



**Stantec Consulting Services Inc.**  
1060 Andrew Drive, Suite 140, West Chester PA 19380

August 28, 2014  
File: 176710033

Pennsylvania Department of Environmental Protection  
2 East Main Street  
Norristown, PA 19401

Attn: Richard K. Breitenstein

Dear Mr. Breitenstein,

**Reference: MS4 Permit Number PAG130118  
Trainer Borough, Delaware County**

Please find attached the first periodic report for the MS4 Renewal Permit.

Also enclosed are the following referenced in the report:

- Public Education and Outreach Plan updated August 26, 2014.
- Public Involvement and Participation Plan updated August 26, 2014.
- Stormwater System Plan updated August 27, 2014.
- Stormwater Facility Operation and Maintenance Plan updated August 26, 2014.

Please contact our office with any questions you may have regarding the Borough's compliance with their MS4 permit.

Sincerely,

**STANTEC CONSULTING SERVICES INC.**

A handwritten signature in blue ink that reads "Eileen M. Nelson".

Eileen M. Nelson, PE  
Senior Principal  
Phone: (610) 840-2506  
Fax: (610) 840-2501  
eileen.nelson@stantec.com



August 28, 2014  
MS4 Permit Number PAG130118  
Trainer Borough, Delaware County

Page 2 of 2

**Reference: MS4 Permit Number PAG130118  
Trainer Borough, Delaware County**

Attachment:

c. Vicki Okolowski / Fran Zalewski / John Mathews / Jim Cassidy / Joseph Maher  
Jean Beck / Gregory Miley / Keith Garrity Michael D'Agostino, Esquire

# The Borough of Trainer

TRAINER MUNICIPAL BUILDING, 824 MAIN STREET  
TRAINER, DELAWARE COUNTY, PA 19061-5097

**(610)-497-3838**

**FAX NUMBER (610) 497-7840**

July 16, 2014  
File: 176710033

Pennsylvania Department of Environmental Protection  
2 East Main Street  
Norristown, PA 19401

**Attention:** Richard K. Breitenstein

**Reference: MS4 Permit Number PAG 130118 – Renewal Permit  
Year 1 Progress Report, Certifying Enactment Stormwater Ordinance  
Trainer Borough, Delaware County**

Dear Mr. Breitenstein:

In accordance with the requirements of the Progress Report, MCM #5 - BMP #4 - No. 2, I am hereby certifying that Stormwater Management Ordinance No. 666 was enacted on December 9, 2004 and was prepared in accordance with the model ordinance developed as a result of the Darby and Cobbs Creek Watershed plan dated October, 2005. This ordinance meets the stormwater management requirements of the General Permit.

Should you have any questions relative to the above, please do not hesitate to contact me at 610-840-2506.

Sincerely,



Eileen M. Nelson PE  
Borough Engineer

cc: Vicki Okolowski / Fran Zalewski / Jim Cassidy / Joseph Maher / Jean Beck  
Gregory Miley / Keith Garrity / Michael D'Agostino, Esquire

**BOROUGH COUNCIL MEETS SECOND THURSDAY NIGHT IN EACH MONTH - 7 P.M.**



## MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) ANNUAL/PROGRESS REPORT

For the Reporting Period: March 16, 2013 to June 30, 2014

Annual Report     Progress Report    Year:  1    2    3    4    5 (Renewal)  
 New Permittee     Existing Permittee    Due Date: August 29, 2014

### GENERAL INFORMATION

Permittee Name: Trainer Borough	NPDES Permit No.: PA130118
Mailing Address: 824 Main Street	Effective Date: 3/16/2013
City, State, Zip: Trainer, PA 19061	Expiration Date: 3/15/2018
MS4 Contact Person: Victoria Okolowski	Renewal Due Date: 6/11/2013
Title: Borough Secretary	Admin. Extended? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Phone: 610-497-3838	Municipality: Trainer Borough
Email: secretary@trainerboro.com	County: Delaware
Co-Permittees (if applicable):	

### WATER QUALITY INFORMATION

Are there any discharges to waters within the Chesapeake Bay Watershed?    Yes    No

Identify all surface waters that receive stormwater discharges from storm sewers within the MS4 urbanized area and provide the requested information (see instructions).

Receiving Water Name	Ch. 93 Class.	Impaired?	Cause(s)	TMDL?	WLA?
Marcus Hook Creek	WWF	Yes	Siltation, Metals (other than Mercury)	No	No
Stoney Creek	WWF	No		No	No
Delaware River	WWF	Yes	Mercury, PCB's, Metals, Priority Organics Compounds,	No	No

Date TMDL Plan / Chesapeake Bay Pollutant Reduction Plan Submitted to DEP (if applicable): \_\_\_\_\_

Identify any Wasteload Allocations (WLAs) identified in TMDLs for the MS4, if applicable. Identify the pollutant(s) and mass load(s):

**GENERAL MINIMUM CONTROL MEASURE (MCM) INFORMATION**

Have you completed all MCM activities required by the permit for this reporting period?  Yes  No

Provide current contact name and phone number information for the required MCMs (if same as page 1, leave blank):

MCM	Contact Name	Phone
#1 Public Education and Outreach on Storm Water Impacts		
#2 Public Involvement/Participation		
#3 Illicit Discharge Detection and Elimination (IDD&E)		
#4 Construction Site Storm Water Runoff Control		
#5 Post-Construction Storm Water Management in New Development and Redevelopment		
#6 Pollution Prevention/Good Housekeeping		

**MCM #1 – PUBLIC EDUCATION AND OUTREACH ON STORM WATER IMPACTS**

**BMP #1: Develop, implement and maintain a written Public Education and Outreach Program**

*Measurable Goal: For new permittees a Public Education and Outreach Program (PEOP) shall be developed and implemented during the first year of permit coverage and shall be re-evaluated each permit year thereafter and revised as needed. For renewal permittees, the existing PEOP shall be reviewed and revised as necessary. The permittee's PEOP shall be designed to achieve measurable improvements in the target audience's understanding of the causes and impacts of stormwater pollution and the steps they can take to prevent it.*

1. For new permittees only, attach the written PEOP or a summary thereof to the first report submitted to DEP.
2. Date of last evaluation of or revision to the PEOP: 8/26/2014
3. What were the plans and goals for public education and outreach for the reporting period?

The Borough has adopted the Public Education and Outreach Plan developed by the CRC Watershed Association, a non-profit environmental organization. An updated copy of the PEOP is included with this report and is on display at the Borough Hall for the Borough's use in implementing the plan.

4. Did the MS4 achieve its goal(s) for the PEOP during the reporting period?  Yes  No

Explain the rationale for your answer:

The Borough provided MS4 information and promoted educational and outreach opportunities to target audiences through their website, newsletters, postings, public meetings, seminars and workshops. The "Clean Stormwater Begins with you" and "Hold the Stormwater Please" posters are on display at Borough Hall.

The Borough continues to participate in the multi-Municipal Advisory Council with Marcus Hook and Lower Chichester with members attending regular meetings to review their issues related to the environmental impacts of the industrial areas located in the municipalities.

As noted in the Y10 report, the Delaware County Planning Department received \$45,000 from the DCNR to support preparation of a Rivers Conservation Plan for areas that drain directly to the Delaware River focusing on coastal zone subwatersheds along the Delaware River including Marcus Hook Creek and Stoney Creek that run through Trainer Borough. The Borough has been participating in the process with the planning department in identifying flood prone areas, historical resources, and recreational opportunities. The Final Rivers Conservation Plan is expected to be presented to Coastal Zone Task Force municipalities on September 24, 2014 in Marcus Hook.

5. Identify specific plans and goals for public education and outreach for the upcoming year:

The Borough, in partnership with the CRC, to continue providing educational information and outreach opportunities to target audiences via their website, newsletters, postings, public meetings, seminars and workshops.

**BMP #2: Develop and maintain lists of target audience groups present within the areas served by your MS4**

*Measurable Goal:* For new permittees, the lists shall be developed within the first year of coverage under the permit and reviewed and updated as necessary every year thereafter. For renewal permittees, the lists shall continue to be reviewed and updated annually.

1. For new permittees only, attach your target audience list(s) to the first report submitted to DEP.
2. Date of last review or revision to target audience list(s): 8/26/2014

**BMP #3: Annually publish at least one educational material on your Stormwater Management Program**

*Measurable Goal:* For new permittees, stormwater educational and informational items shall be produced and published in print and/or on the Internet within the first year of permit coverage. In subsequent years (and for renewal permittees), the list of items published and the content in these items shall be reviewed, updated, and maintained annually. Your publications shall contain stormwater educational information that addresses one or more of the 6 MCMs.

1. For new permittees only, attach your published stormwater educational or informational materials to the first report.
2. Date of last review and/or update to published stormwater education materials: August, 2014
3. MS4 Website URL (if applicable): http://trainerboro.com/stormwater/
4. Describe the method(s) used during the reporting period to provide information on stormwater to the public:

Website: the Borough updated their website with the stormwater link on the home page providing links to the EPA's new website addresses per DEP's 8/1/2014 email and also added the "Who are you going to call" information provided by the CRC. These revisions address the comments from the DEP's review of the Year 9 and Year 10 reports MCM#1. The Stormwater page on the website shows a diagram of the stormwater entering our natural bodies of water via MS4's.

The Borough distributed newsletters with MS4 related information to residents. A copy of the newsletter with highlighted information is attached.

5. Identify specific plans for the publication of stormwater materials for the upcoming year:  
Continue publishing stormwater education material on their website and newsletters.

**BMP #4: Distribute stormwater educational materials to the target audiences**

*Measurable Goal:* All permittees shall select and utilize at least two distribution methods in each permit year. These are in addition to the newsletter and website provisions of BMPs #3 and #4.

Identify the two additional methods of distributing stormwater educational materials during the previous year (e.g., displays, posters, signs, pamphlets, booklets, brochures, radio, local cable TV, newspaper articles, other advertisements, bill stuffers, posters, presentations, conferences, meetings, fact sheets, giveaways, or storm drain stenciling).

The Borough and the Borough Engineer periodically discuss the MS4 program at public meetings, posters are on display at Borough Hall, the Borough with assistance from the CRC will promote educational workshops and seminars.

**MCM #2 – PUBLIC INVOLVEMENT/PARTICIPATION**

**BMP #1: Develop, implement and maintain a written Public Involvement and Participation Program (PIPP)**

**Measurable Goal:** A new permittee's PIPP shall be developed and implemented during the first year of coverage under this General Permit. All permittees shall re-evaluate the PIPP each permit year and revise as needed. Your PIPP shall include, but not be limited to:

- a. Opportunities for the public to participate in the decision-making processes associated with the development, implementation, and update of programs and activities related to this General Permit.
- b. Methods of routine communication to groups such as watershed associations, environmental advisory committees, and other environmental organizations that operate within proximity to the permittee's regulated small MS4s or their receiving waters.
- c. Making your periodic reports available to the public on your website, at your municipal offices, or by US Mail upon request.

1. For new permittees only, attach the written PIPP or a summary thereof to the first report submitted to DEP.

2. Date of last review and/or update to the PIPP: 8/26/2014

3. Explain how your PIPP addresses items a, b and c of the Measurable Goal:

The Borough has adopted the CRC Watersheds Association Public Participation and Involvement Plan. The updated PIPP is included with this report and has been posted at the Borough Municipal Building for the Borough's use in implementing the plan. The education programs and information disseminated by the CRC meets the goals of MCM no. 1 and 2.

The periodic and related MS4 reports are available for the public at Borough Hall. The Borough is also planning to post these on their website.

The Borough through newsletters, website, postings encourages residents to attend council meetings, workshops, seminars, etc. where MS4 related information is routinely discussed. For example, at the 4/10/2014 Council meeting, the Borough Engineer gave a presentation regarding the MS4 permit requirements (see MCM #2-BMP #3). The Borough also encourages residents to attend stream cleanups where they see how the results of their efforts improves the water quality of streams and where they gain knowledge of the MS4 program from organizers.

**BMP #2: Prior to adoption of any ordinance (municipal permittees) or SOP (non-municipal permittees) required by this permit, provide adequate public notice and opportunities for public review, input, and feedback.**

**Measurable Goal:** Advertise any proposed MS4 Stormwater Management Ordinance or SOP, provide opportunities for public comment, evaluate any public input and feedback, and document the comments received and the municipality's response.

If an ordinance or SOP was enacted/developed or amended during the reporting period, provide the following information:

Ordinance No. / SOP Name	Date of Public Notice	Date of Public Hearing	Date Enacted

**BMP #3: Regularly solicit public involvement and participation from the target audience groups. This should include an effort to solicit public reporting of suspected illicit discharges. Assist the public in their efforts to help implement your SWMP. Conduct public meetings to discuss the on-going implementation of your SWMP.**

**Measurable Goals:** Conduct at least one public meeting per year to solicit public involvement and participation from target audience groups. The public should be given reasonable notice through the usual outlets a reasonable period in advance of each meeting. During the meetings, you should present a summary of your progress, activities, and accomplishments with implementation of your SWMP, and you should provide opportunities for the public to provide feedback and input. Your presentation can be made at specific MS4 meetings or during any other public meeting. Under this MCM, you should document and report instances of cooperation and participation in your activities; presentations you made to local watershed organizations and conservation organizations; and similar instances of

participation or coordination with organizations in your community. You also should document and report activities in which members of the public assisted or participated in your meetings and in the implementation of your SWMP, including education activities or organized implementation efforts such as cleanups, monitoring, storm drain stenciling, or others.

1. Date of the public meeting: 04/10/2014
2. How was this meeting advertised to the public? original advertisement was in newsletter for March 13 meeting which was canceled and rescheduled for April 10. All residents were notified of this meeting per a notice included with the Spring Festival advertisement (attached).
3. Indicate where the meeting was held and the number of attendees: Borough Hall - 20 attendees
4. Describe the information disseminated at the meeting:  
An overview of the MS4 program was given to the residents in attendance. A flyer titled "When You're Fertilizing the Lawn Remember, You're Not Just Fertilizing the Lawn" was distributed at the meeting. This flyer discussed the importance of using fertilizer sparingly and as directed. Attached minutes 4/10/14 meeting with flyer.

### MCM #3 – ILLICIT DISCHARGE DETECTION AND ELIMINATION (IDD&E)

**BMP #1: You shall develop and implement a written program for the detection, elimination, and prevention of illicit discharges into your regulated MS4s. Your program shall include dry weather field screening of outfalls for non-stormwater flows, and sampling of dry weather discharges for selected chemical and biological parameters. Test results shall be used as indicators of possible discharge sources.**

**Measurable Goal:** For new permittees, the IDD&E program shall be developed during the first year of coverage under this General Permit and shall be implemented and evaluated each year thereafter. For renewal permittees, the existing IDD&E program shall continue to be implemented and evaluated annually. Records shall be kept of all outfall inspections, flows observed, results of field screening and testing, and other follow-up investigation and corrective action work performed under this program.

1. For new permittees only, attach your written IDD&E program to the first report.
2. Date of last review and/or update IDD&E program: 8/26/2014
3. Number of outfall inspections conducted during the reporting period: 0
4. Number of dry weather outfall inspections that identified illicit discharges: 0
5. Number of tips or complaints of illicit discharges received from the public during the reporting period: 0

6. Describe investigatory and corrective action work conducted for illicit discharges during the reporting period (if applicable). Attach additional pages as necessary.  
Screening of 10 of the 18 outfalls in the Borough took place on August 20, 2014. The results will be provided in the Year 3 progress report.

