

SCC Building and Operations (BOD) Department  
SWPPI PROGRESS REPROT Oct 1, 2009 - Sept 30, 2011

Permit Requirement	Responsible Parties		Best Management Practice	Schedule	2010 Reporting	2011 REPORTING	Met Benchmark?
	Health Dept.	BOD			(Oct. 1, 2009 - September 30, 2010)	(Oct 1, 2010 - Sept 30, 2011)	
<b>Illicit Discharge Elimination Program</b>	√	√	<u>Map of Discharges</u> : Revised maps and list of SCC's discharge points is included in SCC's IDEP and should be considered the most accurate list of SCC MS4 discharge points to date. The SCCHD will map discharge points on county properties by the second progress report; 2013.	SCCRC and SCCDO complete. County properties by 09/01/2011	Map of discharge points was submitted with the 2010 SWPPI and IDEP. GPS pts from county facilities is still needed in 2011.	Discharge points at county facilities the BOD helps maintain will be mapped in late 2011.	√ Mapping
	√	√	<u>Screening</u> Perform dry weather screening (as defined and prioritized in the SCC's IDEP) at MS4 discharge points.	As defined in the IDEP	No activities. Screening activities will be initiated by the SCCHD in partnership with the BOD when working in enclosed systems.	No screening of discharge points from county facilities the BOD helps to maintain. Will be done with mapping in late 2011.	√ Screening
	√	√	<u>Notify Partners (w/i 1 month)</u> : Notify the DO, RC, HD, BOM, and/or PARC as applicable when illicit discharges are detected during screening.	As illicit discharges are detected	No discharges to report.	No screening and therefore no notification activities.	√
	√	√	<u>Confirm Source (w/i 13 months of detection)</u> : Locate/confirm source of illicit discharges detected during screening through additional sampling, dye testing, video, and/or smoke testing.	within 13 months of detection.	No discharges to confirm source.	No screening and therefore no source confirmation activities	√
	√	√	<u>Procedure for Elimination</u> : Develop procedures and tracking system for eliminating illicit discharge and pursuing enforcement action, including responding to spills and emergencies.	9/1/2011	<b>Complete.</b> Under the stormwater permit, SCC is required to confirm a source and correct an illicit discharge detected from a county facility as soon as it is discovered. The SCCHD will assist the BOD to screen the discharge points at county facilities and track any illicit discharges found.		√ Complete
	√	√	<u>Correct illicit discharges</u> : Correct illicit discharges in a timely manner.	As illicit discharges are found	No activities	No screening and no current illicit discharge to correct.	√
	√	√	<u>IDEP Training</u> : Develop program to train staff involved in IDEP or field staff with potential for witnessing illicit discharges	1x/5 yrs; new employees 1st yr.	Pollution Prevention, Good Housekeeping and IDEP Training is being planned for March 24, 2011	5 employees attended the April 2011 Training workshop which covered IDEP.	√

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Pollution Prevention (P2) & Good Housekeeping	<b>Employee /Contractor Training</b>						
	√	√	<u>Employee Training:</u> Conduct training for staff associated with potential storm water pollutant sources on the following topics as applicable: 1) park and open space maintenance; 2) fleet and building maintenance; 3) New construction and land disturbances, 4) storm water system maintenance; and 5) any other storm water pollution prevention topics such as salting and spill response.	1x/ 5yrs; new employees 1x/ 1st yr	No actions. Training is being planned for March 24, 2011 at the SCC Admin. Bldg that will cover many of these topics.	5 employees attended the April 2011 Training workshop which covered the required education topics listed under the BMP. A Rain Garden presentation was given to maintenance staff 3/10/11.	√
		√	<u>Contractor Training:</u> Develop specifications that require training of contractors on topics 1) - 5) mentioned above as applicable to project.	9/1/2011	No actions.	No actions. Revised SWPPI replaces this task with an activity that only requires information packets to contractors regarding storm water requirements applicable to their work. Will adopt language when it is provided.	contractor training
	<b>Structural Storm Water Control Effectiveness</b>						
	√	√	<u>Structural SW Control Summary:</u> A summary of all municipal properties and structural storm water controls owned or operated, and maintained by SCC has been included as Appendix D. This list will be refined and resubmitted with the first progress report on 9/1/2011.	9/1/2011.	The SW Structural Controls listed in this report have been reviewed and there are no new structures to add or changes in the inspection and maintenance schedules listed.	Summary was developed in 2010. The 2003 permit does not require a Structural SW control summary and therefore the revised SWPPI removes these tasks.	√ No longer applicable
	√	√	<u>Structural Storm Water Maintenance:</u> The list of municipal properties and structural storm water controls attached as Appendix D, includes an inspection and maintenance schedule and will be refined and resubmitted with its first progress report on 9/1/2011				
	√	√	<u>Update Summary:</u> The summary of municipal properties, structural storm water controls, and maintenance and inspection schedules will be updated with each progress report.	09/01/11 & 9/1/2013	The RC does not have any SW Structural Controls to add to the lists already developed as part of SWPPP/ PIPPs.		

