



STORMWATER POLLUTION PREVENTION PLAN

Prepared for



TOWNSHIP OF MOUNT OLIVE

MORRIS COUNTY

NEW JERSEY

NJPDES PERMIT #NJG0148326

Prepared by

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Township of Mount Olive

Stormwater Pollution Prevention Plan (SPPP)

1.0 INTRODUCTION

1.1 Background

The U.S. Environmental Protection Agency (EPA) stormwater program was announced in 1990 under the Clean Water Act (CWA) with Stormwater Phase I rule that required medium and large cities or certain counties with populations greater than 100,000 to obtain a National Pollutant Discharge Elimination System (NPDES) permit for their stormwater discharge.

The Stormwater Phase II rule was announced in December 1999 requiring small Municipal Separate Storm Sewer Systems (MS4s) to obtain NPDES permit coverage for their stormwater discharges. In addition, Phase II rule includes non-traditional MS4s such as public universities, departments of transportation, hospitals and prisons.

In New Jersey, the State Department of Environmental Protection (NJDEP) developed the Municipal Stormwater Regulation Program in response to the U.S. EPA Phase II rule of 1999. As a result, the stormwater rules were in place by February 2004 and four (4) NJ Pollutant Discharge Elimination System (NJPDES) general permits authorizing and regulating stormwater discharges for all 566 municipalities in the State.

The NJDEP has provided the Township of Mount Olive authorization to discharge under Tier A Municipal Stormwater General Permit NJ0141852 and NJPDES Permit NJG0148326. The General Permit authorizes discharges for municipal storm sewer systems by requiring that the Township prepares this Stormwater Pollution Prevention Plan (SPPP) as a regulatory mechanism to address stormwater quality and quantity issues related to public works operations, existing development, new development and redevelopment areas within the Township.

The objective of the Stormwater Pollution Prevention Plan (SPPP) is to document the Township's MS4 Stormwater Program, outline SPPP team members' responsibilities, tasks for members, scope of activities to be managed, scheduled and completed by certain dates to meet and implement Statewide Basic Requirements (SBRs). The SBRs were developed by NJDEP to implement Federal six (6) minimum measures, which include:

- a. public involvement and participation,
- b. local public education and outreach,
- c. construction site stormwater runoff,
- d. post construction stormwater management,
- e. pollution prevention/good housekeeping for municipal operators,
- f. MS4 outfall pipe mapping, and illicit discharge and scouring detection and control.

1.2 Stormwater Pollution Prevention Plan (SPPP) Use

Van Cleef Engineering Associates (VCEA) has continued to work in the Stormwater Pollution Prevention Plan (SPPP) with the Township officials since its creation in March 2005. Furthermore, VCEA has prepared the SPPP forms that provide supervisory personnel for the tasks involved in each form and providing a detail description of the actions necessary to complete the tasks for compliance with NJDEP SBRs. In addition, Department of Public Works (DPW) Standard Operating Procedures form is provided with this SPPP.

1.3 Requirements for Completing SPPP

The SPP needs to be maintained and reviewed annually to reflect changes to the Township's MS4 stormwater program and document inspections to the storm sewer system. The requirements, tasks and scheduling for the SPPP are described in the forms that are part of Division 2. In addition, the Department of Public Works (DPW) Standard Operating Procedures form is provided in Division 5 of this SPPP.

Township of Mount Olive

2.0- STORMWATER POLLUTION PREVENTION PLAN (SPPP) FORMS

SPPP Form 1 – SPPP Team Members

All records must be available upon request by NJDEP.

Stormwater Program Coordinator (SPC)	
Print/Type Name and Title	Michael G. Vreeland, P.E., C.M.E., Township Engineer
Office Phone # and email	(201) 818-4410, mvreeland@vancleefengineering.com
Signature/Date	
Individual(s) Responsible for Major Development Project Stormwater Management Review	
Print/Type Name and Title	Michael G. Vreeland, P.E.; C.M.E., Township Engineer
Print/Type Name and Title	
Print/Type Name and Title	
Print/Type Name and Title	
Print/Type Name and Title	
Other SPPP Team Members	
Print/Type Name and Title	Timothy Quinn, Director of Public Works
Print/Type Name and Title	Frank Wilpert, Jr., Assistant Director of Public Works
Print/Type Name and Title	
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.	8/12/21		All	Update of SPPP forms published by NJDEP
2.	3/19/21			Revision to Outfall Mapping Plan to address NJDEP request for PDF map version & review comments.
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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:	https://www.mountolivetwpnj.org/departments-public-works/pages/storm-water-information
2. Date of most current SPPP:	August 18, 2021
3. Website URL where the Municipal Stormwater Management Plan (MSWMP) is posted online:	https://mountolivetownship.com/
4. Date of most current MSWMP:	March 2005, Revised October 2006
5. Physical location and/or website URL where associated municipal records of public notices, meeting dates, minutes, etc. are kept:	https://mountolivetownship.com/
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:	
The Township of Mount Olive complies with the requirements for meetings where public notice is required by the Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.) known as “Sunshine Law” by providing public notice that complies with the requirements of the Act. In addition, the Township of Mount Olive complies with the requirements as it applies to the passage of ordinances by following N.J.S.A. 40:49-1 et seq. Furthermore, the Township of Mount Olive complies with the public notice requirements in the Municipal Land Use Law (N.J.A.C. 40:55-D1 et seq.) for municipal actions. Moreover, this Stormwater Pollution Prevention Plan (SPPP) and related ordinances are available and posted for the public to access on the Township’s website.	

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.

The Township of Mount Olive has an annual “Community Week & Carnival” special event, which is held in July each year. The event is held at Turkey Brook Park located at 30 Flanders Road in which an informational booth with educational information prepared by NJDEP is available to the public. The special event is exhibited at the Recreation Department municipal website.

Moreover, the Township of Mount Olive School District has hosted regional training sessions regarding water supply (lead sampling) and geoscience.

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.

The Township of Mount Olive will continue to distribute its annual recycling calendar to all residents and business, which provides tips and reminders taken from NJDEP’s “Solutions to Stormwater Solutions” flyer inside the calendar.

In addition, the Township of Mount Olive achieved “Sustainable Jersey Bronze Certification” in November 2019 for its well-established and award winning recycling program. The Township of Mount Olive has prepared a Township Recycling Booklet that is displayed at the Sanitation Department municipal website. The booklet and municipal website provides information about household hazard waste disposal for acceptable and un-acceptable materials and contact information for the Morris County Disposal Site.

The Township of Mount Olive has an Illicit Connections to Storm Sewers ordinance Sections 343-1 to 343-13 that was adopted in 2006 and is available at the Planning and Zoning municipal website Township Codebook link.

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

The Township of Mount Olive will continue to keep public education and outreach information on the municipal website for access to the general public.

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

All records must be available upon request by NJDEP.

1. How does the municipality define 'major development'?
The municipal ordinance defines 'Major Development' as an individual development, as well as multiple developments that individually or collectively result in: ➤ The disturbance of one or more acres of land since February 2, 2004; ➤ The creation of one-quarter acre or more of "regulated impervious surface" since February 2, 2004; ➤ The creation of one-quarter acre or more of "regulated motor vehicle surface" since March 2, 2021; ➤ A combination of Sections 2 and 3, above, that totals an area of one-quarter acre or more. The same surface shall not be counted twice when determining if the combination area equals one-quarter acre or more. Major development includes all developments that are part of a common plan of development or sale (for example, phased residential development) that collectively or individually meet any one or more of paragraphs 1, 2, 3, or 4 above. Projects undertaken by any government agency that otherwise meet the definition of "major development" but which do not require approval under the Municipal Land Use Law, N.J.S.A. 40:55D-1 et seq., are also considered "major development."
2. Does the municipality approach residential projects differently than it does for non-residential projects? If so, how?
Yes, the municipal ordinance has a definition for "Minor Development" which is any development that results in a new dwelling, but does not meet the definition of a "Major Development" as stated in question 1.
3. What process is in place to ensure that municipal projects meet the Stormwater Control Ordinance?
The process in place to ensure that municipal projects meet the Stormwater Control Ordinance is that for all land use applications (site plans, subdivisions, use variance) for residential and non-residential developments are review by the Township Engineer and design by a NJ Licensed Professional Engineer and in compliance with the Township's ordinance.

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.	
	The process for reviewing a major development project consist of the following: • Review Land Use Application for Site Plans, Subdivisions and Use Variance for residential and non-residential administrative completeness. • Identify applicant's variances and design waivers requested • Review submitted plans and reports for compliance with the municipal Stormwater Control Ordinance No. 11-2021 adopted May 19, 2021 for runoff quantity reduction, water quality, flood control, groundwater recharge, and pollutant reduction through stormwater management measures, including green infrastructure. • Determine applicant's compliance with design and performance standards for stormwater management measures and requirements for major and minor developments as outlined in the Township's ordinances.
5. Does the Municipal Stormwater Management Plan include a mitigation plan?	No. The Township has in placed Chapter 535 "Highlands Preservation" Ordinance No. 30-2013 which addresses mitigation for open waters and riparian resources, water conservation and deficit mitigation, prime groundwater recharge areas and conservation restrictions.
6. What is the physical location of approved applications for major development projects, Major Development Summary Sheets (permit att. D), and mitigation plans?	Approved site plans can be found at the planning and zoning board offices.

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	9/27/1977	https://www.ecode360.com/29941884?highlight=28-77&searchId=1985930611298640 and https://www.ecode360.com/29896738?highlight=pet%20waste,pets&searchId=1979404410763959#29896738	No	Health Dept. & Police Dept.
2. Wildlife Feeding permit cite IV.B5.a.ii	7/12/2005	https://www.ecode360.com/29896738?highlight=pet%20waste,pets&searchId=1979404410763959	No	Health Dept. & Police Dept.
3. Litter Control permit cite IV.B5.a.iii	8/23/1988	https://www.ecode360.com/29964426	No	Health Dept. & Police Dept.
4. Improper Disposal of Waste permit cite IV.B.5.a.iv	8/17/1993	https://www.ecode360.com/29897398	No	Sanitation Dept., Dept. of Public Works & Police Dept.
5. Containerized Yard Waste/ Yard Waste Collection Program permit cite IV.B.5.a.v	8/17/1993	https://www.ecode360.com/29897328?highlight=collect,colection,waste,yard%20waste&searchId=1982074641826937#29897328	No	Sanitation Dept., Dept. of Public Works & Police Dept.
6. Private Storm Drain Inlet Retrofitting permit cite IV.B.5.a.vi	4/27/2010	https://www.ecode360.com/29934300?highlight=&searchId=1981824003423530#29934300	No	Department of Public Works
7. Stormwater Control Ordinance permit cite IV.B.4.g and IV.B.5.a.vii	5/19/2021	https://www.mountolive.twp.nj.org/departments-public-works/pages/storm-water-information	No	Department of Public Works & Police Dept.
8. Illicit Connection Ordinance permit cite IV.B.5.a.vii and IV.B.6.d	3/28/2006	https://www.ecode360.com/29966607?highlight=illicit%20connections&searchId=1982457267877794#29966607		Health Dept., Police Dept. & Dept. of Public Works
9. Optional: Refuse Container/ Dumpster Ordinance permit cite IV.E.2	3/11/2008	https://www.ecode360.com/29897385	No	Sanitation Dept., Dept. of Public Works & Police Dept.

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

The responsible Departments in charge of enforcing the Township of Mount Olive ordinances keep all records.

All enforcement actions comes from the associated departments in the form of written warning letters for first time offenders and subsequent summons are issued to the associated property owners as need it to enforce the code.

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.

The Township of Mount Olive Department of Public Works (DPW) conducts sweeping of all municipally owned or operated roads at a minimum in two (2) stages during the Spring and Fall season months. During the summer months in response to major storm events.

The DPW keeps a log book for the streets being swept.

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.

The Township's DPW only sweeps municipally owned roads. County Roads are covered by the County and State Highways are covered by the NJ Dept. of Transportation (NJDOT).

The sweeping roadway schedule is based on the log book that is kept and subject to roadways that might need immediate attention due to an issue or emergency.

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

Yes, the Township's DPW performs shared services with Chester Borough for street sweeping.

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.

The Township of Mount Olive records are maintained by the Township's DPW located at 204 Flanders-Drakestown Road in Budd Lake; responsible for sweeping all municipally owned roads.

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.
The Township's DPW is responsible for scheduling and performing catch basin and storm drain inlet inspections, cleaning, maintenance and repairs annually in order to maintain its functionality and efficiency. During inspection, if no sediment, trash or debris are observed in the catch basins, then those catch basins will not be cleaned. All catch basins will be inspected annually, even if they were found to be "clean" the previous year. During the cleaning and maintenance operations, catch basins are to be inspected for disrepair and functionality. An additional maintenance is scheduled for repairing catch basins and storm drain inlets. The Township currently owns and operates 2,200 catch basins.
2. List the locations of catch basins and storm drain inlets with recurring problems, i.e., flooding, accumulated debris, etc.
Woodland Avenue at the bottom of the hill and Ridge Road in Budd Lake area since storm drains are seepage pits. Woodsedge Avenue at the intersection with NJ Rte. 46 the storm drain backups due to large volume and outfall capacity.
3. Describe what measures are taken to address issues for catch basins and storm drain inlets with recurring problems and how they are prioritized.
If a basin or drain is non-functional, an inspection will be carried out by the Department of Public Works. Emergency repairs and maintenance will be completed if required.
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.
All storm drain inlets within the Township of Mount Olive are inspected for maintenance annually and checked to ensure that the storm drain inlet labels are in place and visible. Labels that are no visible are replaced. The Township of Mount Olive have continuously been replacing labels with permanent wording cast into curb pieces and grates through the various municipal roadway improvement projects that are publicly bid each year. In addition, the Township's DPW road department personnel have been replacing some grates and curb pieces with permanent wording cast.
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.
The Township's DPW maintains all records of catch basin and storm drain inlet inspections and cleanings.