**BMP #2: Develop and maintain a map of your regulated small MS4. The map must also show the location of all outfalls and the locations and names of all surface waters of the Commonwealth (e.g., creek, stream, pond, lake, basin, swale, channel) that receive discharges from those outfalls.**

**Measurable Goals:** For new permittees, develop the map(s) of your regulated small municipal separate storm sewer systems and the information on all outfalls from your regulated small MS4 by the end of the fourth (4th) year of permit coverage. For renewal permittees, the existing map(s) of your regulated small MS4 shall be updated and maintained as necessary during each year of coverage under the permit.

1. Have you completed a map(s) of all outfalls and receiving waters of your storm sewer system?  Yes  No
2. For new permittees only, attach the completed map to the 4<sup>th</sup> year Annual Report.
3. Date of last update or revision to map(s): August 27, 2014 Scale of map: 1"=300'
4. Total number of discharge points in your storm sewer system that:  
Discharge directly to surface waters (outfalls): 18  
Discharge to storm sewers owned by others: 0



Total number of outfalls that are mapped at this time: 18

**BMP #3: In conjunction with the map(s) created under BMP #2 (either on the same map or on a different map), new permittees shall show, and renewal permittees shall update, the entire storm sewer collection system, including roads, inlets, piping, swales, catch basins, channels, basins, and any other features of the permittee's storm sewer system including municipal boundaries and/or watershed boundaries.**

*Measurable Goals: For new permittees, develop the map(s) by the end of the fourth (4th) year of coverage under the permit and update and maintain the map(s) as necessary each year of permit coverage thereafter. For renewal permittees, update and maintain the map(s) as necessary during each year of permit coverage.*

1. Have you completed a map(s) that includes roads, inlets, piping, swales, catch basins, channels, basins, municipal boundaries and watershed boundaries?  Yes  No
2. Is it on the same map as for outfalls and receiving waters?  Yes  No
3. For new permittees only, attach the completed map to the 4<sup>th</sup> year Annual Report.
4. Date of last update or revision to map(s): August 27, 2014; additional revisions to be completed.  
Scale of map: 1"=300'

**BMP #4: Following the IDD&E program created pursuant to BMP #1, the permittee shall conduct outfall field screening, identify the source of any illicit discharges, and remove or correct any illicit discharges using procedures developed under BMP #1.**

*Measurable Goals: For new permittees, all of the identified regulated small MS4 outfalls shall be screened during Dry Weather on at least two different occasions during the permit coverage term. In each permit coverage year, at least forty percent of the total number of outfalls should be screened.*

*For renewal permittees, each of the identified regulated small MS4 outfalls shall be screened at least once during each permit coverage term. For areas where past problems have been reported or known sources of dry weather flows occur on a continual basis, outfalls shall be screened annually.*

*For each outfall, if the screening reveals dry weather flow, the discharge from the outfall and the area around the outfall shall be inspected visually for color, turbidity, sheen, floating or submerged solids; for adverse affects on plants or animals in proximity to the outfall; and for odor. If the outfall produces any odor, or if the visual inspection shows any indication that the discharge may contain pollutants, then samples of the discharge shall be collected for field and / or lab testing of selected chemical and biological parameters as part of a process to determine if the dry weather flow is illicit. Common parameters include pH, conductivity, E. Coli bacteria, fecal coliform bacteria, metals, suspended solids, dissolved solids, oils, ammonia, surfactants; chlorine; and fluoride.*

*You shall implement the IDD&E plan that you developed to address any non-storm water discharges. If an outfall does not have any dry weather flow, then sampling and testing are not needed.*

*For all permittees, outfall inspections need to be prioritized according to the perceived chance of illicit discharges within the outfall's contributing drainage area. Observations of each outfall shall be recorded each time an outfall is screened, regardless of the presence of dry weather flow. Proper quality assurance and quality control procedures shall be followed when collecting, transporting or analyzing water samples. All outfall inspection information shall be recorded on the Outfall Reconnaissance Inventory/Sample Collection field sheet (attached below) excerpted from the Illicit Discharge Detection and Elimination: A Guidance Manual for Program Development and Technical Assessments (CWP, October 2004). Adequate written documentation shall be maintained to justify a determination that an outfall flow is not illicit. If an outfall flow is illicit, the actions taken to identify and eliminate the illicit flow also shall be documented.*

*The results of outfall inspections and actions taken to remove or correct illicit discharges shall be summarized in periodic reports.*

1. For new permittees only, were at least 40% of all outfalls screened during dry weather?  Yes  No
2. If Yes for #1, indicate actual percent screened. If No for #1, indicate reason(s) why this was not completed:
3. For renewal permittees, indicate the percent of outfalls screened during the reporting period: 0%

4. For all permittees, indicate the percent of outfalls screened that revealed dry weather flows: 0%
5. Did any dry weather flows that reveal color, turbidity, sheen, floating or submerged solids or odors?  
 Yes  No
6. If Yes for #5, attach all sample results to this report with a map identifying the sample location. Explain the corrective action(s) taken in the attachment.
7. Do you use the "Outfall Reconnaissance Inventory / Sample Collection Field Sheet" provided in the permit? If no, attach a copy of your monitoring form.  Yes  No

**BMP #5: Enact a stormwater management ordinance (municipal entities) or develop an SOP (non-municipal entities) to implement and enforce a stormwater management program that includes prohibition of non-stormwater discharges to the regulated small MS4.**

**Measurable Goal:** Within the first year of coverage under the permit, new permittees shall enact and implement an ordinance from an Act 167 Plan approved by the Department in 2005 or later, the MS4 Stormwater Management Ordinance; or an ordinance that satisfies all applicable requirements in a completed and signed MS4 Stormwater Management Ordinance Checklist. (For non-municipal permittees, new permittees shall develop and implement a Standard Operating Procedure (SOP) within the first year of coverage).

Renewal permittees must continue to maintain, update, implement, and enforce a Stormwater Management Ordinance that satisfies all applicable requirements. (For non-municipal permittees, the SOP satisfies this requirement. If no existing SOP exists, it should be developed during the first year of coverage).

**Measurable Goal:** New permittees shall submit a letter signed by a municipal official, municipal engineer, or the municipal solicitor as an attachment to their first year report certifying the enactment of an ordinance that meets all applicable requirements of this permit. Renewal permittees shall update their existing ordinance, if necessary, and submit documentation of completion to the Department. (For non-municipal permittees, submit the SOP to the first report).

1. Do you have an ordinance (municipal) or SOP or other mechanism (non-municipal) that prohibits non-stormwater discharges?  Yes  No If Yes, indicate the date of the ordinance or SOP: 12/9/2004
2. For new permittees only, attach an ordinance (or SOP) and letter from an official, engineer or solicitor that prohibits non-stormwater discharges to the first report submitted to DEP.

**BMP 6: Provide educational outreach to public employees, business owners and employees, property owners, the general public and elected officials (i.e., target audiences) about the program to detect and eliminate illicit discharges.**

**Measurable Goals:** During each year of permit coverage, appropriate educational information concerning illicit discharges shall be distributed to the target audiences using methods outlined under MCM #1. If not already established, set up and promote a stormwater pollution reporting mechanism (e.g., a complaint line with message recording) by the end of the first year of permit coverage for the public to use to notify you of illicit discharges, illegal dumping or outfall pollution. Respond to all complaints in a timely and appropriate manner. Document all responses, include the action taken, the time required to take the action, whether the complaint was resolved successfully.

1. Was information distributed to the public employees, businesses, and general public during the reporting period?  
 Yes  No

2. Explain in detail the stormwater pollution reporting mechanism in place:

The Borough's main phone number (610) 497-3838 is answered by the Borough Secretary who will direct emergencies related to illicit discharge to the appropriate personnel and/or Police Department. In addition, the phone # has an extension to the Police Department for incoming calls beyond regular hours. The outfall / stormwater map is on display at the Borough Hall for the Borough's / appropriate personnel's use in tracking / locating an illicit discharge relative to the stormwater management system.

The Borough added to their website the "Who are you going to call" information (see MCM #1).

3. Do you maintain documentation of all responses, action taken, and the time required to take action?  
 Yes  No

**MCM #4 – CONSTRUCTION SITE STORM WATER RUNOFF CONTROL**

Are you relying on PA's statewide program for stormwater associated with construction activities to satisfy this MCM?  
 Yes  No **(If No, complete all remaining questions for this MCM; if Yes, skip to MCM #5).**

**BMP #1: Develop your program consisting of all procedures necessary to comply with the requirements of this MCM. Your program shall provide for construction stormwater permitting, construction inspection, and enforcement of installation and maintenance of the necessary E&S control measures. Your program shall describe clearly how your program will be coordinated with DEP's NPDES Construction Stormwater Permitting program.**

**Measurable Goals:** For new permittees, the written program for this MCM shall be developed during the first year of permit coverage; nevertheless, you are responsible for implementation of this MCM during entire term of this permit, including the time you are developing your program.

For all permittees, your program shall be reviewed and updated during each year of permit coverage. The purpose of the written program is to establish clear roles and responsibilities for the implementation of the MCM #4 requirements. An agreement between the permittee, the CCD, and any other resources to be used by the permittee that clearly defines roles for each entity is recommended. If an agreement is made, you shall place and keep a written copy in your file, consistent with the Retention of Records requirements in this Permit. Please note that in accordance with Section A.2.h in Part A of the Authorization to Discharge, as the permittee you are responsible to ensure that implementation of all requirements under this Permit are fulfilled.

1. For new permittees only, attach the written stormwater associated with construction activities program to the first report submitted to DEP.
2. Are there agreements in place between the permittee, CCD and/or others?  Yes  No
3. Date of last update or revision to the stormwater associated with construction activities program: \_\_\_\_\_

**BMP #2: The permittee shall enact, implement, and enforce an ordinance to require the implementation of erosion and sediment control BMPs, as well as sanctions to ensure compliance.**

**Measurable Goal:** Within the first year of coverage under the permit, new permittees shall enact and implement an ordinance that meets all applicable requirements of this permit. (Non-municipal permittees shall develop and implement an SOP).

**Measurable Goal:** Permittees shall submit a letter signed by a municipal official, municipal engineer or the municipal solicitor as an attachment to their first periodic report certifying the enactment and implementation of a stormwater management ordinance that meets all requirements of this permit.

1. For new permittees only, attach an ordinance (or SOP) and letter from an official, engineer or solicitor that addresses stormwater associated with construction activities to the first report submitted to DEP.

**BMP #3: Develop and implement requirements for construction site operators to control waste at the construction site that may cause adverse impacts to water quality. While sediment is the most common pollutant of concern for MCM #4, there are other types of pollutants that also can be a concern and the intent of this BMP is to address these other types of pollutants, such as, but not limited to, discarded building materials, washout from concrete trucks, chemicals, litter, and sanitary waste.**

**Measurable Goal:** New permittees shall establish requirements to address this BMP by the end of the first year of permit coverage. Renewal permittees shall continue to implement existing requirements and update as necessary. This could be implemented by written municipal ordinance/code provisions, by standard notes on the site plans, by any other written format that accomplishes the objectives of this BMP, or by any combination of these measures. The goal of this BMP shall be communicated to construction site operators during pre-construction meetings. This BMP shall be implemented during each year of the MS4 permit. Permittees must prepare and maintain records of site inspections, including dates and results and you must maintain these records in accordance with the Retention of Records requirements in this Permit.

1. Identify the mechanism(s) in place to regulate construction site operators and wastes produced at construction



**BMP #3: Ensure that controls are installed that shall prevent or minimize water quality impacts.**

**Measurable Goal:** All qualifying development or redevelopment projects shall be inspected during the construction phase to ensure proper installation of the approved structural PCSM BMPs. A tracking system (e.g., database, spreadsheet, or written list) shall be implemented to track the inspections conducted and to track the results of the inspections (e.g., BMPs were, or were not, installed properly). Permittees not relying on DEP's statewide QLP to satisfy requirements under this BMP shall summarize construction inspections and results in periodic reports. See BMP #6 for requirements related to post-construction inspection and tracking of PCSM BMPs to ensure that the operation and maintenance plan is being implemented.

1. If there were development or redevelopment projects during the reporting period, attach to this report documentation of inspections of PCSM BMPs.

**BMP #4: The permittee shall enact, implement, and enforce an ordinance (municipal) or SOP or other regulatory mechanism (non-municipal) to address post-construction stormwater runoff from new development and redevelopment projects, as well as sanctions and penalties associated with non-compliance, to the extent allowable under State or local law.**

**Measurable Goal:** Within the first year of coverage under this permit, new permittees shall enact and implement a stormwater management ordinance (municipal) or SOP (non-municipal) that meets the requirements of this General Permit.

**Measurable Goal:** All permittees shall submit a letter signed by a municipal official, municipal engineer or the municipal solicitor as an attachment to their first periodic report certifying the enactment of a stormwater management ordinance that meets the requirements of this General Permit.

1. Do you have an ordinance, SOP or other regulatory mechanism to address post-construction stormwater runoff from new and redevelopment projects and sanctions?  Yes  No If Yes, indicate the date of the ordinance or SOP: 12/9/2004 (For new permittees only, attach a copy of the ordinance or SOP).
2. Attach an ordinance (or SOP) and letter from an official, engineer or solicitor that certifies the enactment of an ordinance or SOP for PCSM activities to the first report submitted to DEP.
3. Do you have authority to take enforcement action for failure to properly operate and maintain stormwater practices/facilities?  Yes  No

**BMP #5: Develop and implement measures to encourage and expand the use of Low Impact Development (LID) in new and redevelopment. Measures also should be included to encourage retrofitting LID into existing development. DEP's Pennsylvania Stormwater Best Management Practices Manual provides guidance on implementing LID practices.**

**Measurable Goal:** In your inventory of development and redevelopment projects authorized for construction since March 10, 2003, that discharge stormwater to your regulated MS4s, indicate which projects incorporated LID practices and for each project list and track the BMPs that were used.

**Measurable Goal:** Enact ordinances consistent with LID practices and repeal sections of ordinances that conflict with LID practices. Progress with enacting and updating your ordinances to enable the use of LID practices shall be summarized in the periodic reports.

1. Number of projects during the reporting period that incorporated LID: 0
2. Identify ordinances enacted or updated during the reporting period to ensure consistency with LID practices:

**BMP 6: Ensure adequate operation and maintenance of all post-construction stormwater management BMPs installed at all qualifying development or redevelopment projects (including those owned or operated by the**

permittee).

**Measurable Goal:** Within the first year of coverage under this permit, new permittees shall develop and implement a written inspection program to ensure that stormwater BMPs are properly operated and maintained. The program shall include sanctions and penalties for non-compliance. All permittees shall review and update the inspection program annually and shall continue to implement this BMP.