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<b>Pollution Prevention &amp; Good Housekeeping</b>	<b>Structural Storm Water Control Effectiveness continued</b>						
	√	√	<u>TSS Load Reduction Calculation:</u> Calculate load reductions	9/1/2011 & 9/1/2013	No activities.	NO action. Revised SWPPI eliminates these tasks.	√ No longer applicable
	√	√	<u>Disposal Procedure:</u> Develop procedures to dispose of operation and maintenance waste in accordance with Part 111, Part 115 and Part 121.	9/1/2011	Disposal procedures have been updated due to training activities.	Next training topic for SEMCOG 2012 Training: disposal practices. When more information is received, it will be adopted as applicable.	√ Disposal procedures 2012
	<b>Roadway, Parking Lots and Bridges</b>						
		√	<u>Inspect and Clean Parking Lot Catch Basins:</u> Inspect 20% of catch basins/ yr. and clean as needed.	~20%/ yr.	2 yards at the court house (10 Catch basins) and 6 yds at the Intervention center (20 catch basins) was cleaned out.	No catch basin cleaning this past year.	Catch basin cleaning
		√	<u>Sweep Parking Lots:</u> Sweep parking lots and access drives within jurisdiction. Parking lots will be inspected and swept as needed.	inspect & sweep in spring if needed	Sediment swept off of the Grand River Ave. parking lot across from Admin Building (4 lbs.) and the PH Library (11 lbs).	Community service workers were used to sweep several parking lots over the summer. 26 lbs of sediment was removed and disposed of in the dumpster.	√
		√	<u>Snow Removal and Disposal - Parking Lots and Access Roads:</u> 1) Snow will be stored in areas that are not over catch basins or next to waterways; 2) Remove sediment and debris from storage area after spring thaw; reseed as necessary.	Ongoing	Snow is regularly plowed and stored in the corner of parking lots or on grassy areas. Areas are inspected for sweeping needs and reseeding.		√
	√	<u>Salt and Sand Storage/ Application:</u> Salt and salt/sand mixtures are stored in a covered facility and employees receive salting application education.	Ongoing	Salt is stored indoors and applied to sidewalks and entry ways sparingly. No education this past year.	Salt is stored indoors and applied to sidewalks and entry ways sparingly.	√ salting fact sheet	

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<b>Pollution Prevention &amp; Good Housekeeping</b>	<b>Roadway, Parking Lots and Bridges continued</b>						
		√	<u>Cole Tar Emulsions</u> : Develop policy to not use coal tar emulsions for sealing asphalt surfaces	9/1/2011	The DNRE has chosen not to enforce this requirement of the permit. Waiting on DNRE guidance on alternative products to use. Contract out sealing and asked for alternative product but there was none available across SE Michigan.	This task was removed from the 2011 revised SWPPI. Research found that no local contractors provide alternatives. No guidance from DEQ except that it would not enforce this requirement of the permit.	√ No longer applicable
	<b>Fleet Maintenance and Storage Yards</b>						
			<u>Storm Water Pollution Prevention Plans (SWPPPs)</u> :	N/A	NO SWPPP needed at any BOD facilities. All fleet maintenance conducted at the SCCRC, all fueling and washing done off site. All materials products stored indoors, no hazardous waste disposal.	NO SWPPP needed at any BOD facilities. All fleet maintenance conducted at the SCCRC, all fueling and washing done off site. All materials products stored indoors, no hazardous waste disposal.	N/A
	√	√	<u>Certified Storm Water Operator</u> : The SCCHD storm water coordinator, the supervisor of BOM and 3 SCCDO staff are currently certified as storm water operators.	1x certification; renewal/ 5 yrs.	Ron Marsh, Director of Building and Operations, took the operator certification test. He thought he passed it in 2009, but in 2011 his name was not found on the DEQ's certification list. He will retake the exam in 2012.	Retake certification exam	
		√	<u>Fleet Maintenance Activities</u> : Maintain vehicles and equipment for clean and effective operation to prevent impacts on storm water quality.	ongoing	First Vehicle (contracted by SCC) retains all maintenance logs on county vehicles.	First Vehicle (contracted by SCC) retains all maintenance logs on county vehicles.	√
		√	<u>Fleet and Equipment Washing</u> : Wash vehicles and equipment at facilities where grey water is treated. SCC pool vehicles and some PARC vehicles are washed off site at a commercial facility. RC and PARC trucks, vehicles, and equipment are washed at facilities as described in the SWPPP/ PIPPs.	ongoing	All fleet vehicles are washed off site.	All fleet vehicles are washed off site.	√

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Pollution Prevention & Good Housekeeping	<b>Fleet Maintenance and Storage Yards continued</b>						
		√	<u>Refuse BMPs</u> : Inspect dumpster(s) for leaks and clean up loose refuse found around dumpsters.	monthly	Dumpsters are inspected at least monthly for area clean up.	Revised SWPPI removed this task. Dumpsters are inspected and cleaned up on a daily basis by maintenance.	√ No longer applicable
	<b>Manage Vegetative Properties</b>						
		√	<u>Contractor Training</u> : Require contractors to be properly trained on the proper storage, handling and use of pesticides, herbicides and fertilizers	Specifications by 9/1/2011	All lawn maintenance is currently performed in-house, with no applications being fertilizer, pesticides or herbicides applied.		√
		√	<u>Fertilization</u> : A soil test will be performed 1x/4yrs. prior to application to determine the amount and rate it can be applied, if at all. Develop policy re: phosphorous applications and provide employee education.	Soil test 1x/ 4 yrs and 1 SOP for fertilization by 9.1.2011	All mowing is above 3" and all clippings are mulched.	All mowing is above 3" and all clippings are mulched. No fertilizing is performed at any facilities currently.	√
		√	<u>Vegetation Management BMPs</u> : Mow to a height of above 3" and mulch all clippings. Develop Vegetative Management policy that states the BMPs that will be implemented in SCC landscaping activities.	Policy by 9/1/2011			√