

# Stormwater Pollution Prevention Plan

Borough of Mt. Ephraim

Camden County

NJG0148890

1/1/2020

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**SPPP Form 1 – SPPP Team Members**

All records must be available upon request by NJDEP.

<b>Stormwater Program Coordinator (SPC)</b>	
Print/Type Name and Title	<b>James Beebe</b>
Office Phone # and eMail	<b>856-931-2529 medpw@mountephraim-nj.com</b>
Signature/Date	<i>Jim Beebe</i>
<b>Individual(s) Responsible for Major Development Project Stormwater Management Review</b>	
Print/Type Name and Title	<b>Gregory Fusco, Borough Engineer</b>
Print/Type Name and Title	
Print/Type Name and Title	
Print/Type Name and Title	
Print/Type Name and Title	
<b>Other SPPP Team Members</b>	
Print/Type Name and Title	<b>Terry Shannon, Borough Clerk</b>
Print/Type Name and Title	<b>Eric Russo, Borough Solicitor</b>
Print/Type Name and Title	<b>Jason Vilardo, O.E.M. Coordinator</b>
Print/Type Name and Title	

## SPPP Form 2 – Revision History

All records must be available upon request by NJDEP.

	Revision Date	SPC Initials	SPPP Form Changed	Reason for Revision
1.	11/09/06		1-17	SPPP Issued
2.	5/7/2009		10	Additional Ordinances
3.	12/08/2017			General Permit Issued
4.	1/1/2019		1-15	Updated Forms
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### SPPP Form 3 – Public Involvement and Participation Including Public Notice

All records must be available upon request by NJDEP.

1. Website URL where the Stormwater Pollution Prevention Plan (SPPP) is posted online:	mountephraim-nj.com
2. Date of most current SPPP:	<b>Jan 1, 2020</b>
3. Website URL where the Municipal Stormwater Management Plan (MSWMP) is posted online:	mountephraim-nj.com
4. Date of most current MSWMP:	<b>May 5, 2005</b>
5. Physical location and/or website URL where associated municipal records of public notices, meeting dates, minutes, etc. are kept:	121 s. Black Horse Pike, Mt. Ephraim, NJ 08059
6. Describe how the permittee complies with applicable state and local public notice requirements when providing for public participation in the development and implementation of a MS4 stormwater program:	
<p>For meetings where public notice is required under the Open Public Meetings Act ("Sunshine Law" N.J.S.A. 10:4-6 et seq). Mt. Ephraim provides public notice in a manner that complies with the requirements of that Act. For Ordinance passage Mt. Ephraim provides public notice in a manner that complies with the requirements of N.J.S.A. 40:49-1 et seq. For municipal actions (e.g., adoption of the municipal stormwater management plan) subject to public notice requirements in the Municipal Land Use Law (N.J.S.A. 40:55D-1 et seq) Mt. Ephraim complies with those requirements.</p>	

## SPPP Form 4 – Public Education and Outreach

All records must be available upon request by NJDEP.

1. Describe how public education and outreach events are advertised. Include specific websites and/or physical locations where materials are available.

Depending on the size and scope of planned outreach audience, Mt. Ephraim advertises via web page, quarterly Mt. Ephraim Messenger, local newspaper (Courier Post), social media and postings on the bulletin board at the borough hall.

2. Describe how businesses and the general public within the municipality are educated about the hazards associated with illicit connections and improper disposal of waste.

Mt. Ephraim distributes the NJDEP brochure with its 1st Mt. Ephraim Messenger delivered the first week of April each year to all businesses and homes. Extra copies are at our borough hall and given to all new home or businesses.

A copy of the NJDEP brochure can be found at  
[http://www.state.nj.us/dep/dwq/msrp\\_ed\\_brochure.htm](http://www.state.nj.us/dep/dwq/msrp_ed_brochure.htm).

3. Indicate where public education and outreach records are maintained.

DPW Office located at 33 Linden Avenue, Mt. Ephraim NJ. DPW Asst. Superintendent maintains public education and outreach records.

