



3GQ0011720100615

LORAIN

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SHEFFIELD TOWNSHIP

3GQ00117 2010/06/15

MACPHERSON,
LINDSIE

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**Environmental
Protection Agency**

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

June 15, 2010

RE: LORAIN COUNTY
BLACK RIVER WATERSHED
SHEFFIELD TOWNSHIP
NOTIFICATION OF MUNICIPAL STORM
WATER PROGRAM INSPECTION

NOTICE OF VIOLATION

Mr. Dave Newsome
Storm Water Program Coordinator
Sheffield Township
5166 Clinton Ave.
Lorain, OH 44055

Dear Mr. Newsome:

In association with the Township's coverage under the Ohio EPA General Storm Water National Pollutant Discharge Elimination System (NPDES) Permit for Small Municipal Separate Storm Sewer Systems (MS4s) #OHQ000002, our records do not indicate that the Township has submitted its Annual Report for 2009. This report was due on April 1, 2010. **Failure to submit an Annual Report is a violation of Section 4.3 of the Ohio EPA General Storm Water NPDES Permit for Small MS4s #3GQ00117*BG and ORC 6111.04 and 6111.07.**

As a result of this instance of non-compliance, 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) #3GQ00117*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 7th or 8th, 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

Northeast District Office
2110 East Aurora Road
Twinsburg, OH 44087-1924

330 | 963 1200
330 | 487 0769 (fax)
www.epa.ohio.gov

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- 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
- List of active municipal construction projects, e.g., road projects
- The checklist used to inspect your municipal maintenance facility
- Street sweeping records, if performed (previous year)
- Deicer application records, including a description of the materials used for deicing operations (previous year)
- 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.

Sincerely,



Lindsie MacPherson
Assistant to the District Engineer
Division of Surface Water

LM/mt

cc: Nancy Funni, Lorain County SWCD