**Measurable Goal:** An inventory of PCSM BMPs shall be developed by permittees and shall be continually updated during the term of coverage under the permit as development projects are reviewed, approved, and constructed. This inventory shall include all PCSM BMPs installed since March 10, 2003 that discharge directly or indirectly to your regulated small MS4s. The inventory also should include PCSM BMPs discharging to the regulated small MS4 system that may cause or contribute to violation of water quality standard. The inventory shall include:

- all PCSM BMPs that were installed to meet requirements in NPDES Permits for Stormwater Discharges Associated with Construction Activities approved since March 10, 2003;
  - the exact location of the PCSM BMP (e.g., street address);
  - information (e.g., name, address, phone number(s)) for BMP owner and entity responsible for BMP Operation and Maintenance (O&M), if different from BMP owner;
  - the type of BMP and the year it was installed;
  - maintenance required for the BMP type according to the Pennsylvania Stormwater BMP Manual or other manuals and resources;
  - the actual inspection/maintenance activities for each BMP;
  - an assessment by the permittee if proper operation and maintenance occurred during the year and if not, what actions the permittee has taken, or shall take, to address compliance with O&M requirements.
1. For new permittees only, attach the written inspection program to ensure that stormwater BMPs are properly operated and maintained.
  2. Date that inspection program is last reviewed or updated: 8/20/2014
  3. Total number of sites with PCSM BMPs: 4
  4. Total number of sites inspected during this reporting period: 4 inspected as of 8/20/2014
  5. Number of sites found to have PCSM BMP deficiencies: 0
  6. Number of enforcement actions taken during this reporting period: 0

## MCM #6 – POLLUTION PREVENTION/GOOD HOUSEKEEPING

**BMP #1:** Identify and document all facilities and activities that are owned or operated by the permittee and have the potential for generating stormwater runoff to the regulated small MS4. This includes activities conducted by contractors for the permittee. Activities may include the following: street sweeping; snow removal/deicing; inlet/outfall cleaning; lawn/grounds care; general storm sewer system inspections and maintenance/repairs; park and open space maintenance; municipal building maintenance; new construction and land disturbances; right-of-way maintenance; vehicle operation, fueling, washing and maintenance; and material transfer operations, including leaf/yard debris pickup and disposal procedures. Facilities can include streets; roads; highways; parking lots and other large paved surfaces; maintenance and storage yards; waste transfer stations; parks; fleet or maintenance shops; wastewater treatment plants; stormwater conveyances (open and closed pipe); riparian buffers; and stormwater storage or treatment units (e.g., basins, infiltration/filtering structures, constructed wetlands, etc.).

**Measurable Goal:** By the end of the first year of permit coverage, new permittees shall identify and document all types of municipal operations, facilities and activities and land uses that may contribute to stormwater runoff within areas of municipal operations that discharge to the regulated small MS4. Renewal permittees should have completed this list during the previous permit term. For all permittees, this information shall be reviewed and updated each year of permit coverage, as needed. Part of this effort shall include maintaining a basic inventory of various municipal operations and facilities.

1. Have you identified all facilities and activities owned and operated by the permittee that have the potential to generate stormwater runoff into the MS4?  Yes  No
2. When was the inventory last reviewed 8-26-14
3. When was it last updated: 8-26-2014 The O and M plan has been updated to address DEP's comments responding to the Y9 and Y10 reports - MCM #6- 1<sup>st</sup> and 2<sup>nd</sup> bullet points.
4. How many new facilities and/or activities were added to this inventory during this reporting period? 0

**BMP #2: Develop, implement and maintain a written operation and maintenance (O&M) program for all municipal operations and facilities that could contribute to the discharge of pollutants from the regulated small MS4s, as identified under BMP #1. This program (or programs) shall address municipally owned stormwater collection or conveyance systems, but could include other areas (as identified under BMP #1). The O&M program(s) should stress pollution prevention and good housekeeping measures, contain site-specific information, and address the following areas:**

- Management practices, policies, procedures, etc. shall be developed and implemented to reduce or prevent the discharge of pollutants to your regulated small MS4s. You should consider eliminating maintenance-area discharges from floor drains and other drains if they have the potential to discharge to storm sewers.
- Maintenance activities, maintenance schedules, and inspection procedures to reduce the potential for pollutants to reach your regulated small MS4s. You also should review your procedures for maintaining your stormwater BMPs.
- Controls for reducing or eliminating the discharge of pollutants from streets, roads, highways, municipal parking lots, maintenance and storage yards, waste transfer stations, fleet or maintenance shops with outdoor storage areas, and salt / sand (anti-skid) storage locations and snow disposal areas.
- Procedures for the proper disposal of waste removed from your regulated small MS4s and your municipal operations, including dredge spoil, accumulated sediments, trash, household hazardous waste, used motor oil, and other debris.

*Measurable Goal: During the first year of permit coverage, new permittees shall develop and implement a written O&M program that complies with BMPs #1 and #2. Renewal permittees shall continue to implement their existing program. All permittees shall review the O&M program annually, edit as necessary, and continue to implement during every year of permit coverage.*

1. For new permittees only, attach the written O&M program to the first Annual Report.
2. Date of last review or update to O&M program: 8/26/2014

**BMP #3: Develop and implement an employee training program that addresses appropriate topics to further the goal of preventing or reducing the discharge of pollutants from municipal operations to your regulated small MS4s. The program may be developed and implemented using guidance and training materials that are available from federal, state or local agencies, or other organizations. Any municipal employee or contractor shall receive training. This could include public works staff, building / zoning / code enforcement staff, engineering staff (on-site and contracted), administrative staff, elected officials, police and fire responders, volunteers, and contracted personnel. Training topics should include operation, inspection, maintenance and repair activities associated with any of the municipal operations / facilities identified under BMP #1. Training should cover all relevant parts of the permittee's overall stormwater management program that could affect municipal operations, such as illicit discharge detection and elimination, construction sites, and ordinance requirements.**

*Measurable Goal: During the first year of permit coverage, new permittees shall develop and implement a training program that identifies the training topics that will be covered, and what training methods and materials will be used. Renewal permittees shall continue to operate under their existing program. All permittees shall review the training program annually, edit it as necessary, and continue to implement it during every year of permit coverage.*

*Measurable Goal: Your employee training shall occur at least annually (i.e., during each permit coverage year) and shall be fully documented in writing and reported in your periodic reports. Documentation shall include the date(s) of*

*the training, the names of attendees, the topics covered, and the training presenter(s).*

1. For new permittees only, attach the written training program to the first Annual Report.
2. Date of last review or update to training program: continual
3. Identify the date(s) of employee training, the names of attendees, the topics covered, and the training presenters:  
 \_\_\_\_\_

**OTHER REQUIRED REPORT ELEMENTS**

Identify the progress towards achieving the statutory requirements of reducing the discharge of pollutants to the Maximum Extent Practicable (MEP) and complying with water quality standards.

Provide an assessment of the appropriateness of the BMPs implemented to date, and identify any steps that will be taken to address deficiencies in the BMPs or make changes to BMPs or other aspects of the SWMP developed by the permittee.  
 BMP's are functioning properly with no deficiencies observed at this time.

Provide a summary of stormwater activities planned during the next reporting cycle:  
 Continue with permit requirements for all MCM's including specific items noted in this report, screen approximately 75% of 18 total outfalls with 10 of 18 outfalls already screened during year 2 of the renewal permit.

Provide a summary of notices, intergovernmental agreements and other relevant documents if the permittee is relying on another governmental entity to satisfy any of its permit obligations.

If applicable, identify progress with implementation of the MS4 TMDL Plan, including a summary of implementation and monitoring data of all control measures and of all BMPs implemented in connection with the MS4 TMDL Plan.

**NEW BMPs**

List all BMPs installed or implemented in the urbanized area during the reporting period that were not completed as part of a Chapter 102 NPDES permit (stormwater associated with construction activities). Provide a name for each BMP, the area, in square feet (sf) that drains to each BMP (drainage area (DA)), the location of the BMP (latitude and longitude), the name of the water body that receives discharges from the BMP (if applicable), and how often each BMP is or will be inspected or maintained (quarterly, annually, etc.).

Name of BMP	DA (sf)	Latitude	Longitude	Receiving Waters	Inspection / Maintenance Frequency
		° ' " N	° ' " W		



### CERTIFICATION

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowledge of violations. See 18 Pa. C.S. § 4904 (relating to unsworn falsification).

Joseph Maher

Name of Responsible Official

610-497-3838

Telephone No.



Signature

8/22/14

Date

Trainer Borough  
List of BMP's  
updated : 08/20/2014

Storm ID	Project Name	Project Number	Location Address	Owner Name	Latitude	Longitude	BMP System Type	Year Installed	Inspection Date
BMP001	2 Nealy Blvd	2005-602-03	2 Nealy Blvd	AAA Group, L.P.	39° 50' 0.6"	-75° 24' 41"	Subsurface Basin	12/7/2006	Yes, 8/20/2014
BMP002	Lot 13 Tri-State Bus.	176710093	Lot 13 Tri-State Bus. Park	AAA Group, L.P.	39° 50' 0.6"	-75° 24' 41"	Surface Basin	8/6/2006	Yes, 8/20/2014
BMP003	A&R Ironworks Lot 6	176710161	22 Nealy Blvd	A&R Ironworks/Guy V Romero	39° 49' 52.32"	-75° 24' 27.36"	Surface Basin	7/16/2007	Yes, 8/20/2014
BMP004-A	Trainer Pointe Development	176710175	Lot 5 Trainer Pointe	Harvest Building Group	39° 49' 40.08"	-75° 23' 57.48"	Surface Basin	5/13/2010	6/29/2010, 5/16/2011, 8/13/2012, 9/30/2013
BMP004-B	Trainer Pointe Development	176710175	Lot 6 Trainer Pointe	Harvest Building Group	39° 49' 40.08"	-75° 23' 57.48"	Surface Basin	5/13/2010	6/29/2010, 5/16/2011, 8/13/2012, 9/30/2013
BMP004-C	Trainer Pointe Development	176710175	Lot 1 Trainer Pointe	Harvest Building Group	39° 49' 40.08"	-75° 23' 57.48"	Surface Basin	6/29/2010	6/29/2010, 5/16/2011, 8/13/2012, 9/30/2013
BMP004-D	Trainer Pointe Development	176710175	Lot 2 Trainer Pointe	Harvest Building Group	39° 49' 40.08"	-75° 23' 57.48"	Surface Basin	6/29/2010	6/29/2010, 5/16/2011, 8/13/2012, 9/30/2013
BMP004-E	Trainer Pointe Development	176710175	Lot 3 Trainer Pointe	Harvest Building Group	39° 49' 40.08"	-75° 23' 57.48"	Surface Basin	3/3/2011	5/16/2011, 8/13/2012, 9/30/13
BMP004-F	Trainer Pointe Development	176710175	Lot 4 Trainer Pointe	Harvest Building Group	39° 49' 40.08"	-75° 23' 57.48"	Surface Basin	3/3/2011	5/16/2011, 8/13/2012, 9/30/13
BMP004-G	Trainer Pointe Development	176710175	Lot 13 Trainer Pointe	Harvest Building Group	39° 49' 40.08"	-75° 23' 57.48"	Surface Basin	5/16/2011	1/6/2012, 8/13/2012, 9/30/13
BMP004-H	Trainer Pointe Development	176710175	Lot 14 Trainer Pointe	Harvest Building Group	39° 49' 40.08"	-75° 23' 57.48"	Surface Basin	5/16/2011	1/6/2012, 8/13/2012, 9/30/13
BMP004-I	Trainer Pointe Development	176710175	Lot 9 Trainer Pointe	Harvest Building Group	39° 49' 40.08"	-75° 23' 57.48"	Surface Basin	1/11/2013	1/11/2013, 2/21/2013, 9/30/13
BMP004-J	Trainer Pointe Development	176710175	Lot 10 Trainer Pointe	Harvest Building Group	39° 49' 40.08"	-75° 23' 57.48"	Surface Basin	1/11/2013	1/11/2013, 2/21/2013, 9/30/13

PUBLIC EDUCATION AND  
OUTREACH PLAN FOR: BOROUGH OF TRAINER  
Updated: 8/26/2014

	AUDIENCE SIZE	POSSIBLE INFORMATIONAL CONDUITS	CONSTITUENT ORGANIZATIONS	EFFECTIVE METHODS FOR COMMUNICATING
MUNICIPAL EMPLOYEES	<ul style="list-style-type: none"> <li>Departments: Borough</li> <li>Council-8</li> <li>Stantec Consulting-6</li> </ul>	<ul style="list-style-type: none"> <li>Publications: Borough newsletter, paycheck, interoffice memorandum,</li> <li>Website: <a href="http://www.Trainerborough.org">www.Trainerborough.org</a></li> <li>Central information: Bulletin Boards in Borough Buildings, staff meetings</li> <li>Public meetings</li> <li>CRC; a non-profit environmental organization that encourages volunteers to participate in activities and events consistent with permit guidelines</li> </ul>		Informational materials given to the Borough Representatives and department heads, who review and forward to the various employees via bulletin boards at Borough Hall lobby, newsletters, or individual mail box bins.
RESIDENTS	<ul style="list-style-type: none"> <li>Population 1888</li> <li>Total housing units 797</li> </ul>	<ul style="list-style-type: none"> <li>Publications: Borough Newsletter</li> <li>Website: <a href="http://www.Trainerborough.org">www.Trainerborough.org</a> Great PA clean-up website: <a href="http://www.greatpacleanup.org">www.greatpacleanup.org</a></li> <li>Borough representatives</li> <li>Borough Engineer</li> <li>CRC website: <a href="http://crcwatersheds.org">http://crcwatersheds.org</a></li> </ul>	Environmental Advisory Council	Borough and Borough Engineer provides MS4 information to residents through their website, newsletters, postings, public meetings, seminars and workshops.
SCHOOLS	<ul style="list-style-type: none"> <li>Chichester School District 4 Elementary Schools- 1275:</li> <li>Hilltop, Linwood, Marcus Hook, Boothwyn</li> <li>Chichester Middle- 1233 Chichester High- 1251</li> </ul>	<ul style="list-style-type: none"> <li>Website: <a href="http://www.chichesterschools.net">www.chichesterschools.net</a></li> <li>School has email distribution list for district news.</li> <li>Chi Channel Number 11 Comcast Cable</li> <li>Borough representatives</li> <li>CRC</li> </ul>		Provide school board officials, principals, and administrators with educational information that they can distribute to students.
BUSINESSES	Businesses:	Delaware County Chamber of Commerce newsletter Borough Representatives CRC	Associations: Better Business Bureau, Delaware County Chamber of Commerce	Distribute the Borough Newsletter with MS4 advertisements businesses located in the Borough. Advertisements in Chamber's newsletter in order to target various businesses.
DEVELOPERS	Developers:	Developers contact the Borough Office to find development requirements.	Delaware County Chamber of Commerce.	The Borough Engineer and Borough representatives will continue to distribute stormwater information to developers and their consultants during development applications.