## SPPP Form 5 – Post-Construction Stormwater Management in New Development and Redevelopment Program

All records must be available upon request by NJDEP.

<p>1. How does the municipality define 'major development'?</p>
<p>Mt. Ephraim defines 'major development' as any 'development' that provides for ultimately disturbing one or more acres of land. Disturbance for the purpose of this rule is the placement of impervious surface or exposure and/or movement of soil or bedrock or clearing, cutting, or removing vegetation. Where 'development' is defined as the diversion of a parcel of land into two (2) or more parcels, the construction, reconstruction, conversion, structural alteration, relocation or enlargement of any building structure, any mining operation or landfill, and any is or change in the use of any building or other structure, or land extension or use of land, by any person, for which permission is required under the Municipal Land Use Law, N.J.S.A. 40:55D-1 et seq. In the case of development of agricultural lands, development means: any activity that requires a State permit; any activity reviewed by the CAB and the SADC, and municipal review of any activity not exempted by the Right to Farm Act, N.J.S.A.4:1c-2 et seq according to Mt. Ephraim Municipal Code Definitions.</p>
<p>2. Does the municipality approach residential projects differently than it does for non-residential projects? If so, how?</p>
<p>The Borough references N.J.S.A. 5:21 RSIS for performance standards and for review of applicable non-residential developments.</p>
<p>3. What process is in place to ensure that municipal projects meet the Stormwater Control Ordinance?</p>
<p>The Borough's governing bodies will administer the stormwater control ordinance for all development and redevelopment projects in accordance with the requirements of the Tier A municipal stormwater general permit. All structural and non-structural BMPs shall be documented with a major development stormwater summary per Attachment D of the Tier A municipal stormwater general permit. For major developments, the Borough requires funds to implement the projects maintenance plan to ensure adequate long-term operation and maintenance of BMPs. FPs on private property that the Borough does not own or operate, Mt. Ephraim intends to ensure the Stormwater Control Ordinance is met by adopting and enforcing a provision in the municipal stormwater control ordinance. The provision requires the private entity to perform the operation and maintenance, with penalties if the private entity does not comply. All proposed inlets must comply with Attachment C of the Tier A municipal stormwater general permit. Mt. Ephraim expects this to be achieved by conveying flows through a trash rack as described in the Alternative Device Exemptions or (for flows not conveyed through such a trash rack) by installation of the NJDOT bicycle safe grate and (if needed) a curb opening with a clear space no bigger than two (2) inches across the smallest dimension.</p>

<p>4. Describe the process for reviewing major development project applications for compliance with the Stormwater Control Ordinance (SCO) and Residential Site Improvement Standards (RSIS). Attach a flow chart if available.</p>	
<p>Mt. Ephraim ensures that all new residential development and redevelopment projects that are subject to the RSIS for stormwater management, including the NJDEP Stormwater Management Rules, N.J.A.C. 7:8, referenced in those standards, comply with applicable standards. The Borough's Planning and Zoning Boards ensure compliance prior to issuing preliminary/final subdivision or site plan approvals under the Municipal Land Use Law.</p>	
<p>5. Does the Municipal Stormwater Management Plan include a mitigation plan?</p>	<p>No</p>
<p>6. What is the physical location of approved applications for major development projects, Major Development Summary Sheets (permit att. D), and mitigation plans?</p>	<p>Approved applications &amp; Major Development Summary Sheets are filed in Appendix B and stored at the Mt. Ephraim Borough Hall</p>



## SPPP Form 6 – Ordinances

All records must be available upon request by NJDEP.

