report, we discussed the requirements in the NPDES permit to enact ordinances that give the City the legal authority to implement portions of the MS4 program. In particular, the NPDES permit requires the following:

- Part III.B.3.d requires the establishment of an ordinance to prohibit illicit discharges into the MS4 and implement appropriate enforcement procedures and actions.
- Part III.B.4.a.i requires the establishment of an ordinance for sediment and erosion controls on construction activities where the larger common plan of development or sale disturbs 1 or more acre of land. The ordinance is to require a sediment and erosion control plan, a review process for that plan and appropriate enforcement procedures and actions to ensure compliance with the plan. Performance standards for this MCM require the City to review plans for all sites where 1 or more acre of land is disturbed. Plans must be reviewed prior to the start of construction and active sites must be inspected at least once per month.
- Part III.B.5.c requires the establishment of ordinance(s) for structural and/or non-structural post-construction runoff control from any new development or redevelopment where the larger common plan of development or sale disturbs 1 or more acre of land. The ordinance is to require a post-construction runoff control plan, a preview process for that plan and appropriate enforcement procedures and actions to ensure compliance with the plan. The program is further required to ensure long-term maintenance of these

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controls. Performance standards for this MCM require the City to review plans for all sites where 1 or more acre of land is disturbed. Plans are to be reviewed prior to the start of construction. Sites must be inspected to ensure that post-construction practices have been installed per plan. The City must develop a program to ensure continuing performance of these practices.

These ordinances were required to be implemented by the end of Year 5 of your initial term of NPDES permit coverage. Our records indicate that this date was April 3, 2008. During my visit with you in February 2010, you indicated that you had recently introduced all three ordinances to council and it was your expectation that they would be passed in 2010.

On December 21, 2010, I contacted the City to determine the status of these ordinances. Per information obtained from your staff, the illicit discharge ordinance was adopted on March 9, 2010, however the construction and post-construction ordinances remain tabled by City Council and have not been enacted.

A review of existing city ordinances indicates that Chapter 1214 gives the Planning Commission the authority to require a sediment and erosion control plan, but does not make it mandatory. Also, the ordinance indicates that the plan should incorporate the recommendations of the Cuyahoga Soil & Water Conservation District (SWCD), but does not require the plan to be reviewed by the SWCD. In an e-mail received December 23, 2010, Cuyahoga SWCD indicated to me that they do not currently have any agreement with the City of Olmsted Falls to review sediment and erosion control plans on their behalf. Further, although it is noted that the City enacted Chapter 1470 of the municipal code in 2007 to establish riparian and wetland setback requirements, no ordinance exists that requires the treatment of the Water Quality Volume (WQv) to address the quality of post-construction runoff.

This letter will serve as notice that the City of Olmsted Falls remains in violation of Part III.B.4.a and Part III.B.5.c of the NPDES permit for failure to establish construction and post-construction ordinances. Failure to comply with the NPDES permit is a violation of Ohio Revised Code 6111.04 and 6111.07. Violations of ORC 6111 are punishable by fines of up to \$25,000 per day of violation. Ohio EPA considers the lack of required ordinances to be a serious compliance issue with the NPDES permit and is reviewing these cases for potential enforcement action.

Please provide me with a letter of response indicating the actions you will take to correct these violations. Further, indicate the improvements you will make to your municipal storm water program to address the deficiencies noted in the enclosed report. Your responses should include a date by when action was completed or will be completed. Please submit your response **by January 21, 2010.**

As a reminder, the current generation of the NPDES permit requires construction and post-construction ordinances to be at least as stringent as Ohio EPA requirements found in the General Storm Water NPDES Permit for Construction Activities #OHC000003 (available for download at www.epa.ohio.gov/dsw/storm/stormform.aspx). Existing ordinances that do not meet these minimum requirements must be upgraded to meet this requirement no later than 2

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years from the date of NPDES permit renewal. For communities like the City of Olmsted Falls that failed to renew NPDES permit coverage in a timely manner, Ohio EPA views this date as 2 years from the end of the NPDES permit renewal deadline specified in our letter to you dated February 2, 2009. Thus, our records indicate that the City's deadline to update existing ordinances is May 4, 2011.

If you have any questions, please contact me at (330) 963-1145.

Sincerely,



Dan Bogoevski
District Engineer
Division of Surface Water

DB/mt

cc: Beverly Smith, Special Projects and Storm Water Program Manager, City of Olmsted Falls
Joseph Schaller, Engineer, City of Olmsted Falls
Jason Fyffe, Storm Water Section Supervisor, DSW, CO

Municipal Storm Water Program Evaluation

MS4 Maintenance Component Worksheet

Date of Evaluation	February 2, 2010
Evaluator Name, Title	Dan Bogoevski, DSW-NEDO
MS4 Permittee	3GQ00074*AG City of Olmsted Falls

Instructions: Use this worksheet as a guide for questioning MS4 staff and reviewing applicable documents. Keep in mind that additional questions may be necessary based on local regulations, MS4 permit requirements, implementation strategies, or water quality issues. Remember to obtain copies of any applicable documents or files which may assist in writing the MS4 evaluation report.

Staff Interviewed		
Name	Department/Agency	Phone Number/Email
Robert Blomquist	Mayor City of Olmsted Falls	(440) 235-5550 mayor@olmstedfalls.org
Beverly Smith	Special Projects and Storm Water Program Manager City of Olmsted Falls	(440) 235-5550 bsmithspecialprojects@olmstedfalls.org
Robert McLaughlin	Building Commissioner	(440) 235-1055
Joe Borczuch	Service Supervisor City of Olmsted Falls	(440) 235-1345 service@olmstedfalls.org
Joseph Schaller, P.E.	City Engineer Michael Benza & Assoc.	(440) 526-4206 joes@mbenzaengr.com

MS4 Mapping	
Interview Questions	Response
Outfalls and receiving waters mapped?	YES
Catch basins?	NO
Pipes, ditches, other conduits?	NO
Public stormwater facilities (BMPs)?	NO
Private stormwater facilities (BMPs)?	NO
How are maps used (i.e. tracking illicit discharges)?	The map has been used to show the location of HSTS systems that need to be replaced when applying for Issue 1 grant monies. Issue 1 money is used to extend sanitary sewer to those areas.

