

Stormwater Pollution Prevention Plan

Borough of Buena

Atlantic County

NJG0149314


August, 2021

SPPP Table of Contents

- Form 1 – SPPP Team Members (permit cite IV F 1)
- Form 2 – Revision History (permit cite IV F 1)
- Form 3 – Public Involvement and Participation Including Public Notice (permit cite IV B 1)
- Form 4 – Public Education and Outreach (permit cite IV B 2 and Attachment B)
- Form 5 – Post-Construction Stormwater Management in New Development and Redevelopment Program (permit cite IV B 4 and Attachment D)
- Form 6 – Ordinances (permit cite IV B 5)
- Form 7 – Street Sweeping (permit cite IV B 5 b)
- Form 8 – Catch Basin and Storm Drain Inlets (permit cite IV B 2, IV B 5 b ii, and Attachment C)
- Form 9 – Storm Drain Inlet Retrofitting (permit cite IV B 5 b)
- Form 10 – Municipal Maintenance Yards and Other Ancillary Operations (permit cite IV B 5 c and Attachment E)
- Form 11 – Employee Training (permit cite IV B 5 d, e, f)
- Form 12 – Outfall Pipes (permit cite IV B 6 a, b, c)
- Form 13 – Stormwater Facilities Maintenance (permit cite IV C 1)
- Form 14 – Total Maximum Daily Load Information (permit cite IV C 2)
- Form 15 – Optional Measures (permit cite IV E 1 and IV E 2)

SPPP Form 1 – SPPP Team Members

All records must be available upon request by NJDEP.

Stormwater Program Coordinator (SPC)	
Print/Type Name and Title	Bill Nimohay, Road Superintendent
Office Phone # and eMail	(856) 697-0280
Signature/Date	 8-6-21
Individual(s) Responsible for Major Development Project Stormwater Management Review	
Print/Type Name and Title	Robert Watkins, Land Use Board 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	Robert Smith, Borough Engineer's Office
Print/Type Name and Title	
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.				
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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:	http://www.buenaboro.org/services/stormwater.asp
2. Date of most current SPPP:	May 1, 2013
3. Website URL where the Municipal Stormwater Management Plan (MSWMP) is posted online:	http://www.buenaboro.org/pdfs/StormwaterManagementPlan.pdf
4. Date of most current MSWMP:	Jan 1, 2007
5. Physical location and/or website URL where associated municipal records of public notices, meeting dates, minutes, etc. are kept:	http://www.buenaboro.org/council/index.asp
<p>6. Describe how the permittee complies with applicable state and local public notice requirements when providing for public participation in the development and implementation of a MS4 stormwater program:</p> <p>For meetings where public notice is required under the Open Public Meetings Act (“Sunshine Law,” N.J.S.A. 10:4-6 et. seq.), the Borough of Buena provides public notice in a manner that complies with the requirements of that Act. Also, in regard to the passage of ordinances, the Borough of Buena provides public notice in a manner that complies with the requirements of N.J.S.A. 40:49-1 et. seq. In addition, for municipal actions (e.g., adoption of the municipal storm water management plan) subject to public notice requirements in the Municipal Land Use Law (N.J.S.A. 40:55D-1 et seq.), the Borough of Buena complies with those requirements.</p>	

SPPP Form 4 – Public Education and Outreach

All records must be available upon request by NJDEP.

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

For our annual distribution, the DEP brochure is hand delivered to our residents and businesses. Extra copies will be available at our municipal building.

We will make the DEP brochure and other educational materials available in conjunction with recycling information from the Atlantic County Utility Authority at opening day at the park, trophy day and concert events.

At least one school stormwater presentation per year.

Stormwater training of elected municipal officials.

Stormwater presentation to seniors.

Use of Department materials.

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.

Category 1:

i. Website (1 point) - Stormwater page on Municipal website

ii. Billboard/Sign (2 points) - Sign posted on the fence at Bruno Melini Park and one at the Borough Garage.