Ordinance permit cite IV.B.1.b.iii	Date of Adoption	Website URL	Was the DEP model ordinance adopted without change?	Entity responsible for enforcement
1. Pet Waste permit cite IV.B.5.a.i	04/26/05	Borough of Mt. Ephraim ecode	<b>yes</b>	Police, CC Health Dept. Code Officials
2. Wildlife Feeding permit cite IV.B5.a.ii	04/26/05	Borough of Mt. Ephraim ecode	<b>yes</b>	Police, DPW Director, Code Officials
3. Litter Control permit cite IV.B5.a.iii	04/26/05	Borough of Mt. Ephraim ecode	<b>yes</b>	Police, DPW Director, Code Officials
4. Improper Disposal of Waste permit cite IV.B.5.a.iv	04/26/05	Borough of Mt. Ephraim ecode	<b>yes</b>	Police, DPW Assistant Superintendent, ode Officials
5. Containerized Yard Waste/ Yard Waste Collection Program permit cite IV.B.5.a.v	04/26/20 05	Borough of Mt. Ephraim ecode	<b>yes</b>	Police, DPW Assistant Superintendent, Code Officials
6. Private Storm Drain Inlet Retrofitting permit cite IV.B.5.a.vi	05/07/200 9	Borough of Mt. Ephraim ecode	<b>yes</b>	Police, DPW Assistant Superintendent, Code Officials
7. Stormwater Control Ordinance permit cite IV.B.4.g and IV.B.5.a.vii	10/24/20 06	Borough of Mt. Ephraim ecode	<b>yes</b>	Police, DPW Assistant Superintendent, Code Officials, Planning/Zonin g Boards
8. Illicit Connection Ordinance permit cite IV.B.5.a.vii and IV.B.6.d	04/26/20 05	Borough of Mt. Ephraim ecode	<b>yes</b>	Police, DPW Assistant Superintendent, Code Officials
9. Optional: Refuse Container/ Dumpster Ordinance permit cite IV.E.2	05/07/20 09	Borough of Mt. Ephraim ecode	<b>yes</b>	Police, DPW Assistant Superintendent, Code Officials

Indicate the location of records associated with ordinances and related enforcement actions:

Mt. Ephraim Police, DPW Asst. supt. and Code Officials will enforce these ordinances. If someone is found to be in violation of an ordinance they will be issued a verbal warning for first-time offense, and penalties will be issued for subsequent offenses. Record of ordinance violations and related enforcement actions will be filed in the code officials office located in the Mt. Ephraim Borough Hall.

## SPPP Form 7 – Street Sweeping

All records must be available upon request by NJDEP.

1. Provide a written description or attach a map indicating which streets are swept as required by the NJPDES permit. Describe the sweeping schedule and indicate if any of the streets are swept by another entity through a shared service arrangement.

Reference Mt. Ephraim's street sweeping logs (spreadsheet) in Appendix C located at the DPW Office located at 33 Linden Ave., Mt. Ephraim NJ. Mt. Ephraim does not have a shared service agreement with an outside street sweeper for these services.

2. Provide a written description or attach a map indicating which streets are swept that are NOT required to be swept by the NJPDES permit. Describe the sweeping schedule and indicate if any of the streets are swept by another entity through a shared service arrangement.

Mt. Ephraim also sweeps Camden County Roads located within Mt. Ephraim on an as-needed basis. These records are also found on Street Sweeping Logs

3. Does the municipality provide street sweeping services for other municipalities? If so, please describe the arrangements.

No

4. Indicate the location of records, including sweeping dates, areas swept, number of miles swept and total amount of wet tons collected each month. Note which records correspond to sweeping activities beyond what is required by the NJPDES permit, i.e., sweepings of streets within the municipality that are not required by permit to be swept or sweepings of streets outside of the municipality.

DPW Offices located at 33 Linden Ave, Mt. Ephraim NJ 08059 in the DPW Assistant Superintendents office as a spreadsheet.

## SPPP Form 8 – Catch Basins and Storm Drain Inlets

All records must be available upon request by NJDEP.