MS4 Mapping			
Interview Questions		Response	
Applicable Documents		Reviewed	Obtained
Map(s) of MS4 system		Not available for review	NO

Notes
<p>MS4 Mapping</p> <p>The City contracted with the Cuyahoga County Board of Health (CCBH) to identify the location of MS4 outfalls. This inventory was completed in 2007. CCBH used the computerized database developed by the Northeast Ohio Regional Sewer District (NEORS) to catalogue outfalls and has provided this information to the City. The City then used this information to create a map. The Ohio EPA did review the list of MS4 outfalls, but the City did not have a copy of the MS4 outfall map available at the inspection. However, they did have a wall-size copy of the map of outfalls from discharging Home Septic Treatment Systems (HSTSs). Please provide me with a copy of the map(s) of MS4 outfalls and discharging HSTSs with your response to this MS4 screening. NPDES Permit #OHQ000001 required these maps to be completed by April 3, 2008.</p> <p>The City has begun the process of expanding the MS4 outfall map to meet the requirements of NPDES Permit #OHQ000002. They have located about 50% of the catch basins and have labeled them with a "Don't Dump – Drains to Stream" message as part of the Public Education program (Minimum Control Measure #1).</p> <p>As a reminder, the NPDES permit in effect from 2009-2014 requires that all catch basins and publicly-owned storm sewers, ditches and storm water management facilities be mapped. In addition, the map must show privately-owned storm water management facilities constructed as post-construction BMPs for new development or redevelopment which has occurred since April 21, 2003. This must be completed by May 4, 2011.</p> <p>IDDE Investigation</p> <p>CCBH performed dry weather screening of 100% of MS4 outfalls in 2007. As part of that effort, they provided the City with a list of outfalls with high fecal counts and a list of outfalls with dry weather flows, indicating a possible illicit discharge. However, the City could not provide any evidence to show that they followed-up to identify the specific sources of these flows or develop a plan to eliminate the sources of known illicit discharge. Please note that this is a violation of Part III.B.3 of the NPDES permit.</p> <p>Per the report dated November 8, 2007, by CCBH, there are 8 outfalls with fecal counts between 5,133 colonies per 100 mL and 196,087 colonies per 100 mL. In addition, there were 6 outfalls with dry weather flows and 3 outfalls with obvious signs of pollution, but no dry weather flow. As required by Part III.B.3.j of the NPDES permit, please conduct an investigation to determine if outfalls with dry weather flow and signs of obvious pollution are indeed illicit discharges to the MS4. If your investigation reveals that these are indeed illicit discharges, please identify the sources and provide me with a plan to eliminate them. In addition, please provide me with a plan to eliminate the sources of known illicit discharge in the 8 outfalls with high fecal counts. Your plan to address this violation, with proposed timeframe to complete each step in the plan, must be submitted with your response to this audit.</p>

Catch Basin Cleaning			
Interview Question	Response		
Schedule established for inspections and cleaning?	NO The City has not developed a schedule per se, but is tracking inspection and cleaning. See next answer.		
Is cleaning and maintenance of catch basins tracked:	YES The city is sectioned off into quadrants and efforts are focused on one quadrant at a time. The Service Department keeps a small map and will highlight areas where cleaning has occurred.		
How are spoils materials disposed of?	Debris is removed from catch basins using a vac truck. Spoils are placed directly from the truck into a dumpster at the Service Garage and are subsequently disposed at the Lorain County Landfill by Allied Waste Services. Additional measures are recommended to minimize the generation of leachate and prevent its discharge. See Notes below and Service Garage Facility Inspection Worksheet.		
Are storm drain pipes inspected? Proactive or only in response to blockage event?	YES Both. The City cameras storm pipes as part of their preventative maintenance program. In addition, storm sewers are camered when sink holes appear. The City jets out the pipes when there are blockages. Is collected and taken to dumpster at Service Garge.		
Applicable Documents		Reviewed	Obtained
List of active municipal construction projects		NONE	NO

Notes
<p><u>Storage of Catch Basin Cleanings Awaiting Transport to Landfill</u></p> <p>Although catch basin cleanings and street sweepings are ultimately disposed at a landfill, the City must improve its temporary storage area for these materials. A review of the dumpster for catch basin cleanings and street sweepings at the Service Garage indicated that it is not tarped or otherwise covered to prevent storm water from contacting solid waste. The City indicated that material may sit in the dumpster for months until it is taken to the landfill.</p> <p>Catch basin cleanings and street sweepings are defined as solid waste in Ohio Revised Code 3734.01 (E) and Ohio Administrative Code 3745-27-01 (23) and must be disposed at a licensed municipal solid waste landfill, as is your current practice. Liquids which are decanted from catch basin cleanings and street sweepings as well as storm water which contacts stockpiles of these materials is leachate, a</p>

wastewater, and must be managed accordingly. Your NPDES permit does not permit the discharge of wastewater to the MS4 or a water of the State.