PUBLIC INVOLVEMENT AND  
PARTICIPATION PLAN FOR:  
BOROUGH OF TRAINER  
Updated: 8/26/2014

	CONSTITUENT ORGANIZATIONS	ASSOCIATED VOLUNTEER PROGRAMS	PROGRAM DEFINITIONS	COMMUNITY INTEGRATION WITH EXISTING VOLUNTEER PROGRAMS	HYPERLINK
MUNICIPAL EMPLOYEES	AFSCME Union	Marcus Hook - Trainer Fire Department  CRC Great Pa cleanup	The CRC is a non-profit environmental organization that encourages volunteers to participate in activities and events consistent with permit guidelines. The Great PA Clean-up is a volunteer organization sponsored by DEP and PENNDOT that encourages volunteers to organize groups to participate in stream and highway clean-ups.	Municipal employees are familiar with the ordinances/sections of ordinances that pertain to the MS4 requirements, enabling them to enforce them throughout their community, as well as convey these requirements to developers and the community. Municipal employees attend training / educational seminars which will place them in a better position to promote permit requirements. Municipal representatives participate in stream clean-ups.	<a href="http://www.mhfd32.com/">http://www.mhfd32.com/</a> <a href="http://www.crcwatersheds.org">http://www.crcwatersheds.org</a> <a href="http://www.greatpacleanup.org">http://www.greatpacleanup.org</a>
RESIDENTS		Marcus Hook, Trainer, Lower Chichester Environmental Advisory Committee  CRC Great PA Clean-up	The CRC (see above). The Great PA Clean-up (see above)	The Borough and Borough Engineer through advertising and public notices encourages volunteers to participate in MS4 related events including those sponsored by the Great PA Clean-up and CRC, such as stream clean-ups, seminars, etc. The Borough Engineer will give a minimum of one public presentation per year regarding the MS4 program and accomplishments.	<a href="http://www.crcwatersheds.org">http://www.crcwatersheds.org</a> <a href="http://www.greatpacleanup.org">http://www.greatpacleanup.org</a>
SCHOOLS	Chichester Area School District	Boy/Girl Scouts CRC Great PA Clean-up	Boy/Girl Scouts organizations initiate multiple community activities within the Borough. The CRC (see above) Great PA Clean-up (see above).	The Borough through advertising and public notices encourages the Boy/Girl Scouts to participate in MS4 activities such as stream clean-ups. The Borough forwards CRC provided letter and response form to local schools to ensure school car washes meet DEP guidelines and will provide other available materials.	<a href="http://www.crcwatersheds.org">http://www.crcwatersheds.org</a> <a href="http://www.greatpacleanup.org">http://www.greatpacleanup.org</a>
BUSINESSES	Better Business Bureau; Delaware County Historical Society	CRC Great PA Clean-up	The CRC (see above) Great PA Cleanup (see above)	The Borough forwards the CRC provided letter with response form and environmental compliance check-list to local automobile dealerships requesting their participation in MS4 events. Distribute other available MS4 information.	<a href="http://www.crcwatersheds.org">http://www.crcwatersheds.org</a> <a href="http://www.greatpacleanup.org">http://www.greatpacleanup.org</a>
DEVELOPERS	The Home Builders' Association of Chester and Delaware Counties, Chamber of Commerce.	Habitat for Humanity	Habitat for humanity is comprised of resident volunteers that build several homes a year for underprivileged individuals. The CRC (see above) Great PA Cleanup (see above)	Developers will directly participate in the program by employing BMP's that comply with the ordinance/ordinance sections that pertain to NPDES phase II requirements.	<a href="https://hbacdc-pa.builderfusion.com/bf/website/calendar.jsp">https://hbacdc-pa.builderfusion.com/bf/website/calendar.jsp</a>

# POLICE DEPARTMENT 610-494-7399



**A Force dedicated to serving and protecting your Community**

Residents are encouraged to report traffic and drug violations by calling the above number and proper extension when prompted. We thank you for your cooperation.



We ask residents to please report any suspicious activity involving persons in or around vacant homes. Theft of copper pipes and other metals continues to be a growing crime across the county due to its value. In some cases resident have not called the police because it appears the actors were contractors or property maintenance companies. We urge resident to err on the side of caution and report ANY activity so Officers can verify the individuals are permitted to be on the property.

**Dial 911 if you need ANY type of Police assistance**

There is a copy fee for Police Incident Reports

Chief Priscopo  
Sgt. Det. Cominskie  
Sgt. Ostan  
K9 Musso & Ozzy

**The Police Dept. has been receiving a substantial increase in complaints involving juveniles.**

**Complaints include:**

- Groups walking and playing in street, impeding traffic
- Loitering on street corners
- Blocking sidewalks
- Trespassing on private property
- Repeated use of foul language
- Littering
- Violating the established 9:00 curfew

**These complaints are citable offenses** and have a negative impact on the quality of life for residents in the Borough. The Police Dept. is asking parents to help by speaking with your children regarding the above matters and to be mindful of their conduct outside the home.

**Report incidents to the Police Immediately!**  
You impede the Police' ability to act by waiting and reporting any incident after the fact

If you call or stop by the Police Station and an Officer is not in, remember they are out on patrol or on a call serving the residents of the Boro

## 18<sup>th</sup> Annual Faulkner Police Cruise Car Show

Proud to announce Trainer Borough Police Dept.

won 2 out of 3 categories including  
**\*Best Graphics and \*Best overall Police Car**

Over 100 Departments participated



# Trainer Borough Newsletter

Oct.

824 Main St.

Borough 610-497-3838



2013

Office Hours 8 - 4

Council meets the second Thursday of every month at 7:00pm

### IN THE DARK?

Report street light outages to any Borough employee. Include the address and Pole #



**New Council Members:**  
**James Cassidy and Lisa Adelman**

*Fall leaves are pretty  
but can be dangerous  
when driving on wet roads.  
Please drive carefully!*



### KEEP OUR CHILDREN SAFE!

We have plenty of children but none to spare. Be cautious of school buses and bus stops.

### TRASH

Electronics, TV's, refrigerators, air conditioners, etc. will not be picked up by regular

service in accordance with the County. Building materials of any kind are the responsibility of the homeowner to discard of via dumpster or other means. All trash is to be kept in a closed receptacle.

For disposal of medical sharps visit the following website.

### Election November 5<sup>th</sup> Come out and



1 Poll location in the Borough  
Community Center  
1002 Chestnut Street

### Household Hazardous Waste Info

Call Delaware County Solid Waste for information on how to discard paint, toxics, flammables, electronics, etc. 610-892-9627



Teach your young children to know His or Her:

- Full name
- Parent/Guardian full name
- Complete address
- Phone number
- Who strangers are and to stay away
- What to do in an emergency (911, etc)



### HALLOWEEN

If you are not giving out candy turn off your outdoor lights to avoid unwanted Trick or Treaters from knocking on your door

WISHING SAFE AND

HAPPY HOLIDAYS  
TO ALL

## Upcoming Community Events

*\*All events held at Community Center 1002 Chestnut St. unless otherwise noted*

- Sat Oct. 19<sup>th</sup> ~ Haunted Hayride ~ 5pm at Henry Johnson Park (rain date Oct. 26<sup>th</sup>)
- Sat Nov. 9<sup>th</sup> ~ Trivia Night ~ 7pm ~ \$20.00 pp ~ Food served, BYOB
- Sat Nov. 16<sup>th</sup> ~ Ladies Night Out, Shopping, Vendors ~ 7pm - 10pm
- Thurs. Dec. 5<sup>th</sup> ~ Tree Lighting Ceremony ~ 6pm at Borough Hall
- Sat. Dec. 14<sup>th</sup> ~ Breakfast with Santa (12 and under) ~ 9am - 12pm ~ REGISTER by 12/5
- Every Tues. ~ Cake Decorating Classes ~ 7:00 - 8:30 pm ~ held through December



Thanksgiving Food Drive

Canned and non-perishable foods will be picked up at doorsteps on Nov 16<sup>th</sup> and 17<sup>th</sup> or may be dropped off at Borough Hall before November 16<sup>th</sup> to help needy families in our Community. If you know of a family in need please call the Borough with name, address and number of family members. You may remain anonymous.

### Trainer Borough Recreation Board

Presented to the Police Dept.  
a Plaque in Appreciation for volunteering  
countless hours to Community Events




*Winter*  
will be upon us soon. Do not shovel snow into the street and park in your driveway or off the street if possible so our Highway Dept. can plow your street more efficiently.  
Thank you

**Smoke Alarm Tip:**  
Change Your Clock  
Change Your Battery



*Set your clocks back  
November 3rd  
Daylight savings time*

The intersection of 10<sup>th</sup> and Anderson St. gets very icy in the cold weather due to an underground spring. Please proceed with  when approaching this area!

Marcus Hook/Trainer Fire Dept.  
610-485-4393  
Emergency 911



Recreation Board meets the 1<sup>st</sup> Thurs. of every month (except Jan. and July)  
Board of Health meets 1<sup>st</sup> Tues. of every month (except Jan. and Nov.)

Tax Collector Hours  
Tues. and Thurs. 6:30pm - 8:30pm  
Subject to change without notice

Neighbor's trees and shrubs growing on your property? You have the right to cut any overgrowth, such as branches, that may be infringing upon your property but beware that any damage to



trees or shrubs caused to neighboring property could result in civil action against you. Ex. (killing tree roots that are on your property may cause severe damage to the neighbors tree or shrub)



Friday nights at the Community Center from 7 - 8pm  
\$7.00 per class



Support for Veteran Families also  
1414 Meetinghouse Road  
Boothwyn, PA 19061  
Phone: 610.874.8451

NO DOGS  
Even on a  
leash are  
permitted on  
any  
playground  
premises!



Let's make Trainer beautiful!  
Please keep our Borough neat and clean. Do not litter and keep trash picked up around your property whether you rent or own. We all have to live here. Thank you.

*Fine for littering is \$300.00.*

**JUST PIZZA**  
9<sup>th</sup> and Highland  
Call 610-494-1111  
For delivery  
4.5 Rating

De. Co. Public Transportation Map and Guide's can be picked up at the Borough Building. This is to help transit riders that use the Septa system.

### Don't get Scammed

Never give personal information to a caller from any business, company, etc. You never know who is actually calling you. Always ask for a name and a number and tell them you will call them back, you will probably find that they are not legitimate. A business or company that you do deal with will not ask you for personal information such as an account number or SS# as they already have this information. They will only ask for it IF YOU CALL THEM!

Anyone who may knock on your door unexpectedly claiming to be from a utility co. or such will have ID. DO NOT let them in until you call the Co. to check if they have actually sent someone to your home.



# POLICE DEPARTMENT 610-494-7399

*A Force dedicated to serving and protecting your Community*

Residents are encouraged to report traffic and drug violations by calling the above number and proper extension when prompted. We thank you for your cooperation.

Chief Priscopo  
Sgt. Det. Cominski  
Sgt. Ostan  
K9 Musso & Ozzy



**Dial 911 if you need ANY type of Police assistance**

Report incidents to the Police Immediately! You impede the Police' ability to act by waiting and reporting any incident after the fact



There is a copy fee for Police Incident Reports

### Part-time Officers:

Mervine Peticca  
Adamek Grove  
Repine  
Conte  
Dittert  
Hallman  
Jeannot  
McCusker  
Jones  
Donnelly

**D.A.R.E.**



Always keep your car doors locked. Do not keep valuables in your car or keep them out of sight as to not tempt a thief to break-in. Never leave your car running unattended.

**You must use the Police door on the side of the Building for any and all Police matters**

If you call or stop by the Police Station and an Officer is not in, remember they are out on patrol or on a call serving the residents of the Boro



## Trainer Borough Newsletter

March  
824 Main St.  
Borough 610-497-3838  
Council meets the second Thursday of every month at 7:00pm



2014  
Office Hours 8-4  
[www.trainerboro.com](http://www.trainerboro.com)

**THINK SPRING**

**MAYOR**  
Fran Zalewski

**COUNCIL**  
Joe Maher  
Jim Cassidy  
John Mathews  
Greg Miley  
Jean Beck  
Keith Garrity  
Lisa Adelman



County Holidays 2014	Borough Closed
New Year's Day	Wed. Jan 1
Martin Luther King Day	Mon. Jan. 20
President's Day	Mon. Feb. 17
Good Friday	Fri. Apr. 18
Primary Election	Tues. May 20
Memorial Day	Mon. May 26
Independence Day	Fri. July 4
Labor Day	Mon. Sept. 1
Columbus Day	Mon. Oct. 13
Election Day	Tues. Nov. 4
Veterans Day	Tues. Nov. 11
Thanksgiving Day	Thurs. Nov. 27
Day after Thanksgiving	Fri. Nov. 28
Christmas Eve	Wed. Dec. 24
Christmas Day	Thurs. Dec. 25

**Caucus Meeting** is the first Wed. of every month  
**Recreation Board** meets the 1<sup>st</sup> Thurs. of every month (except Jan. and July)  
**Board of Health** meets the 1<sup>st</sup> Tues. of every month (except Jan. and Nov.)

**Call 811 before you dig for any projects**



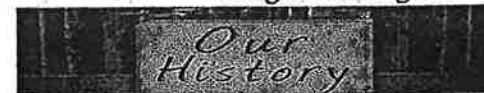
### Suburban Waste Removal 610-497-5763

Scheduled Holidays that affect the Boro:  
Memorial Day  
Labor Day  
Thanksgiving  
Christmas  
Trash will be collected the following day



### TRAINER BOROUGH HISTORY


Incorporated March 2, 1919 from Lower Chichester. Named after David Trainer who owned and operated a grist mill from 1811 until 1837 then it changed to a cotton mill operated by his son. The mill burned down in 1851 and was rebuilt by 1852  
There were 4 particular old homes: Pennell House, Johnson House, Trainer Home and Newlin House. Trainer School was built in 1880. A new school was built in 1923 when Sinclair bought the original school property.



## Upcoming Community Events

*\*All events held at Community Center 1002 Chestnut St. unless otherwise noted*

- Sun March 16~Bingo~1pm - 4pm~Community Center
- Sat April 12~Easter Egg Hunt~12 noon~Henry Johnson Park (rain date Apr. 19)
- Sat April 26~Car Show/Flea Market~10am - 3pm at Henry Johnson Park (rain date April 27<sup>th</sup>)
- Mon May 26<sup>th</sup>~Memorial Day Service~12 Noon SHARP at Borough Hall ~ Hotdogs and soda

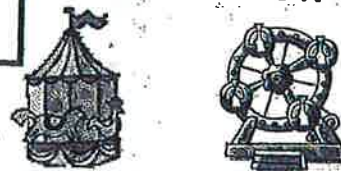
**Rent**  \$75.00 for residents  
\$125.00 for non-residents

*Henry Johnson Park For all occasions*  
*Call the Borough for details and an application.*

**Help Wanted** We are looking for Volunteers to help with various jobs around the Borough. If interested, submit contact info and skills (painting, plumbing, carpentry, jack of all trades, etc.) to Borough Secretary

**2<sup>nd</sup>  
Annual Carnival  
is  
Coming to Town  
April 1<sup>st</sup> - 5<sup>th</sup>**

3705 W. 9<sup>th</sup> St.



*Come on Down and  
Join the Fun*

!

**Playground areas are opened in the morning and locked at dusk every night. Do Not bring your pets to the Playgrounds.**



**We like to keep our playgrounds safe, if you see any issues please report them to the Borough immediately. Thank you**


**The Borough Website:**  
**www.trainerboro.com** is in the process of being rebuilt. The site will host a large assortment of information and updates. Check periodically for access.



Our Borough Ordinances can be accessed on the web at [www.ecode360/TR2437](http://www.ecode360/TR2437)

The bad weather this winter has been rough on the roadways. The Highway Dept. is aware of any potholes in our streets. You still may report them to us. Remember: PennDot is responsible for Townshipline, 9<sup>th</sup> St., Post and 291.

**Electronic Recycle Waste Event**  
**Sat. May 4 2014 from 9am - 3pm**  
**201 E. 10<sup>th</sup> St.**  
**Marcus Hook**

 \* Note there is a \$5.00 fee to dispose of TV's and Computer Monitors

**Not Down My Drain or Toilet!**

<http://www.stormwaterpa.org>

X cleaners	X Beauty products
X medicine	X Auto fluids
X paint	X Lawn care products
X grease	X Diapers
X Condoms	X Motor oil
X Feminine hygiene products	
X Photographic chemicals	



The Borough has acquired a house located at 4121 Pennsylvania Ave. that is in need of construction repair/remodel. We have advertised for bids on the cost of repairs. Any resident licensed contractors interested may contact the Borough. The property can be inspected Mar. 4 and Mar. 6 between 10 and 12 Deadline for accepting bids will be March 31<sup>st</sup>

**ATTENTION**

**A public meeting for the MS4 Permit regarding Stormwater Discharge will be held at the Borough Hall Council Meeting, Mar. 13<sup>th</sup> at 7:00 pm**

**Household Hazardous Waste Info**  
Call Delaware County Solid Waste for information to discard paint, toxics, flammables, electronics, etc. 610-892-9627  
[www.co.delaware.pa.us/recycle/hhw.html](http://www.co.delaware.pa.us/recycle/hhw.html)




## From the Code Enforcement Office

**Property owners:**  
Per the Borough, any work being performed in or at your property requiring permits ALSO requires any Contractor to be licensed, insured and registered with the Borough prior to any work being started.