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.
The Township of Mount Olive retrofits all inlets on roadways that are part of reconstruction, milling and resurfacing roadway improvement projects that are publicly bid each year. The Borough Engineer for ensuring compliance with NJDEP and NJDOT standards reviews these roadway projects prior to bidding and an Engineer's Representative (RE) inspects improvements during construction.
2. Describe the inspection process to verify that appropriate retrofits are completed on municipally owned storm drain inlets.
The Township's DPW inspects storm drain inlets prior to roadway improvements during the design process. Storm drain inlets needing retrofitting for compliance are incorporated in the roadway improvement projects and the RE performs inspections during construction.
3. Describe the procedure for ensuring that privately owned storm drain inlets are retrofitted.
Storm drain inlets that are privately owned are required to be retrofitted to meet the design standards of the ordinance. This is accomplished when development applications are submitted to the Planning and Zoning Department and is noted by the Township Engineer during the review process.
4. Describe the inspection process to verify that appropriate retrofits are completed on privately owned storm drain inlets.
The Township Engineer prepares an engineer's estimate in accordance with the Municipal Land Use Law (N.J.A.C. 40:55D) that contains a guarantee and escrow estimate for performance guarantee, a 2-year maintenance guarantee and inspection escrow that will need to be posted in accordance with the resolution of approval. The RE will perform inspections during construction and a final inspection for which a punch list is typically issued prior to the issuance of a Certificate of Occupancy by the municipal authorities.

SPPP Form 10 – Municipal Maintenance Yards and Other Ancillary Operations

All records must be available upon request by NJDEP.

Complete separate forms for each municipal yard or ancillary operation location.

Address of municipal yard or ancillary operation:

Department of Public Works
204 Flanders-Drakestown Road
Budd Lake, NJ 07828

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 – Dense graded aggregate (DGA) and Salt is covered.

Intermediate products – Asphalt that is temporarily stored and haul off site.

Final products – None

Waste materials – Street sweeping material and storm drain wet material from maintenance operations are stockpile at DPW yard at least 50 ft. setback from storm drain inlets. Material is screened and mixed in with topsoil for reuse.

By-products – None

Machinery – DPW trucks (dump trucks, pickups, backhoes, loaders, mowers), garbage truck for sanitation pickup, and general equipment tools.

Fuel – Five above ground storage containers for oil are located at the DPW Complex on concrete slabs.

Lubricants – De-icing material stored at the DPW in compliance with the Township's General Stormwater permit.

Solvents – Waste oil stored at the DPW at least 50 ft. setback from storm drain inlets.

Detergents related to municipal maintenance yard or ancillary operations – None.

Other – Sand is stockpiled outside the salt dome at least 50 ft. setback from storm drain inlets.

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
Five (5) above ground storage containers for oil are located at the DPW Complex. The fueling storage locations are inspected monthly to ensure that the Standard Operating Procedures are being met for which inspection logs are maintained.
2. Vehicle Maintenance
Vehicle maintenance is performed as required at the DPW facility located at 204 Flanders-Drakestown Road for DPW vehicles (dump trucks, pickups, backhoes, loaders, and mowers), fire and first aid vehicles following the Standard Operating Procedures that are currently in place for which inspection logs are maintained.
3. On-Site Equipment and Vehicle Washing
<i>See permit attachment E for certification and log forms for Underground Storage Tanks.</i> On-Site equipment at the Township's DPW facility include DPW vehicles (dump trucks, pickups, backhoes, loaders, and mowers), garbage truck for sanitation pickup, and general equipment tools. A wash station for vehicles is located at DPW facility that is self-contained and holds water with no discharge to storm drains.
4. Discharge of Stormwater from Secondary Containment
Not Applicable.
5. Salt and De-Icing Material Storage and Handling
Salt and De-icing material is covered, stored and handling takes place at the Township's DPW facility located at 204 Flanders-Drakestown Road. The Township's DPW has a salt storage dome that is inspected monthly and stores approximately 1,500 tons of salt that is placed on a reinforced concrete floor. Also, sand is stockpiled outside the salt storage dome at least 50 ft. setback from storm drain inlets.

6. Aggregate Material and Construction Debris Storage

Aggregate material is stored at the Township's DPW facility in three-sided bins.

Construction debris is temporarily stored on an asphalt pad behind the salt dome at the Township's DPW facility in which material is stage and haul to a recycling facility.

7. Street Sweepings, Catch Basin Clean Out and Other Material Storage

The Township's DPW stores street sweeping, catch basin clean out and other material at the Township's DPW facility where material is screened, mixed with topsoil and reuse for roadway edges.

8. Yard Trimmings and Wood Waste Management Sites

All yard trimmings (grass, yard waste bags and leaf bags) and wood waste are send to a recycling facility.

9. Roadside Vegetation Management

The Township's DPW performs roadside mowing and maintenance on the bi-weekly basis during the spring, summer and fall season months.

SPPP Form 11 – Employee Training

All records must be available upon request by NJDEP.

- A. Municipal Employee Training:** 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.

Topic	Frequency	Title of trainer or office to conduct training
1. Maintenance Yard Operations (including Ancillary Operations)	Every year	Department of Public Works
2. Stormwater Facility Maintenance	Every year	Department of Public Works
3. SPPP Training & Recordkeeping	Every year	Stormwater Coordinator & Department of Public Works
4. Yard Waste Collection Program	Every 2 years	Department of Public Works
5. Street Sweeping	Every 2 years	Department of Public Works
6. Illicit Connection Elimination and Outfall Pipe Mapping	Every 2 years	Department of Public Works
7. Outfall Pipe Stream Scouring Detection and Control	Every 2 years	Department of Public Works
8. Waste Disposal Education	Every 2 years	Department of Public Works
9. Municipal Ordinances	Every 2 years	Township Engineer, Planning & Zoning Dept.
10. Construction Activity/Post-Construction Stormwater Management in New Development and Redevelopment	Every 2 years	Stormwater Coordinator & Department of Public Works

- B. Municipal Board and Governing Body Members Training:** 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 www.nj.gov/dep/stormwater/training.htm.

Within 6 months of commencing duties, watch *Asking the Right Questions in Stormwater Review Training Tool*. 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. **Records of 2019 completion are located in the Township's DPW facility.**

- C. Stormwater Management Design Reviewer Training:** 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 www.nj.gov/dep/stormwater/training.htm. Indicate the location of the DEP certificate of completion for each reviewer. **DEP Certificate is located at the Consulting Engineer's Office.**

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.

Outfall pipe map has been completed. The map can be found at the Township's website.

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

The Township's DPW performs outfall pipe inspections annually. The location of the records are located at the Township's DPW.

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.

The Township's DPW performs stream scouring visual inspections while conducting outfall pipe inspections annually. If scouring is observed, sites will be placed on a prioritized list and repairs are made in accordance with the Standards of Soil Erosion and Sediment Control in New Jersey. In addition, repairs that do not need NJDEP permits are completed first.

Additional inspections are conducted by Township's DPW when residential inquiries and complaints are received.

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/dwg/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.

The Township of Mount Olive has an "Illicit Connection Elimination Program" "for outfall pipes that are found to have dry weather flow or evidence of intermittent non-stormwater flow will be investigated to locate the illicit connection. The visual inspection are conducted by the Township's DPW and if able to locate the illicit connection (and the connection is within the Township of Mount Olive), the responsible party will be notified immediately, and a citation is issued if the connection is not corrected or removed within six (6) months of discovery.

In addition, after the appropriate amount of investigation, if the Township is unable to locate the source of the illicit connection, a closeout investigation form is filled out. Furthermore, if the illicit connection is found to originate from another public entity, the Township will report the connection to NJDEP, and also notify the municipality from which it appears to originate.

Illicit connection complaints are reported to the Township's DPW and Health Department in which record cases are kept. All records request should be made through Township's DPW.

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.

The Township of Mount Olive has an annual inspection program in place for long-term cleaning, operation and maintenance of each stormwater facility owned or operated by the Township that includes catch basins, storm drains, detention and infiltration basins, swales. These facilities are inspected for proper functioning during inspections for which preventive and corrective maintenance is performed.

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.

The Township of Mount Olive has established a program for the maintenance of stormwater facilities in new major development projects in accordance with Section X entitled “Maintenance and Repair” of the Stormwater Control Ordinance. This section requires a private entity to be specified by the applicant as the responsible party for the maintenance of stormwater facilities.

In the event that the specified entity does not perform the necessary long-term cleaning, operation and maintenance of the stormwater facilities, the Township of Mount Olive notifies the responsible entity in writing. The notice provides the responsible party fourteen (14) days to effect maintenance and repair of the facility in a manner that is approved by the municipal Engineer or his designee.

If the responsible party fails or refuses to perform maintenance and repair, the Township will proceed to do so and bill the cost thereof to the responsible person. Non-payment of such bill may result in a lien on the property as specified in the Stormwater Control Ordinance.

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.

For stormwater facilities owned by the Township, the inspection and maintenance logs and records are kept by the Township’s DPW.

For stormwater facilities that are privately owned, the responsible party retains and makes available the inspection and maintenance logs upon request by any public entity with administrative, health, environmental or safety authority over the site.

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 (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/.

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/dwg/msrp-tmdl-rh.htm, list adopted TMDLs for the municipality, parameters addressed, and the affected water bodies that impact the municipality's MS4 program.

Based on the review of the NJDEP database there are various TDL reports issued for streams and lakes located within the Township of Mount Olive boundary limits.

TMDL for Phosphorus to Address 4 Eutrophic Lakes in the Northwest Water Region- Sept. 2003

TMDL for Pathogens to Address 4 Lakes in the Raritan Water Region- Oct.2009

TMDL for the Non-Tidal Raritan River Basin Addressing Total P, DO, pH and TSS- May 2016

TMDL for Fecal Coliform to Address 48 Streams in the Raritan River Water Region- September 2003

TMDL for Fecal Coliform to Address 10 Streams in the Northwest Water Region- Sept. 2005

TMDL for Mercury Impairments Based on Concentration in Fish Tissue Caused Mainly by Air Deposition to Address 122 HUC 14s Statewide- June 2010

The waterbodies mentioned on these reports include:

Budd Lake- Mercury and Fecal Coliform

South Branch Raritan River- Total Phosphorus, Fecal Coliform, Dissolved Oxygen (DO), pH and Mercury

Musconetcong River- Fecal Coliform

Drakes Brook- Total Phosphorus

The referenced TMDL reports outline various impacts within the above noted waterbodies located in Watershed Management Areas (WMA) 8 from fecal coliform, mercury, total phosphorus and total suspended solids.

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

The Township has in placed Chapter 535 “Highlands Preservation” Ordinance No. 30-2013 which defines Total Maximum Daily Load (TMDL) in Section 11. In addition, TMDL is addressed in the Section 34 entitle “Stormwater Management”. Both sections describe NJDEP Surface Water Quality Standards (N.J.A.C. 7:9B).

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.

Ordinance Section 77 in Chapter 550 was added on September 21, 2010 to prevent potential pollutants from contaminating the groundwater. The groundwater aquifers are connected and flow into surface waters, lakes and streams.

2. Has the permittee adopted a Refuse Container/Dumpster Ordinance?

Yes. The Refuse Container/Dumpster Ordinance was adopted on March 11, 2008.

Township of Mount Olive

3.0- STORMWATER OUTFALLS MAP

Township of Mount Olive

Stormwater Pollution Prevention Plan (SPPP)

3.0 Stormwater Outfall Map

The Township of Mount Olive has completed the process of locating the existing outfalls, creating an online Geographic Information System (GIS) database and an electronic PDF version of the Map as part of this Stormwater Pollution Prevention Plan (SPPP) for which the Township was divided into three (3) sections. Section one was labeled “BL” for Budd Lake, section two was labeled “FW” for Flanders (West of U.S. Route 206) and section three was labeled “FE” for Flanders (East of U.S. Route 206).

As new development and redevelopment takes place within the Township of Mount Olive, existing outfall mapping will be updated to include storm sewer system changes through the creation of additional outfalls.

STORMWATER POLLUTION PREVENTION PLAN
PREPARED FOR
TOWNSHIP OF MOUNT OLIVE
MORRIS COUNTY, NEW JERSEY

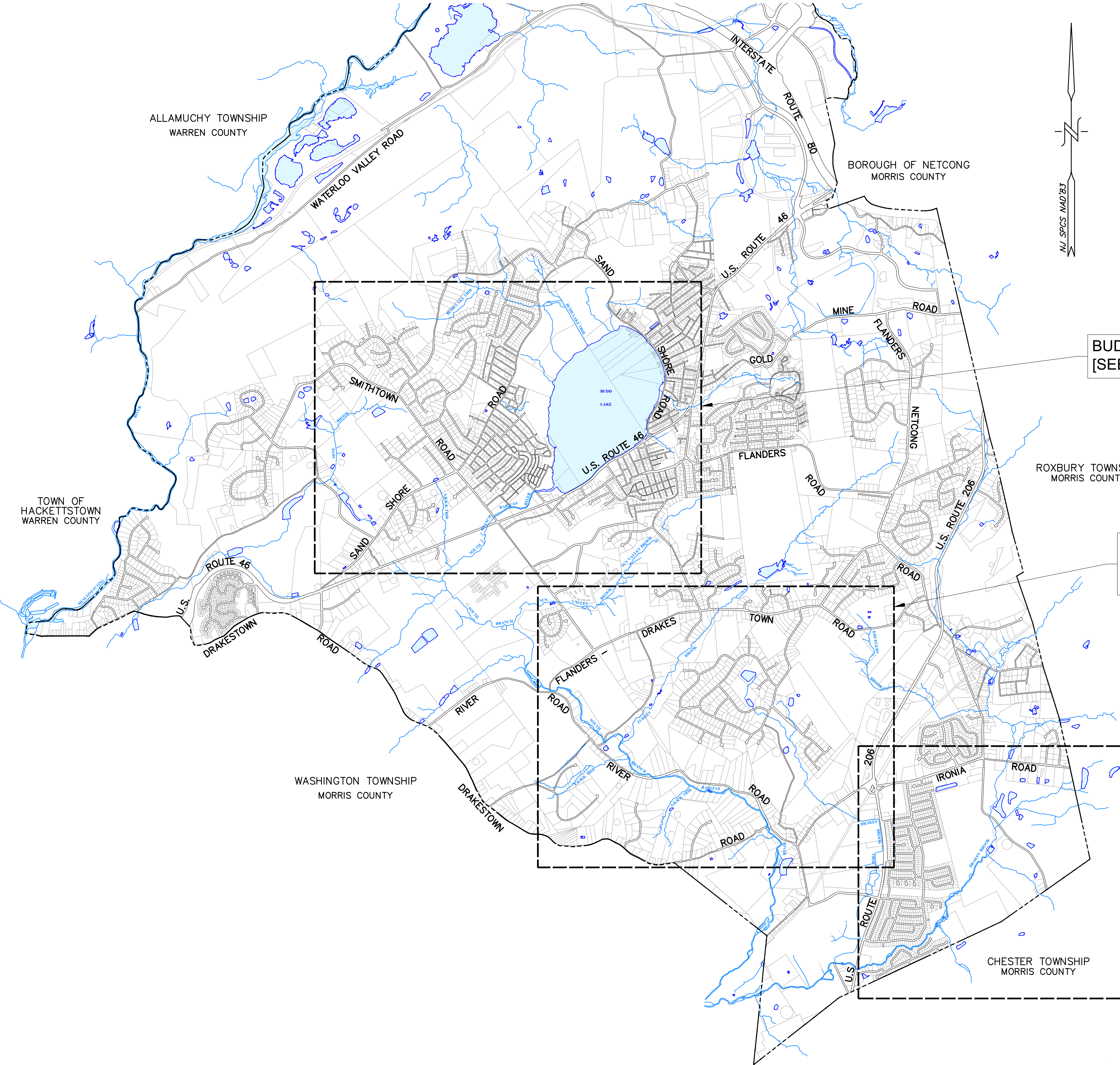
INDEX OF SHEETS		
SHEET No.	TITLE	LAST REVISED
1	OUTFALL LOCATIONS INDEX	-
2	BUDD LAKE OUTFALL LOCATIONS	-
3	FLANDERS (WEST OF US ROUTE 206) OUTFALL LOCATIONS	-
4	FLANDERS (EAST OF US ROUTE 206) OUTFALL LOCATIONS	-