Covering the dumpster (or using a dumpster with a lid) will prevent the generation of leachate when it rains. On the date of inspection, the dumpster did not appear to be leaking. However, be aware that dumpsters are prone to leak, so be sure to regularly inspect the dumpster to assure leachate does not leak from it. If it does, additional control measures may be required. You must implement measures to prevent the discharge of leachate from either the dewatering or storage of catch basin cleanings and street sweepings. Additional measures for managing the dewatering of these materials include, but are not limited to:

1. Placing them on a dewatering pad with a connection to sanitary sewer or approved holding tank,
2. Relocating materials from the maintenance yard to a wastewater treatment plant or other location where leachate can be directed into the treatment system or sanitary collection system,
3. Contracting for storage at a neighboring community with either (1) or (2),
4. Dewatering materials indoors in a facility with floor drains that connect to sanitary sewers,
5. Placing stockpiles on a flat (< 2% slope) vegetated area where leachate can infiltrate. If this option is chosen, the MS4 operator must ensure that infiltration of leachate does not contaminate groundwater used as a drinking water source. Further, Ohio EPA recommends that the stockpile area be bermed and located at least 100 feet away from storm drain inlets, swales and other storm water conveyances or surface waters of the state. Once these materials are dewatered, material should be stored in a lidded or tarped dumpster in good condition.

NOTE: Installation of a holding tank or extension of a sanitary sewer line may require a Permit-to-Install (PTI) from Ohio EPA or approval from the operator of the wastewater treatment plant. Please contact Erm Gomes at the Ohio EPA Northeast District Office at (330) 963-1196 and the superintendent of the local WWTP before taking action to determine if a PTI or other approval is required. Further, please note that Ohio EPA is currently developing guidance for the beneficial reuse of some street sweepings and some catch basin cleanings. Please contact our Division of Solid and Infectious Waste Management to determine the status of that guidance.

Municipal Construction Projects:

The City does not maintain a list of active municipal construction projects because the number of projects is limited. Our records indicate that the following municipal construction projects currently have coverage under the Ohio EPA General Storm Water NPDES Permit for Construction Activities:

<u>NPDES Permit #</u>	<u>Project Name</u>
3GCO4576*AG	Columbia Road Grade Separation
3GCO3238*AG	Lindbergh/Westlawn Sanitary Trunk Sewer

The City indicates that the Lindbergh/Westlawn Sanitary Trunk Sewer project is completed, but on maintenance through April 2010. The City will assure that disturbed areas have been permanently stabilized before submitting a Notice of Termination (NOT) for this permit. As a reminder, the NPDES permit requires the NOT be submitted no later than 45 days after a project reaches final stabilization.

The City did not review the Storm Water Pollution Prevention Plan (SWP3) associated with the Columbia Road Grade Separation project. Although the City is overseeing the project, it went through a plan review process that is not typical of most municipal construction projects for funding reasons. Review of the SWP3 was performed by a consultant (HNTB). The City was able to provide me with a copy of a site inspection report that included observations about sediment and erosion controls. The City requested Ohio EPA's assistance with monitoring this project for compliance.

Stormwater Management Facilities Operation and Maintenance		
Interview Questions	Response	
Public facilities inspected? Frequency:	N/A The City does not currently operate any stormwater management facilities, but does have maintenance responsibility for a drainage ditch/pipe system that is physically located in Olmsted Twp. This conveyance system receives runoff from the Bradford Gate subdivision.	
Private facilities inspected? Frequency:	YES Performed only in response to a drainage complaint.	
Checklist used for inspections?	NO But do use approved plan as basis. The City needs to develop or adopt checklists for conducting BMP inspections. These checklists should also be provided to HOAs and private landowners to use as part of the long-term maintenance program for post-construction BMPs.	
Have maintenance standards and procedures been established for these facilities?	NO City has not yet developed a long-term maintenance program for post-construction BMPs. See Notes.	
How is maintenance prioritized? Is data evaluated to target maintenance resources?	N/A until a long-term maintenance program is established.	
	Applicable Documents	Reviewed
Inspection checklist		Does not exist
		Obtained

Notes
<p>Post-Construction BMP Ordinance</p> <p>NPDES permit #OHQ000001 required the City to enact ordinances to address the quality of post-construction runoff from new development and redevelopment that disturbs 1 or more acre of land. The City has not enacted a post-construction ordinance requiring the installation of structural post-construction BMPs as required by Part 3.2.5.2.4 of NPDES permit #OHQ000001. Please be aware that NPDES permit #OHQ000002 requires the City to enact a post-construction BMP ordinance at least as stringent as the requirements of the Ohio EPA General Storm Water NPDES Permit for Construction Activities #OHC000003. This ordinance must be enacted no later than May 4, 2011.</p>

Inspection of Stormwater Management Facilities

Please be aware that as new development and redevelopment occur within the City, Ohio EPA regulations require the installation of post-construction storm water quality practices. In addition, the City was to enact a post-construction BMP ordinance no later than April 2008 that would require these same post-construction practices. Storm water quality practices include structures such as bioretention cells, permeable pavements, green roofs, enhanced water quality swales, sand filters, extended detention ponds, constructed wetlands and proprietary devices (including underground structures). These practices are considered to be stormwater management facilities. The City must develop standards for their operation and maintenance or adopt standards developed by others. Communities in NE Ohio have largely adopted the **Rainwater and Land Development** manual as their official standard. This manual is available for download from the Ohio Department of Natural Resources at <http://www.dnr.state.oh.us/tabid/9186/default.aspx>. The City may also wish to consider the United States Environmental Protection Agency's Menu of BMPs available at http://cfpub.epa.gov/npdes/stormwater/menuofbmps/index.cfm?action=min_measure&min_measure_id=5.

The City has not yet developed a long-term maintenance program for post-construction BMPs as expected under Part III.B.5 of NPDES Permit #OHQ000002.