Category 2:

iii. Promotional Item (2 points) - Containers are supplied with dog waste bags when obtaining pet licenses.

iv. Mailing Campaign (2 points) - For our annual distribution, we deliver the DEP brochure to our residents and businesses.

Extra copies will be available at our municipal building.

v. Mailing Campaign (3 points) - Stormwater Facility owner mailing distribution

Category 3:

vi. School Presentations (1 point per presentation, 3 points total) - Three (3) school stormwater presentations per year.

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

Records are maintained at the Buena Borough Road Department.

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

All records must be available upon request by NJDEP.

<p>1. How does the municipality define ‘major development’?</p>
<p>As currently defined in the Borough Ordinance:</p> <p>“Major development” means an individual “development,” as well as multiple developments that individually or collectively result in:</p> <ol style="list-style-type: none">1. The disturbance of one or more acres of land since February 2, 2004;2. The creation of one-quarter acre or more of “regulated impervious surface” since February 2, 2004;3. The creation of one-quarter acre or more of “regulated motor vehicle surface” since March 2, 2021; <p>or</p> <ol style="list-style-type: none">4. A combination of 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.
<p>2. Does the municipality approach residential projects differently than it does for non-residential projects? If so, how?</p>
<p>The Borough’s stormwater control ordinance applies to nonresidential major developments and aspects of residential major developments that are not pre-empted by the Residential Site Improvement Standards.</p>
<p>3. What process is in place to ensure that municipal projects meet the Stormwater Control Ordinance?</p>
<p>All municipal projects are designed to comply with the applicable storm water design requirements of the NJ Storm Water Rule (NJAC 7:8), including volume reduction, TSS reduction and recharge (as applicable).</p>

4. Describe the process for reviewing major development project applications for compliance with the Stormwater Control Ordinance (SCO) and Residential Site Improvement Standards (RSIS). Attach a flow chart if available.

All Major development applications are reviewed by the Land Use Board to ensure the proposed improvements conform with the NJ Storm Water Rule. The Board Engineer is responsible for reviewing the applicable design standards and coordinating necessary revisions. For privately-maintained projects, storm water maintenance plans are developed by the applicants' design engineers.

We are already ensuring that all new residential development and redevelopment projects that are subject to the Residential Site Improvement Standards for stormwater management (including the NJDEP Stormwater Management rules, NJAC 7:8, referenced in those standards) are in compliance with those standards. Our Land Use Board ensures such compliance before issuing preliminary or final subdivision or site plan approvals under the Municipal Land Use Law.

Our stormwater control ordinance, which is administered by our Land Use Board, Borough Engineer and Road Department, is used to control stormwater from all development and redevelopment projects.

<p>5. Does the Municipal Stormwater Management Plan include a mitigation plan?</p>	<p>No</p>
<p>6. What is the physical location of approved applications for major development projects, Major Development Summary Sheets (permit att. D), and mitigation plans?</p>	<p>Buena Borough Municipal Building</p>

SPPP Form 6 – Ordinances

All records must be available upon request by NJDEP.

Ordinance permit cite IV.B.1.b.iii	Date of Adoption	Website URL	Was the DEP model ordinance adopted without change?	Entity responsible for enforcement
1. Pet Waste permit cite IV.B.5.a.i	10/15/06		Yes	Franklin Township Police Department
2. Wildlife Feeding permit cite IV.B5.a.ii	09/26/05	https://ecode360.com/28825426	Yes	Franklin Township Police Department
3. Litter Control permit cite IV.B5.a.iii	06/06/08	https://ecode360.com/28824660	Yes	Franklin Township Police Department
4. Improper Disposal of Waste permit cite IV.B.5.a.iv	09/26/05	https://ecode360.com/28824948?highlight=improper%20disposal&searchId=4245671205828986#28824948	Yes	Franklin Township Police Department
5. Containerized Yard Waste/ Yard Waste Collection Program permit cite IV.B.5.a.v	11/12/20 05	https://ecode360.com/28822979	Yes	Franklin Township Police Department
6. Private Storm Drain Inlet Retrofitting permit cite IV.B.5.a.vi	04/23/201 2	https://ecode360.com/28824967	Yes	The Road Department / Borough Engineer
7. Stormwater Control Ordinance permit cite IV.B.4.g and IV.B.5.a.vii	04/10/20 06	https://ecode360.com/33346164	Yes	Land Use Board Engineer / Borough Engineer / Road Department
8. Illicit Connection Ordinance permit cite IV.B.5.a.vii and IV.B.6.d	09/26/20 05	https://ecode360.com/28824933?highlight=illicit&searchId=4245863876801690#28824933	Yes	Franklin Township Police Department
9. Optional: Refuse Container/ Dumpster Ordinance permit cite IV.E.2	04/23/20 12	https://ecode360.com/28822979	Yes	Code Enforcement

