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CUYAHOGA STRONSGVILLE CITY OF STRONSGVILLE 3GQ00033 2010/06/15 MACPHERSON,  
LINDSIE

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**Environmental  
Protection Agency**

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

June 15, 2010

RE: CUYAHOGA COUNTY  
CITY OF STRONGSVILLE  
NOTIFICATION OF MUNICIPAL STORM  
WATER PROGRAM INSPECTION

Mr. Ken Mikula  
City Engineer  
City of Strongsville  
16099 Foltz Parkway  
Strongsville, OH 44149

Dear Mr. Mikula:

This letter will serve as notice that Ohio EPA will be conducting an inspection of your community's Storm Water Management Program (SWMP). This inspection is being conducted to determine compliance with the Ohio EPA General Storm Water NPDES Permit for Small Municipal Separate Storm Sewer Systems (Small MS4s) #3GQ00033\*BG.

Our inspection will focus on compliance with minimum control measure #6: Pollution Prevention and Good Housekeeping for Municipal Operations. We will be using the audit guidance manual developed by the United States Environmental Protection Agency. We anticipate that the inspection can be conducted in one day. I have set aside the dates of July 12<sup>th</sup> or 13<sup>th</sup>, 2010, to conduct the inspection. **Please contact me upon receipt of this letter to let me know which of these dates will work best for you.**

To streamline the inspection, please have the following resources ready and available on the date of the inspection.

- Map of the MS4 system or outfalls
- An inventory of municipal facilities and operations, i.e., composting yards, vehicle maintenance facilities, bus terminals, impound lots and waste transfer stations, if applicable, and the storm water pollution prevention plan (SWP3) developed for these facilities
- Contracts with any third party service providers that assist you in implementing your pollution prevention and good housekeeping programs
- Guidance documents or BMP manuals used for your pollution prevention and good housekeeping program
- Training records, i.e., the agenda and attendance record of any training your staff has attended regarding pollution prevention for municipal operations

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- List of active municipal construction projects, e.g., road projects
- The checklist used to inspect your municipal maintenance facility
- Street sweeping records, if performed
- Deicer application records, including a description of the materials used for deicing operations
- Inventory of flood management structures in your community which you maintain
- Fertilizer and pesticide application plan

Please make summaries or copies of this information that Ohio EPA can take for our files.

The inspection will consist of an interview followed by field inspections of your municipal operations facilities including your maintenance facility (or facilities, as appropriate), facilities where vehicle maintenance, composting activities, vehicle impoundment and waste management activities occur, **and** any facility which requires an NPDES permit for industrial storm water discharges. Please have the appropriate persons available to answer the interview questions and questions that arise during field inspections. I anticipate the interview will take no more than 2 to 3 hours to complete and will leave it to your discretion to schedule the field inspections. It should take no more than 2 hours to inspect each facility.

I look forward to working with you to perform the inspection. Please contact me to confirm the inspection date or to schedule a new date if necessary. You can contact me at (330) 963-1164 or via e-mail at [lindsie.macpherson@epa.state.oh.us](mailto:lindsie.macpherson@epa.state.oh.us).

Sincerely,



Lindsie MacPherson  
Assistant to the District Engineer  
Division of Surface Water

LM/mt

cc: Thomas P. Perciak, City of Strongsville Mayor

# FIELD INSPECTION WORKSHEET

## MS4 SWMP Evaluation

### MS4 Maintenance Facility Field Inspection Worksheet

Permittee: City of Strongsville <i>Service Center</i>	
Address of facility: <i>16099 Foltz Parkway</i>	Size of facility:
Date of visit: <i>7/27/2010</i>	Time of visit: <i>1:20 pm</i>
Provide the name(s) and title(s) of permittee staff present during inspection	
Name	Title
<i>Joe Walker</i>	<i>Service Foreman</i>
<i>Ray Janette</i>	<i>Sewer Crew Leader</i>
<i>Ken + Lori</i>	<i>Engineering</i>
Evaluator Observations:	
<b>SWPPP or stormwater plan</b>	
Has the maintenance facility developed a SWPPP or stormwater plan?	<i>In progress, have a template</i>
Does the plan include a site map, list of pollutant sources, BMPs, and maintenance procedures?	<i>not yet</i>
Does the permittee conduct and document periodic inspections of the facility?	<i>not yet</i>
Are storm drains labeled and free of debris?	<i>labeled yes → paint going into cb → spray chalk line scan</i>
<b>Vehicle maintenance, fueling and washing</b>	
Are vehicle maintenance activities conducted in a designated place not exposed to stormwater?	<i>all floor drains lead to sanitary where vehicle maintenance occurs + sanitary</i>
Are fueling stations properly designed with spill kits nearby?	<i>Spill kit yes, break away hoses, spill kits etc. emergency shut off labeled → train</i>
Are vehicles washed on-site? Is wash water discharged to the MS4 or sanitary sewer?	<i>wash bay in garage, floor drains to sanitary → outside wash bay</i>
<b>Material storage</b>	
Are all materials that are potential stormwater contaminants stored under cover or in secondary containment?	<i>fertilizer storage indoors on pallets - material storage outside by wooded area - some debris drop off - messy</i>
<b>Hazardous waste management</b>	
Are all hazardous materials properly labeled and stored to prevent exposure to stormwater runoff?	<i>used oil drum outside - open cap used oil in underground container inlets outside not contained</i>
<b>Waste management</b>	
Are waste bins covered with waste properly disposed in containers? <i>lidded please!</i>	<i>Street sweepings dumpster cover</i>
How is landscape waste stored?	<i>drop off in transfer station</i>
<b>Spill response</b>	
Does the facility have a spill response plan, and are spill kits readily available?	<i>spill kits located in garage response plan to follow</i>
<b>Employee training</b>	
What type of stormwater training do maintenance staffs receive?	<i>as indicated in interview</i>