An acceptable post-construction BMP program consists of:

1. Plan review to assure that post-construction storm water quality BMPs are being provided, are designed per required standards and have a long-term maintenance plan
2. Tracking the location of post-construction BMPs and the party responsible for implementing the long-term maintenance plan
3. Performing an inspection or otherwise verifying that post-construction BMPs are installed per the approved plan
4. Periodically inspecting or otherwise verifying that the post-construction BMP is being maintained in accordance with the long-term maintenance plan
5. Taking enforcement action against the responsible party if they fail to maintain the BMP as required

The NPDES permit requires the City to develop a program to ensure long-term maintenance of all post-construction BMPs installed since April 21, 2003. Ohio EPA recommends that the City perform regular maintenance inspections of post-construction BMPs to ensure that they continue to function as intended. As an alternative, the City may require Homeowners' Associations or BMP owners to inspect the facilities and submit reports documenting maintenance activities. Please be aware that Ohio EPA requires permittees covered under the Ohio EPA General Storm Water NPDES Permit for Construction Activities to develop a long-term maintenance plan for all post-construction BMPs. Be sure that your post-construction plan review process required under Part III.B of the MS4 permit includes submittal and review of this plan.

Road Maintenance	
Interview Questions	Response
Streets regularly swept?	YES
Frequency:	Curbed streets swept 2-4 times per year.

Road Maintenance	
Interview Questions	Response
Frequency based on water quality factors (e.g. proximity to streams)?	YES The City does try to time it when pollutant loads are higher. Roads are swept once in the spring, once in fall and then either once or twice in the summer.
How are spoils disposed of?	Spoils are temporarily stored at the Service Garage until the dumpster is filled. Then, they are taken to a landfill for disposal. See notes under Catch Basin Cleaning section of this worksheet.
Does the community collect road kill? What do they do with the carcasses?	YES However, road kill is only collected on a complaint basis. Carcasses go into a separate dumpster at Service Garage and are taken to a landfill for final disposal.
Does the community have a leaf collection program? What do they do with the collected leaves?	YES The City does not operate a leaf collection yard. Leaves are taken directly to Morton's Landscape in Columbia Twp (Lorain Co.) for composting. Ohio EPA records indicate that Morton's has the appropriate Class IV license required to operate a composting operation for yard waste.
BMPs used during road maintenance activities? Describe types of road maintenance conducted by community staff and the BMPs used	YES When the City performs ditch maintenance, storm drain inlets are protected by placing fabric under the grate. See Notes.
BMP guidance available to field staff?	NO The City has not trained road maintenance staff on storm water best management practices and has not provided them with guidance material. See Notes under Staff Education & Training section of this worksheet.
Deicers used by MS4?	YES
Type and amount of deicer and additives tracked?	YES The City only uses standard road salt and an

Road Maintenance		
Interview Questions	Response	
What measures are being taken to minimize the application of deicers?	anti-caking agent. City Council adopted the Cuyahoga County Engineer's sensible salting program via ordinance and the City has implemented it.	
Sand/salt swept up after application? How soon?	YES Salt around the storage shed is swept when spilled, but could be done more immediately after the spill occurs. A broom and dustpan with signage should be kept at the shed to encourage this practice.	
Applicable Documents	Reviewed	Obtained
BMP guidance	Does not exist	
Street sweeping records	YES	YES
Deicer application records	YES, but are really only purchase records	YES

Notes
<p>Street Sweeping Program</p> <p>The City contracts its street sweeping program out to Southwest Sweeping. The contract is based on a certain dollar amount each year rather than the number of road miles to be swept, however the City states that the contract amount is typically adequate to sweep all curbed streets 2 to 4 times per year. A review of 2008 street sweeping records indicates that roads were swept twice, once in May and once in August. An additional invoice for street sweeping was paid in 2008, but it reflects activities from the Fall of 2007. The records show 31.94 tons of street sweepings and catch basin cleanings were disposed at the landfill from 2008 sweeping activity at a cost of approximately \$4900 (includes both sweeping costs and disposal costs). Disposal costs are approximately one-third of this total.</p> <p>Southwest Sweeping does not track which roads are swept or how often. Rather, they report the number of hours spent sweeping and provide the City with a statement once the entire City has been completed. This does not provide sufficient documentation that all curbed streets have been swept and it was recommended that the City ask for more detailed records in the future to assure that the contractor is providing the expected service. Further, be aware that street sweeping will be a more effective storm water BMP if it is implemented more frequently on roads with greater potential for pollutant generation, e.g., in industrial parts of town or higher traffic areas, and at times of the year when pollutant loads on roadways are high, e.g., after snowmelt in Spring or leaf fall in Autumn. The City should work to improve its street sweeping program and the way it is tracked to maximize effectiveness.</p> <p>BMPs During Road Maintenance</p> <p>Please be sure that maintenance crews are trained on the specifications for proper construction of sediment and erosion controls. See Notes under Staff Education & Training section of this worksheet.</p> <p>Ohio EPA uses the standards and specifications contained in Rainwater and Land Development (Ohio Department of Natural Resources, 2006) and recommends that the City adopt these same</p>

Notes

standards. Simply placing a piece of geotextile fabric under a storm grate would not be considered adequate inlet protection for storm drains. The **Rainwater** manual is available on-line at <http://www.dnr.state.oh.us/soilandwater/water/rainwater/default/tabid/9186/Default.aspx>. Commercially-available storm drain inlet protection devices such as the Dandy Bag or Beaver Dam are also acceptable.

Road Deicing Program

The City mixes anti-caking agents in with its road salt, but does not use grit or other abrasives. The City does not use beet juice. Purchase records show that the City received approximately 2842 tons of salt during the 2008-2009 winter season. The City does not track road salt usage with any detail, but can determine the usage by adding purchases to beginning inventory and subtracting ending inventory on an annual basis. Keeping more detailed usage records can help identify ways to reduce salt usage and save money. In addition, calibrating spreaders on salt trucks on a regular basis and training snowplow drivers will help reduce usage. For other suggestions, please refer to the Salt Institute webpage at www.saltinstitute.org.