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

As noted above, various entities will enforce these Ordinances. If someone is found to be in violation of an Ordinance, they will be issued a written warning for first time offenses, and penalties will be issued for subsequent offenses. Records are maintained at the Buena Borough Public Works yard.

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.

Buena Borough has evaluated all of its streets to determine which areas will need to be swept monthly. Per review of the Borough roadways, the only road that must be swept is South Boulevard (between Central Avenue and Route 40).

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.

Streets that are not required to be swept are swept on an as-needed basis. There is no set schedule.

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

No

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

Records are maintained at the Borough Public Works Yard.

SPPP Form 8 – Catch Basins and Storm Drain Inlets

All records must be available upon request by NJDEP.

<p>1. Describe the schedule for catch basin and storm drain inlet inspection, cleaning, and maintenance.</p>
<p>Buena Borough implemented an annual catch basin cleaning program to maintain catch basin function and efficiency. All catch basins are inspected once each year and maintained, if necessary, by DPW personnel and/or procured services. If, at the time of inspection, no sediment, trash or debris is observed in the catch basin, then that catch basin will not be cleaned. All catch basins will be inspected yearly, even if they were found to be "clean" the previous year.</p>
<p>2. List the locations of catch basins and storm drain inlets with recurring problems, i.e., flooding, accumulated debris, etc.</p>
<p>N/A</p>
<p>3. Describe what measures are taken to address issues for catch basins and storm drain inlets with recurring problems and how they are prioritized.</p>
<p>Buena Borough has implemented a stormwater facility maintenance program to insure that all stormwater facilities operated by the Borough function properly. Buena operates the following; catch basins, storm drains and infiltration retention basins. These stormwater facilities are inspected annually by DPW personnel to insure that they are functioning properly. In high risk areas, preventative maintenance will be performed on all stormwater facilities to ensure that they do not begin to fail. At the time of cleaning, the catch basins are also inspected for proper function. Maintenance will be scheduled for those catch basins that are in disrepair.</p>
<p>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.</p>
<p>For our storm drain inlet labeling program, the Borough provides services to label inlets in accordance with the requirements and timetables within the MS4 permit. We label all storm drain inlets that are along municipal streets with sidewalks, and all storm drain inlets within plazas, parking areas, or maintenance yards that are operated by Buena Borough. We use an appropriate method of labeling inlets (e.g. "NO DUMPING - DRAINS TO WATERWAY", other) with a picture of a fish next to it. The Borough has labeled all of its inlets. During our annual catch basin cleaning program, we check these labels to ensure that they are still visible, and if they are not, we ensure that the labels are replaced immediately.</p>
<p>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.</p>
<p>Records are maintained at the Borough Public Works Yard.</p>

SPPP Form 9 – Storm Drain Inlet Retrofitting

All records must be available upon request by NJDEP.