1. Describe the schedule for catch basin and storm drain inlet inspection, cleaning, and maintenance.
Mt. Ephraim cleans, inspects and repaints labels a minimum of 1x per year.
2. List the locations of catch basins and storm drain inlets with recurring problems, i.e., flooding, accumulated debris, etc.
In 2020 there were no inlets that gave us recurring problems
3. Describe what measures are taken to address issues for catch basins and storm drain inlets with recurring problems and how they are prioritized.
N/A
4. Describe the inspection schedule and maintenance plan for storm drain inlet labels on storm drains that do not have permanent wording cast into the design.
On an as-needed basis Mt. Ephraim re-paints labels and inlet #'s. These inlets are determined after yearly inspections.
5. Indicate the location of records of catch basin and storm drain inlet inspections and the wet tons of materials collected during catch basin and storm drain inlet cleanings.
These records are kept at the DPW Offices located at 33 Linden Ave. Mt. Ephraim NJ 08059. Spreadsheet format indicated yards collected.

## SPPP Form 9 – Storm Drain Inlet Retrofitting

All records must be available upon request by NJDEP.

1. Describe the procedure for ensuring that municipally owned storm drain inlets are retrofitted.
During yearly stormwater and roadway rehabilitation projects, storm drain inlets in proximity of the project(s) are retrofitted. Records of retrofitting are maintained in Appendix D stored at the DPW Office. Mt. Ephraim will use NJDOT bicycle safe grates and if needed a curb opening head with a clear space no bigger than two (2) inches across the smallest dimension. In addition, during DPW yearly inspections of storm drain inlets, if a storm drain inlet is in disrepair, maintenance will be scheduled and retrofitted.
2. Describe the inspection process to verify that appropriate retrofits are completed on municipally owned storm drain inlets.
Any In-House Capital project is specified to have bicycle safe grates and stormwater compliant heads installed. On other projects such as NJDOT funded our Borough Engineers specify the bicycle safe grates and stormwater compliant heads to be installed. Inspections prior to the project closeout are completed by DPW Asst. Supt.
3. Describe the procedure for ensuring that privately owned storm drain inlets are retrofitted.
Privately owned stormwater BMP's shall be responsible for performing on their systems in accordance with the sites approved maintenance plan. If a privately-owned stormwater BMP is not being maintained, the Borough's Code Official shall enforce the ordinance, Police and DPW Asst. Supt. also have the authority.
4. Describe the inspection process to verify that appropriate retrofits are completed on privately owned storm drain inlets.
Prior to the project close out, inspections will take place in order to ensure all appropriate retrofits were completed.

## SPPP Form 10 – Municipal Maintenance Yards and Other Ancillary Operations

All records must be available upon request by NJDEP.

<i>Complete separate forms for each municipal yard or ancillary operation location.</i>	
Address of municipal yard or ancillary operation: DPW Facility 33 Linden Avenue, Mt. Ephraim NJ 08059	
List all materials and machinery located at this location that are exposed to stormwater which could be a source of pollutant in a stormwater discharge:	
Raw materials –	Salt, & 3/4" clean stone
Intermediate products –	N/A
Final products –	N/A
Waste materials –	Broken Concrete
By-products –	N/A
Machinery –	Trash Trucks, Dump Trucks, Street Sweeper, Zero Turns, <span style="float: right;">+</span>
Fuel –	Diesel Fuel, Gasoline
Lubricants –	Motor Oil, Antifreeze, DEF Fluid, Transmission Fluids
Solvents –	N/A
Detergents related to municipal maintenance yard or ancillary operations –	
Other –	N/A

For each category below, describe the best management practices in place to ensure compliance with all requirements in permit Attachment E. If the activity in the category is not applicable for this location, indicate where it occurs.

Indicate the location of inspection logs and tracking forms associated with this municipal yard or ancillary operation, including documentation of conditions requiring attention and remedial actions that have been taken or have been planned.

### 1. Fueling Operations

Mt. Ephraim currently has a permanent Diesel/Gasoline fueling system that complies with best management practices (BMP). Reference Mt. Ephraim Public Works Facility Standard Operating Guidelines(SOP). The SOP is filed and maintained in Appendix E of The SPPP located at the DPW Office.

Permanent fueling facility is located at the DPW Facility. The permanent fuel storage facility consists of an above ground storage tank that holds 1,950 gallons of gasoline and 4,000 gallons of diesel fuel. Mt. Ephraim DPW, Police, Fire, Ambulance and B.O.E. that all personnel comply with attachment E of the Tier A Municipal Stormwater General Permit.