Contact Charles Remaley  
Email: [cremaley@trainerboro.com](mailto:cremaley@trainerboro.com)  
Call: 610-497-3838 x3

**Board of Health issues such as trash, odors, sewage, etc. may also be directed to Code Enforcement as a first point of contact as many issues may be resolved at this level.**

 All rental homes require a yearly inspection by the Borough to ensure the safety and welfare of the tenants. If you live in a rental property and have not had an inspection, please call to inform the Borough.





# POLICE DEPARTMENT 610-494-7399

A Force dedicated to serving and protecting your Community

Residents are encouraged to report traffic and drug violations by calling the above number and proper extension when prompted. We thank you for your cooperation.

Chief Priscopo  
Sgt. Det. Cominski  
Sgt. Ostan  
K9 Musso & Ozzy

Dial 911 for ANY type of Police assistance

**CURFEW** 9:00pm for all minors under 18

Report incidents and suspicious activity to the Police **Immediately!** You impede the Police' ability to act by waiting and reporting any incident after the fact

### Part-time Officers:

Mervine Peticca  
Adamek Grove  
Repine  
Conte  
Dittert  
Hallman  
Jeannot  
McCusker  
Jones  
Donnelly



### Going on Vacation?

Visit the Police Dept. to fill out a Vacation Slip. The Police will keep an eye on your home and know who to notify in case of emergency or other issue

Keep your bikes locked, securing them to something stable. and put them away, out of sight, when not in use



**WE CARE ABOUT YOUR KIDS, TEACH THEM WELL**  
All children should wear a helmet whenever he/she is on anything with wheels, such as a scooter, bicycle, or roller skates. A helmet is the most important device available that can reduce head injury and death.



### No person(s) shall loiter in a public place in such a manner as to:

- A. Create or cause to be created a danger of a breach of the peace;
- B. Create or cause to be created any disturbance or annoyance to the comfort and repose of any person;
- C. Obstruct the free passage of pedestrians or vehicles;
- D. Obstruct, molest or interfere with any persons lawfully in a public place; or
- E. Utter any unsolicited remarks of an offensive, disgusting or insulting nature or which are calculated to annoy or to disturb the person to whom or in whose hearing, the remarks are made.

You must use the Police door on the side of the Building for any and all Police matters  
If you call or stop by the Police Station and an Officer is not in, remember they are out on patrol or on a call serving the residents of the Boro

Riddle Answer: A See-Saw



## Trainer Borough Newsletter

June

824 Main St.

Borough 610-497-3838

Council meets the second Thursday of every month at 7:00pm

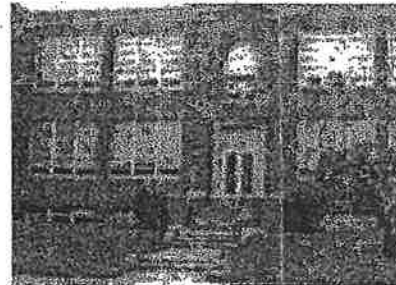
2014

Office Hours 8 - 4

www.trainerboro.com



Remember  
Trainer Elementary School



Drivers please be mindful of our children and drive slowly through our neighborhoods

### Ordinance 170-6, A4

Animal noise disturbances prohibited.

- A. No person shall unreasonably make, continue, or cause to be made or continued, any noise disturbance.
- 4. Animals and birds. Owning, possessing or harboring any animal or bird which frequently or for continued duration, howls, barks, meows, squawks or makes other sounds which create a noise disturbance across a residential real property or within a noise sensitive zone.



If you stop your vehicle beyond the "Stop here on Red" sign, the traffic light will not trip the green light until another car comes up behind you. The sign is there for a reason. It can also allow turning traffic enough room to make a turn.



### Door to Door Solicitors

The Borough cannot stop Solicitors from knocking on your door but we can make them register for a permit to do so. If someone approaches you, ask them to see their permit to Solicit. DO NOT accept "Our permit is on file with the company" as an answer. Every person is required to have a copy of the permit in their possession as well as personal and company ID. The police dept. is given a copy of all ID's. Solicitors do not have a right to harass you if you are not interested  
\*Franchise companies such as Verizon and Comcast are not required to obtain a permit.

### Suburban Waste Removal

610-497-5763

Scheduled Holidays that affect the Boro:

Labor Day Christmas  
Thanksgiving



Trash will be collected the following day  
**DO NOT PUT TRASH OUT BEFORE 6pm  
THE NIGHT BEFORE**

### Can you solve this riddle?

It goes up but at the same time goes down. Up toward the sky and down toward the ground. It's present tense and past tense too; come for a ride just me and you. What is it?

Answer on back page

### Price Home



## Upcoming Community Events

Sun June 22~Trainer Triumphs Walk for Cancer~9 - 12 noon, Registration at 8am~HJ Park~Donations accepted at the Event~All are welcome  
 Sat Aug 16 ~ Car Show/Flea Market ~ 10 - 3pm ~ HJ Park  
 Sat Sept. 13~Community Day~12 - 4pm~HJ Park



**American Red Cross**

Develop a family emergency plan  
<http://www.redcross.org/prepare/location/homefamily/preparedness>

Rent



\$75.00 for residents  
 \$125.00 for non-residents

Henry Johnson Park For all occasions  
 Call the Borough for details and an application

Neighbor's trees and shrubs growing on your property? You have the right to cut overgrowth, such as branches, that may be infringing upon your property but beware, you do not have the right to do permanent damage to neighbors property.

TYAA  
 Trainer Youth Athletic Association  
 Girls Softball League - ages 16 and under  
 Trainer Magic Cheerleading

**Do Not leave children and pets in your car**



Vehicle Temperature		
Outside	Inside	Time to Reach
75	100	10 minutes
75	120	30 minutes
85	90	5 minutes
85	100	7-10 minutes
85	120	30 minutes
100	140	15 minutes

Anyone aware of any residential Handicap parking spots that are no longer needed or the resident has moved, please report info to the Borough so they can be removed



**IN CHILDREN'S PLAYGROUNDS!**  
 \*All animal waste must be picked up and disposed of properly

All dogs must be on a leash at all times and licensed with the County. The Borough has applications or you can visit <http://www.co.delaware.pa.us/treasurer/dog.html>



[www.nopetaskforce.org](http://www.nopetaskforce.org)

A wealth of information for coping with all types of drug, alcohol abuse, suicide prevention, grieving for dependents, supporters and enablers. Counseling, Candlelight Vigil schedules and Memorials for the victims and families of such tragedy.



A permit is required to hold yard sale in the Borough and can be obtained by the Boro. There is no fee for the permit. Yard Sales are limited to 2 per year.

Property owners are responsible for maintaining the sidewalks and curbs including the grass and weeds

There is to be NO basketball and/or hockey played in the streets of the Borough. Children may be hurt and they can impede traffic



Please keep our Borough neat and clean. Do not litter and keep trash picked up around your property whether you rent or own. We all have to live here.  
**Fine for littering is \$300.00.**



The bugs, the sun, ticks, heat, ivy poisons, etc. Stay protected and keep your pets protected as well. Summer is fun but there can be many dangers. Be safe, not sorry.

### Philadelphia Airport Expansion

The Borough Website is up, running and being updated. Visit us at: [www.trainerboro.com](http://www.trainerboro.com)  
 Our **Borough Ordinances** can be accessed on the web at [www.ecode360\TR2437](http://www.ecode360\TR2437)

An agreement has been made between Philadelphia, Tincum and Interboro school district to expand Philadelphia International Airport. The multi-billion dollar project is expected to be complete in phases over 12 to 15 years. The project will be funded through airport revenue and grants. NO tax dollars will be used for funding.

### From the Code Enforcement Office

#### Swimming pool safety

All Swimming pools require you to obtain a permit from the Borough as there are guidelines that must be followed for the purpose of safety. Never swim alone!



**Ordinance 196-10 Unlawful to accumulate or store**  
 It shall be unlawful for any person to accumulate or store any junked, abandoned or discarded vehicle, trailer or boat on private or public property within the Borough of Trainer.

High grass and weeds are in violation of Borough Ordinance when they reach 6". It is also a violation to leave grass clippings on the sidewalk and in the street. These are citable offenses!

Contact Charles Remaley  
 Email: [cremaley@trainerboro.com](mailto:cremaley@trainerboro.com)  
 Call: 610-497-3838 x3

Reported property violations may take time to resolve as procedure must be followed. A letter of violation must first be sent giving a certain time frame to comply, possibly a second notice and/or citation warning or citation issued. Court may be necessary in some cases. The Borough works to resolve all issues ASAP.

# 4<sup>th</sup>

# Spring Festival

Date: Saturday, April 26, 2014  
(raindate April 27th).

Time: 10 am - 3 pm

Location: Henry Johnson Park  
Trainer, Pa 19061

Map on back



## CAR SHOW

\$10.00 pre- registration, or \$15.00 day of event. Price includes a lunch voucher  
**All makes and models are welcome!**  
For additional info or registration call :  
Marilyn Maher @ 610-497-1646.  
Registration on back



## Bake sale

Variety of items for sale.

To donate an item to sell call :  
Marilyn Maher @  
610-497-1646.

## Flea Market/Craft Fair

Space available for \$10.00 if pre-registered or \$15.00 day of Price includes a lunch voucher. Vendors welcome  
For additional info or registration call:  
Marilyn Maher @ 610-497-1646.  
Registration on back

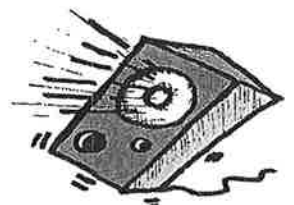
## Live Entertainment by

CHEROKEE COUNTY  
REVUE

## Trainer

Community  
Center  
Committee

This event is organized by the Trainer Community Center  
Committee.

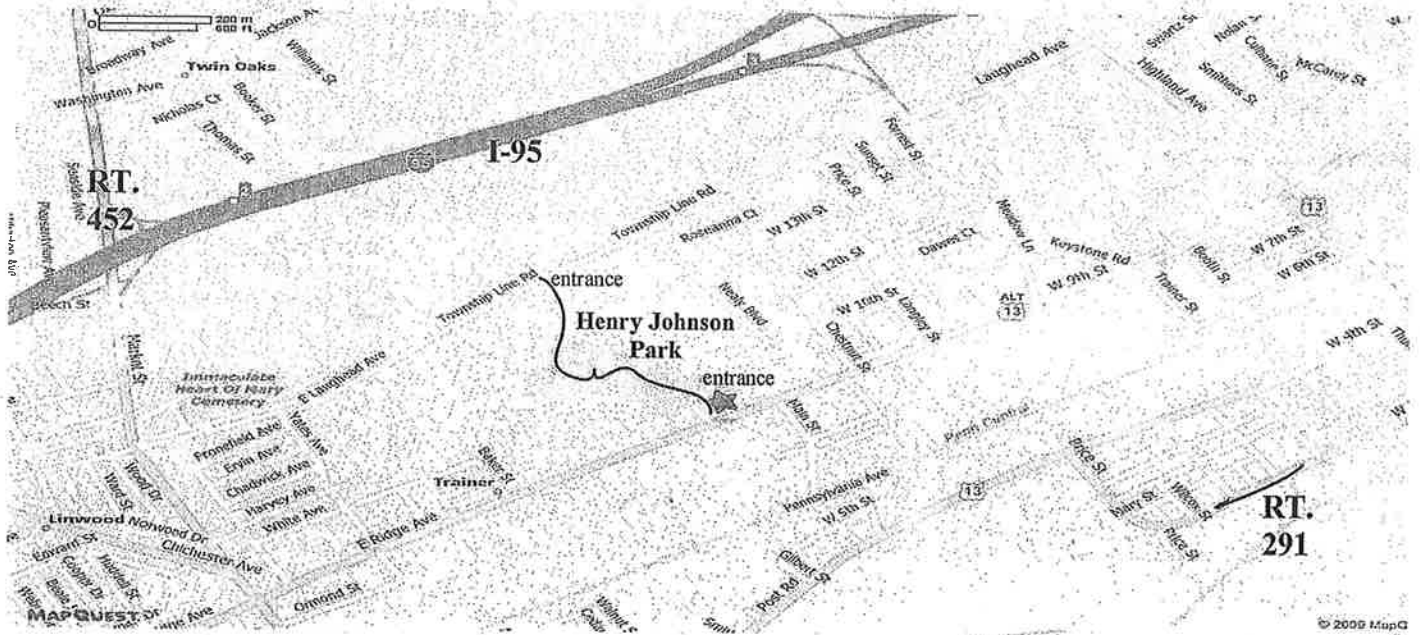




Sorry! When printing directly from the browser your directions or map may not print correctly. For best results, try clicking the Printer-Friendly button.

Location Details

Henry Johnson Park  
Veterans Dr  
Trainer, PA 19061



### Registration Form

Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone#: \_\_\_\_\_

Email: \_\_\_\_\_

Please print Quantity in blank for all that apply

Car Show x \_\_\_\_\_ Flea Market/Craft Fair x \_\_\_\_\_

Make check payable to **Borough of Trainer**. Mail to:

Borough of Trainer  
Attn: Joe Maher  
824 Main St.  
Trainer, Pa 19061

All Participants are responsible for their own belongings. The Borough and its' volunteers **will not** be liable for any damages.

In undisturbed landscapes, rainwater runoff is part of the natural hydrologic cycle. Vegetation, soils, and a wide range of organisms filter, absorb, and use rainfall in their living processes. Evaporation and transpiration takes place. Excess precipitation infiltrates into groundwater and flows into surface waters, recharging aquifers and supporting aquatic life. The entire system is affected when the landscape is changed: impervious surfaces (paved streets, parking lots, rooftops, etc.) prevent runoff from percolating into the ground and cause it to pick up debris, sediments, chemicals, and other pollutants as it moves over the ground.



April 10, 2014

A regular meeting of the Council of the Borough of Trainer was held on the above date at the Trainer Municipal Building, 824 Main Street, Trainer, PA with Vice-President James Cassidy calling the meeting to order at 7:00 p.m. Eastern Standard Time.

### **PLEDGE OF ALLEGIANCE AND A MOMENT OF SILENCE**

The meeting was opened with the Pledge of Allegiance to the American Flag and followed by a moment of silence.

### **PRESENT**

Frances Zalewski – Mayor  
James Cassidy – Vice President  
John Mathews – Councilman  
Regina Beck – Councilwoman  
Greg Miley – Councilman

Mike D'Agostino – Solicitor  
Eileen Nelson – Engineer

### **ABSENT**

Joseph Maher – President  
Keith Garrity – Councilman  
Lisa Adelman - Councilwoman

### **MINUTES**

The minutes of the March meeting were motioned for approval by Councilman Mathews and seconded by Councilwoman Beck; all councilpersons present voted affirmative.