LEGEND:

- N.J. MUNICIPAL BOUNDARY
- RIGHT-OF-WAY
- PROPERTY LINE
- SURFACE WATER (STREAMS/RIVERS)
- SURFACE WATER (LAKE/POND)

REFERENCES:

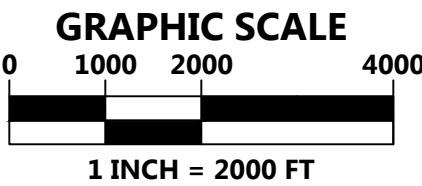
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- NJ OFFICE OF INFORMATION TECHNOLOGY, OFFICE OF GIS (NJOGIS), "PARCELS AND MOD-IV OF MORRIS COUNTY, NEW JERSEY", 20190715.
- NJ DEPARTMENT OF ENVIRONMENTAL PROTECTION (NJDEP), OFFICE OF INFORMATION RESOURCES MANAGEMENT (ORIM), BUREAU OF GEOGRAPHIC INFORMATION SYSTEMS (BGIS), "NATIONAL HYDROGRAPHY DATASET (NHD) STREAMS 2002", 20101101.
- NJ DEPARTMENT OF ENVIRONMENTAL PROTECTION (NJDEP), OFFICE OF INFORMATION RESOURCES MANAGEMENT (ORIM), BUREAU OF GEOGRAPHIC INFORMATION SYSTEMS (BGIS), "NATIONAL HYDROGRAPHY DATASET (NHD) WATERBODY 2002", 20101101.
- VAN CLEEF ENGINEERING ASSOCIATES, LLC, "ROADWAY HEALTH MAP, FOR, TOWNSHIP OF MOUNT OLIVE, MORRIS COUNTY, NEW JERSEY", CONSISTING OF (1) SHEET, 20190906.
- VAN CLEEF ENGINEERING ASSOCIATES, LLC, ArcGIS ONLINE DATABASE, FEATURE LAYER ENTITLED, "OUTFALLS_MT_OLIVE", LAST UPDATED 20210317.



OUTFALL LOCATIONS INDEX

STORMWATER POLLUTION PREVENTION PLAN
TOWNSHIP OF MOUNT OLIVE
MORRIS COUNTY, NEW JERSEY
MARCH, 2021
VCEA PROJECT NO: 5108

TOWNSHIP OF MOUNT OLIVE
204 FLANDERS-DRAKESTOWN ROAD
BUDD LAKE, NEW JERSEY 07828

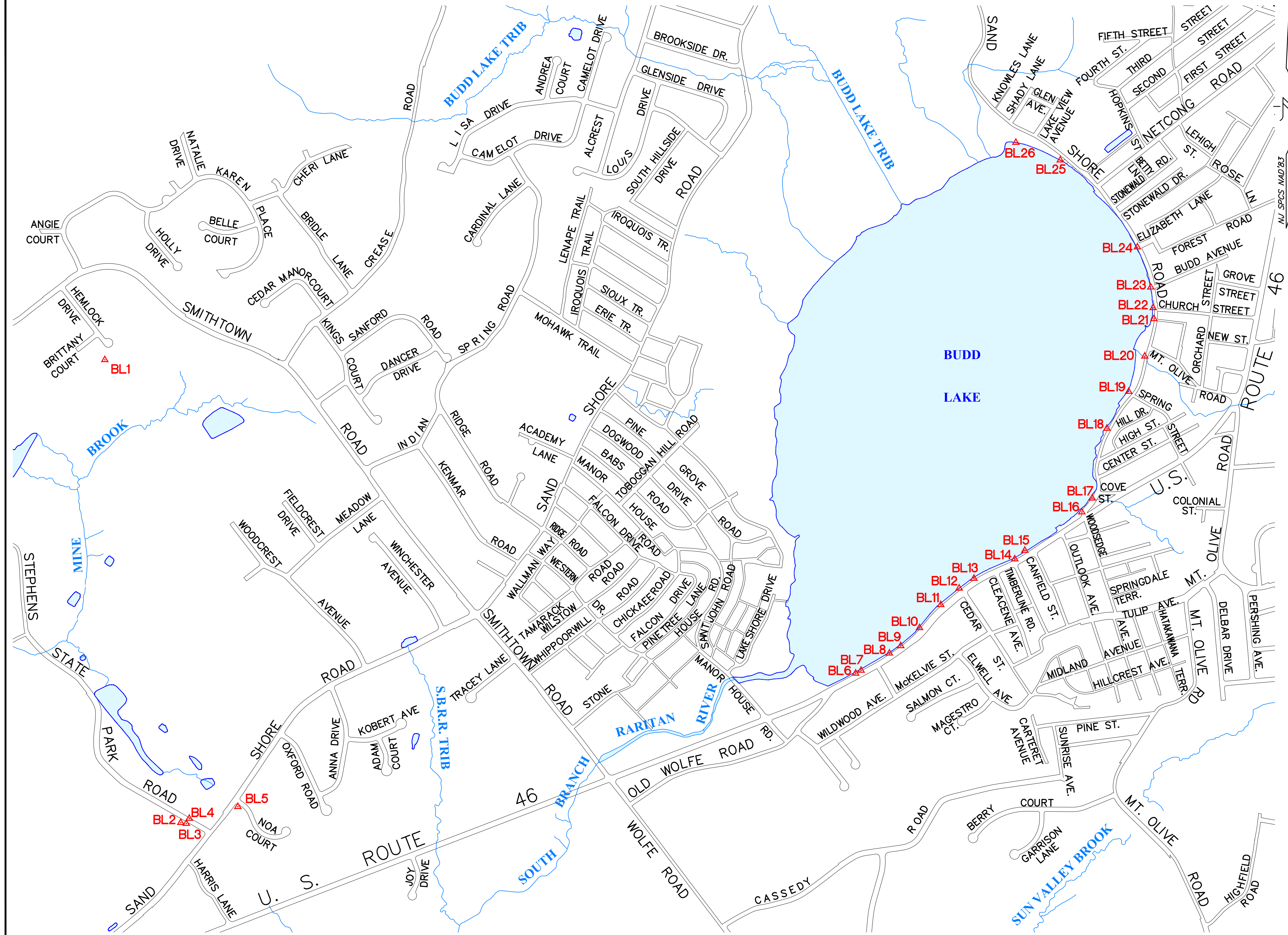


With Offices in New Jersey,
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VAN CLEEF ENGINEERING ASSOCIATES, LLC
32 BROWER LANE, HILLSBOROUGH, NJ 08844
WEB: WWW.VANCLEEFENGINEERING.COM
PHONE (908) 359-8291
CERT. OF AUTHORIZATION NO. 24GA28132300

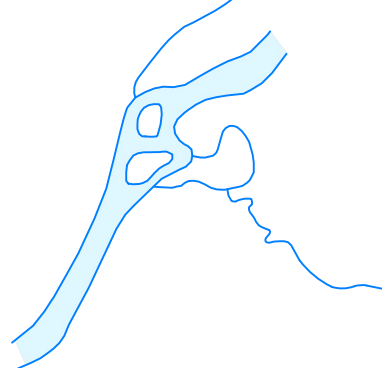
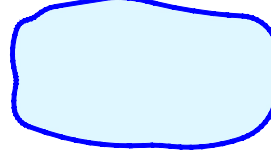
Bridges/Highways
Construction Inspection
Environmental
Geotechnical/Dams
Landscape Architecture
Local/Regional Planning
Municipal Engineering
Site Development
Surveying/Aerial Drones/GIS
Water/Wastewater

\\s062081\GIS\New Jersey\14-Mount Olive\27-Mount Olive\5108.01 - Outfall Pipe Mapping - GIS\SPPP - Revisions\DWG\5108 SPPP-Outfall Locations Exhibit.dwg J:\mchilton 5/19/2021 2:17:13 PM



OUTFALL I.D.	NEAREST SURFACE WATER	LOCATION	OUTFALL TYPE	PIPE MATERIAL
BL1	MINE BROOK	STEPHENS STATE PARK RD	OUTFALL PIPE	CONCRETE
BL2	MINE BROOK TRIBUTARY	HEMLOCK DR	OUTFALL PIPE	CONCRETE
BL3	MINE BROOK TRIBUTARY	STEPHENS STATE PARK RD	OUTFALL PIPE	CONCRETE
BL4	MINE BROOK TRIBUTARY	STEPHENS STATE PARK RD	OUTFALL PIPE	CONCRETE
BL5	MINE BROOK TRIBUTARY	NOA CT	OUTFALL PIPE	CONCRETE
BL6	BUDD LAKE	US ROUTE 46	OUTFALL PIPE	METAL
BL7	BUDD LAKE	US ROUTE 46	OUTFALL PIPE	METAL
BL8	BUDD LAKE	US ROUTE 46	OUTFALL PIPE	METAL
BL9	BUDD LAKE	US ROUTE 46	OUTFALL PIPE	METAL
BL10	BUDD LAKE	US ROUTE 46	OUTFALL PIPE	METAL
BL11	BUDD LAKE	US ROUTE 46	OUTFALL PIPE	METAL
BL12	BUDD LAKE	US ROUTE 46	OUTFALL PIPE	METAL
BL13	BUDD LAKE	US ROUTE 46	OTHER	METAL
BL14	BUDD LAKE	US ROUTE 46	OUTFALL PIPE	CONCRETE
BL15	BUDD LAKE	US ROUTE 46		
BL16	BUDD LAKE	SAND SHORE RD	OUTFALL PIPE	CONCRETE
BL17	SOUTH BRANCH RARITAN RIVER TRIBUTARY	SAND SHORE RD		CONCRETE
BL18	BUDD LAKE	SAND SHORE RD	OUTFALL PIPE	CONCRETE
BL19	BUDD LAKE	SAND SHORE RD	OUTFALL PIPE	PLASTIC
BL20	SOUTH BRANCH RARITAN RIVER	SAND SHORE RD	OUTFALL PIPE	
BL21	BUDD LAKE	SAND SHORE RD		
BL22	BUDD LAKE	SAND SHORE RD	OUTFALL PIPE	PLASTIC
BL23	BUDD LAKE	SAND SHORE RD	OUTFALL PIPE	CONCRETE
BL24	BUDD LAKE	SAND SHORE RD	OUTFALL PIPE	CONCRETE
BL25	BUDD LAKE	SAND SHORE RD	OUTFALL PIPE	CONCRETE
BL26	BUDD LAKE	SAND SHORE RD	OUTFALL PIPE	CONCRETE

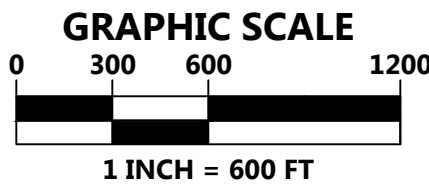
LEGEND:

- **BL19**
- OUTFALL LOCATION WITH I.D. (GIS LOCATED)
- 
- RIGHT-OF-WAY
- 
- SURFACE WATER (STREAMS/RIVERS)
- 
- SURFACE WATER (LAKE/POND)

REFERENCES:

- NJ OFFICE OF INFORMATION TECHNOLOGY, OFFICE OF GIS (NJOGIS), "MUNICIPAL BOUNDARIES OF NEW JERSEY", 20200410.
- NJ OFFICE OF INFORMATION TECHNOLOGY, OFFICE OF GIS (NJOGIS), "PARCELS AND MOD-IV OF MORRIS COUNTY, NEW JERSEY", 20190715.
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TOWNSHIP OF MOUNT OLIVE
204 FLANDERS-DRAKESTOWN ROAD
BUDD LAKE, NEW JERSEY 07828