Further, please review the Facility Inspection Worksheet for the Service Garage for suggested improvements to the salt storage shed. The salt shed is immediately adjacent to a storm sewer that discharges to the West Branch of the Rocky River. The shed holds 225 to 250 tons of salt, but typically only 175 tons is kept on hand at any one time.

Flood Management

Interview Questions	Response		
Inventory of flood management structures completed?	YES The City owns only one flood management structure, a set of underground detention pipes under the parking lot at City Hall.		
Structures been assessed for stormwater retrofit?	NO		
New structures include water quality considerations?	YES There haven't been any projects built in the City in the last 3 years, however they would require any new development to provide post-construction BMPs for water quality. Plan approval is held up until post-con is provided. NOTE: An ordinance to formalize these requirements has <u>not</u> yet been enacted by City Council. See Notes under Stormwater Facilities Operation & Maintenance section of this worksheet.		
Applicable Documents		Reviewed	Obtained
Inventory		NO See Notes.	

Notes

Inventory of Flood Management Structures

Notes

The City does not maintain a formal inventory but is aware of the one structure they must maintain. The City should keep a formal inventory of flood management structures in the Storm Water Management Plan, i.e., listing with location and reflected on MS4 system map, and add to it as new projects are constructed.

Retrofit Opportunities

The annual report indicates that the City encloses a number of open road ditches each year. Rather than enclosing ditches within a storm sewer pipe, please be aware that there is a more stormwater-friendly retrofit option that the City should consider. Orange Village and Pepper Pike have successfully retrofitted road ditches with bioretention cells and enhanced swales to address flooding problems. These practices encourage infiltration of runoff, provide pollutant removal and have eliminated flooding problems. Information about these projects can be found on the website for Chagrin River Watershed Partners at www.crowp.org

Facilities Operation & Maintenance

Interview Questions	Response	
<p>Inventory of MS4 facilities complete (i.e. facilities owned and operated by the MS4)?</p> <p>Types of facilities included <i>These need their own NPDES storm water permit for industrial activities, if there is a discharge of runoff from these operations:</i></p> <ul style="list-style-type: none"> • Landfills Type: _____ • Airports • Shipping Ports & Marinas • Steam Electric Power Plants • Wastewater Treatment Plants ≥ 1 MGD or with a pretreatment program <p><i>However, the City does operate the Main Street WWTP (services only about 8 or 10 homes < 5,000 gal/day) through an agreement with Cuyahoga County. Be sure that this facility is included in your inventory of MS4 facilities, but an NPDES permit and SWP3 are not required for this facility.</i></p> <p><i>These do not need their own permit, but do have to develop an SWP3 unless noted as N/A:</i></p> <ul style="list-style-type: none"> • Impound Lots 	<p>NO</p> <p>An inventory of MS4 facilities subject to the requirements of Part III.B.6. of the NPDES permit must be added to the SWMP.</p>	
	<p>Response</p> <p>NO</p> <p>NO</p> <p>NO</p> <p>NO</p> <p>NO</p> <p>NO</p>	<p>SWP3 Developed?</p> <p>N/A since do not operate</p>
	<p>NO</p>	<p>N/A since do not operate</p>

Facilities Operation & Maintenance

Interview Questions	Response	
	<u>Response</u>	<u>SWP3 Developed?</u>
<ul style="list-style-type: none"> • Leaf Collection Yards <ul style="list-style-type: none"> ✓ No discharge of leafate permitted 	NO	N/A since do not operate
<ul style="list-style-type: none"> • Maintenance Yards <ul style="list-style-type: none"> ➤ How many do they operate? <u> 1 </u> ➤ List facility names/locations: <i>Olmsted Falls Service Department</i> <i>8051 Brookside Drive</i> <i>Olmsted Falls, OH 44138</i> 	YES	NO
<ul style="list-style-type: none"> • Composting Operations <ul style="list-style-type: none"> ✓ No discharge of leachate permitted 	NO	N/A since do not operate
<ul style="list-style-type: none"> • Solid Waste Transfer Stations 	NO	N/A since do not operate
<ul style="list-style-type: none"> • Parks <ul style="list-style-type: none"> ➤ How many in UA? <u> 5 </u> ➤ List facility names/locations: 	YES	N/A
<ol style="list-style-type: none"> 1. Village Green – holding tanks for restrooms 2. David Fortier Park – holding tanks for restrooms 3. East River Park – holding tanks for restrooms 4. Mills Field – porta-potties during baseball season 5. Bradfords Gate – open lot 		<p>Assure that holding tanks are pumped out regularly to prevent potential storm water pollution. Do not locate port-a-potties near storm drains.</p>
<ul style="list-style-type: none"> • Parking Lots <ul style="list-style-type: none"> ➤ How many do they operate? <u> 6 </u> ➤ List facility name/locations: <ol style="list-style-type: none"> a. City Hall b. Service Dept c. Fire Station d. Former Police Station e. Jenkins Center f. Grand Pacific Junction 	YES	N/A
<ul style="list-style-type: none"> • Bus Terminals 	NO	N/A since do not operate
<ul style="list-style-type: none"> • Vehicle Maintenance Garages <ul style="list-style-type: none"> ➤ How many do they operate? ➤ List facility name/locations: 	NO	N/A since do not operate
		<p>All maintenance of vehicles and fueling operations occur at the Olmsted Falls City School District Bus Garage operated by the school district and located in Olmsted Twp.</p> <p>Vehicle washing all occurs at the Service Garage except for fire and police vehicles. Police vehicles are washed at the City Hall in a garage. Floor drain is connected to sanitary. Police Department admitted to washing outdoors on</p>