### **GENERAL FUND**

It was motioned by and seconded by that the proper Borough Officials be authorized to draw orders on the Borough Treasure in favor of the following persons and in the amounts shown. Where such orders have already been drawn, the actions of the Borough Officials in so doing be ratified and confirmed. It was motioned by Councilwoman Beck and seconded by Councilman Mathews. All councilpersons present voted affirmative.

### MARCH GENERAL FUND BILLS

Arthur J. Gallagher	Liability Insurance	-25,555.54
United States Postal Service	Large mails	-12.00
Pennell Veterinary Clinic, P.C.	K9 Veterinary Charges - Ozzy	-35.69
AM/PM Exterminating, Inc.	Pest Control Mun. Bldg.	-49.00
Delaware County Daily Times	Advertisement	-141.25
Maddren Law Office LLC	Police negotiations	-893.00
Berkheimer Associates	Commission tax collection	-1.96
Chester Water Authority	Hydrants	-1,195.10
Chester Water Authority	HJ Park	-18.36
Witmer Public Safety Group	Police equipment	-3,202.31
Delaware County Animal Control	Animal Control	-310.00
Grainger	Men's room fan repair	-75.57
Weinstein Supply	Men's room repair supplies	-28.74
Red the Uniform Tailor	Police Uniforms	-77.92
Chili's Inspection Services	Inspector fees	-825.00
PECO	HJ Park	-21.42
PECO	Highway Garage	-511.43
Sunoco - SunTrak	Police vehicle fuel	-3,288.07
Goodyear Auto Service Center	Police vehicles	-1,079.35
Home Depot	Highway tie downs	-13.87
De Co Community College	Act 180 Training	-59.40
Platinum Enterprises, LLC	Municipal Bldg motion lights	-664.00
Broomall Truck & Auto Repair	Police vehicle maintenance	-629.10
Pennell Veterinary Clinic, P.C.	K9 Veterinary Charges - Ozzy	-35.69
De Co Community College	Act 180 Training	-59.40
United Concordia	Dental Coverage	-1,230.83
Padco Financial Services	DocStar	-130.00
Global Security Systems	Monitoring Service	-75.00
Repine, Robert W	Reimburse for Home Depot/NAPA	-70.88
Marcus Hook Hardware Co	Caulk gun	-14.91
Chester Water Authority	Municipal Bldg	-25.93
Staples Advantage	Office supplies	-72.73
Integral Systems Corp	Computer tech support	-3,225.00
Tech Techs, Inc.	Computer tech support	-210.00
PECO	Municipal Bldg.	-985.33
Broomall Truck & Auto Repair	Police vehicle maintenance	-105.00
Home Depot	Police Dept. bldg supplies to Repine	-14.98

## MONROE ENERGY

Adam Gattuso stated. There may be some Engineers out about the Borough doing some surveying. Councilman Mathews asked Adam to check the Welcome to Trainer sign flood lights near their property that are not lit. Our Highway Dept. checked the fuses but the electrical box is on Monroe property.

## ENGINEER

- **Trainer Pointe**

Construction is on-going.

According to our records, the balance for Construction, Engineering and Inspections and the Stormwater Management future inspections should be \$8,643.92 as shown on the attached spreadsheet covering the period through escrow release no. 7. We have provided this to the Borough Solicitor and Secretary for their use in the account maintenance. We have informed the developer, Joe Margusity, we will not process any new escrow releases until the account balance is replenished.

- **NPDES MS4 Permit**

We are continuing the preparation of the report for this 1st year of the new permit due May 14. We encourage the Borough to continue to address outstanding items noted in the year 10 report and in DEP's response to the Year 9 and 10 reports as well as promote program related activities.

The Borough Secretary advised that the public meeting required per MCM #2 Public Involvements / Participation has been advertised for tonight's meeting via the distribution of flyers to property owners. We will provide an overview of the program. We have attached a flyer from DEP's website titled 'When You're Fertilizing The Lawn, Remember, You're Not Just Fertilizing The Lawn'. This can be used as a Public Education opportunity and the Borough should consider displaying / distributing this to the public.

- **Master Casting Prices**

We completed the cost estimates and forwarded to PennDOT on April 1, 2014.

- **2014 Pothole Assistance for Taxpayers (PAT) Application**

The 2014 PAT Application/Resolution will be presented for Borough signatures-at tonight's meeting.

Eileen Nelson stated the County decided to assist Municipalities with funds to repair potholes through the PAT Program. The Borough would receive \$964.00. A motion is required to adopt Resolution no. 1006. Councilman Mathews made a motion to adopt Resolution 1006, PAT (Pothole Assistance for Taxpayers) Program. Councilwoman Beck seconded the motion. All Councilpersons present voted affirmative.

Eileen handed out information for the public to take with them in regards to Stormwater management. She led a discussion to educate the public about the MS4 permit and the Clean Water Act and water quality issues. The permit came out in 2002. The phases of the program were explained. She explained the 6 minimum control measures as required parts the Borough has to abide by under the MS4 General Permit. She explained things residents can and cannot do



such as using rain barrels and what should not be washed away into the storm sewers such as detergents to wash cars, the issue with lawn fertilizing and run-off. Environmentally safe products can be used for washing cars, etc.

## **SOLICITOR**

Mike D'Agostino stated he spoke to Pat Patterson from the DEP in regards to Stoney Creek property ad they issued a Cease and Desist order on the property for no more demolition work until the air quality plans are reviewed.

## **4121 Penna. Ave. Bid Openings**

Vice President Cassidy asked for a motion to start the bidding opening. Councilman Mathews made the motion. Councilman Miley seconded the motion. All Councilpersons present voted affirmative. Cassidy stated there are two bids for the property but neither complied with the bid process and recommended both bids be rejected. Councilwoman Beck made the motion to reject the bids. Councilman Miley seconded the motion. All Councilpersons present voted affirmative.

## **OLD COUNCILMANIC BUSINESS**

None

## **NEW COUNCILMANIC BUSINESS**

None

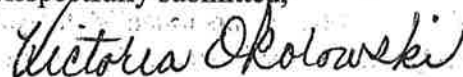
## **QUESTIONS AND COMMENTS FROM AUDIENCE**

Resident Ralph Miles apologized for his temper at the last meeting and asked Council to consider an amendment to the No Parking on Veteran's Drive so he could have his handicap spot for his son. Council stated they would take it into consideration and discuss at another meeting.

## **ADJOURNMENT**

Vice-President James Cassidy made a motion to adjourn; Councilman Mathews made a motion to adjourn, Councilman Miley seconded the motion all councilpersons present voted affirmative.

Respectfully submitted,



Victoria Okolowski  
Acting Borough Secretary

## MUNICIPAL SEPARATE STORM SEWER SYSTEM PRESENTATION

The stormwater requirements of the federal Clean Water Act are administered under the Pennsylvania Department of Environmental Protection's Municipal Separate Storm Sewer System (MS4) Program. In December 2002, DEP issued a General Permit (PAG-13) for use by MS4s that fall under the National Pollutant Discharge elimination System (NPDES) Phase II Program, requiring the implementation of a stormwater management program for minimizing the impacts from runoff. Trainer Borough is one of the municipalities covered under a General Permit, currently in our second 5 year permit cycle (first permit was extended to 10 years).

Under the MS4 Program, permit holders are required to incorporate the following six minimum control measures, or MCMs, into their Stormwater Management Programs:

- Public education and outreach
- Public Involvement and participation
- Illicit discharge detection and elimination
- Construction site runoff control
- Post-construction stormwater management in new development and redevelopment
- Pollution prevention and good housekeeping for municipal operations and maintenance

The Borough is required to report on their activities in year 1, 3 and 5 of the current permit.

The intent of the program is to improve water quality in our streams and waterways by educating the public as to what individuals can do to incrementally make a difference. From reducing chemical treatments for lawn care, maintaining your vehicles so fluids are not leaking onto the pavements and washing into the stream when it rains, to installing rain barrels on your existing downspouts for re-use, every little bit helps.

The Borough maintains a membership with the CRC Watershed Association, who develops and helps administer the Public education and outreach and Public Involvement and participation measures for all of their members.

## Meeting Notes



Stantec

### Trainer Borough Council Meeting

190710746

---

Date/Time: April 10, 2014 / 7:00 PM  
Place: Borough Hall  
Attendees: Fran, John, Jim, Jean, Greg, Mike, Eileen  
Distribution: Municipal Staff

---

**Item:**

**Action:**

- Pat Patterson, PADEP, issued cease and desist order.
- Check on Stoney Creek Technologies.
- PAT Resolution 1006 was adopted.

- **NPDES MS4 Permit**

There were 20 homeowners in attendance at the Public Meeting for MS-4 (see attached).

- Both bids for Pennsylvania Avenue House project were not compliant and rejected by Council.

The meeting adjourned at 7:35 PM.

**STANTEC CONSULTING SERVICES INC.**

A handwritten signature in black ink that reads "Eileen M. Nelson / jim".

Eileen M. Nelson, PE  
Senior Principal

WHEN YOU'RE FERTILIZING THE LAWN,

REMEMBER, YOU'RE NOT JUST

FERTILIZING THE LAWN.



You fertilize the lawn. Then it rains. The rain washes the fertilizer along the curb, into the storm drain, and directly into our lakes, streams and into coastal waters including the Chesapeake Bay.

This causes algae to grow, which uses up oxygen that fish need to survive.

So if you fertilize, please follow directions and use sparingly.

For more information on how to reduce fertilizer use, visit [www.dnr.state.pa.us](http://www.dnr.state.pa.us).  
For more information on how to reduce fertilizer use, visit [www.dnr.state.pa.us](http://www.dnr.state.pa.us).  
For more information on how to reduce fertilizer use, visit [www.dnr.state.pa.us](http://www.dnr.state.pa.us).

# **Stormwater Facility Operation and Maintenance Plan for Trainer Borough**

**Post-Construction Stormwater Runoff Management: MCM #5 – BMP # 6**

**Pollution Prevention and Good Housekeeping for Municipal Operations and  
Maintenance: MCM #6 – BMP #'s 1, 2 and 3**

**Date:**

**August 26, 2014**

## **A. Authority and Applicability**

### **i. Purpose**

- Trainer Borough will implement this Stormwater Facility Operation and Maintenance Plan (Plan) to improve the Borough's water quality by reducing the discharge of pollutants from municipal separate storm sewer systems (MS4s), protecting water quality, and satisfying the appropriate requirements of the federal Clean Water Act. The Borough is required by law to implement this Plan under the Phase II National Pollutant Discharge Elimination System (NPDES) Stormwater Regulations (40 CFR §§ 122.26 – 123.35). The Pennsylvania Department of Environmental Protection (PADEP) has the authority to issue permits under this federal regulation and has issued the following permit to Trainer Borough:

#### **NPDES MS4 Permit No. PAG130118**

### **ii. Permit Requirements**

This permit requires Trainer Borough to implement the six Minimum Control Measures (MCMs) described in the MS4 Stormwater Management Program Protocol (Protocol).

These six MCMs are:

- 1) Public Education and Outreach,
- 2) Public Participation and Involvement,
- 3) Illicit Discharge Detection and Elimination,
- 4) Construction Site Runoff Control,
- 5) Post-Construction Stormwater Runoff Management, and
- 6) Pollution Prevention and Good Housekeeping for Municipal Operations and Maintenance

This Plan provides a procedure to implement and document compliance with MCM #5 – BMP #6 and MCM #6– BMP #'s 1, 2 and 3. MCM numbers 1 through 4 and MCM no. 5- BMP #'s 1 through 5 are being implemented through other plans as noted in the 1<sup>st</sup> year periodic report for the renewal permit not described herein.

### iii. Minimum Control Measure Requirements

- a. Minimum Control Measure #5 -  
Post Construction Stormwater Runoff Management in New  
Development and Redevelopment -  
BMP #6 – ensure adequate operation and maintenance of all  
post - construction stormwater management BMPs at  
development and redevelopment projects.**

In order to meet the requirements of MCM # 5 – BMP #6, the Borough has:

- 1) Committed municipal resources to review post-construction stormwater Best Management Practices (BMP);
- 2) Ensures that post-construction controls meet state water quality requirements.
- 3) Developed and continually updates the inventory of PCSM BMPs. The inventory is provided on a spread-sheet in Appendix A.

The Borough requires that Best Management Practices (BMP) be inspected on a regular basis as described in Ordinance 666, section 704. Private property owners are responsible for all maintenance and inspection of BMP facilities and shall submit inspection reports to the Borough as required by this ordinance. A professional engineer registered in the Commonwealth of Pennsylvania shall perform these inspections. Recommended maintenance procedures can be found in the Pennsylvania Stormwater Best management Practices Manual.

- b. Minimum Control Measure #6 –  
Pollution Prevention/Good Housekeeping Procedures for  
Municipal Operations –**

In order to meet the requirements of MCM no. 6, the Borough has implemented the following BMPs:

**BMP #1** – Identify and document facilities and activities that are owned or operated by the permittee and have potential for generating stormwater runoff to MS4.

**BMP #2** – Develop, implement and maintain a written Operation and Maintenance (O and M) Program for all municipal operations that could contribute to discharge of pollutants from

the regulated small MS4s identified in BMP #1.

**BMP #3** – Develop and implement an employee training program to prevent or reduce the discharge of pollutants from municipal operations to the small MS4s.



## **B. Procedures**

### **i. Inspection and Maintenance Procedures for Best Management Practices**

Inspection and maintenance procedures may be found in the most current version of the Pennsylvania Stormwater Best Management Practices Manual. The manual is available on internet at the Pennsylvania Department of Environmental Protection website.

### **ii. Operation, Maintenance, and Inspection Procedures for Stormwater Facilities**

The goal of the following procedures is to ensure that stormwater management facilities are functioning properly and to prevent or reduce pollutant runoff to the maximum extent practical.

The Borough is responsible for inspection and maintenance of all municipally owned stormwater management facilities, including: roadways, parking lots, paved surfaces, storm sewer inlets, piping and outfalls; swales, ditches or other stormwater conveyances, maintenance and storage yards, parks and open space, maintenance shops, riparian buffers. The Borough has implemented the Operation, Maintenance, and Inspection Procedures described in Section B and there is in compliance with this component.

Inspection checklists for stormwater facilities are included in Appendix A.

#### Stormwater Facility Operation:

All stormwater facilities will be operated according to their design specifications and in a manner that prevents or reduces adverse environmental or public health and safety impacts.

#### Stormwater Facility Inspection:

Inspections will be conducted to evaluate the performance of the stormwater facilities and to determine whether pollutants, trash or debris is entering or discharging from the stormwater collection system.

Inspection frequencies will depend on various factors, but will be at least once per year. The type of the stormwater facility will be used to guide inspection frequencies. The size of the drainage area, the amount of impervious cover, and the type of activities that occur within the drainage area will affect inspection frequencies. More frequent inspections would be warranted in

industrial, construction or high vehicle use areas, or in any area that is known or suspected to be an increased risk for pollution. Severe weather conditions such as heavy rains will usually require follow up inspections to determine the impact to and performance of stormwater facilities.

All inspection activities, results and recommendations will be documented in writing.

The overall condition and cleanliness of Borough roads and parking lots will be constantly evaluated during routine travels by public works staff. Those areas with excessive staining, trash or sediment will be investigated or scheduled for cleaning. Appropriate corrective actions will be considered for any areas exhibiting flooding or poor drainage patterns.