BUDD LAKE OUTFALL LOCATIONS

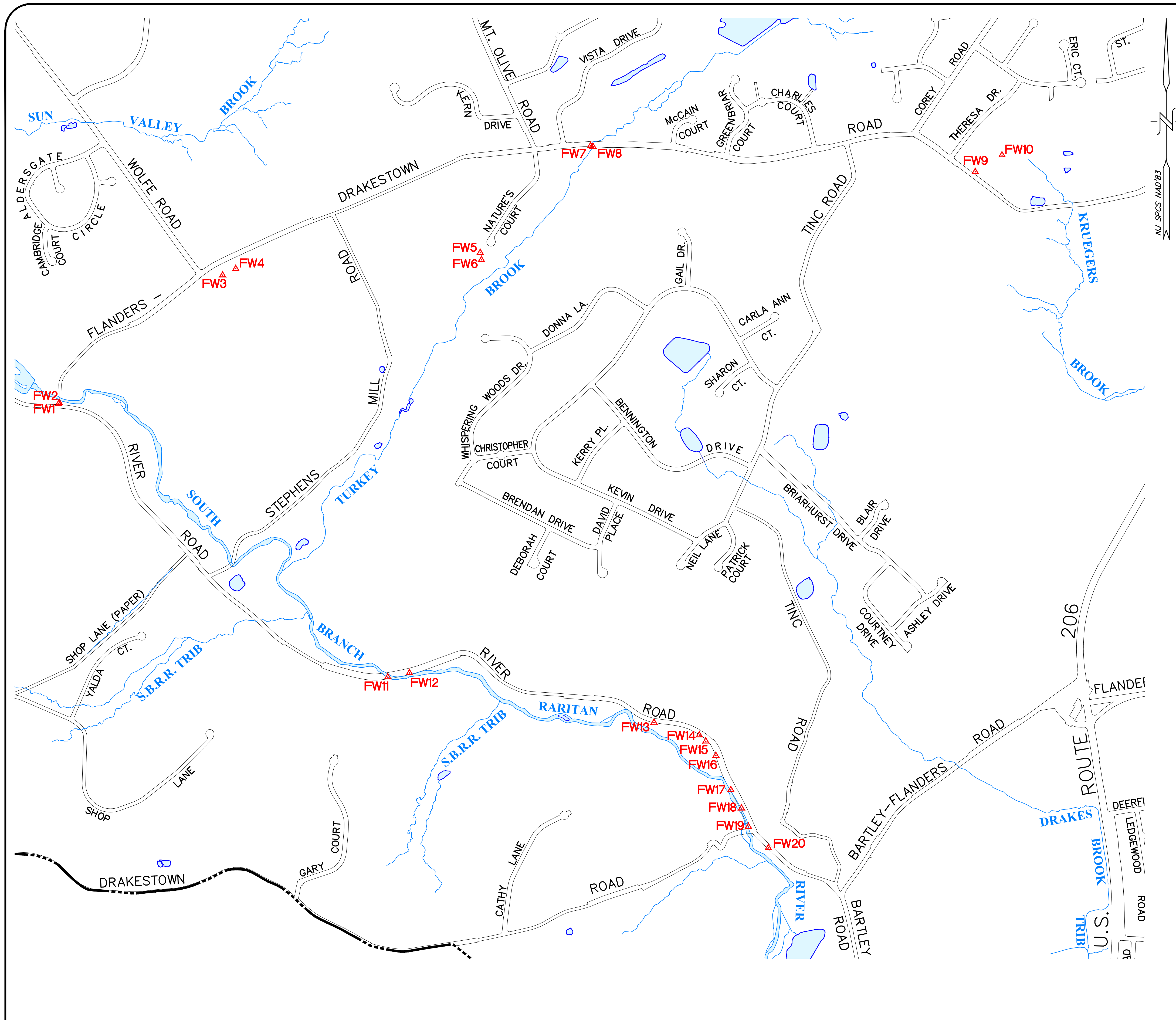
STORMWATER POLLUTION PREVENTION PLAN
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Landscape Architecture
Local/Regional Planning
Municipal Engineering
Site Development
Surveying/Aerial Drones/GIS
Water/Wastewater



OUTFALL I.D.	NEAREST SURFACE WATER	LOCATION	OUTFALL TYPE	PIPE MATERIAL
FW1	SOUTH BRANCH RARITAN RIVER	FLANDERS-DRAKESTOWN RD	OUTFALL PIPE	CONCRETE
FW2	SOUTH BRANCH RARITAN RIVER	FLANDERS-DRAKESTOWN RD	OUTFALL PIPE	CONCRETE
FW3	SOUTH BRANCH RARITAN RIVER	FLANDERS-DRAKESTOWN RD	OUTFALL PIPE	CONCRETE
FW4	SOUTH BRANCH RARITAN RIVER	FLANDERS-DRAKESTOWN RD	OUTFALL PIPE	PLASTIC
FW5	TURKEY BROOK	NATURES CT	OUTFALL PIPE	PLASTIC
FW6	TURKEY BROOK	NATURES CT	OUTFALL PIPE	PLASTIC
FW7	TURKEY BROOK	FLANDERS-DRAKESTOWN RD	OUTFALL PIPE	CONCRETE
FW8	TURKEY BROOK	FLANDERS-DRAKESTOWN RD	OUTFALL PIPE	CONCRETE
FW9	KREUGERS BROOK	FLANDERS-DRAKESTOWN RD	OUTFALL PIPE	CONCRETE
FW10	KREUGERS BROOK	FLANDERS-DRAKESTOWN RD	OUTFALL PIPE	CONCRETE
FW11	SOUTH BRANCH RARITAN RIVER	RIVER RD	OUTFALL PIPE	METAL
FW12	SOUTH BRANCH RARITAN RIVER	RIVER RD	OUTFALL PIPE	CONCRETE
FW13	SOUTH BRANCH RARITAN RIVER	RIVER RD	OUTFALL PIPE	PLASTIC
FW15	SOUTH BRANCH RARITAN RIVER	RIVER RD	OUTFALL PIPE	PLASTIC
FW14	SOUTH BRANCH RARITAN RIVER	RIVER RD	OUTFALL PIPE	PLASTIC
FW16	SOUTH BRANCH RARITAN RIVER	RIVER RD	OUTFALL PIPE	PLASTIC
FW17	SOUTH BRANCH RARITAN RIVER	RIVER RD	OUTFALL PIPE	
FW18	SOUTH BRANCH RARITAN RIVER	RIVER RD	OUTFALL PIPE	PLASTIC
FW19	SOUTH BRANCH RARITAN RIVER	RIVER RD	OUTFALL PIPE	PLASTIC
FW20	SOUTH BRANCH RARITAN RIVER	RIVER RD	OUTFALL PIPE	PLASTIC

LEGEND:

OUTFALL LOCATION WITH I.D. (GIS LOCATED)

MUNICIPAL BOUNDARY

RIGHT-OF-WAY

SURFACE WATER (STREAMS/RIVERS)

SURFACE WATER (LAKE/POND)

REFERENCES:

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Township of Mount Olive

4.0- MUNICIPAL INSPECTION AND CLOSEOUT FORMS

SPPP FORM 16-Illicit Connection Inspection Report Form

Municipality Information

Municipality: _____ County _____
 NJPDES # : _____ PI ID #: _____
 Team Member: _____
 Date _____ Effective Date of Permit Authorization (EDPA): _____

Outfall #: _____ Location: _____

Receiving Waterbody: _____

1. Is there a dry weather flow? Y () N ()
2. If "YES", what is the outfall flow estimate? _____ gpm
 (flow sample should be kept for further testing, and this form will need to be submitted with the Annual Report and Certification)
3. Are there any indications of an intermittent flow? Y () N ()
4. If you answered "NO" to BOTH questions #1 and #3, there is probably not an illicit connection and you can skip to question #7.
 (NOTE: This form **does not** need to be submitted to the Department, but should be kept with your SPPP.)

 If you answered "YES" to either question, please continue on to question #5.
 (NOTE: This form will need to be submitted to the Department with the Annual Report and Certification.)

5. PHYSICAL OBSERVATIONS: Circled one, If Other (Explain)

- (a) **ODOR:** None/ Sewage/ Sulfide/ Oil/ Gas/ Rancid/Sour / Other _____
- (b) **COLOR:** None/ Yellow/ Brown/ Green/ Red/ Gray/ Other _____
- (c) **TURBIDITY:** None/ Cloudy/ Opaque
- (d) **FLOATABLES:** None/ Petroleum/ Sheen/ Sewage/ Other _____
- (e) **DEPOSITS/STAINS:** None/ Sediment/ Oily/ Other _____
- (f) **VEGETATION CONDITIONS:** Normal/ Excessive Growth/ Inhibited Growth
- (g) **DAMAGE TO OUTFALL STRUCTURES:**
 IDENTIFY STRUCTURE: _____
 DAMAGE: None/ Concrete Spalling/Cracking/ Peeling Paint/ Metal Corrosion

6. ANALYSES OF OUTFALL FLOW AMPLE:

* field calibrate instruments in accordance with manufacturer's instructions prior to testing.

(a) **DETERGENTS:** _____ mg/L

(if sample is greater than 0.06 mg/L, the sample is contaminated with detergents [which may be from sanitary wastewater or other sources]. Further testing is required and this outfall should be given the highest priority.)

(if the sample is not greater than 0.06 mg/L and it does not show physical characteristics of sanitary wastewater [e.g., odor, floatables, and/or color] it is unlikely that it is from sanitary wastewater sources, yet there may still be an illicit connection of industrial wastewater, rinse water, backwash or cooling water.
 Skip to question #6c.)

(b) AMMONIA (as N) TO POTASSIUM RATIO: _____

(if the Ammonia to Potassium Ratio is greater than 0.6:1, then it is likely that the pollutant is sanitary sewage)

(if the Ammonia to Potassium Ratio is less than or equal to 0.6:1, then the pollutant is from another washwater source.)

(c) FLUORIDE: _____ mg/L

(if the fluoride levels are between 1.0 and 2.5 mg/L, then the flow is most likely from fluoride treated potable water.)

(if the sample tests below a detection limit of 0.1 mg/L for fluoride, it is likely to be from groundwater infiltration, springs or streams. In some cases, however, it is possible that the discharge could originate from an onsite well used for industrial cooling water, which will test non-detect for both detergents and fluoride. To differentiate between these cooling water discharges and groundwater infiltration, you will have to rely on temperature.)

(d) TEMPERATURE: _____ °F

(if the temperature of the sample is over 70 °F, it is most likely cooling water)

(if the temperature of the sample is under 70 °F, it is most likely from ground water infiltration)

7. Is there a suspected illicit connection? Y () N ()

If “YES”, what is the suspected source?

If “NO”, skip to signature block on the bottom of this form.

8. Has the investigation of the suspected illicit connection been completed?

Y () N ()

If “YES”, proceed to question #9.

If “NO”, skip to signature block on the bottom of this form.

9. Was the source of the illicit connection found? Y () N ()

If “YES”, identify the source. _____

What plan of action will follow to eliminate the illicit connection?

Resolution: _____

If “NO”, complete the Closeout Investigation Form and attach it to this Illicit Connection Inspection Report Form.

Inspector's Name: _____

Title: _____

Signature: _____

Date: _____

If there is a dry weather flow or evidence of an intermittent flow, be sure to include this form with your Annual Report and Certification.

If there is not a dry weather flow or evidence of an intermittent flow, this form should be retained with your SPPP.

SPPP FORM 17-Closeout Investigation Form

**Municipality
Information**

Municipality: _____ County _____

NJPDES # : **NJG** __PI ID #: _____

Team Member / Title: _____

Outfall #: _____ Location: _____

Receiving Waterbody: _____

Basis for Submittal:

- () A non-stormwater discharge was found, but no source was located within six months.
- () An intermittent non-stormwater discharge was observed, and three unsuccessful investigations were conducted to investigate the discharge while it was flowing.

Describe each phase of your investigation, including dates. Attach additional pages as necessary:

Inspector's Name: _____

Title: _____

Signature: _____

Date: _____

**Complete and attach this form to the appropriate Illicit Connection Inspection Report Form
and submit with the Annual Report and Certification.**

Township of Mount Olive

**5.0- DEPARTMENT OF PUBLIC WORKS (DPW)
STANDARDS OPERATION PROCEDURES (SOP)**

Township of Mount Olive

Department of Public Works (DPW)

Standards Operation Procedures (SOP)

5.1 Vehicle Maintenance, Fueling Operations, Spill Response, Maintenance and Inspection

Introduction

This SOP outlines the basic management practices for waste management, spill prevention, pollution control, containment and countermeasures during vehicle maintenance and fuel operations at the Township of Mount Olive DPW facilities including maintenance at ancillary locations within the municipality.

Vehicle Maintenance

Guidelines for vehicle maintenance at the Township of Mount Olive MS4 vehicle maintenance yards:

- a) Vehicle maintenance operations should be conducted at designated areas;
- b) Maintain and store equipment in designated areas designated to prevent exposure of pollutants to stormwater;
- c) When possible, conduct vehicle maintenance at indoors location with an impervious surface and shall use a drip pan;
- d) If vehicle maintenance is to be conducted outdoors and lasting more than one day, portable tents or covers shall be placed over the equipment being serviced when not being worked on, shall use a drip pan at all times and block storm drain inlets when conducting vehicle maintenance;
- e) Absorbent spill clean-up materials (absorbent pads, booms) shall be available in indoor and outdoor maintenance areas and shall be disposed in accordance with local, county and state guidelines.

Fuel Operations

Guidelines for fuel operations at the Township of Mount Olive MS4 to address vehicle fueling:

- a) Receiving and transfer of bulk fuel shall be supervise by trained personnel at all times;
- b) Drip pans shall be placed under all hose and pipe connections and leak-prone areas during bulk transfer of fuel;
- c) Block storm sewer inlets, or contain tank trucks used for bulk transfer, with temporary berms or temporary absorbent booms during the transfer process;
- d) When using temporary berms or booms instead of blocking inlets, all hose connections points associated with the transfer of fuel shall be within the temporarily bermed or boomed area during the loading/unloading of bulk fuels;
- e) Transfer of fuel shall take place during daylight hours in non-rain events whenever practical;
- f) Prior to fuel transfer, check the level and volume of fuel in tank to ensure tank can accept volume;
- g) DPW designated trained personnel shall verify that spill clean-up material is readily available if need it and in adequate supply;
- h) DPW designated personnel shall observed fuel transfer and visually inspect the fuel transfer area for
- i) Instructions for safe operation of fueling equipment shall be post in a prominent area of the facility including information regarding:
 - ❖ Topping off of vehicles, mobile fuel tanks, and storage tanks is strictly prohibited”;
 - ❖ Stay in view of fueling nozzle during dispensing; and
 - ❖ Contact information for the person(s) responsible for spill response.
- j) Immediately repair or replace any equipment, tanks, pumps, piping and fuel dispensing equipment found to be leaking or in disrepair.

Spill Response

Any spill response is to be conducted in accordance with the Township of Mount Olive Spill Prevention Control and Countermeasure (SPCC) Plan for the Township’s Department of Public Work dated April 2019 that provides information for oil storage containers, type of oil waste and capacity including inspections, testing, recordkeeping, personnel training, emergency procedures and contact information. See Appendix A for a copy of the SPCC plan.

Maintenance and Inspection

The Township of Mount Olive MS4 areas shall be inspected as follows:

- a) Fueling areas shall be inspected at least once a month;
- b) Vehicle maintenance areas shall be inspected at least once a month;
- c) Spill cleanup supply material shall be inspected for adequacy on a weekly basis;
- d) Inspect for leaks and damaged equipment on a bi-weekly basis; and
- e) Repair or replace any damaged fuel dispenser equipment, pumps, valves, tanks and pipes.