Facilities Operation & Maintenance			
Interview Questions	Response		
Describe enforcement procedures used to address noncompliance on a MS4-owner facility, i.e., what disciplinary measures are taken against those that do not implement standard operating procedures?:	The City must follow disciplinary rules established in the union contract, but has not yet established policies for enforcement regarding storm water matters. Will include in SWP3 when written.		
Parking lots owned/operated by the permittee swept? Frequency?	NO The City does not include municipal parking lots in the street sweeping program.		
Do you have any combined sewer systems? If yes, do you have any combined sewer overflows? ➤ How many? _____ ➤ Do you track frequency and volume? Are you aware of any illicit cross connections between your sanitary sewer and MS4? If so, what is your plan to eliminate this illicit discharge?	NO N/A YES See Notes		
Have you investigated the extent of infiltration and inflow into storm sewer system? What methods have been used to conduct this investigation? What are your plans to repair and eliminate this source of illicit discharge?	NO However, open joints in storm sewers are reviewed when sinkholes form. Thus, investigations are conducted on an as-needed basis, but no formal I/I study has been conducted for the MS4. The occurrence of sinkholes is very isolated, so the City does not believe I/I to be a major source of illicit discharge to the MS4.		
Sewer spill and cleanup procedures in place?	NO		
Applicable Documents		Reviewed	Obtained
Facility inventory		NO	Does not exist
Facility SWPPP		Does not exist	Does not exist

Notes

Storm Water Pollution Prevention Plans (SWP3s)

SWP3s must be developed for the following facilities:

Olmsted Falls Service Department
 8051 Brookside Drive
 Olmsted Falls, OH 44138

The Ohio EPA General Storm Water NPDES Permit for Small MS4s #OHQ000002 requires you to develop and begin implementing the SWP3 for the Olmsted Falls Service Garage within 2 years of permit renewal. For communities like Olmsted Falls which did not renew NPDES permit coverage in a timely manner, the deadline for this task is 2 years from the deadline to renew NPDES permit coverage in a timely manner, i.e., by May 4, 2011. The Olmsted Falls Service Department Facility must be inspected at least once per year and a record of the inspection and its findings must be kept with the SWP3. If this annual inspection reveals deficiencies in the SWP3 or BMPs that are ineffective, the SWP3 must be revised to correct the problems. SWP3s must contain a checklist by which to conduct the facility inspection.

Illicit Cross-Connections to MS4

CCBH investigated a suspected illicit discharge on Maplewood at the Delgado residence. There is sewage in the MS4, but were unable to determine source with certainty. The City believes that this illicit discharge is due to an old, undocumented HSTS. To my knowledge, this issue remains unresolved. Further study is needed to identify the source of illicit discharge and determine a plan for its elimination.

Please provide me with a plan of action to identify the source and eliminate this illicit discharge with your response to this screening. If this matter has been resolved, please indicate how it was resolved and the date the illicit discharge was eliminated.

Pesticides, Herbicides & Fertilizers

Interview Questions	Response
Certified applicators used?	YES The Parks and Building Maintenance staff person is the certified applicator.
Integrated Pest Management (IPM) practices used?	NO
Storage location of pesticides, herbicides, and fertilizers:	Herbicide is stored on a shelf in the Service Garage. Fertilizer is on a pallet in the Service Garage. See Notes.
BMPs used during application:	Staff is told to sweep up any overspread of fertilizers.
Fertilizer/pesticide application plan utilized?	YES NO Weed Pro fertilizes and weed prevention on all city parks and facilities twice a year, Spring and Fall. Mostly for weed control.

Applicable Documents	Reviewed	Obtained
Fertilizer/pesticide application plan	Does not exist	

Notes

Contract Services

The City contracts most herbicide and fertilizer application out to Weed Pro. Please review the contract language between the City and this third party service provider to ensure that it requires the implementation of best management practices (BMPs) to reduce or eliminate the discharge of these materials to the MS4 (see suggested BMPs below). Requirements to enact storm water BMPs should be found in all contracts with third party service providers whose work can compromise compliance with the NPDES permit, e.g., street sweepers, waste disposal services, etc.

The SWMP submitted by the City in 2003 indicates that the measureable goal for fertilizer, pesticide and herbicide usage is to reduce the amount used by 20%. However, the City has not tracked material usage to be able to know if they met this goal or not. Weed Pro is contracted to provide a certain dollar amount of service, but does not provide the City with reports regarding the quantity of materials used. It is recommended that the City ask for more detailed records in the future to assure that the contractor is providing the expected service and meeting the measurable goal.

Certified Applicator Requirements:

Communities are considered to be commercial pesticide applicators and are subject to the rules and requirements of the Ohio Department of Agriculture. As such, the City must have at least one licensed applicator on staff, and currently does. The licensed applicator may train others on the staff to apply pesticides as long as he conducts certain training and maintains records. However, a licensed applicator can be no more than 2 hours away when pesticides are applied. So, if your community only has one licensed applicator and he's on vacation more than 2 hours away, the community cannot apply pesticides.

Pesticide, Herbicide and Fertilizer Storage Requirements:

Pesticides cannot be stored above or against medicines, foods, feeds or toys. They cannot be stored in a room where a spill would result in a release to the environment (such as a room with a floor drain connected to the storm sewer...if you run across this, the floor drain should be capped or the pesticide should be in secondary containment). Containers must be labeled to identify the material they contain. Products with a skull and cross bones on the label cannot be stored in an area that can be accessed by children. The Department of Agriculture recommends these products be stored in a locked cabinet. Pesticides must be stored in a room (or cabinet) that is capable of being locked when not attended. The Dept of Agriculture also recommends that a spill kit and fire extinguisher be kept nearby and that personal protective equipment is available for use if necessary.