<p>1. Describe the procedure for ensuring that municipally owned storm drain inlets are retrofitted.</p>
<p>All municipal road/parking/paving projects are designed, bid and/or constructed to include storm drain inlet retrofits whenever existing (non-compliant) inlets are in contact with new paving.</p>
<p>2. Describe the inspection process to verify that appropriate retrofits are completed on municipally owned storm drain inlets.</p>
<p>All municipal road/parking/paving projects are inspected by the Borough Engineer or DPW personnel to ensure completion.</p>
<p>3. Describe the procedure for ensuring that privately owned storm drain inlets are retrofitted.</p>
<p>The Land Use Board review process ensures that storm drain inlet retrofits are provided where required by Ordinance.</p>
<p>4. Describe the inspection process to verify that appropriate retrofits are completed on privately owned storm drain inlets.</p>
<p>Major development projects approved by the Land Use Board are inspected by the Municipal Engineer.</p>

SPPP Form 10 – Municipal Maintenance Yards and Other Ancillary Operations

All records must be available upon request by NJDEP.

<i>Complete separate forms for each municipal yard or ancillary operation location.</i>	
Address of municipal yard or ancillary operation: Summer Road and Sumner Street Landisville, NJ	
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 –	Leaves, Branches, Top Soil
Intermediate products –	Millings
Final products –	Mulch
Waste materials –	Dumpsters for demo debris and street sweepings
By-products –	N/A
Machinery –	See attached list
Fuel –	Double walled above ground gasoline and diesel tanks
Lubricants –	N/A
Solvents –	N/A
Detergents related to municipal maintenance yard or ancillary operations –	N/A
Other –	N/A

<p>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.</p> <p>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.</p>
<p>1. Fueling Operations</p>
<p>Fueling facilities at Borough Garage are inspected monthly. Best management practices include:</p> <ol style="list-style-type: none"> 1. Standard operating procedures (attached) are in place to address vehicle fueling; receipt of bulk fuel deliveries; and inspection and maintenance of storage tanks, including the associated piping and fuel pumps. <ol style="list-style-type: none"> a. Drip pans are placed under all hose and pipe connections and other leak-prone areas during bulk transfer of fuels. b. A trained employee is present to supervise the bulk transfer of fuel. c. Instructions for safe operation of fueling equipment are clearly posted. d. Any equipment, tanks, pumps, piping and fuel dispensing equipment found to be leaking or in disrepair are immediately repaired.
<p>2. Vehicle Maintenance</p>
<p>N/A - Minor vehicle maintenance is performed indoors. Major repairs are performed by a private vendor.</p>
<p>3. On-Site Equipment and Vehicle Washing</p> <p><i>See permit attachment E for certification and log forms for Underground Storage Tanks.</i></p>
<p>No longer do on-site equipment or vehicle washing.</p>
<p>4. Discharge of Stormwater from Secondary Containment</p>
<p>N/A.</p>

5. Salt and De-Icing Material Storage and Handling

Buena Borough stores its de-icing salt at the Borough's fully enclosed salt storage building located at the Public Works facility, located on Sumner Avenue. A standard operating procedure is attached.

1. Regular inspections and maintenance of storage structure and surrounding area are performed.
2. Tracking of material from loading and unloading operations is minimized.
3. Loading and unloading is conducted during dry weather, if possible; spillage is prevented or minimized; and the loader travel distance between the storage area and spreading vehicle is minimized.
4. The loading area is swept regularly and after loading and unloading.

6. Aggregate Material and Construction Debris Storage

1. Materials such as gravel, stone, top soil, road millings, waste concrete, asphalt, brick, block and processed aggregate are stored in such a manner as to minimize stormwater run-on and aggregate run-off.
2. Top soil, road millings and processed aggregate are stored outside and uncovered if in compliance with item 1 above.
3. Road millings are managed in conformance with the "Recycled Asphalt Pavement and Asphalt Millings (RAP) Reuse Guidance" or properly disposed of as solid waste pursuant to N.J.A.C. 7:26-1 et seq.

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

Street sweepings and catch basin clean out are disposed of at the Atlantic County Utilities Authority.

8. Yard Trimmings and Wood Waste Management Sites

Buena Borough has an existing yard waste collection and disposal program.

The Borough currently has weekly curbside leaf collection during the fall (October through December) and three times during the spring.