5.2 On-Site Equipment and Vehicle Washing and Wash Wastewater Containment

Tier A Standards

Tier A municipalities which cannot discharge wash wastewater to a sanitary sewer or which cannot otherwise comply with manage of any equipment and vehicle washing activities so that there are no unpermitted discharges of wash wastewater to storm sewer inlets or to waters of the State; may temporarily contain wash wastewater prior to proper disposal under the following conditions:

- a) Containment structures shall not leak. Any underground tanks and associated piping shall be tested for integrity every three (3) years using appropriate methods determined by "The List of Leak Detection Evaluations for Storage Tank Systems" created by the National Work Group on Leak Detection Evaluations (NWGLDE) or as determined appropriate and certified by a professional engineer for the site specific containment structure(s).
- b) For any cathodically protected containment system, provide a passing cathodic protection survey every three (3) years.
- c) Operate containment structures to prevent overfilling resulting from normal or abnormal operations, overfilling, malfunctions of equipment, and human error. Overfill prevention shall include manual sticking/gauging of the tank before each use unless system design prevents such measurement. Tank shall no longer accept wash wastewater when determined to be at 95% capacity. Record each measurement to the nearest ½ inch.
- d) Before each use, perform inspections of all visible portions of containment structures to ensure that they are structurally sound, and to detect deterioration of the wash pad, catch basin, sump, tank, piping, risers, walls, floors, joints, seams, pumps and pipe connections or other containment devices. The wash pad, catch basin, sump and associated drains should be kept free of debris before each use. Log dates of inspection, inspector's name, and conditions. This inspection is not required if system design prevents such inspection.
- e) Containment structures shall be emptied and taken out of service immediately upon detection of a leak. Complete all necessary repairs to ensure structural integrity prior to placing the containment structure back into service. Any spills or suspected release of hazardous substances shall be immediately reported to the **NJDEP Hotline (1-877-927-6337)** followed by a site investigation in accordance with N.J.A.C. 7:26C and N.J.A.C. 7:26E if the discharged is confirmed.
- f) All equipment and vehicle wash wastewater placed into storage must be disposed of in a legally permitted manner (e.g. pumped out and delivered to a duly permitted and/or approved wastewater treatment facility).
- g) Maintain a log of equipment and vehicle wash wastewater containment structure clean-outs including date and method of removal, mode of transportation (including name of hauler if applicable) and the location of disposal. See Underground Vehicle Wash Water Storage Tank Use Log at end of this attachment.
- h) Containment structures shall be inspected annually by a NJ licensed professional engineer. The engineer shall certify the condition of all structures including: wash pad, catch basin, sump, tank, piping, risers to detect deterioration in the walls, floors, joints, seams, pumps and pipe connections of other containment devices using the attached Engineer's Certification of Annual Inspection Equipment and Vehicle Wash Wastewater Containment Structure. This certification may be waived for self-contained systems on a case-by-case basis.
- i) All logs, inspection records, and certification are to be maintained on site and made available to the Department upon request.

Spill Response

Any spill response is to be conducted in accordance with the Township of Mount Olive Spill Prevention Control and Countermeasure (SPCC) Plan for the Township's Department of Public Work dated April 2019 that provides information for oil storage containers, type of oil waste and capacity including inspections, testing, recordkeeping, personnel training, emergency procedures and contact information. See Appendix A for a copy of the SPCC plan.

5.3 Good Housekeeping

Good Housekeeping Standards

Basic practices of good housekeeping shall be implemented at maintenance yards including maintenance activities at ancillary locations within the Township of Mount Olive.

- a) Entire site shall be inspected under dry and wet conditions in a monthly basis
- b) Identify illicit discharges or negative impacts to municipal MS4 and conditions that contribute to stormwater

contamination.

- c) Inspection logs detailing conditions requiring attention and remedial actions taken for all activities occurring at municipal maintenance yards and other ancillary locations shall be maintained on-site with SPPP and made available to department upon request.
- d) All containers shall be labeled, clean, legible, visible, covered and in good condition.
- e) Keep storage areas clean and well organized.
- f) Containers should be stored indoors whenever practical.
- g) Protect spill kits and drip pans near all liquid transfer areas from rainfall.
- h) Conduct cleanups of spills of liquids or dry materials immediately after discovery. Spill response shall follow Township's SPCC plan located in Appendix D and Release Response Plan in Appendix E.
- i) Regularly maintain outdoor storage locations.

APPENDICES

APPENDIX A

ENGINEERS CERTIFICATION OF ANNUAL INSPECTION OF EQUIPMENT AND VEHICLE WASH WASTEWATER CONTAINMENT STRUCTURE

ENGINEERS CERTIFICATION OF ANNUAL INSPECTION OF EQUIPMENT AND VEHICLE WASH WASTEWATER CONTAINMENT STRUCTURE

(Complete a separate form for each vehicle wash wastewater containment structure)

Permittee: _____ NJPDES Permit No: _____

Containment Structure Location: _____

The annual inspection of the above referenced vehicle wash wastewater containment structure was conducted on _____ (date). The containment structure and appurtenances have been inspected for:

1. The integrity of the structure including walls, floors, joints, seams, pumps and pipe connections
2. Leakage from the structure's piping, vacuum hose connections, etc.
2. Bursting potential of tank.
3. Transfer equipment
4. Venting
5. Overflow, spill control and maintenance.
6. Corrosion, splits, and perforations to tank, piping and vacuum hoses

The tank and appurtenances have been inspected for all of the above and have been determined to be:

Acceptable _____

Unacceptable _____

Conditionally Acceptable _____

List necessary repairs and other conditions: _____

I certify under penalty of law that I have personally examined and am familiar with the information submitted in this document and all attachments and that, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe the submitted information is true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment (N.J.A.C. 7:14A-2.4(d)).

Name (print): _____ Seal: _____

Signature: _____

Date: _____

APPENDIX B

Underground Vehicle Wash Water Storage Tank Use Log

Underground Vehicle Wash Water Storage Tank Use Log

Name and Address of Facility _____

Facility Permit Number _____

Tank ID Number _____

Tank Location _____

Tank Volume _____ gallons

Tank Height _____ inches

95% Volume _____ gallons

95% Volume _____ inches

<u>Date and Time</u>	<u>Inspector</u>	<u>Height of Product Before Introducing Liquid (inches)</u>	<u>Is Tank Less Than 95% Full? (Y/N)</u>	<u>Visual Inspection Pass? (Y/N)</u>	<u>Comments</u>

Notes: The volume of liquid in the tank should be measured **before** each use.

Liquid **should not be introduced** if the tank contains liquid at 95% of the capacity or greater.

A visual inspection of all exposed portions of the collection system should be performed before each use. Use the comments column to document the inspection and any repairs.

APPENDIX C

Underground Vehicle Wash Water Storage Tank Pump Out Log

Underground Vehicle Wash Water Storage Tank Pump Out Log

Name and Address of Facility _____

Facility Permit Number _____

Tank ID Number _____

Tank Location _____

Tank Volume _____ gallons

<u>Date and Time of Pump Out</u>	<u>Volume of Liquid Removed</u>	<u>Waste Hauler *</u>	<u>Destination of the Liquid Disposal *</u>

* The Permittee must maintain copies of all hauling and disposal records and make them available for inspection.

APPENDIX D

SPILL PREVENTION CONTROL AND COUNTERMEASURE (SPCC) PLAN, TOWNSHIP OF MOUNT OLIVE, DEPARTMENT OF PUBLIC WORKS (DPW)

**SPILL PREVENTION CONTROL
AND COUNTERMEASURE PLAN**

**MOUNT OLIVE TOWNSHIP
DEPARTMENT OF PUBLIC WORKS**

FOR

**MOUNT OLIVE TOWNSHIP
MORRIS COUNTY
NEW JERSEY**

BY



www.vancleefengineering.com

111 Howard Blvd
Suite 110

Mt. Arlington, NJ 07856

Main: (862) 284-1100 Ext 2110

Fax: (862) 284-2033

With Offices in New Jersey, Pennsylvania and Delaware

VCEA PROJECT NO. 5101

APRIL 2019

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1. INTRODUCTION

1.1. Tier I Qualified Facility SPCC Plan

The EPA Tier I Qualified Facility SPCC Plan Template was utilized to develop this SPCC Plan. The template provides every SPCC rule requirement necessary for a Tier I qualified facility and addresses the requirements of 40 CFR Part 112.

The Plan acts as a resource document and/or emergency guidance if an accidental oil release were to occur at the facility. Focusing on preventative measures designed to minimize the possibility of a release, the Plan offers a mechanism to identify areas of concern and mitigate them before an emergency arises.

The SPCC plan is not required to be filed with the USEPA, but a copy must be available on-site for review by the Regional Administrator or his designee during normal working hours pursuant to 40 CFR 112.3.

Maintain a complete copy of the Plan at the facility if the facility is normally attended at least four hours per day, or for a facility attended fewer than four hours per day, at the nearest field office.

When making operational changes at the facility that are necessary to comply with the rule requirements, the owner/operator should follow state and local requirements (such as for permitting, design and construction) and obtain professional assistance, as appropriate.

1.2. Facility Description

Facility Name	<u>Township of Mount Olive Department of Public Works Facility</u>		
Facility Address	<u>204 Flanders-Drakestown Road</u>		
City	<u>Mount Olive</u>	State	<u>NJ</u> ZIP <u>07828</u>
County	<u>Morris</u>	Tel. Number	<u>(973) 691 – 0900</u>
Owner or Operator Name	<u>Township of Mount Olive</u>		
Owner or Operator Address	<u>204 Flanders-Drakestown Road</u>		
City	<u>Mount Olive</u>	State	<u>NJ</u> ZIP <u>07828</u>
County	<u>Morris</u>	Tel. Number	<u>(973) 691 – 0900</u>
Contact Name	<u>Frank Wilpert, Jr., Assistant Director of Public Works</u>		
Tel Number	<u>(973) 691 – 0900 Ext 7321</u>		

1.3. Self-Certification Statement

(§112.6(a)(1))

The owner or operator of a facility certifies that each of the following is true in order to utilize this template to comply with the SPCC requirements:

I Frank Wilpert, Jr certify that the following is accurate:

1. I am familiar with the applicable requirements of 40 CFR part 112;
2. I have visited and examined the facility;
3. This Plan was prepared in accordance with accepted and sound industry practices and standards;
4. Procedures for required inspections and testing have been established in accordance with industry inspection and testing standards or recommended practices;
5. I will fully implement the Plan;
6. This facility meets the following qualification criteria (under §112.3(g)(1)):
 - a. The aggregate aboveground oil storage capacity of the facility is 10,000 U.S. gallons or less; and
 - b. The facility has had no single discharge as described in §112.1(b) exceeding 1,000 U.S. gallons and no two discharges as described in §112.1(b) each exceeding 42 U.S. gallons within any twelve month period in the three years prior to the SPCC Plan self-certification date, or since becoming subject to 40 CFR part 112 if the facility has been in operation for less than three years (not including oil discharges as described in §112.1(b) that are the result of natural disasters, acts of war, or terrorism); and
 - c. There is no individual oil storage container at the facility with an aboveground capacity greater than 5,000 U.S. gallons.
7. This Plan does not deviate from any requirement of 40 CFR part 112 as allowed by §112.7(a)(2) (environmental equivalence) and §112.7(d) (impracticability of secondary containment) or include any measures pursuant to §112.9(c)(6) for produced water containers and any associated piping;
8. This Plan and individual(s) responsible for implementing this Plan have the full approval of management and I have committed the necessary resources to fully implement this Plan.

I also understand my other obligations relating to the storage of oil at this facility, including, among others:

1. To report any oil discharge to navigable waters or adjoining shorelines to the appropriate authorities. Notification information is included in this Plan.
2. To review and amend this Plan whenever there is a material change at the facility that affects the potential for an oil discharge, and at least once every five years. Reviews and amendments are recorded in an attached log [See Five Year Review Log and Technical Amendment Log in Attachments 1.1 and 1.2.]
3. Optional use of a contingency plan. A contingency plan:
 - a. May be used in lieu of secondary containment for qualified oil-filled operational equipment, in accordance with the requirements under §112.7(k), and;
 - b. Must be prepared for flowlines and/or intra-facility gathering lines which do not have secondary containment at an oil production facility, and;
 - c. Must include an established and documented inspection or monitoring program; must follow the provisions of 40 CFR part 109; and must include a written commitment of manpower, equipment and materials to expeditiously remove any quantity of oil discharged that may be harmful. If applicable, a copy of the contingency plan and any additional documentation will be attached to this Plan as Attachment 2.

I certify that I have satisfied the requirement to prepare and implement a Plan under §112.3 and all of the requirements under §112.6(a). I certify that the information contained in this Plan is true.

Signature: _____ Title: Assistant Director of Public Works

Name: Frank Wilpert, Jr Date: _____

2. RECORD OF PLAN REVIEW AND AMENDMENTS

2.1. Five Year Review

(§112.5(b))

Complete a review and evaluation of this SPCC Plan at least once every five years. As a result of the review, amend this Plan within six months to include more effective prevention and control measures for the facility, if applicable. Implement any SPCC Plan amendment as soon as possible, but no later than six months following Plan amendment. Document completion of the review and evaluation, and complete the Five Year Review Log in Attachment 1.1. If the facility no longer meets Tier I qualified facility eligibility, the owner or operator must revise the Plan to meet Tier II qualified facility requirements, or complete a full PE certified Plan.

Table G-1 Technical Amendments (§§112.5(a), (c) and 112.6(a)(2))	
This SPCC Plan will be amended when there is a change in the facility design, construction, operation, or maintenance that materially affects the potential for a discharge to navigable waters or adjoining shorelines. Examples include adding or removing containers, reconstruction, replacement, or installation of piping systems, changes to secondary containment systems, changes in product stored at this facility, or revisions to standard operating procedures.	☒
Any technical amendments to this Plan will be re-certified in accordance with Section I of this Plan template. [§112.6(a)(2)] [See Technical Amendment Log in Attachment 1.2]	☒

3. PLAN REQUIREMENTS

3.1. Oil Storage Containers

(§112.7(a)(3)(i))

Table G-2 Oil Storage Containers and Capacities		
This table includes a complete list of all oil storage containers (aboveground containers ^a and completely buried tanks ^b) with capacity of 55 U.S. gallons or more, unless otherwise exempt from the rule. For mobile/portable containers, an estimated number of containers, types of oil, and anticipated capacities are provided.		☒
Oil Storage Container (indicate whether aboveground (A) or completely buried (B))	Type of Oil	Shell Capacity (gallons)
#1: A - horizontal, single wall, MH50586-5, ID#N48228, steel tank, on concrete slab	Motor	275
#2: A - horizontal, single-wall, MH5086-5, ID#482729 steel tank, on concrete slab	Hydraulic	275
#3: A - horizontal, single-wall, steel tank, on concrete slab	Waste	275
#4: A - rectangular double-wall, steel tank inner, HDPE membrane, on concrete slab	Waste	2000
#5 - 10: A - steel drums, each 55 gallons on spill containment pallets	Waste (filters)	550
Total Aboveground Storage Capacity ^c		3,375 gallons
Total Completely Buried Storage Capacity		0 gallons
Facility Total Oil Storage Capacity		3,375 gallons

^a Above ground storage containers that must be included when calculating total facility oil storage capacity include: tanks and mobile or portable containers; oil-filled operational equipment (e.g. transformers); other oil-filled equipment, such as flow-through process equipment. Exempt containers that are not included in the capacity calculation include: any container with a storage capacity of less than 55 gallons of oil; containers used exclusively for wastewater treatment; permanently closed containers; motive power containers; hot-mix asphalt containers; heating oil containers used solely at a single-family residence; and pesticide application equipment or related mix containers.