All storm sewer inlets/catch basins will be inspected at least annually to determine the sediment load and overall condition of the structure. This includes approximately 115 inlets. Areas prone to stormwater flow issues are inspected before and during rains and cleaned as necessary to permit proper flows. If the depth of deposits is greater than or equal to one-third the depth from the basin bottom to the invert of the lowest pipe or opening into or out of the basin, cleaning will be performed. Catch basins that accumulate deposits quickly will be inspected more frequently and the drainage area will also be inspected to determine possible causes. Inlet grates will be inspected for trash blocking free water entry into the sewer, especially before heavy rains are forecast.

Storm sewer easements and rights-of-way will be inspected at least annually to check for obstructions or any other conditions that might threaten the integrity of the system.

Storm sewer outfall structures will be inspected annually to check for structural integrity and erosion potential.

Borough stormwater conveyance systems, such as swales, pipes, and ditches, will be inspected on a regular basis to check for trash, vegetation, sediment, and erosion conditions.

Any other type of Borough stormwater Best Management Practice (e.g. wet pond, vegetated swale, infiltration facility, etc) will be inspected according to guidelines contained in the Pennsylvania Stormwater Best Management Practices Manual.

### Stormwater Facility Maintenance:

Borough roads and parking lots will be cleaned mechanically when debris is discovered by the Highway crew. This includes approximately 4.86 miles of publically owned roads. Inlets are cleaned during the fall to remove any leaf debris. Repairs to the storm sewer system are made as necessary and have not been needed in the past several years.

Those areas identified by inspections as being more debris prone will be prioritized or cleaned more often. Roadway cleaning will occur after the winter deicing season is over in order to remove accumulated materials. Roadway cleaning may also occur under non-deicing conditions when oil spill clean-up materials such as sand or oil dry are applied. This will prevent these oil-contaminated materials from being washed into the storm sewer system.

The storage and application of materials used for roadway deicing or traction control will be in a manner that reduces the impact to the storm sewer system and the environment. Types of materials currently being used in the Borough include deicing salt. All storage will be protected from precipitation. Any spillage of materials will be cleaned up to prevent stormwater runoff contamination. The application of any material to roads or parking lots will be only enough to accomplish the task and will take into consideration site specific characteristics such as road width and design, traffic concentration, and proximity to surface waters.

Storm sewer inlets/catch basins will be cleaned when inspections reveal an excessive accumulation of sediment or debris. Storm sewer inlet grating will also be cleaned as necessary. Structural repairs to any part of the storm sewer inlet/catch basin will be performed as the need arises. Any storm sewer piping deficiencies will also be corrected. Excessive debris or sediment in any storm sewer piping will be removed. Damaged piping will be replaced.

Free flow of water from outfalls will be maintained by removal of debris and obstructions. Velocity reducers at outfalls will be maintained or replaced as necessary.

The use of herbicides and pesticides is limited. Any planned herbicide or pesticide application in vegetated areas or any part of the storm sewer collection system will be reviewed by qualified persons in order to comply with all applicable regulations and to prevent adverse water quality impacts.

Any other type of Borough stormwater BMP (e.g. wet pond, vegetated swale, infiltration facility, etc) will be maintained according to guidelines contained in the Pennsylvania Stormwater Best Management Practices Manual.

Any materials recovered from any part of the storm sewer collection or treatment system will be handled and disposed of in accordance with all applicable state and federal disposal regulations.

All maintenance activities will be documented in writing. Pictures will be taken of various storm sewer system components to document pre and post maintenance conditions.

### **iii. Operation and Maintenance Program for Municipal Vehicle Operations**

The MS4 Permit requires the development and implementation of a pollution prevention based operation and maintenance program for all municipal vehicle operations. The goal of this program is to reduce or prevent pollutant runoff from municipal operations from adversely impacting the storm sewer system, the receiving watercourse, or the environment. The following is the program for the Borough.

#### Municipal Vehicle Operation:

All municipal vehicles will be operated in a manner that reduces the potential for pollution to the municipal storm sewer system or to the environment. This includes obeying all road and traffic rules and being alert at all times.

In the event of a vehicle pollution incident involving vehicle fluids or cargo, all attempts will be made to prevent the spilled material(s) from entering the storm sewer system or nearby waterways. This could include diking, damming, absorbing, or removing the material from the affected area. All recovered material will be properly disposed of in accordance with all applicable state and federal waste disposal regulations. Appropriate spill containment and recovery equipment will be maintained at the public works facility. For any spill beyond the Borough's ability to address, local contractors will be contacted to provide assistance. An up to date list of appropriate contractors will be maintained and readily available. A list of other entities to be contacted (PADEP, PA Fish & Boat Commission, water users/intakes, etc) will also be maintained and available.

#### Municipal Vehicle Maintenance:

The Borough owns:

- 1 pick-up truck
- 2 dump trucks
- 2 tractors with 1 of these having a disc for dispersing salt
- Lawn mowers
- 7 police cars
- 1 snow blower

All vehicle maintenance is performed at local commercial facilities including:

- Vehicles: Tally's garage in Trainer, Sunoco in Aston, Broomall's in Chester.
- Lawn Mowers: Burkes Landscape supply in Trainer.

Products of maintenance activities, such as greasy rags, oil filters, air filters, batteries, degreasers, used oil and coolant, etc. will be placed in appropriately labeled containers for proper disposal or recycling. If these containers can not be stored under roof, they will be placed in secure areas with provisions to prevent releases to the environment.

Areas containing spillage or contaminants will not be washed so that the runoff could enter the storm sewer system. Dry cleanup methods will be utilized as much as possible.

Drip pans or containers will be used for all leaking vehicles. Outdoor vehicle storage areas will be periodically inspected to check for evidence of uncontrolled leakage.

Suitable materials will be maintained on site for the cleanup and disposal of oils, chemicals, or other hazardous materials.

Indoor floor drains will not be connected to any part of the storm sewer system and will not allow the discharge of pollutants to the environment.

Non-hazardous cleaners and solvents will be used whenever possible.

Vehicles are stored at these locations:

- Borough Highway Garage at Pennell Rd. and Mary Street: pick-up truck, dump trucks, tractors storage, lawn mowers, snow blower
- Borough Hall parking lot at 824 Main Street.

Storage areas will be routinely inspected to determine the effectiveness of the pollution prevention program. Inspection records will be maintained and any deficiencies will be promptly addressed.

#### Municipal Vehicle Fueling:

All vehicle fueling operations will be constantly monitored to prevent or react to spillage. The Borough fuels their vehicles at commercial facilities including Sunoco in Linwood and Pacific Pride in Aston.

The Borough owns 1 above ground diesel storage tank located at the Highway Maintenance garage which is used for fueling lawn mowers.

“Topping off” of vehicle fuel tanks will be discouraged through training and signage.

All spillage from fueling activities will be controlled and cleaned up immediately. Appropriate clean up materials such as oil dry or absorbent pads will be maintained at the fueling area and will be used to prevent spillage from entering the storm drain system. Water will not be used to clean up any spillage.

#### Municipal Vehicle/Equipment Washing:

All other vehicles are washed at the ‘# 1 Car Wash’ commercial facility in Trainer.

The police vehicles are washed on the Borough Hall parking lot with the wash water flowing to the adjacent lawn area so that the runoff does not enter the storm sewer system.

Phosphate-free biodegradable detergents will be used whenever possible.

The water generated from any power washing or steam cleaning activity will not be allowed to enter the storm sewer system.

#### **iv. Repairs**

Repair of any items indicated in the report as needing repair must be completed within the time frame in the most current version of Ordinance 666.

### **C. Administration**

#### **i. Documentation and Training**

Inspection reports will be maintained on file for reference and for confirmation of any required repairs to stormwater facilities.

Training of employees to perform stormwater facility inspections or municipal vehicle operations is important to ensure that proper procedures are being followed on a consistent basis and that appropriate documentation is maintained. The Borough Council conducts discussions regarding maintenance of vehicles and care of facilities with the maintenance crew.

ii. Enforcement and Penalties

Enforcement and penalties are fully described in the most current version of Ordinance 666.

## Appendices

A. Operation, Maintenance, and Management Inspection Checklists

## References

- A. Municipal Separate Storm Sewer Systems Stormwater Management Program Protocol, Pennsylvania Department of Environmental Protection.
- B. Ordinance No. 666 – Stormwater Management Ordinance.
- C. Operation, Maintenance, and Management of Stormwater Management Systems, Watershed Management Institute, Inc. and Office of Water U. S. Environmental Protection Agency, Washington D.C., August 1997.
- D. Standard Guidelines for the Design, Installation, Maintenance and Operation of Urban Stormwater Systems, ASCE/EWRI 45-, 46-, 47-05.
- E. Standard Guidelines for the Design, Installation, Maintenance, and Operation of Urban Subsurface Drainage, ASCE/EWRI 12-, 13-, 14-05.
- F. Pennsylvania Stormwater Best Management Practices Manual, Pennsylvania Department of Environmental Protection, current version.

# **APPENDIX A**



## **APPENDIX 7-1**

# **Operation, Maintenance, and Management Inspection Checklist for Ponds**

## Operation and Maintenance Inspection Report for Stormwater Management Ponds (Adapted from Anne Arundel County, Maryland)

Inspector Name \_\_\_\_\_ Community \_\_\_\_\_  
 Inspection Date \_\_\_\_\_ Address \_\_\_\_\_  
 Stormwater Pond \_\_\_\_\_  
     Normal Pool \_\_\_\_\_  
     Normally Dry \_\_\_\_\_ Watershed \_\_\_\_\_

Items inspected	Checked		Maintenance Needed		Inspection Frequency	Remarks
	Yes	No	Yes	No		
<b>I, Pond components</b>						
<b>A. Embankment and Emergency spillway</b>					A,S	
1. Vegetation and ground Cover adequate						
2. Embankment erosion						
3. Animal burrows						
4. Unauthorized plantings						
5. Cracking, bulging, or sliding of dam						
a. Upstream face						
b. Downstream face						
c. At or beyond toe						
Upstream						
Downstream						
d. Emergency spillway						
6. Pond, toe & chimney drains clear and functioning						
7. Seeps/leaks on downstream face						
8. Slope protection or riprap failures						
9. Vertical and horizontal alignment of top of dam as per "As-Built" plans						
10. Emergency spillway clear of obstructions and debris						
11. Other (specify)						
<b>B. Riser and principal spillway</b>					A	
Type: Reinforced concrete _____						
Corrugated pipe _____						
Masonry _____						
1. Low flow orifice obstructed						
2. Low flow trash rack						
a. Debris removal necessary						
b. Corrosion control						
3. Weir trash rack maintenance						
a. Debris removal necessary						
b. Corrosion control						

Inspection Frequency Key

A=Annual, M=Monthly, S=After major storm

Items inspected	Checked		Maintenance Needed		Inspection Frequency	Remarks
	Yes	No	Yes	No		
4. Excessive sediment accumulation inside riser						
5. Concrete/Masonry condition Riser and barrels						
a. Cracks or displacement						
b. Minor spalling (<1")						
c. Major spalling (rebars exposed)						
d. Joint failures						
e. Water tightness						
6. Metal pipe condition						
7. Control valve						
a. Operational/exercised						
b. Chained and locked						
8. Pond drain valve						
a. Operational/exercised						
b. Chained and locked						
9. Outfall channels functioning						
10. Other (specify)						
C. Permanent pool (wet ponds)					M	
1. Undesirable vegetative growth						
2. Floating or floatable debris removal required						
3. Visible pollution						
4. Shoreline problems						
5. Other (specify)						
D. Sediment forebays						
1. Sedimentation noted						
2. Sediment cleanout when depth < 50% design depth						
E. Dry pond areas					M	
1. Vegetation adequate						
2. Undesirable vegetative growth						
3. Undesirable woody vegetation						
4. Low flow channels clear of obstructions						
5. Standing water or wet spots						
6. Sediment and/or trash accumulation						
7. Other (specify)						
F. Condition of outfalls into pond					A,S	
1. Riprap failures						
2. Slope erosion						
3. Storm drain pipes						
4. Endwalls/headwalls						
5. Other (specify)						
G. Other					M	
1. Encroachments on pond or easement area						

Inspection Frequency Key

A=Annual, M=Monthly, S=After major storm

Items inspected	Checked		Maintenance Needed		Inspection Frequency	Remarks
	Yes	No	Yes	No		
2. Complaints from residents (describe on back)						
3. Aesthetics						
a. grass mowing required						
b. graffiti removal needed						
c. Other (specify)						
4. Any public hazards (specify)						
5. Maintenance access						
H. <u>Constructed wetland areas</u>					A	
1. Vegetation healthy and growing						
2. Evidence of invasive species						
3. Excessive sedimentation in wetland area						

Inspection Frequency Key      A=Annual, M=Monthly, S=After major storm

**II. Summary**

1. Inspectors Remarks:

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2. Overall condition of Facility (Check one)

Acceptable  
 Unacceptable

3. Dates any maintenance must be completed by:

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## **APPENDIX 7-2**

### **Operation, Maintenance, and Management Inspection Checklists for Infiltration Practices:**

**Basins (Appendix 7-2A)**

**Trenches (Appendix 7-2B)**

**Dry Wells (Appendix 7-2C)**

**Paving (Appendix 7-2D)**

**Swales (Appendix 7-2E)**

# Infiltration Basin Maintenance Inspection Report Form

Adapted from the State of Maryland Inspector's Guidelines Manual

Date \_\_\_\_\_

Time \_\_\_\_\_

Project \_\_\_\_\_

Location \_\_\_\_\_

Individual Conducting the Inspection \_\_\_\_\_ "As Built" Plans available Y/N

*Inspection frequency shown in parentheses after item being considered*

	<u>Satisfactory</u>	<u>Unsatisfactory</u>
<b>1. Debris cleanout (Monthly)</b>		
Basin bottom clear of debris	_____	_____
Inlet clear of debris	_____	_____
Outlet clear of debris	_____	_____
Emergency spillway clear of debris	_____	_____
<b>2. Sediment traps or forebays (Annual)</b>		
Obviously trapping sediment greater than 50% of storage volume remaining	_____	_____
<b>3. Vegetation (Monthly)</b>		
mowing done when needed	_____	_____
Fertilized per specifications	_____	_____
No evidence of erosion	_____	_____
<b>4. Dewatering (Monthly)</b>		
Basin dewatered between storms	_____	_____
<b>5. Sediment cleanout of basin (Annual)</b>		
No evidence of sedimentation in basin	_____	_____
Sediment accumulation does not yet require cleanout	_____	_____
<b>6. Inlets (Annual)</b>		
Good condition	_____	_____
No evidence of erosion	_____	_____
<b>7. Outlets/overflow spillway (Annual, After Major Storm)</b>		
Good condition, no need for repair	_____	_____
No evidence of erosion	_____	_____
<b>8. Structural repairs (Annual, After Major Storm)</b>		
Embankment in good repair	_____	_____
Side slopes are stable	_____	_____
No evidence of erosion	_____	_____

Inspection Frequency Key      Annual, Monthly, After major storm

		<u>Satisfactory</u>	<u>Unsatisfactory</u>
9. Fences/access repairs	(Annual)		
Fences in good condition		_____	_____
No damage which would allow undesired entry		_____	_____
Access point in good condition		_____	_____
Locks and gate function adequate		_____	_____

Inspection Frequency Key      Annual, Monthly, After major storm

Action to be taken:

If any of the answers to the above items are checked unsatisfactory, a time frame shall be established for their correction or repair

No action necessary. Continue routine inspections \_\_\_\_\_  
 Correct noted facility deficiencies by \_\_\_\_\_

Facility repairs were indicated and completed. Site reinspection is necessary to verify corrections or improvements.