### 2. Vehicle Maintenance

Mt. Ephraim utilizes a shared service agreement with the Borough of Bellmawr for vehicle maintenance and repairs. We also utilize outside vendors for police repairs.

### 3. On-Site Equipment and Vehicle Washing

*See permit attachment E for certification and log forms for Underground Storage Tanks.*

Mt. Ephraim does not perform Equipment and Vehicle Washing at its DPW facility. Mt. Ephraim signed a Shared Service Agreement with the Borough's of Barrington, Bellmawr, and Runnemede where as Barrington has a permitted wash facility that is utilized by each municipality.

### 4. Discharge of Stormwater from Secondary Containment

Mt. Ephraim has no secondary Containment Stormwater Discharge.



<p>5. Salt and De-Icing Material Storage and Handling</p>
<p>Mt. Ephraim has a permanent salt storage facility that was erected in 2010. The facility complies with the BMP. Facility holds up to 75 tons of rock salt. Mt. Ephraim DPW ensures that all maintenance personnel comply with attachment E of the Tier A municipal stormwater general permit.</p>
<p>6. Aggregate Material and Construction Debris Storage</p>
<p>Mt. Ephraim has a permanent aggregate material and construction debris storage system that complies with BMP. Walls are constructed of 2'H x 2'W x 6'L concrete blocks interwoven to create a stable bin. The floors are Non-Pervious and graded to prevent runoff from entering the storage structures. all maintenance personnel comply with attachment E of the Tier A municipal stormwater general permit.</p>
<p>7. Street Sweepings, Catch Basin Clean Out and Other Material Storage</p>
<p>Mt. Ephraim stores streetsweeping and catch basin materials on a non-pervious surface within a bin that is covered by a 20' x 20' poly tarp. Materials are taken to Salem County Landfill when 6cy to 8cy are accumulated.</p>
<p>8. Yard Trimmings and Wood Waste Management Sites</p>
<p>Mt. Ephraim does not store vegetative waste at our DPW facility, as collected it is disposed.</p>
<p>9. Roadside Vegetation Management</p>
<p>Mt. Ephraim does not currently have a Roadside Vegetation Management Program.</p>

## SPPP Form 11 – Employee Training

All records must be available upon request by NJDEP.

<p><b>A. Municipal Employee Training:</b> Stormwater Program Coordinator (SPC) must ensure appropriate staff receive training on topics in the chart below as required due to job duties assigned within three months of commencement of duties and again on the frequency below. Indicate the location of associated training sign in sheets, dates, and agendas or description for each topic.</p>		
Topic	Frequency	Title of trainer or office to conduct training
1. Maintenance Yard Operations (including Ancillary Operations)	Every year	<b>Public Works Department</b>
2. Stormwater Facility Maintenance	Every year	Stormwater Program Coordinator
3. SPPP Training & Recordkeeping	Every year	Stormwater Program Coordinator
4. Yard Waste Collection Program	Every 2 years	Public Works Department
5. Street Sweeping	Every 2 years	Public Works Department
6. Illicit Connection Elimination and Outfall Pipe Mapping	Every 2 years	Stormwater Program Coordinator
7. Outfall Pipe Stream Scouring Detection and Control	Every 2 years	Stormwater Program Coordinator
8. Waste Disposal Education	Every 2 years	Public Works Department
9. Municipal Ordinances	Every 2 years	Code Enforcement Office
10. Construction Activity/Post-Construction Stormwater Management in New Development and Redevelopment	Every 2 years	Code Enforcement Office
<p><b>B. Municipal Board and Governing Body Members Training:</b> Required for individuals who review and approve applications for development and redevelopment projects in the municipality. This includes members of the planning and zoning boards, town council, and anyone else who votes on such projects. Training is in the form of online videos, posted at <a href="http://www.nj.gov/dep/stormwater/training.htm">www.nj.gov/dep/stormwater/training.htm</a>.</p> <p style="margin-left: 40px;">Within 6 months of commencing duties, watch <i>Asking the Right Questions in Stormwater Review Training Tool</i>. Once per term thereafter, watch at least one of the online DEP videos in the series available under Post-Construction Stormwater Management. Indicate the location of records documenting the names, video titles, and dates completed for each board and governing body member.</p>		
<p><b>C. Stormwater Management Design Reviewer Training:</b> All design engineers, municipal engineers, and others who review the stormwater management design for development and redevelopment projects on behalf of the municipality must attend the first available class upon assignment as a reviewer and every five years thereafter. The course is a free, two-day training conducted by DEP staff. Training dates and locations are posted at <a href="http://www.nj.gov/dep/stormwater/training.htm">www.nj.gov/dep/stormwater/training.htm</a>. Indicate the location of the DEP certificate of completion for each reviewer.</p>		