There is an MS4 requirement to either pass an ordinance prohibiting (deliberately) placing non-containerized leaves and yard waste, OR collect monthly October, November, December, and once in spring. The Borough already exceeds this criteria.

Buena Borough adopted and enforced a yard waste ordinance (see SPPP Form 6) that will prohibit all yard wastes from being placed at the curb or along the street more than seven days prior to our scheduled collections, unless they are bagged or otherwise containerized. The ordinance will also prohibit the placing of yard waste closer than 10 feet from any storm sewer inlet along the street, unless they are bagged or otherwise containerized.

9. Roadside Vegetation Management

Roadside vegetation management is performed by Borough personnel using weed-whackers. No herbicides are applied.

SPPP Form 11 – Employee Training

All records must be available upon request by NJDEP.

<p>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.</p>		
Topic	Frequency	Title of trainer or office to conduct training
1. Maintenance Yard Operations (including Ancillary Operations)	Every year	DPW Superintendent or designee
2. Stormwater Facility Maintenance	Every year	DPW Superintendent or designee
3. SPPP Training & Recordkeeping	Every year	DPW Superintendent or designee
4. Yard Waste Collection Program	Every 2 years	DPW Superintendent or designee
5. Street Sweeping	Every 2 years	DPW Superintendent or designee
6. Illicit Connection Elimination and Outfall Pipe Mapping	Every 2 years	DPW Superintendent or designee
7. Outfall Pipe Stream Scouring Detection and Control	Every 2 years	DPW Superintendent or designee
8. Waste Disposal Education	Every 2 years	Hotline operators and Environmental Commission Members
9. Municipal Ordinances	Every 2 years	Code Enforcement and Local Police Departments and DPW
10. Construction Activity/Post-Construction Stormwater Management in New Development and Redevelopment	Every 2 years	DPW Superintendent or designee
<p>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.</p> <p style="margin-left: 40px;">Within 6 months of commencing duties, watch <i>Asking the Right Questions in Stormwater Review Training Tool</i>. Once per term thereafter, watch at least one of the online DEP videos in the series available under Post-Construction Stormwater Management. Indicate the location of records documenting the names, video titles, and dates completed for each board and governing body member.</p>		
<p>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.</p>		

SPPP Form 12 – Outfall Pipes

All records must be available upon request by NJDEP.

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

Note that ALL maps must be electronic by 21 Dec 2020 via the DEP's designated electronic submission service. For details, see http://www.nj.gov/dep/dwq/msrp_map_aid.htm.

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

Buena Borough mapped the location of all outfall pipes operated by the Borough.

A map was developed displaying these outfall pipe locations. All water bodies receiving outfall pipe discharges are also identified. The map was recently updated in a GIS format and is available on the Borough's website (<http://www.buenaboro.org/pdfs/sppp-outfallsmap3-22-21.pdf>).

The outfalls are inspected yearly.

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.

In 2006, concurrent with illicit connection investigations, outfalls were inspected for signs of stream erosion and scouring. No erosion in need of repair has been found to date.

If any in the future, sites will be prioritized, and repairs will be scheduled and performed in accordance with Atlantic County and NJDEP standards.

We will follow-up each repair with an annual inspection of the site to ensure that scouring has not resumed.

Records regarding the inspections are maintained at Borough Public Works Yard.

4. **Illicit Discharges:** Describe the program in place for conducting visual dry weather inspections of municipally owned or operated outfall pipes. Record cases of illicit discharges using the DEP’s Illicit Connection Inspection Report Form (www.nj.gov/dep/dwq/tier_a_forms.htm) 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 Borough conducted an initial physical inspection of all of our outfall pipes during the mapping process. We used the DEP Illicit Connection Inspection Report Form to conduct these inspections, and each of these forms are kept with our SPPP records. No evidence of illicit connection was found at any of the Borough-owned outfalls.

Outfalls are inspected yearly for dry weather discharge.

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.