- asphalt truck parked outside → need containment
- rinsing some sort of vehicle w/ white residue into 2CB
- salt storage very full → a lot of residue - need to tarp, dike
- beet juice - drained plugged. (A) something
- dewatering area → pit goes to sanitary - rinsing of tractor is contained.
- vehicle storage outside → leaking
- dry storage building → to sanitary → other fertilizer, grass seed, liquid weed control
- silt fence needs to be trenched in, seeded, rock check dam
- material piles silt fenced in, 304s, clean dirt, asphalt grindings

## Transfer station

fueling emergency shut off ✓ spill kit ✓

"Storm" drum outside → really gross run off.

yard waste bin → emptied as needed. opened → cover  
leachate to drum.

↓  
hoop structure  
"cover-all"

Scrap metal box → get open ended.

## Salt Storage

Sprague + Pearl → so full / so tarped / B/  
near "c"

82 + 71 → (C) → move some salt from dome at service center  
near "B" to this storage area

American Water Services - Class A operator

## FIELD INSPECTION WORKSHEET

### MS4 SWMP Evaluation

### MS4 Maintenance Facility Field Inspection Worksheet

Permittee: Strongsville WWTP "B"	
Address of facility: 14600 Mill Hollow	Size of facility:
Date of visit:	Time of visit: 3:00 pm
<b>Provide the name(s) and title(s) of permittee staff present during inspection</b>	
Name	Title
Joe Walker	Service foreman
Ray Jarrett	Sewer crew leader
<b>Evaluator Observations:</b>	
<b>SWPPP or stormwater plan</b>	
Has the maintenance facility developed a SWPPP or stormwater plan?	seems like no exposure certification but nobody knows
Does the plan include a site map, list of pollutant sources, BMPs, and maintenance procedures?	
Does the permittee conduct and document periodic inspections of the facility?	
Are storm drains labeled and free of debris?	
<b>Vehicle maintenance, fueling and washing</b>	
Are vehicle maintenance activities conducted in a designated place not exposed to stormwater?	no service garage
Are fueling stations properly designed with spill kits nearby?	N/A
Are vehicles washed on-site? Is wash water discharged to the MS4 or sanitary sewer?	no vehicles are washed.
<b>Material storage</b>	
Are all materials that are potential stormwater contaminants stored under cover or in secondary containment?	<u>none</u>
<b>Hazardous waste management</b>	
Are all hazardous materials properly labeled and stored to prevent exposure to stormwater runoff?	ferrous chloride <u>connections</u> pts.
<b>Waste management</b>	
Are waste bins covered with waste properly disposed in containers?	<u>inside</u> → no exposure
How is landscape waste stored?	N/A
<b>Spill response</b>	
Does the facility have a spill response plan, and are spill kits readily available?	probably
<b>Employee training</b>	
What type of stormwater training do maintenance staffs receive?	N/A American Water Services

# FIELD INSPECTION WORKSHEET

## MS4 SWMP Evaluation

### MS4 Maintenance Facility Field Inspection Worksheet

Permittee: <u>Strongsville WWTP "C"</u>	
Address of facility: <u>1749 Pearl + Sprague</u>	Size of facility:
Date of visit:	Time of visit: <u>3:45</u>
<b>Provide the name(s) and title(s) of permittee staff present during inspection</b>	
Name	Title
<u>Joe Walker</u>	<u>Service foreman</u>
<u>Ray Jarek</u>	<u>sewer crew leader</u>
<b>Evaluator Observations:</b>	
<b>SWPPP or stormwater plan</b>	
Has the maintenance facility developed a SWPPP or stormwater plan?	<u>no exposure?</u>
Does the plan include a site map, list of pollutant sources, BMPs, and maintenance procedures?	
Does the permittee conduct and document periodic inspections of the facility?	
Are storm drains labeled and free of debris?	
<b>Vehicle maintenance, fueling and washing</b>	
Are vehicle maintenance activities conducted in a designated place not exposed to stormwater?	
Are fueling stations properly designed with spill kits nearby?	<u>N/A</u>
Are vehicles washed on-site? Is wash water discharged to the MS4 or sanitary sewer?	
<b>Material storage</b>	
Are all materials that are potential stormwater contaminants stored under cover or in secondary containment?	<u>+ ferrous chlorid connectors</u> <u>+ scrap on scrap</u> <u>pt</u>
<b>Hazardous waste management</b>	
Are all hazardous materials properly labeled and stored to prevent exposure to stormwater runoff?	<u>will cut drums</u> <u>+ another pt. for sludge return</u> <u>(activated sludge)</u> <u>contact</u>
<b>Waste management</b>	
Are waste bins covered with waste properly disposed in containers?	<u>lidded and plugged</u>
How is landscape waste stored?	
<b>Spill response</b>	
Does the facility have a spill response plan, and are spill kits readily available?	<u>N/A</u>
<b>Employee training</b>	
What type of stormwater training do maintenance staffs receive?	