## SPPP Form 12 – Outfall Pipes

All records must be available upon request by NJDEP.

1. **Mapping:** Attach an image or provide a link to the most current outfall pipe map. Maps shall be updated at the end of each calendar year.

*Note that ALL maps must be electronic by 21 Dec 2020 via the DEP's designated electronic submission service. For details, see [http://www.nj.gov/dep/dwq/msrp\\_map\\_aid.htm](http://www.nj.gov/dep/dwq/msrp_map_aid.htm).*

2. **Inspections:** Describe the outfall pipe inspection schedule and indicate the location of records of dates, locations, and findings.

Mt. Ephraim will inspect every mapped outfall at least once every five (5) years and complete a storm sewer outfall inspection form. The completed inspection forms shall be filed and maintained in Appendix G stored at the Mt. Ephraim DPW Office. Based on inspections, the stormwater facilities maintenance list is generated that identifies stormwater facilities within Mt. Ephraim that need repair (refer to SPPP Form 13 for additional info).

3. **Stream Scouring:** Describe the program in place to detect, investigate and control localized stream scouring from stormwater outfall pipes. Indicate the location of records related to cases of localized stream scouring. Such records must include the contributing source(s) of stormwater, recommended corrective action, and a prioritized list and schedule to remediate scouring cases.

Mt. Ephraim will inspect every mapped outfall pipe at least once every five (5) years and complete a storm sewer outfall inspection form. The completed inspection forms shall be filed and maintained in Appendix G stored at the Mt. Ephraim DPW Office. Based on inspections, the stormwater facilities maintenance list is generated that identifies stormwater facilities in Mt. Ephraim that need repair (refer to SPPP Form 13 for additional information)

4. **Illicit Discharges:** Describe the program in place for conducting visual dry weather inspections of municipally owned or operated outfall pipes. Record cases of illicit discharges using the DEP's Illicit Connection Inspection Report Form ([www.nj.gov/dep/dwq/tier\\_a\\_forms.htm](http://www.nj.gov/dep/dwq/tier_a_forms.htm)) and indicate the location of these forms and related illicit discharge records.

*Note that Illicit Connection Inspection Report Forms shall be included in the SPPP and submitted to DEP with the annual report.*

Mt. Ephraim will inspect mapped outfalls once every five (5) years. If a dry weather flow is determined an additional site visit is required. At that time, Mt. Ephraim will use the DEP Illicit Connection Inspection Report Form to conduct inspections. DEP Illicit Connection Inspection Report Forms will be filed and maintained in Appendix G of SPPP stored at the Mt. Ephraim DPW Office. Outfall pipes that are found to have a dry weather flow or evidence of an intermittent non-stormwater flow will be fully investigated.

If Mt. Ephraim is able to locate an illicit connection (and the connection is within Mt. Ephraim) the responsible party will be cited for the violation of the Illicit Connection Ordinance, and the connection will be immediately eliminated.

If after the appropriate amount of investigation, Mt. Ephraim is unable to locate the source of the illicit connection, a Closeout Investigation Form will be submitted with the Annual Inspection and Recertification. If an illicit connection is found to originate from another public agency, Mt. Ephraim will report the illicit connection to the Department.