All municipally owned BMPs, piping, outfalls, inlets and other facilities are inspected, cleaned and maintained by DPW maintenance crew personnel as needed to meet the MS4 permit requirements.

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.

For major development projects as defined per NJAC 7:8, all projects involving BMPs prepare, and file a storm water maintenance plan as per NJAC 7:8. All private facilities are observed by Borough personnel during routine inspections. Owners of private facilities requiring repair as observed during routine inspections, or as reported to the Borough, are notified to effect necessary repairs and maintenance.

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.

Records are maintained at the Borough Public Works Yard.

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

Total Maximum Daily Load(TMDL) Information for Selected Municipality:

Applicable Stream TMDL(s)

- Total Maximum Daily Load for Mercury Impairments Based on Concentration in Fish Tissue Caused Mainly by Air Deposition to Address 122 HUC 14s Statewide

Mercury - 2010 : Collings Lakes trib (Hospitality Branch)

- Total Maximum Daily Load for Polychlorinated Biphenyls (PCBs) for Zone 6 of the Delaware River

Polychlorinated Biphenyls (PCBs) - 2006 : Blackwater Branch (above/incl Pine Br)

- Total Maximum Daily Load for Polychlorinated Biphenyls (PCBs) for Zone 6 of the Delaware River

Polychlorinated Biphenyls (PCBs) - 2006 : Cedar Branch (Menantico Creek)

- Total Maximum Daily Load for Polychlorinated Biphenyls (PCBs) for Zone 6 of the Delaware River

Polychlorinated Biphenyls (PCBs) - 2006 : Panther Branch (Menantico Creek)

Applicable Lake TMDL(s)

- Total Maximum Daily Loads for Pathogens to Address 18 Lakes in the Atlantic Coastal Water Region

Fecal Coliform - 2007 : Buena Vista Campground Lake

- Total Maximum Daily Loads for Phosphorus To Address 13 Eutrophic Lakes in the Lower Delaware Water Region

Total Phosphorus - 2003 : Giampietro Lake

Applicable Shellfish TMDL(s)

- Six Total Maximum Daily Loads for Total Coliform to Address Shellfish-Impaired Waters in Watershed Management Area 17

Total coliform - 2006 : Delaware Bay-F, Maurice River-A

- Six Total Maximum Daily Loads for Total Coliform to Address Shellfish-Impaired Waters in Watershed Management Area 15

Total coliform - 2006 : Great Egg Harbor River-A, Great Egg Harbor-C

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

TMDLs listed (primarily biphenyls and coliform) are not used to prioritize storm water facility maintenance projects at this time. Should NJDEP mandate prioritization of maintenance based on these data, the Borough will make a good faith effort to do so.

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.

N/A.

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

Yes.

Municipal Maintenance Yard 2019

e)e)

(Machinery List- Outside)

- 1) Grader**
- 2) Odb Leaf Vac**
- 3) Giant Vac Leaf Machine**
- 4) Salt Spreader**
- 5) Truck #4**
- 6) Truck #3**
- 7) Street Sweeper**

BUENA BOROUGH

Standard Operating Procedure

Good Housekeeping

Buena Borough

Good Housekeeping Goals

- Proper Recycling
- Proper Waste Disposal
- Pollution Prevention

Introduction and Purpose

This SOP contains the basic practices of good housekeeping to be implemented at maintenance yards including maintenance activities at ancillary operations in Buena Borough. The purpose of this SOP is to provide a set of guidelines for the employees of Buena Borough for Good Housekeeping Practices at their maintenance yards including maintenance yards at ancillary operations.

Scope

This SOP applies to all maintenance yards including maintenance activities at ancillary operations in Buena Borough..

Standards and Specifications (General)

- All containers should be properly labeled and marked, and the labels must remain clean and visible.
- All containers must be kept in good condition and tightly closed when not in use.
- When practical, chemicals, fluids and supplies should be kept indoors.
- If containers are stored outside, they must be covered and placed on spill platforms.
- Keep storage areas clean and well organized.
- Spill kits and drip pans must be kept near any liquid transfer areas, protected from rainfall.
- Absorbent spill clean-up materials must be available in maintenance areas and shall be disposed of properly after use.
- Place trash, dirt and other debris in the dumpster.
- Collect waste fluids in properly labeled containers and dispose of them properly.
- Establish and maintain a recycling program by disposing, papers, cans, bottles and trash in designated bins.