Please note that the owner or operator is still responsible to respond to spills that threaten water from any oil containers (including those that are exempt) and report any spills that reach navigable waters; consequently, the owner or operator may want to consider providing secondary containment for these containers. Facilities with oil containers should also consult with state or local authorities or agencies to determine whether there are regulatory or code requirements, for instance fire and worker safety codes, that apply to the containers. Also, note that exempt containers and any other object stored in secondary containment structures, e.g., dikes and berm, for tanks regulated by the SPCC rule reduce their containment capacity, increasing the potential for a reportable oil discharge and may violate fire and safety code requirements.

^b Although the criteria to determine eligibility for qualified facilities focuses on the aboveground oil storage containers at the facility, the completely buried tanks at a qualified facility are still subject to the rule requirements and must be addressed in the template; however, they are not counted toward the qualified facility applicability threshold.

^c Counts toward qualified facility applicability threshold.

3.2. Secondary Containment & Oil Spill Control

(§§112.6(a)(3)(i) & (ii), 112.7(c) & 112.9(c)(2))

Table G-3 Secondary Containment and Oil Spill Control	
Appropriate secondary containment and/or diversionary structures or equipment ^a is provided for all oil handling containers, equipment, and transfer areas to prevent a discharge to navigable waters or adjoining shorelines. The entire secondary containment system, including walls and floor, is capable of containing oil and is constructed so that any discharge from a primary containment system, such as a tank or pipe, will not escape the containment system before cleanup occurs.	☒

^a Use one of the following methods of secondary containment or its equivalent: (1) Dikes, berms, or retaining walls sufficiently impervious to contain oil; (2) Curbing; (3) Culverting, gutters, or other drainage systems; (4) Weirs, booms, or other barriers; (5) Spill diversion ponds; (6) Retention ponds; or (7) Sorbent materials.

At an SPCC-regulated facility, all areas with the potential for discharging oil must comply with the general secondary containment requirements specified in §112.7(c). In this scenario, the following areas are subject to the general secondary containment requirements:

Secondary containment structures, e.g., dikes or berms, can be constructed with various materials such as: metal, concrete, earthen materials, liners, asphalt, and other coatings. Although different materials can be used, the material and containment construction must enable the secondary containment structure to prevent discharges to navigable waters or adjoining shorelines. For the secondary containment structure to serve this purpose, it must be able to contain the oil spill until it is cleaned up. Whether it can do this depends primarily on the ability of the containment material to slow down or prevent the flow of the spill through the material, (i.e., the material's imperviousness to the spill). Note that the rule does not specify how to design the secondary containment system to meet the impervious standard. The facility owner or operator determines how best to provide secondary containment based on good industry practices, oil product properties, and other specific factors and conditions at the facility.

Appropriate general secondary containment for these areas must address the most likely oil discharge from the equipment and prevent the discharge from escaping containment until it is cleaned up. A facility owner or operator can use active containment measures that require deployment of response equipment or other specific action by the facility personnel to prevent the discharge from reaching navigable waters or adjoining shorelines. These measures must be able to contain the most likely oil discharge volume, and personnel and equipment must be available to timely and effectively carry out the active containment measure measures to contain the most likely oil discharge volume.

Note that EPA considers that shop-fabricated double-walled tanks that employ overfill and leak detection measures and are constructed to industry standards address the secondary containment requirements in the SPCC rule. This clarification can be found in EPA Memorandum, Subject: Use of Alternative Secondary Containment Measures at Facilities Regulated under the Oil Pollution Prevention Regulation (40 CFR Part 112), OSWER 9360.8-38, More detailed information on secondary containment, including design and construction, is available in the SPCC Guidance for Regional Inspectors, EPA 550-B-05-001, at www.epa.gov/emergencies/content/spcc/spcc_guidance.htm.

Table G-4 below identifies the tanks and containers at the facility with the potential for an oil discharge; the mode of failure; the flow direction and potential quantity of the discharge; and the secondary containment method and containment capacity that is provided.

Table G-4 Containers with Potential for an Oil Discharge					
Area	Type of failure (discharge scenario)	Potential discharge volume (gallons)	Direction of flow for uncontained discharge	Secondary containment method ^a	Secondary containment capacity (gallons)
Bulk Storage Containers and Mobile/Portable Containers ^b					
275 gal motor oil tank # 1	Tank overflow, fitting leak, seam failure	<1 - 275	To shop floor	Spill trays, drip pans, spill kit, empty drums	275
275 gal hydraulic oil tank # 2	Tank overflow, fitting leak, seam failure	<1 - 275	To shop floor	Spill trays, drip pans, spill kit, empty drums	275
275 gal waste oil tank # 3	Tank overflow, fitting leak, seam failure	<1 - 275	To shop floor	Spill trays, drip pans, spill kit, empty drums	275
2000 gal waste oil tank # 4	Tank overflow, fitting leak, seam failure	<1 - 2000	To concrete pavement	Double Wall	2000
55 gal waste (oil filter) drums # 5	Drum overflow, fitting leak, seam failure	<1 - 55	To floor	Containment pallets	55
Oil-filled Operational Equipment (e.g., hydraulic equipment, transformers) ^c					
None with container ≥ 55 gallons					
Piping, Valves, etc.					
Dispensing houses and appurtenances	Fitting leak or failure, hose failure	<1	To shop floor	Spill trays, drip pans, spill kit, empty drums	1
Product Transfer Areas (location where oil is loaded to or from a container, pipe or other piece of equipment.)					
Vehicle oil servicing in shop and filling oil dispensing system drums	Handling drips and spills, drum overflow, transfer hose failure	<1 qrt – 0.5	To shop floor	Spill trays, drip pans, spill kit, empty drums	1
Unloading and loading areas	Receiving tank overflow, fitting leak or failure, transfer hose failure	1 – 20	To shop floor or to concrete pavement	Spill trays, drip pans, spill kit, empty drums	20
Other Oil-Handling Areas or Oil-Filled Equipment (e.g. flow-through process vessels at an oil production facility)					
None					

^a Use one of the following methods of secondary containment or its equivalent: (1) Dikes, berms, or retaining walls sufficiently impervious to contain oil; (2) Curbing; (3) Culverting, gutters, or other drainage systems; (4) Weirs, booms, or other barriers; (5) Spill diversion ponds; (6) Retention ponds; or (7) Sorbent materials. ^b For storage tanks and bulk storage containers, the secondary containment capacity must be at least the capacity of the largest container plus additional

capacity to contain rainfall or other precipitation. ^c For oil-filled operational equipment: Document in the table above if alternative measures to secondary containment (as described in §112.7(k)) are implemented at the facility.

3.3. Inspections, Testing, Recordkeeping & Personnel Training

(§§112.7(e) & (f), 112.8(c)(6) & (d)(4), 112.9(c)(3), 112.12(c)(6) & (d)(4))

Table G-5 Inspections, Testing, Recordkeeping and Personnel Training	
An inspection and/or testing program is implemented for all aboveground bulk storage containers and piping at this facility. [§§112.8(c)(6) and (d)(4), 112.9(c)(3), 112.12(c)(6) and (d)(4)]	☒
The following is a description of the inspection and/or testing program (e.g. reference to industry standard utilized, scope, frequency, method of inspection or test, and person conducting the inspection) for all aboveground bulk storage containers and piping at this facility: Petro-Mechanics - quarterly inspection and testing program Employees are trained to do visual inspections of storage and transfer areas and equipment. An assigned knowledgeable employee does periodic visual inspections of the aboveground storage containers using Attachment 3.1 to document inspections Employees visually inspects the dispensers for indications of deterioration and discharges, including the transfer hoses, valves, and other fittings, at least daily following the manufacturer's procedures. If an employee encounters a spill during an inspection of the storage or transfer equipment, the employee will immediately take the necessary actions outlined in Table G-7. An employee inspects spill kits monthly to check equipment serviceability and ensure fully stocked kits.	
Inspections, tests, and records are conducted in accordance with written procedures developed for the facility. Records of inspections and tests kept under usual and customary business practices will suffice for purposes of this paragraph. [§112.7(e)]	☒
A record of the inspections and tests are kept at the facility or with the SPCC Plan for a period of three years. [§112.7(e)] [See Inspection Log and Schedule in Attachment 3.1]	☒
Inspections and tests are signed by the appropriate supervisor or inspector. [§112.7(e)]	☒
Personnel, training, and discharge prevention procedures [§112.7(f)]	
Oil-handling personnel are trained in the operation and maintenance of equipment to prevent discharges; discharge procedure protocols; applicable pollution control laws, rules, and regulations; general facility operations; and, the contents of the facility SPCC Plan. [§112.7(f)]	☒
A person who reports to facility management is designated and accountable for discharge prevention. [§112.7(f)] Name/Title Frank Wilpert, Jr. / Assistant Director of Public Works	☒
Discharge prevention briefings are conducted for oil-handling personnel annually to assure adequate understanding of the SPCC Plan for that facility. Such briefings highlight and describe past reportable discharges or failures, malfunctioning components, and any recently developed precautionary measures. [§112.7(f)] [See Oil-handling Personnel Training and Briefing Log in Attachment 3.4]	☒

3.4. Security (excluding oil production facilities)

(§112.7(g))

Table G-6 Implementation and Description of Security Measures	
Security measures are implemented at this facility to prevent unauthorized access to oil handling, processing, and storage area.	☒
The following is a description of how you secure and control access to the oil handling, processing and storage areas; secure master flow and drain valves; prevent unauthorized access to starter controls on oil pumps; secure out-of-service and loading/unloading connections of oil pipelines; address the appropriateness of security lighting to both prevent acts of vandalism and assist in the discovery of oil discharges: Gasboy fuel management system Security cameras and lighting Automatic shut-off nozzles Breakaway valves Liquid level alarm bulk storage Omntec monitoring and leak detection fuel depot Safety bollards Indoor facilities Metal cabinets Facility shared with Mount Olive Police Department	

3.5. Emergency Procedures & Notifications

(§112.7(a)(3)(iv) and 112.7(a)(5))

Table G-7 Description of Emergency Procedures and Notifications
The following is a description of the immediate actions to be taken by facility personnel in the event of a discharge to navigable waters or adjoining shorelines [§112.7(a)(3)(iv) and 112.7(a)(5)]: Immediately notify facility management of any suspected release including all monitoring system alarms and observation of product. Conduct a visual inspection of all readily accessible physical facilities for evidence of leakage or discharge. If a release is confirmed deploy spill kits contact fire department, health department, County Emergency Management, tank system repair contractor and NJDEP. Tank system repair contractor evaluate and correct cause of release. If a release is not confirmed run diagnostic and check on all monitoring systems. Check for a malfunction of the monitoring system. If alarm condition confirmed, take tank out of service until repair contractor can evaluate cause of alarm. Contact tank system repair contractor to visit site and investigate suspected release.

3.6. Contact List

(§112.7(a)(3)(vi))

Table G-8 Contact List	
Contact Organization / Person	Telephone Number
National Response Center (NRC)	1-800-424-8802
Cleanup Contractor(s) T-Slack Environmental	908-964-5360
Key Facility Personnel	
Designated Person Accountable for Discharge Prevention: Frank Wilpert, Jr. / Assistant Director of Public Works	Office: 973- 691-0900 Ext: 7321
	Emergency: 973- 216-1235 (cell)
	Office:
	Emergency:
	Office:
	Emergency:
State Oil Pollution Control Agencies NJDEP	1-877-927-6337 (24-Hour Hotline)
Other State, Federal, and Local Agencies EPA Region 2	Francesco Maimone SPCC/FRP Coordinator (maimone.francesco@epa.gov) 732-321-4483
Morris County Emergency Management Health Department	973-829-8605 973-691-0900
Local Fire Department	911
Local Police Department	911
Hospital Morristown Medical Center Emergency Department	911
Other Contact References Petro-Mechanics (Tank Repair Contractor) EcolSciences (Environmental Consultant)	973-300-0011 973-366-9500

3.7. NRC Notification Procedure

(§112.7(a)(4) and (a)(5))

Table G-9 NRC Notification Procedure	
In the event of a discharge of oil to navigable waters or adjoining shorelines, the following information identified in Attachment 4 will be provided to the National Response Center immediately following identification of a discharge to navigable waters or adjoining shorelines [See Discharge Notification Form in Attachment 4]: [§112.7(a)(4)]	☒
• The exact address or location and phone number of the facility; • Date and time of the discharge; • Type of material discharged; • Estimate of the total quantity discharged; • Estimate of the quantity discharged to navigable waters; • Source of the discharge;	• Description of all affected media; • Cause of the discharge; • Any damages or injuries caused by the discharge; • Actions being used to stop, remove, and mitigate the effects of the discharge; • Whether an evacuation may be needed; and • Names of individuals and/or organizations who have also been contacted.

3.8. SPCC Spill Reporting Requirements

(Report within 60 days) (§112.4)

Submit information to the EPA Regional Administrator (RA) and the appropriate agency or agencies in charge of oil pollution control activities in the State in which the facility is located within 60 days from one of the following discharge events:

A single discharge of more than 1,000 U.S. gallons of oil to navigable waters or adjoining shorelines or

Two discharges to navigable waters or adjoining shorelines each more than 42 U.S. gallons of oil occurring within any twelve-month period

You must submit the following information to the RA:

1. Name of the facility;
2. Your name;
3. Location of the facility;
4. Maximum storage or handling capacity of the facility and normal daily throughput;
5. Corrective action and countermeasures you have taken, including a description of equipment repairs and replacements;
6. An adequate description of the facility, including maps, flow diagrams, and topographical maps, as necessary;
7. The cause of the reportable discharge, including a failure analysis of the system or subsystem in which the failure occurred; and
8. Additional preventive measures you have taken or contemplated to minimize the possibility of recurrence
9. Such other information as the Regional Administrator may reasonably require pertinent to the Plan or discharge

4. SECTION A. ONSHORE FACILITIES (EXCLUDING PRODUCTION)

(§§112.8(b) through (d), 112.12(b) through (d))

The owner or operator must meet the general rule requirements as well as requirements under this section. Note that not all provisions may be applicable to all owners/operators. For example, a facility may not maintain completely buried metallic storage tanks installed after January 10, 1974, and thus would not have to abide by requirements in §§112.8(c)(4) and 112.12(c)(4), listed below. In cases where a provision is not applicable, write “N/A”.