BMPs for Pesticide, Herbicide and Fertilizer Application

Pesticides, herbicides and fertilizers should not be applied when the forecast calls for rain. The label of most products will provide guidance on when and how much of these materials should be applied. Do not exceed manufacturers' recommendations. In addition, crews must be trained to avoid overspray and to implement dry clean-up methods should spills occur. Under no circumstance should crews hose spilled materials into storm drains. Storm drains near application areas can be temporarily covered to prevent overspray or spills from entering the MS4. The usage of fertilizers can also be reduced by replacing typical lawn-type grasses with natural, slow-growing grass species that require less or no fertilizers to be sustained. The City of Cleveland is using this method to revegetate neighborhoods where blighted homes have been razed. This will reduce costs to the City to maintain this new greenspace. The City may want to consider retrofitting existing grasses in open space with these little-

Notes
<p>to-no-fertilizer-needed grass species in public open spaces such as parks, or when new open space is created by public or private development and redevelopment.</p> <p>Integrated Pest Management (IPM) is an effective and environmentally sensitive approach to pest management that relies on a combination of common-sense practices. IPM programs use current, comprehensive information on the life cycles of pests and their interaction with the environment. This information, in combination with available pest control methods, is used to manage pest damage by the most economical means, and with the least possible hazard to people, property, and the environment. For further information, please refer to http://www.epa.gov/pesticides/factsheets/ipm.htm.</p>

Standards, BMPs, & Outreach		
Interview Questions	Response	
BMP technical guidance document available to maintenance staff?	NO	
MS4 use contractual staff to complete MS4 maintenance activities?	NO	
BMP guidance materials provided to contracted staff?	NO	
Requirement to consider stormwater impacts and utilize appropriate BMPs in contracts?	NO	
Materials used to educate the public regarding stormwater impacts on MS4 property (if applicable, i.e. public spaces):	<p>Pet waste: The City provides doggie bags and signs in parks (except at Bradford Gate and Mills Field). The park supervisor restocks them.</p> <p>Litter reduction: Trash cans are emptied 4 times per week. Municipal Court sentences certain offenders to do community service. These individuals are used for litter clean-up. In addition, litter clean-up is conducted by a local boy scout troop on Scout Day once per year. There are "Don't Litter" signs throughout all the parks.</p>	
Applicable Documents	Reviewed	Obtained
BMP manual or guidance document	Does not exist	
Contract language for MS4 operation and maintenance activities	Does not exist	

Notes
<p><u>Contracted Services</u></p> <p>Contract language should specifically require the implementation of storm water BMPs. See Notes section under Pesticides, Herbicides & Fertilizers.</p>
<p><u>BMP Manual or Guidance Document</u></p> <p>The City should develop or adopt a guidance manual for storm water BMPs to be implemented when conducting municipal operations. In addition to references previously cited in this report, the American Public Works Association (APWA) provides guidance books and other materials to its members.</p>

Notes
<p>Additional guidance can also be found in <i>Municipal Pollution Prevention/Good Housekeeping Manual #9</i> (Center for Watershed Protection, September 2008). This manual is available as a free download on their website at http://www.cwp.org/formmaker/Download-Form_RedirectFormPage.html. You may also want to contact Tim Miller, Director of the Lake County (OH) Storm Water Management Department to see if they will share some of the guidance materials they have developed. Materials include posters that can be placed in work areas to remind staff to implement BMPs and checklists that can be used when conducting certain activities.</p>

Staff Education and Training		
Interview Questions	Response	
<p>Staff trained to identify potential storm water pollution sources which would result in an illicit discharges?</p> <p>Frequency:</p>	<p>NO</p> <p>No training was provided to staff during the first 5 year permit term. This is a violation of Part 3.2.6.1.1 and 3.2.6.1.2 of NPDES permit #OHQ000001.</p> <p>The current generation of the NPDES permit (#OHQ000002) requires you to provide at least one storm water training event per year. Please be sure that you amend the SWMP accordingly.</p>	
<p>Materials used to train staff:</p>	<p>NONE</p>	
Applicable Documents	Reviewed	Obtained
<p>Training materials</p>	<p>Does Not Exist</p>	

Notes
<p>Please be aware that training is a required component of MCM #6 and must be provided at least once per year over the next 5 year permit term. Ohio EPA and its training partners typically provide 4 to 6 train-the-trainer education opportunities for MS4 program managers each year. Future training opportunities and materials presented at past workshops is available at www.epa.ohio.gov/ocapp/storm_water.aspx. In addition, please contact the Lake County Storm Water Management Department to get copies of their Toolbox Talks, a series of discussion guides that can be used at staff meetings to teach storm water pollution prevention. The City should also look to incorporate training on storm water pollution prevention in any new employee training program that may exist if that employee's job duties have the potential to create storm water pollution or include illicit discharge identification and elimination.</p> <p>For training used to demonstrate compliance with this NPDES permit requirement, please retain: (1) the agenda for the training session, including the date that training was provided and names/organizations of the speakers or training provider, (2) an attendance list with the signatures of attendees (if training is conducted internally) or an attendance certificate (if training is conducted externally) and (3) one copy of the materials used for training. If key management staff attends a storm water education event, it is expected that the information will be shared with appropriate staff.</p>

FIELD INSPECTION WORKSHEET

Olmsted Falls Service Department Facility MS4 Maintenance Facility Field Inspection Worksheet