## SPPP Form 13 – Stormwater Facilities Maintenance

All records must be available upon request by NJDEP.

1. Detail the program in place for the long-term cleaning, operation and maintenance of each stormwater facility owned or operated by the municipality.

Mt. Ephraim stormwater facilities are inspected as follows to ensure they are functioning properly. In high risk areas, preventative maintenance will be performed to ensure they do not begin to fail.  
Catch basins are inspected and cleaned annually to maintain function and efficiency of catch basins owned and operated by Mt. Ephraim. If, at any time of inspection, sediment, trash or debris is observed in the catch basin, then the catch basin is cleaned. If no trash, debris is found catch basin is not cleaned.  
Outfall inspections are performed once every five (5) years, A schedule of maintenance or repairs is prioritized based on danger to the public. The schedule will be disclosed in the stormwater facilities maintenance list repair. All maintenance and repairs shall be made in accordance with NJAC7:8 and a soil erosion and sediment control in NJ at NJAC 2:90-1 and the requirements for bank stabilization and channel restoration found at NJAC 7:13et seq.  
Basin facilities are mowed, and trash and debris cleaned on a regular basis. Basin inspections occur once every three (3) years to be prioritized. the schedule will be disclosed in the stormwater facilities maintenance list.

2. Detail the program in place for ensuring the long-term cleaning, operation and maintenance of each stormwater facility NOT owned or operated by the municipality.

Responsible parties for privately owned stormwater BMP's are responsible for performing maintenance on those systems in accordance with the sites approved maintenance plan. If a privately owned stormwater BMP is not being maintained, Mt. Ephraim Code Officials enforces the applicable ordinances.

The Borough maintains copies of maintenance plans for privately owned facilities. Copies are filed at the DPW Offices.

3. Indicate the location(s) of the Stormwater Facilities Inspection and Maintenance Logs listing the type of stormwater facilities inspected, location information, inspection dates, inspector name(s), findings, preventative and corrective maintenance performed.

Catch basins and Storm Drain Inlets-Inspection forms shall be kept in Appendix D  
Outfall Inspections-Inspection forms shall be filed in Appendix G  
Illicit Discharges/Connections-Inspection Forms to be filed in Appendix G  
Stormwater Maintenance Basins-Inspection Forms shall be filed in Appendix H  
Stormwater Facilities List-Inventory of outfalls, basins and facilities shall be filed in Appendix I

Note that maintenance activities must be reported in the annual report and records must be available upon request. DEP maintenance log templates are available at [http://www.nj.gov/dep/stormwater/maintenance\\_guidance.htm](http://www.nj.gov/dep/stormwater/maintenance_guidance.htm) (select specific logs from choices listed in the Field Manuals section).

*Additional Resources: The NJ Hydrologic Modeling Database contains information and maps of stormwater management basins. To view the database map, see <https://hydro.rutgers.edu>. To download data in an Excel format, see [https://hydro.rutgers.edu/public\\_data/](https://hydro.rutgers.edu/public_data/).*

## SPPP Form 14 – Total Maximum Daily Load Information

All records must be available upon request by NJDEP.

1. Using the Total Maximum Daily Load (TMDL) reports provided on [www.nj.gov/dep/dwq/msrp-tmdl-rh.htm](http://www.nj.gov/dep/dwq/msrp-tmdl-rh.htm), list adopted TMDLs for the municipality, parameters addressed, and the affected water bodies that impact the municipality's MS4 program.

2. Describe how the permittee uses TMDL information to prioritize stormwater facilities maintenance projects and to address specific sources of stormwater pollutants.

## SPPP Form 15 – Optional Measures

All records must be available upon request by NJDEP.

1. Describe any Best Management Practice(s) the permittee has developed that extend beyond the requirements of the Tier A MS4 NJPDES permit that prevents or reduces water pollution.
2. Has the permittee adopted a Refuse Container/Dumpster Ordinance?