Table G-10 General Rule Requirements for Onshore Facilities		N/A
Drainage from diked storage areas is restrained by valves to prevent a discharge into the drainage system or facility effluent treatment system, except where facility systems are designed to control such discharge. Diked areas may be emptied by pumps or ejectors that must be manually activated after inspecting the condition of the accumulation to ensure no oil will be discharged. [§§112.8(b)(1) and 112.12(b)(1)]	☐	☒
Valves of manual, open-and-closed design are used for the drainage of diked areas. [§§112.8(b)(2) and 112.12(b)(2)]	☐	☒
The containers at the facility are compatible with materials stored and conditions of storage such as pressure and temperature. [§§112.8(c)(1) and 112.12(c)(1)]	☒	☐
Secondary containment for the bulk storage containers (including mobile/portable oil storage containers) holds the capacity of the largest container plus additional capacity to contain precipitation. Mobile or portable oil storage containers are positioned to prevent a discharge as described in §112.1(b). [§112.6(a)(3)(ii)]	☒	☐
If uncontaminated rainwater from diked areas drains into a storm drain or open watercourse the following procedures will be implemented at the facility: [§§112.8(c)(3) and 112.12(c)(3)]		
• Bypass valve is normally sealed closed	☐	☐
• Retained rainwater is inspected to ensure that its presence will not cause a discharge to navigable waters or adjoining shorelines	☐	☐
• Bypass valve is opened and resealed under responsible supervision	☐	☐
• Adequate records of drainage are kept [See Dike Drainage Log in Attachment 3.3]	☐	☐
For completely buried metallic tanks installed on or after January 10, 1974 at this facility [§§112.8(c)(4) and 112.12(c)(4)]:		
• Tanks have corrosion protection with coatings or cathodic protection compatible with local soil conditions.	☐	☒
• Regular leak testing is conducted.	☐	☒
For partially buried or bunkered metallic tanks [§112.8(c)(5) and §112.12(c)(5)]:		
• Tanks have corrosion protection with coatings or cathodic protection compatible with local soil conditions.	☐	☒
Each aboveground bulk container is tested or inspected for integrity on a regular schedule and whenever material repairs are made. Scope and frequency of the inspections and inspector qualifications are in accordance with industry standards. Container supports and foundations are regularly inspected. [See Inspection Log and Schedule and Bulk Storage Container Inspection Schedule in Attachments 3.1 and 3.2] [§112.8(c)(6) and §112.12(c)(6)(i)]	☒	☐
Outsides of bulk storage containers are frequently inspected for signs of deterioration, discharges, or accumulation of oil inside diked areas. [See Inspection Log and Schedule in Attachment 3.1] [§§112.8(c)(6) and 112.12(c)(6)]	☒	☐
For bulk storage containers that are subject to 21 CFR part 110 which are shop-fabricated, constructed of austenitic stainless steel, elevated and have no external insulation, formal visual inspection is conducted on a regular schedule. Appropriate qualifications for personnel performing tests and inspections are documented. [See Inspection Log and Schedule and Bulk Storage Container Inspection Schedule in Attachments 3.1 and 3.2] [§112.12(c)(6)(ii)]	☒	☐

Table G-10 General Rule Requirements for Onshore Facilities		N/A
Each container is provided with a system or documented procedure to prevent overfills for the container. Describe: Automatic shut-off nozzles Liquid level alarm bulk storage Vehicle and equipment oil handing in quart containers Manually gauge receiving tank to confirm liquid level and quantity to be delivered to prevent tank overfill. Inspect fittings and hoses for damage before starting transfer operation. Transfer all motor oil into vehicle/equipment and waste oil into tank fill port using a funnel. Place spill trays and drip pans under fitting connections. The person responsible for monitoring transfer to remain attentive and observe entire transfer. Be prepared to stop the flow to or from the tank at any time and respond to any unusual conditions which may occur.	☐	☐
Liquid level sensing devices are regularly tested to ensure proper operation [See Inspection Log and Schedule in Attachment 3.1]. [§112.6(a)(3)(iii)]	☒	☐
Visible discharges which result in a loss of oil from the container, including but not limited to seams, gaskets, piping, pumps, valves, rivets, and bolts are promptly corrected and oil in diked areas is promptly removed. [§§112.8(c)(10) and 112.12(c)(10)]	☒	☐
Aboveground valves, piping, and appurtenances such as flange joints, expansion joints, valve glands and bodies, catch pans, pipeline supports, locking of valves, and metal surfaces are inspected regularly. [See Inspection Log and Schedule in Attachment 3.1] [§§112.8(d)(4) and 112.12(d)(4)]	☒	☐
Integrity and leak testing are conducted on buried piping at the time of installation, modification, construction, relocation, or replacement. [See Inspection Log and Schedule in Attachment 3.1] [§§112.8(d)(4) and 112.12(d)(4)]	☒	☐

5. ATTACHMENT 1 – FIVE YEAR REVIEW AND TECHNICAL AMENDMENT LOGS

5.1. Attachment 1.1 – Five Year Review Log

I have completed a review and evaluation of the SPCC Plan for this facility, and will/will not amend this Plan as a result.

Table G-13 Review and Evaluation of SPCC Plan for Facility			
Review Date	Plan Amendment		Name and signature of person authorized to review this Plan
	Will Amend	Will Not Amend	
	☐	☐	
	☐	☐	
	☐	☐	
	☐	☐	
	☐	☐	
	☐	☐	
	☐	☐	
	☐	☐	
	☐	☐	
	☐	☐	
	☐	☐	
	☐	☐	
	☐	☐	
	☐	☐	
	☐	☐	

6. ATTACHMENT 2 – OIL SPILL CONTINGENCY PLAN AND CHECKLISTS

An oil spill contingency plan and written commitment of resources is required for:

- Flowlines and intra-facility gathering lines at oil production facilities and
- Qualified oil-filled operational equipment which has no secondary containment

An oil spill contingency plan meeting the provisions of 40 CFR part 109, as described below, and a written commitment of manpower, equipment and materials required to expeditiously control and remove any quantity of oil discharged that may be harmful is attached to this Plan.	☒
--	-------------------------------------

Complete the checklist below to verify that the necessary operations outlined in 40 CFR part 109 - Criteria for State, Local and Regional Oil Removal Contingency Plans - have been included.

Table G-15 Checklist of Development and Implementation Criteria for State, Local and Regional Oil Removal Contingency Plans (\$109.5)^a	
(a) Definition of the authorities, responsibilities and duties of all persons, organizations or agencies which are to be involved in planning or directing oil removal operations.	☒
(b) Establishment of notification procedures for the purpose of early detection and timely notification of an oil discharge including: (1) The identification of critical water use areas to facilitate the reporting of and response to oil discharges. (2) A current list of names, telephone numbers and addresses of the responsible persons (with alternates) and organizations to be notified when an oil discharge is discovered. (3) Provisions for access to a reliable communications system for timely notification of an oil discharge, and the capability of interconnection with the communications systems established under related oil removal contingency plans, particularly State and National plans (e.g., NCP). (4) An established, prearranged procedure for requesting assistance during a major disaster or when the situation exceeds the response capability of the State, local or regional authority.	☒ ☒ ☒ ☒
(c) Provisions to assure that full resource capability is known and can be committed during an oil discharge situation including: (1) The identification and inventory of applicable equipment, materials and supplies which are available locally and regionally. (2) An estimate of the equipment, materials and supplies which would be required to remove the maximum oil discharge to be anticipated. (3) Development of agreements and arrangements in advance of an oil discharge for the acquisition of equipment, materials and supplies to be used in responding to such a discharge.	☒ ☒ ☒
(d) Provisions for well-defined and specific actions to be taken after discovery and notification of an oil discharge including: (1) Specification of an oil discharge response operating team consisting of trained, prepared and available operating personnel. (2) Predesignation of a properly qualified oil discharge response coordinator who is charged with the responsibility and delegated commensurate authority for directing and coordinating response operations and who knows how to request assistance from Federal authorities operating under existing national and regional contingency plans. (3) A preplanned location for an oil discharge response operations center and a reliable communications system for directing the coordinated overall response operations. (4) Provisions for varying degrees of response effort depending on the severity of the oil discharge. (5) Specification of the order of priority in which the various water uses are to be protected where more than one water use may be adversely affected as a result of an oil discharge and where response operations may not be adequate to protect all uses. (6) Specific and well defined procedures to facilitate recovery of damages and enforcement measures as provided for by State and local statutes and ordinances.	☒ ☒ ☒ ☒ ☒ ☒

The contingency plan must be consistent with all applicable state and local plans, Area Contingency Plans, and the National Contingency Plan (NCP).

7. ATTACHMENT 3 – INSPECTIONS, DIKE DRAINAGE AND PERSONNEL TRAINING LOGS

7.1. Attachment 3.1 – Inspection Log and Schedule

Table G-16 Inspection Log and Schedule This log is intended to document compliance with §§112.6(a)(3)(iii), 112.8(c)(6), 112.8(d)(4), 112.9(b)(2), 112.9(c)(3), 112.9(d)(1), 112.9(d)(4), 112.12.(c)(6), and 112.12(d)(4), as applicable.					
Date of Inspection	Container / Piping / Equipment	Describe Scope (or cite Industry Standard)	Observations	Name/ Signature of Inspector	Records maintained separately ^a
					☐
					☐
					☐
					☐
					☐

^a Indicate in the table above if records of facility inspections are maintained separately at this facility.

7.2. Attachment 3.2 – Bulk Storage Container Inspection Schedule

To comply with integrity inspection requirement for bulk storage containers, inspect/test each shop-built aboveground bulk storage container on a regular schedule in accordance with a recognized container inspection standard based on the minimum requirements in the following table.

Table G-17 Bulk Storage Container Inspection Schedule	
Container Size and Design Specification	Inspection requirement
Portable containers (including drums, totes, and intermodal bulk containers (IBC))	Visually inspect monthly for signs of deterioration, discharges or accumulation of oil inside diked areas
55 to 1,100 gallons with sized secondary containment	Visually inspect monthly for signs of deterioration, discharges or accumulation of oil inside diked areas plus any annual inspection elements per industry inspection standards
1,101 to 5,000 gallons with sized secondary containment and a means of leak detection ^a	Visually inspect monthly for signs of deterioration, discharges or accumulation of oil inside diked areas plus any annual inspection elements per industry inspection standards
1,101 to 5,000 gallons with sized secondary containment and no method of leak detection ^a	Visually inspect monthly for signs of deterioration, discharges or accumulation of oil inside diked areas, plus any annual inspection elements and other specific integrity tests that may be required per industry inspection standards

^a Examples of leak detection include, but are not limited to, double-walled tanks and elevated containers where a leak can be visually identified.

7.3. Attachment 3.3 – Dike Drainage Log

Table G-18 Dike Drainage Log

Date	Bypass valve sealed closed	Rainwater inspected to be sure no oil (or sheen) is visible	Open bypass valve and reseal it following drainage	Drainage activity supervised	Observations	Signature of Inspector
	☐	☐	☐	☐		
	☐	☐	☐	☐		
	☐	☐	☐	☐		
	☐	☐	☐	☐		
	☐	☐	☐	☐		
	☐	☐	☐	☐		
	☐	☐	☐	☐		
	☐	☐	☐	☐		

7.4. Attachment 3.4 – Oil-Handling Personnel Training and Briefing Log

Table G-19 Oil-Handling Personnel Training and Briefing Log		
Date	Description / Scope	Attendees

8. ATTACHMENT 4 – DISCHARGE NOTIFICATION FORM

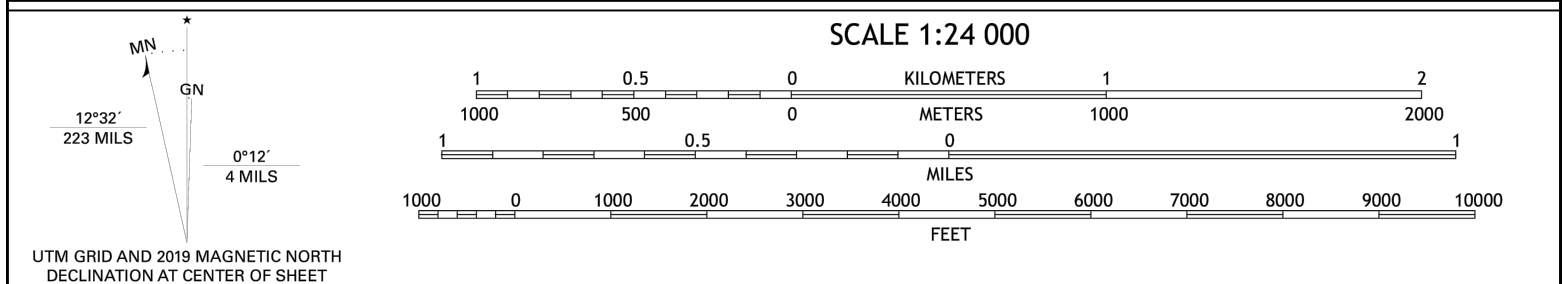
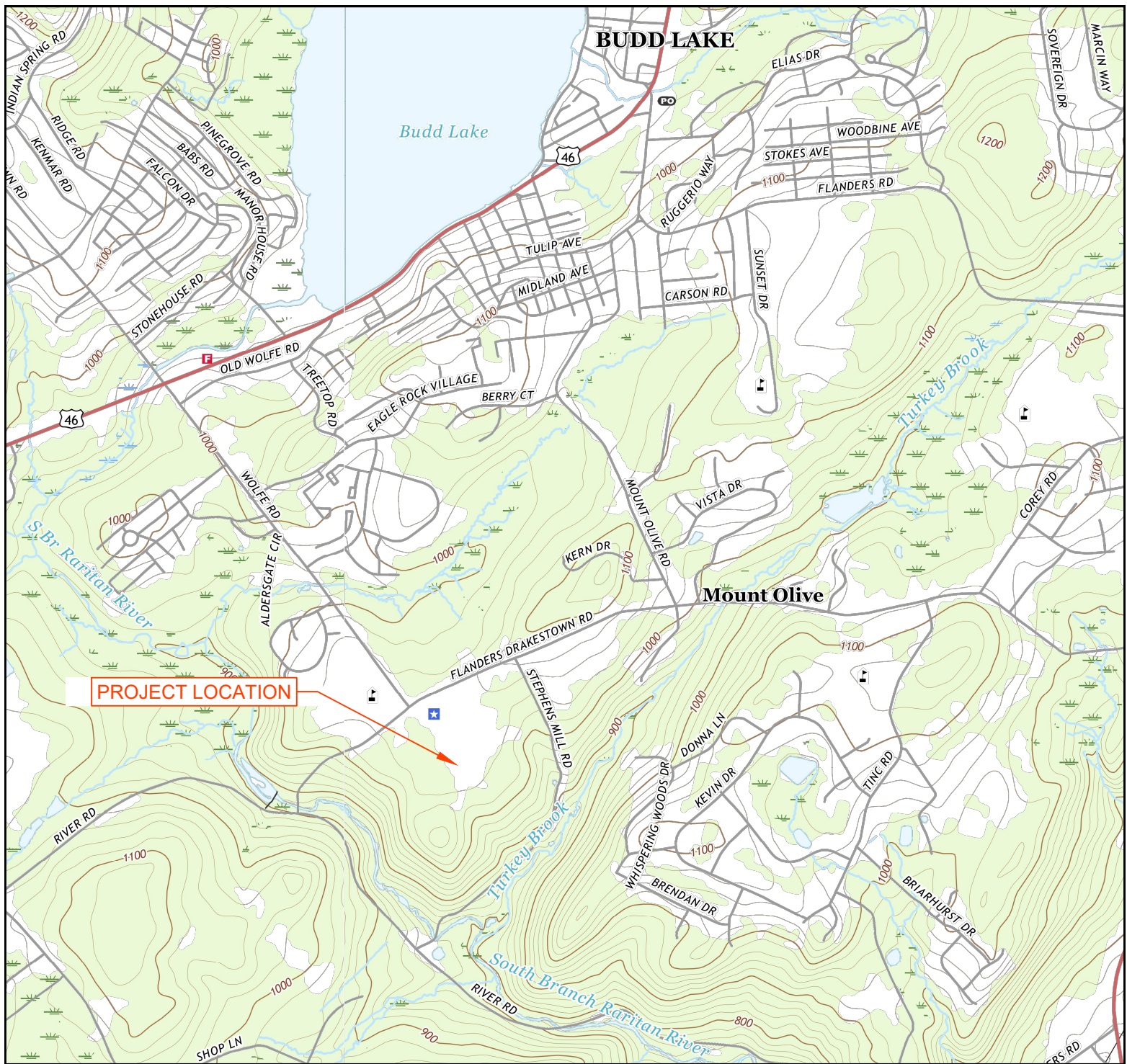
In the event of a discharge of oil to navigable waters or adjoining shorelines, the following information will be provided to the National Response Center [also see the notification information provided in Section 7 of the Plan].