Permittee: City of Olmsted Falls	
Address of facility: 8051 Brookside Drive	Size of facility: 1 to 2 acres
Date of visit: February 2, 2010	Time of visit: 3:00 pm
Provide the name(s) and title(s) of permittee staff present during inspection	
Name	Title
Joe Borczuch	Service Supervisor
Evaluator Observations:	
SWPPP or stormwater plan	
Has the maintenance facility developed a SWPPP or stormwater plan?	Not Yet. A written SWPPP is required by May 4, 2011.
Does the plan include a site map, list of pollutant sources, BMPs, and maintenance procedures?	SWPPP must include this information.
Does the permittee conduct and document periodic inspections of the facility?	No. Periodic inspection for the need and implementation of storm water best management practices is required at least once per year, but once per month is recommended.
Are storm drains labeled and free of debris?	Drains are not labeled, but appeared to be free of debris.
Vehicle maintenance, fueling and washing	
Are vehicle maintenance activities conducted in a designated place not exposed to stormwater?	Vehicle maintenance occurs indoors. Verify that floor drains are connected to the sanitary sewer system and not the storm sewer system. Include this information in the SWPPP.
Are fueling stations properly designed with spill kits nearby?	This facility does not have a fueling station.
Are vehicles washed on-site? Is wash water discharged to the MS4 or sanitary sewer?	Minor vehicle washing (rinsing) occurs indoors on occasion, but there is no vehicle wash station at this facility. Verify that floor drains are connected to sanitary sewer and not the storm sewer system. Include this information in the SWPPP. Do not wash or rinse vehicles outside where wastewater would enter the storm sewer system.
Material storage	
Are all materials that are potential stormwater contaminants stored under cover or in secondary containment?	No. Dumpsters for street sweepings, catch basin cleanings, yard waste and other municipal solid waste need to be tarped or lidded. The tarp needs to be in place or the lid needs to be closed when not transferring materials to/from the dumpsters.

	<p>Salt storage facility is a shed rather than a dome or Quonset hut type structure. On the date of inspection, salt was exposed to storm water. The area in front of the shed was not swept to remove residual salt from the pavement. A storm drain is located at the downslope end of the salt shed. Some thought should be given to relocating the salt storage facility or storm drain.</p> <p>I also noted a pile of what appears to be leaves or street sweepings stored on the ground without containment.</p>
Hazardous waste management	
Are all hazardous materials properly labeled and stored to prevent exposure to stormwater runoff?	<p>No. Tote to store oil outdoors without containment. The tote needs to be placed within secondary containment to prevent spills from making their way into the storm sewer system or the West Branch of the Rocky River.</p> <p>Used oil containers must be labeled "Used Oil".</p>
Waste management	
Are waste bins covered with waste properly disposed in containers?	No. See previous comment about providing tarps or keeping lids closed.
How is landscape waste stored?	No. See previous comment about providing tarps or keeping lids closed. Store yard waste in dumpster, not on the ground.
Spill response	
Does the facility have a spill response plan, and are spill kits readily available?	No. This is a required component of the SWPPP. Please be sure that it includes spill response procedures.
Employee training	
What type of stormwater training does maintenance staff receive?	<p>None. The NPDES permit requires employee training on storm water pollution prevention once per year. Materials you can use to train staff are available at www.epa.ohio.gov/ocapp/storm_water.aspx.</p>
Notes and Additional Information:	
<p><u>Salt Storage Facility</u></p> <p>The salt storage facility does not appear to be adequately sized to prevent the exposure of salt to storm water. On the date of inspection, the salt piles jutted from the shed and the pavement in front of the salt piles was not swept, leaving residual salt spilled during loading or delivery operations exposed. A storm drain is located right in front of the salt storage shed. The City may want to consider relocating the storm drain, capping it shut during deicer season or curbing around it to prevent salt-laden runoff from discharging into the West Branch of the Rocky River. The stream abuts the facility to the south/southeast.</p> <p>Additional BMPs to consider:</p> <ul style="list-style-type: none"> • Relocate salt storage operations away from storm drains or to another facility. • Provide curtains for the fronts of the storage sheds that can be put back in place between salting events. 	

- Sweep pavement to remove residual salt and place it back under roof.
- Limit the amount of salt on hand to only that amount which can comfortably fit under the existing roofed area
- Replace the existing salt shed with a dome or Quonset hut type structure to allow salt storage and loading to occur within the structure.

SITE INSPECTION PHOTOS

Taken: Feb 2, 2010

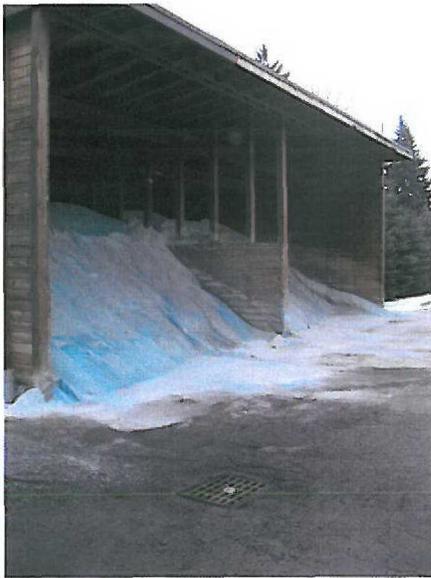


Fig 1 (LEFT). Salt stockpiles jut out from under the roofed area and salt residuals are evident on the pavement in front of the salt shed. Note the storm drain located out front of the shed. This storm drain is piped directly to the West Branch of the Rocky River.

Fig 2 (RIGHT). A tote containing oil is stored outside. No secondary containment is provided. If this is used oil, the container must be labeled "Used Oil".

Photos Taken: Feb 2, 2010



Fig 3 (LEFT). The water in the sump of an interior floor drain has a sheen of some sort. The City believes floor drains are tied to sanitary sewers. Please verify this fact. Also, consider the installation of oil/water separators as a means of pretreatment, if one is not already in place.

Fig 4 (RIGHT). Cans of old paint are dropped off by citizens at the Service Facility. Cans should be stored indoors or within secondary containment to prevent accidental spills.



Fig 5 & 6. The dumpster for street sweepings and catch basin cleanings is not tarped (right) and it appears that a pile of sweepings was placed on the ground (left) rather than in the dumpster. Please take measures to prevent the exposure of street sweepings, catch basin cleanings and other solid wastes to storm water. Runoff that contacts this material is defined as leachate in state regulations and must be managed as wastewater. Thus, practices which prevent the creation of wastewater, such as tarping, are recommended.