Site reinspection accomplished on \_\_\_\_\_

Site reinspection was satisfactory. Next routine inspection is scheduled for approximately:

\_\_\_\_\_

\_\_\_\_\_  
Signature of Inspector

# Infiltration Trench Maintenance Inspection Report Form

Adapted from the State of Maryland Inspector's Guidelines Manual

Date \_\_\_\_\_

Time \_\_\_\_\_

Project \_\_\_\_\_

Location \_\_\_\_\_

Individual Conducting the Inspection \_\_\_\_\_ "As Built" Plans available Y/N

*Inspection frequency shown in parentheses after item being considered*

	<u>Satisfactory</u>	<u>Unsatisfactory</u>
<b>1. Debris cleanout</b> (Monthly)		
Trench surface clear of debris	_____	_____
Inlet areas clear of debris	_____	_____
Inflow pipes clear of debris	_____	_____
Overflow spillway clear of debris	_____	_____
<b>2. Sediment traps, forebays, or pretreatment swales</b> (Annual)		
Obviously trapping sediment greater than 50% of storage volume remaining	_____	_____
<b>3. Vegetation</b> (Monthly)		
mowing done when needed	_____	_____
Fertilized per specifications	_____	_____
No evidence of erosion	_____	_____
<b>4. Dewatering</b> (Monthly)		
Trench dewaterers between storms	_____	_____
<b>5. Sediment cleanout of trench</b> (Annual)		
No evidence of sedimentation in trench	_____	_____
Sediment accumulation does not yet require cleanout	_____	_____
<b>6. Inlets</b> (Annual)		
Good condition	_____	_____
No evidence of erosion	_____	_____
<b>7. Outlets/overflow spillway</b> (Annual)		
Good condition, no need for repair	_____	_____
No evidence of erosion	_____	_____

Inspection Frequency Key    Annual, Monthly, After major storm



Satisfactory

Unsatisfactory

**8. Aggregate repairs (Annual)**

- Surface of aggregate clean
- Top layer of stone does not need replacement
- Trench does not need rehabilitation

_____	_____
_____	_____
_____	_____

**9. Vegetated surface (Monthly)**

- No evidence of erosion
- Perforated inlet functioning adequately
- Water does not stand on vegetative surface
- Good vegetative cover exists

_____	_____
_____	_____
_____	_____
_____	_____

Inspection Frequency Key      Annual, Monthly, After major storm

**Action to be taken:**

If any of the answers to the above items are checked unsatisfactory, a time frame shall be established for their correction or repair

No action necessary. Continue routine inspections \_\_\_\_\_  
 Correct noted facility deficiencies by \_\_\_\_\_

Facility repairs were indicated and completed. Site reinspection is necessary to verify corrections or improvements.

Site reinspection accomplished on \_\_\_\_\_

Site reinspection was satisfactory. Next routine inspection is scheduled for approximately:

\_\_\_\_\_

\_\_\_\_\_  
Signature of Inspector

# Infiltration Dry Well Maintenance Inspection Report Form

Date \_\_\_\_\_

Time \_\_\_\_\_

Project \_\_\_\_\_

Location \_\_\_\_\_

Individual Conducting the Inspection \_\_\_\_\_ "As Built" Plans available Y/N

*Inspection frequency shown in parentheses after item being considered*

	<u>Satisfactory</u>	<u>Unsatisfactory</u>
<b>1. Debris cleanout (Monthly)</b>  Roof drains and downspouts clean	_____	_____
<b>2. Vegetation on top of dry well (Monthly)</b>  mowing done when needed Fertilized per specifications No evidence of erosion	_____ _____ _____	_____ _____ _____
<b>3. Dewatering (Monthly)</b>  Dry well dewater between storms	_____	_____
<b>4. Inlets (Annual)</b>  Good condition of down spouts No evidence of deterioration Roof gutters drain correctly into dry well	_____ _____ _____	_____ _____ _____
<b>5. Outlets/overflow spillway (Annual)</b>  Good condition, no need for repair No evidence of erosion	_____ _____	_____ _____

Inspection Frequency Key      Annual, Monthly, After major storm

Action to be taken:

If any of the answers to the above items are checked unsatisfactory, a time frame shall be established for their correction or repair

No action necessary. Continue routine inspections \_\_\_\_\_  
 Correct noted facility deficiencies by \_\_\_\_\_

Facility repairs were indicated and completed. Site reinspection is necessary to verify corrections or improvements.

Site reinspection accomplished on \_\_\_\_\_

Site reinspection was satisfactory. Next routine inspection is scheduled for approximately:

\_\_\_\_\_

\_\_\_\_\_

Signature of Inspector

# Infiltration Paving Maintenance Inspection Report Form

Date \_\_\_\_\_

Time \_\_\_\_\_

Project \_\_\_\_\_

Location \_\_\_\_\_

Individual Conducting the Inspection \_\_\_\_\_ "As Built" Plans available Y/N

*Inspection frequency shown in parentheses after item being considered*

**1. Debris on infiltration paving parking area (Monthly)**

Paving area clean of debris

Satisfactory

Unsatisfactory

\_\_\_\_\_

\_\_\_\_\_

**2. Vegetation (any buffer areas or pervious areas in drainage area) (Monthly)**

mowing done when needed  
Fertilized per specifications  
No evidence of erosion

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**3. Dewatering (Monthly)**

Infiltration paving dewaterers between storms

\_\_\_\_\_

\_\_\_\_\_

**4. Sediments (Monthly)**

Area clean of sediments  
Area vacuum swept on a periodic basis

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**5. Structural condition (Annual)**

No evidence of surface deterioration  
No evidence of rutting or spalling

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Inspection Frequency Key      Annual, Monthly, After major storm

Action to be taken:

If any of the answers to the above items are checked unsatisfactory, a time frame shall be established for their correction or repair

No action necessary. Continue routine inspections \_\_\_\_\_  
Correct noted facility deficiencies by \_\_\_\_\_

Facility repairs were indicated and completed. Site reinspection is necessary to verify corrections or improvements.

Site reinspection accomplished on \_\_\_\_\_

Site reinspection was satisfactory. Next routine inspection is scheduled for approximately:

\_\_\_\_\_

\_\_\_\_\_

Signature of Inspector

# Infiltration Swale Well Maintenance Inspection Report Form

Date \_\_\_\_\_

Time \_\_\_\_\_

Project \_\_\_\_\_

Location \_\_\_\_\_

Individual Conducting the Inspection \_\_\_\_\_ "As Built" Plans available Y/N

*Inspection frequency shown in parentheses after item being considered*

	<u>Satisfactory</u>	<u>Unsatisfactory</u>
<b>1. Debris cleanout</b> (Monthly)  Swales and contributing areas clean of debris	_____	_____
<b>2. Vegetation</b> (Monthly)  mowing done when needed Fertilized per specifications No evidence of erosion Minimum mowing depth not exceeded	_____ _____ _____ _____	_____ _____ _____ _____
<b>3. Dewatering</b> (Monthly)  Swale dewaterers between storms	_____	_____
<b>4. Check dams or energy dissipators</b> (Annual, After Major Storm)  No evidence of flow going around structures No evidence of erosion at downstream toe	_____ _____	_____ _____
<b>5. Sediment deposition</b> (Annual)  Swale clean of sediments	_____	_____
<b>6. Outlets/overflow spillway</b> (Annual, After Major Storm)  Good condition, no need for repair No evidence of erosion	_____ _____	_____ _____

Inspection Frequency Key      Annual, Monthly, After major storm

Action to be taken:

If any of the answers to the above items are checked unsatisfactory, a time frame shall be established for their correction or repair

No action necessary. Continue routine inspections \_\_\_\_\_  
 Correct noted facility deficiencies by \_\_\_\_\_

Facility repairs were indicated and completed. Site reinspection is necessary to verify corrections.

Site reinspection accomplished on \_\_\_\_\_

Site reinspection was satisfactory. Next routine inspection is scheduled for approximately:

\_\_\_\_\_  
 \_\_\_\_\_ Signature of Inspector

## **APPENDIX 7-3**

# **Operation, Maintenance, and Management Inspection Checklist for Filtration Practices**

# Filtration Facility Maintenance Inspection Report Form

Date \_\_\_\_\_

Time \_\_\_\_\_

Project \_\_\_\_\_

Location \_\_\_\_\_

Individual Conducting the Inspection \_\_\_\_\_ "As Built" Plans available Y/N

**Warning: If filtration facility has a watertight cover; be careful regarding the possibility of flammable gases within the facility. Care should be taken lighting a match or smoking while inspecting facilities that are not vented.**

*Inspection frequency shown in parentheses after item being considered*

	<u>Satisfactory</u>	<u>Unsatisfactory</u>
<b>1. Debris cleanout (Monthly)</b>		
Contributing areas clean of debris	_____	_____
Filtration facility clean of debris	_____	_____
Inlets and outlets clear of debris	_____	_____
<b>2. Vegetation (Monthly)</b>		
Contributing drainage area stabilized	_____	_____
No evidence of erosion	_____	_____
Area mowed and clippings removed	_____	_____
<b>3. Oil and grease (Monthly)</b>		
No evidence of filter surface clogging	_____	_____
Activities in drainage area minimize oil & grease entry	_____	_____
<b>4. Water retention where required (Monthly)</b>		
Water holding chambers at normal pool	_____	_____
No evidence of leakage	_____	_____
<b>5. Sediment deposition (Annual)</b>		
Filtration chamber clean of sediments	_____	_____
Water chambers not more than 1/2 full of sediments	_____	_____
<b>6. Structural components (Annual)</b>		
No evidence of structural deterioration	_____	_____
Any grates are in good condition	_____	_____
No evidence of spalling or cracking of structural parts	_____	_____
<b>7. Outlets/overflow spillway (Annual)</b>		
Good condition, no need for repair	_____	_____
No evidence of erosion (if draining into a natural channel)	_____	_____

Inspection Frequency Key      Annual, Monthly, After major storm

Satisfactory

Unsatisfactory

8. Overall function of facility (Annual)

No evidence of flow bypassing facility  
No noticeable odors outside of facility

\_\_\_\_\_  
\_\_\_\_\_

Inspection Frequency Key Annual, Monthly, After major storm

Action to be taken:

If any of the answers to the above items are checked unsatisfactory, a time frame shall be established for their correction or repair

No action necessary. Continue routine inspections \_\_\_\_\_  
Correct noted facility deficiencies by \_\_\_\_\_

Facility repairs were indicated and completed. Site reinspection is necessary to verify corrections or repairs.

Site reinspection accomplished on \_\_\_\_\_

Site reinspection was satisfactory. Next routine inspection is scheduled for approximately:

\_\_\_\_\_

\_\_\_\_\_

Signature of Inspector

## **APPENDIX 7-4**

# **Operation, Maintenance, and Management Inspection Checklist for Biofiltration Practices**



# Biofiltration Facility Maintenance Inspection Report Form

Date \_\_\_\_\_

Time \_\_\_\_\_

Project \_\_\_\_\_

Location \_\_\_\_\_

Individual Conducting the Inspection \_\_\_\_\_ "As Built" Plans available Y/N

*Inspection frequency shown in parentheses after item being considered*

	<u>Satisfactory</u>	<u>Unsatisfactory</u>
<b>1. Debris cleanout</b> (Monthly)		
Biofilters and contributing areas clean of debris	_____	_____
No dumping of yard wastes into biofilter	_____	_____
Litter (branches, etc.) have been removed	_____	_____
<b>2. Vegetation</b> (Monthly)		
Plant height not less than design water depth	_____	_____
Fertilized per specifications	_____	_____
No evidence of erosion	_____	_____
Grass height not greater than 6 inches	_____	_____
Is plant composition according to approved plans	_____	_____
No placement of inappropriate plants	_____	_____
<b>3. Dewatering</b> (Monthly)		
Biofilter dewaterers between storms	_____	_____
No evidence of standing water	_____	_____
<b>4. Check dams/energy dissipators/sumps</b> (Annual, After Major Storm)		
No evidence of sediment buildup	_____	_____
Sumps should not be more than 50% full of sediment	_____	_____
No evidence of erosion at downstream toe of drop structures	_____	_____
<b>5. Sediment deposition</b> (Annual)		
Swale clean of sediments	_____	_____
Sediments should not be > than 20% of swale design depth	_____	_____
<b>6. Outlets/overflow spillway</b> (Annual, After Major Storm)		
Good condition, no need for repair	_____	_____
No evidence of erosion	_____	_____
No evidence of any blockages	_____	_____
<b>7. Integrity of biofilter</b> (Annual)		
Biofilter has not been blocked or filled inappropriately	_____	_____

Inspection Frequency Key

Annual, Monthly, After major storm

Action to be taken:

If any of the answers to the above items are checked unsatisfactory, a time frame shall be established for their correction or repair

No action necessary. Continue routine inspections \_\_\_\_\_  
Correct noted facility deficiencies by \_\_\_\_\_

Facility repairs were indicated and completed. Site reinspection is necessary to verify corrections.

Site reinspection accomplished on \_\_\_\_\_

Site reinspection was satisfactory. Next routine inspection is scheduled for approximately:

\_\_\_\_\_

\_\_\_\_\_

Signature of Inspector



# BMP Maintenance Inspection

Project:

Project No.

Owner:

Date:

Location:

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## Weather:

### Type of BMP's On Site:

- Infiltration Bed/Trenches
- Infiltration/Detention Basin
- Rain Garden
- Level Spreader/Discharge Structures
- Vegetated Swales
- Water Quality Inlets
- Other \_\_\_\_\_

## Maintenance Items:

<b>Infiltration Bed</b>	
Inlet/Outlets clear of debris, sediment	
Inlet/Outlets structural integrity (sinkholes, cracks in structure, collapse)	
Standing Water inside Infiltration Bed	
Infiltration bed interior in good condition (structural condition, sediment present?)	
Upstream Structures in good order	
<b>Infiltration/Detention Basin</b>	
Basin Banks Stable/Vegetated	
Sediment in basin bottom (describe extent)	
Rip-Rap Condition (sediment build up, trash, erosion)	
Inlet/Outlet structures clear of debris, sediment, overgrowth	
Debris in Basin	
Good Vegetative Cover	
Standing Water Present	
<b>Rain Garden</b>	
Side Slopes Stable	
Sediment in basin bottom (describe extent)	
Debris in Basin	
Good Vegetative Cover	
Standing Water Present	



# BMP Maintenance Inspection

<b>Level Spreader/Discharge Structures</b>	
Stone Condition (sediment build up, trash, overgrowth)	
Debris Present	
<b>Vegetated Swales</b>	
Erosion Present	
Good Vegetative Cover	
Debris Present	
<b>Water Quality Inlets</b>	
Water Quality structure in good condition	
Debris noted in structure	

**The following additional items were noted:**

**Inspection Results:**

- \_\_\_\_\_ No visible or apparent problems with BMP function. BMP appears to be well maintained
- \_\_\_\_\_ BMP observed to have significant flaws which lessen its effectiveness as a stormwater treatment measure
- \_\_\_\_\_ BMP destroyed, removed, or eliminated from property.
- \_\_\_\_\_ Trash and debris accumulates within and/or on BMP; trash and debris interferes with proper BMP function.
- \_\_\_\_\_ Access to BMP obstructed or limited
- \_\_\_\_\_ BMP cannot be located for inspection

**The following maintenance is needed at this time:**

**Action Items:**

Prepared By:

\_\_\_\_\_   
Print Name

\_\_\_\_\_   
Signature