**Standards and
Specifications
(Salt and Deicing
Material Handling)**

- During loading and unloading of salt and de-icing materials, prevent and/or minimize spills. If salt or de-icing materials are spilled, remove the materials using dry cleaning methods. All collected materials shall be either reused or properly discarded.
- Sweeping should be conducted once a week to get rid of dirt and other debris. Sweeping should also be conducted immediately following loading/unloading activities, when practical.
- Minimize the tracking of materials from storage and loading/unloading areas.
- Minimize the distance that salt and de-icing materials are transported during loading/unloading activities.
- Any materials that are stored outside must be tarped when not actively being used.
- If interim seasonal tarping is being implemented, de-icing materials may be stored outdoors only between October 15th through April 30th.

**Spill Response
and Reporting**

- Conduct clean up of any spill(s) immediately after discovery.
- Spills are to be cleaned using dry cleaning methods only.
- Contact the Buena Borough Police Department Spill Response Team at 911.

**Maintenance
and Inspection**

- Periodically check for leaks and damaged equipment and make repairs as necessary.
- Perform monthly inspections of all (indoor and outdoor if applicable) storage locations.

BUENA BOROUGH

Standard Operating Procedures

Vehicle and Equipment Fueling

Buena Borough

With Fueling Operations

Introduction and

Purpose Vehicle and equipment fueling procedures and practices are designed to minimize surface or ground waters. Understanding the procedures for delivering fuel into vehicles, mobile fuel tanks, and storage tanks is critical for this purpose. Safety is always the priority.

Scope These procedures are to be implemented at all maintenance yards with fueling. Including mobile fueling operations.

Standards and Specifications **(for vehicle and equipment fueling)**

- Shut the engine off
- Ensure that the fuel is the proper type of fuel.
- Absorbent spill clean-up materials and spill kits shall be available in fueling areas and on mobile fueling vehicles and shall be disposed of properly after use.
- Nozzles used in vehicle and equipment fueling shall be equipped with an automatic shut-off to prevent overfill.
- Fuel tanks shall not be "topped off".
- Mobile fueling shall be minimized. Whenever practical, vehicles and equipment shall be transported to the designated fueling area in the maintenance yard.
- **Clearly post, in a prominent area of the facility, instructions for safe operation of fueling equipment, and appropriate contact information for the person(s) responsible for spill response.**

**Standards and
Specifications
(for bulk fueling)**

- Drip pans or absorbent pads shall be used under all hose and pipe connections and other leak-prone areas during bulk fueling.
- Block storm sewer inlets, or contain tank trucks used for bulk transfer, with temporary berms or temporary absorbent booms during the transfer process. If temporary berms are being used instead of blocking the storm sewer inlets, all hose connection points associated with the transfer of fuel must be within the temporary berms during the loading/unloading of bulk fuels.
- Protect fueling areas with berms and/or dikes to prevent run-on, runoff, and to contain spills.
- A trained employee must always be present to supervise during bulk transfer.

Spill Response

- Conduct cleanups of any fuel spills immediately after discovery.
- Uncontained spills are to be cleaned using dry cleaning methods only. Spills shall be cleaned up with a dry, absorbent material (e.g., kitty litter, sawdust, etc.) and absorbent materials shall be swept up.
- Collected waste is to be disposed of properly.
- Contact the Buena Borough Police Department Spill Response Team at 911.

**Maintenance
and Inspection**

- Fueling areas and storage tanks shall be inspected monthly.
- Keep an ample supply of spill cleanup material on the site.
- Any equipment, tanks, pumps, piping and fuel dispensing equipment found to be leaking or in disrepair must be repaired or replaced immediately.