Table G-20 Information provided to the National Response Center in the Event of a Discharge			
Discharge/Discovery Date		Time	
Facility Name	Township of Mount Olive DPW Facility		
Facility Location Address	204 Flanders-Drakestown Road		
Latitude / Longitude	40.845195 / -74.743913		
Section of Township	Flanders		
Name of reporting individual		Telephone #	
Type of material discharged		Estimated total quantity discharged	Gallons/Barrels
Source of the discharge		Media affected	☐ Soil
			☐ Water (specify)
			☐ Other (specify)
Actions taken			
Damage or injuries	☐ No ☐ Yes (specify)	Evacuation needed?	☐ No ☐ Yes (specify)
Organizations and individuals contacted	☐ National Response Center 800-424-8802 Time		
	☐ Cleanup contractor (Specify) Time		
	☐ Facility personnel (Specify) Time		
	☐ State Agency (Specify) Time		
	☐ Other (Specify) Time		

9. EXHIBITS

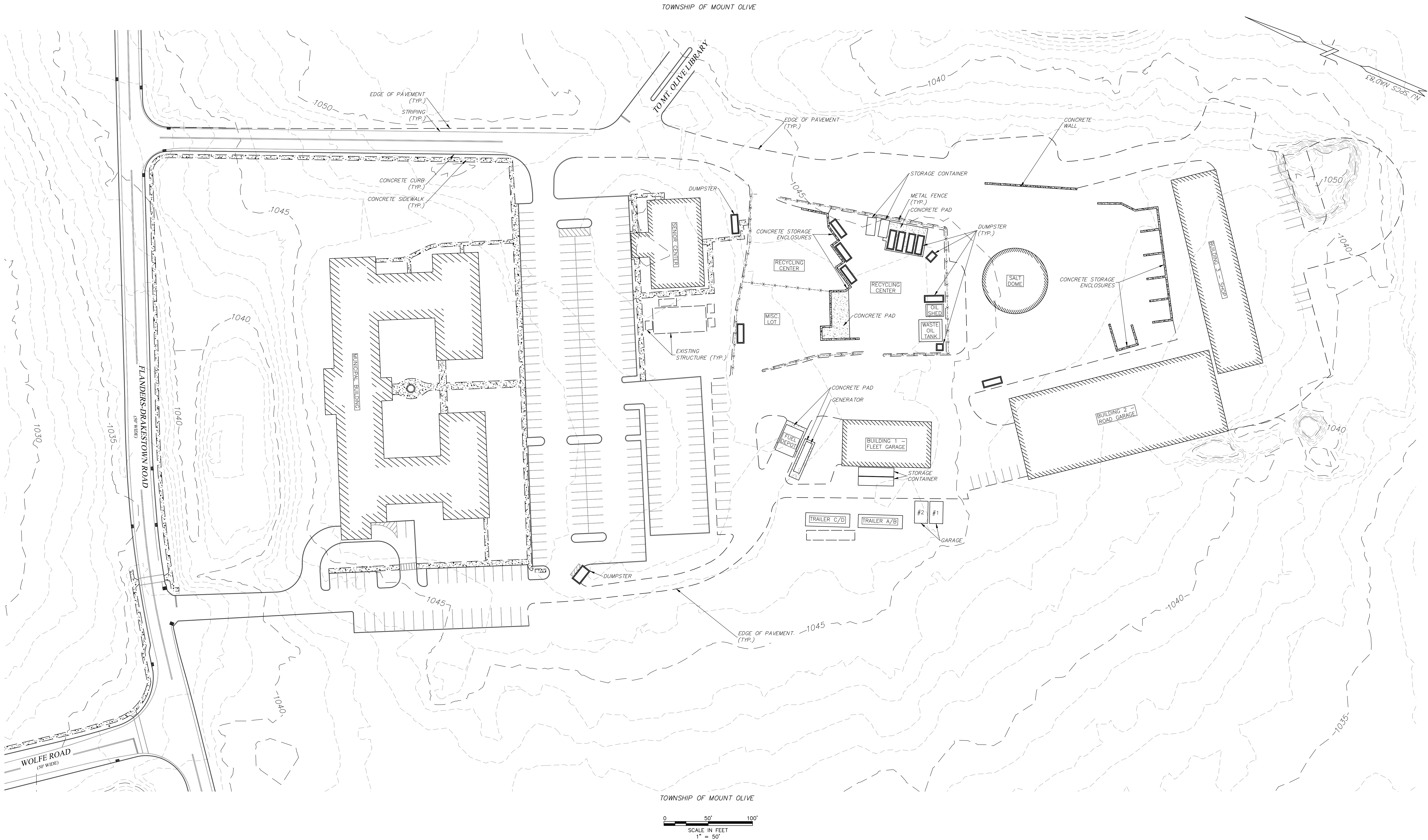
9.1. Site Location Map - Figure No. 1

9.2. SPCC Site Plan - Figure No. 2



 NEW JERSEY QUADRANGLE LOCATION	ROAD CLASSIFICATION Expressway  Local Connector  Secondary Hwy  Local Road  Ramp  4WD   Interstate Route  US Route  State Route	SITE LOCATION MAP (DPW FACILITY 204 FLANDERS DRAKESTOWN ROAD) TOWNSHIP OF MOUNT OLIVE, MORRIS COUNTY, NEW JERSEY	SCALE: AS SHOWN	DATE: APR, 2020
	CHESTER, NJ 2019	 111 HOWARD BLVD, SUITE 110 MOUNT ARLINGTON, N.J. 07856 PHONE (862) 284-1100 FAX (862) 284-2033 NJ LLC CERT. No. 24GA28132300 WWW.VANCLEEFENGINEERING.COM	DRAWN BY: JRM	CHECKED BY: MGV
			FIGURE NO: 1	PROJECT NO: 5101

FILE NAME: F:\PROJECTS\NEW JERSEY\14-MORRIS\27-MOUNTOLIVE\5101- GENERAL ENGINEERING SERVICES\DPW COMPLEX SPCC PLAN\SITE LAYOUT (2020-03-17)\DWG\5101 SPCC BASE.DWG
LAYOUT: BASE MAP
PLOT DATE: 7/16/2020 5:20:12 PM
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REFERENCES:
Base Map Adapted From NJ Office of Information Technology (NJGIT), Office of Geographic Information Systems (OGIS), The Highlands Council LiDAR data and U.S. Geological Survey, 20160224, New Jersey 2015 High Resolution Orthophotography, NAD83(2011) NJ State Plane Feet, MrSID Tiles.

PRIMARY FACILITIES KEY	
NAME	DESCRIPTION
FUEL DEPOT	12,000 GALLON SPLIT CONVAULT TANK (6,000 GAS/6,000 DIESEL)
RECYCLING CENTER	2,000 GALLON CONVAULT TANK (WASTE OIL)
RECYCLING CENTER SHED	55 GALLON DRUMS (OIL FILTERS)
ROAD GARAGE (BUILDING #2)	275 GALLON DEF TANK
SHOP (BUILDING #3)	THREE (3) 275 GALLON OIL TANKS (HYDRO, MOTOR OIL, AND WASTE OIL)

			DATE:	MARCH 17, 2020
			SCALE:	1" = 50'
			DESIGNED BY:	JMM
			DRAWN BY:	JMM
			CHECKED BY:	MGV
REVISIONS	AUTH.	DATE	JOB NO.	MOUNT OLIVE - 5101

Michael G. Vreeland
Professional Engineer, New Jersey Lic. No. GE-41682

Van Cleef
ENGINEERING ASSOCIATES, LLC

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SPCC SITE PLAN
FOR
DEPARTMENT OF PUBLIC WORKS COMPLEX
TOWNSHIP OF MOUNT OLIVE
MORRIS COUNTY, NEW JERSEY

APPENDIX E

MUNICIPAL RELEASE RESPONSE PLAN

Mount Olive Township

Release Response Plan

<u>Department</u>	<u>Phone#</u>	<u>Contact Name</u>
NJDEP Hot Line	877-927-3667	
Fire Department(Flanders)	973-584-7805	Tyler Wargo
Fire Department(Budd Lake)	973-691-8770	Mike Dorlan
Police Department	973-691-0850	Dispatch
Fire Marshal	973-691-0900	Marc Muccione
Local Health Department	973-691-0900	Trevor Weigle
County Health Department	973-631-5484	
Public Works Department	973-691-0900	Tim Quinn
Water and Sewer Plant	973-584-7086	Mike Latta
Corrective Action Contractor	908-964-5360	T-Slack Environmental
Repair Contractor	908-964-5360	T-Slack Environmental
Morris County OEM	973-829-8605	Jeffery S. Paul
Facility Owner	973-691-0900	MOT

Procedures

In the event of a leak or spill please notify the police department so the proper agencies can be dispatched, and use the provided containment and clean up materials located on the premisis.

N.J.A.C. 7:14B-5.5 Release response plan [May 2012]

- (a) The owner or operator shall prepare, and update as necessary to reflect changes to the facility and to regulations governing response plans, a release response plan which includes the following information:
1. The emergency telephone numbers of the local fire department, local health department, Department of Environmental Protection Hotline 1-877 WARN DEP or 1-877-927-6337, and any other appropriate local or State agencies;
 2. The name and telephone number(s) of the person responsible for the operation of the facility during an emergency;
 3. The name and telephone number of any retained licensed site remediation professional; and
 4. The procedures to be followed in the event of a leak or discharge of a hazardous substance, pursuant to N.J.A.C. 7:14B-7.3 and 8, and the Administrative Requirements for the Remediation of Contaminated Sites, N.J.A.C. 7:26C, and N.J.A.C. 7:14B-9 if the underground storage tank system must be closed.
- (b) The owner or operator shall ensure that the release response plan is available for onsite inspection.
- (c) Any release response plan that is required by and is in compliance with the New Jersey Spill Compensation and Control Act, N.J.S.A. 58:10-23.11 et seq., and the Discharges of Petroleum and Other Hazardous Substances Rules, N.J.A.C. 7:1E, shall suffice for this requirement.

Release Response Plan (N.J.A.C. 7:14B-5.5)

Contacts:	Phone #	Contact Name
NJDEP Spill Hotline:	(877) WARN-DEP (877) 927-6337	---
Fire Department:	911	---
Facility Owner / Operator:	973-691-0900	
Local/County Health Department:	973-691-0900	Trevor Weigle
County Emergency Management:	973-829-8605	Jeffery S. Paul
Corrective Action/Repair Contractor:	908-964-5360	T- Slack Environmental
Licensed Site Remediation Professional (LSRP) or LSRP Firm:	908-964-5360	T- Slack Environmental
Environmental Consultant (Optional):	973-366-9500	EcolSciences, Inc

Procedures

- 1 Immediately notify the Facility Owner of any suspected release including all monitoring system alarms and observations of product within the piping sumps.
- 2 Conduct a visual inspection of all readily accessible physical facilities (e.g. piping sumps) for evidence of leakage or discharge.
- 3 Run diagnostic check on all monitoring systems. Check for a malfunction of the monitoring system. If alarm condition confirmed, take tank system out of service until repair contractor can evaluate cause of alarm.
- 4 Contact tank system Repair Contractor, to visit site and investigate suspected release.
- 5 Facility Owner or designee must complete the investigation of a suspected release within 7 days of initial discovery. **N.J.A.C 7:14B-7.1 Suspected releases**
- 6 Facility Owner or designee shall immediately contact the NJDEP (877-927-6337) within 15 minutes of confirmation of the release. **N.J.A.C 7:14B-7.3 Confirmed discharges**
- 7 Refer to **N.J.A.C. 7:14B-8 Remediation Activities** or **N.J.A.C. 7:14B-9 Closure Requirements** for additional guidance following confirmation of a release.
- 8 Facility Owner makes determination on what remediation activities are needed. Consider contacting LSRP or Environmental Consultant for additional guidance.

UST Size and Contents	Tank ID #	Location Description