

MS4 COMPLIANCE INSPECTION REPORT

NPDES Permit No. PAI136144	Mo/Day/Yr 03-21-2019	Entry Time 0900	Exit Time 1300	Inspection Type CEI	eFACTS Inspection ID 2856951
MS4 Permittee Name: Dormont Borough MS4			<input type="checkbox"/> PAG-13 Coverage <input checked="" type="checkbox"/> Individual Permit <input checked="" type="checkbox"/> Check here if a "joint permit" with co-permittees		
Mailing Address: 1444 Hillsdale Avenue, Suite 10, Pittsburgh, PA 15216			Municipality: Dormont Borough		
Responsible Official: Jennifer Taylor	Title: Administrative Manager		County: Allegheny		
Business Phone: (412) 561-8900 ext 240	Email: jtaylor@dormontstormwater.org		Permit Expiration Date: 02-29-2024		
Co-Permittees (if applicable): Dormont Borough & Dormont Borough Stormwater Authority			Permit Renewal Application/NOI Due:		
			Chesapeake Bay Watershed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
<input checked="" type="checkbox"/> Office Visit <input checked="" type="checkbox"/> Field Visit			Discharge(s) to TMDL Waters? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
VIOLATIONS: (list below)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
Person Interviewed: Jennifer Taylor	Date: 03-21-2019	Inspector: Quinten Cameron	Date: 03-21-2019		
Signature: Emailed to Mrs. Taylor	Phone No.: 412-561-8900	Inspector Signature: 	Phone No.: 412-442-4023		
Title: Administrative Manager		Title: Water Quality Specialist			
Email: jtaylor@dormontstormwater.org		Email: qcameron@pa.gov			
This document is official notification that a representative of the Department of Environmental Protection inspected the above facility. The findings of this inspection are shown above and on any attached pages. Any violations which were noted during the inspection are indicated. Violations may also be discovered upon examination of the results of laboratory analyses of the discharge and review of Department records.					

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Comments

Attendance:

Inspection was conducted on 03-21-2019 by Quinten Cameron, WQS. Jennifer Taylor, Administrative Manager, of Dormont Borough Stormwater Authority was interviewed onsite. Shawn Wingrove, Assistant Engineer, of Lennox Smith & Soleret Engineering on behalf of Dormont Borough and the Stormwater Authority was interviewed onsite.

Observations:

- Authority was established to collect stormwater fee in assistance to capital requirements of implementing program. Stormwater Authority ensures permit compliance by completing majority of MCMs and associated BMPs. The Borough is responsible for the infrastructure, enforcement of the ordinance and municipal housekeeping operations. A Memorandum of Understanding is maintained between the Authority and Borough.

MCM 1:

- A written Public Education and Outreach Program (PEOP) Plan was observed. The Authority should include a discussion for how the PEOP will be evaluated to ensure effectiveness.
- A target audience list was observed. The target audience list identified five priority groups. The Authority should consider, the type of suitable educational materials, and the desired frequency of distribution.
- The Authority publishes educational materials in the Borough newsletter and on the Authority website.
- The Authority also distributes educational materials via pamphlets and flyers in the municipal building, community events, e-newsletter, and social media platforms.

MCM 2:

- A written Public Involvement and Participation Program (PIPP) Plan was observed. The plan should describe methods of encouraging the public's involvement and soliciting the public's input for the decision-making processes associated with the development, implementation, and update of the SWMP or MS4 program and indicate types of participation activities. The plan should also discuss routine communication with outside watershed associations, environmental advisory committees, and other environmental organizations.
- Examples of notice prior to adoption of the PRP was available for review. It was discovered that the ordinance was adopted without proper notice and the Borough will have to take steps to rectify.
- Meeting minutes are available via Borough and Authority websites.

MCM 3:

- A written Illicit Discharge Detection and Elimination (IDDE) Program Plan was available for review.
- Borough ordinance #1629.
- Completed outfall inspection field forms were available for review during the inspection. Samples have not been collected to date.
- Examples of citizen complaints for illicit discharges being tracked was observed.
- A map of the Borough's MS4 system was available for review.

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MCM 4:

- The Allegheny County Conservation District (ACCD) is responsible for issuing permits in accordance with PA Code, Chapter 102 for Construction and Erosion and Sedimentation. A Memorandum of Understanding (MOU) is maintained.
- It was recommended that the Authority develop a written plan and consider performing their own inspections for other potential pollutant sources beyond E&S that may exist on active construction sites.

MCM 5:

- The Borough has two private PCSM BMPs.
- Private entity is required to perform their own inspections. Example of inspection reports and other follow-up for non-compliance was observed.
- The Borough has ordinance #1629 to enforce PCSM BMPs.

MCM 6:

- An inventory of municipal facilities and activities that have potential to contribute to the MS4 system was observed.
- A written Operation & Maintenance (O&M) Plan for municipal facilities addressing housekeeping was reviewed.
- A written employee training program and documentation of training was observed.

TMDL & PCMs:

- Municipality should maintain tracking sheet of completed tasks to satisfy TMDL Plan.
- Municipality should ensure all maps, inventories, investigations, and progress tracking for each applicable appendix within the permit is completed and updated.

Field Observations:

- The Public Works Building was observed and appeared to be well maintained. Items were neatly stored in appropriate locations. Interior floor drains are either plugged or tied to sanitary sewer.

Recommendations:

- Please develop an introduction to the Stormwater Management Plan that ties the objective of the program and the implementation of the MCMs and BMPs.
- Please review the general permit periodically to ensure compliance is maintained.
- All MCM plans should be reviewed/updated annually as the program evolves, changes, and becomes more refined.
- Please consider using item specific documentation and a summary spreadsheet which will assist in developing the municipality's Annual Progress Reports and assess the program's effectiveness.
- Consider keeping a log of revisions/changes to MS4 plans or documents during reviews/updates for quick reference in compiling information for Annual/Progress Reports and that a header or footer be added to MS4 documents to track the dates of reviews/updates.

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
BUREAU OF POINT AND NON-POINT SOURCE MANAGEMENT
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- Please maintain sign-in sheets/contact tracking during public events to provide documentation and help assess program.
- Ensure the Borough and Authority websites share each other's links.

Quinten Cameron
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Southwest Regional Office
400 Waterfront Drive
Pittsburgh, Pa 15222
412-442-4023

** If you have any questions regarding this report please contact this author.

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OFFICE INSPECTION				
Most Recent Annual/Progress Report Due Date:				
Date Most Recent Annual/Progress Report Submitted:				
List all deficiencies identified in the most recent Annual/Progress Report Review:				
Describe the permittee's progress with addressing deficiencies, if applicable:				
Verify the presence of the following documentation; check "Yes" if available, "No" if not available, and "NA" if not applicable.				
MCM	Item	Yes	No	NA
1	Public Education and Outreach Program (PEOP) (written plan)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Lists of target audience groups	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Published stormwater educational materials	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Two methods of distributing educational materials in past year	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Public Involvement and Participation Program (PIPP) (written plan)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Public notice prior to adoption of any ordinance (municipal) or SOP (non-municipal)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	At least one public meeting in past year	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Illicit Discharge Detection and Elimination (IDD&E) Program (written plan)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Outfall inspection and illicit discharge tracking system	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Complaint tracking system for illicit discharges	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Map of all outfalls, receiving waters, stormwater collection system, swales, basins, etc.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Stormwater sampling and monitoring records	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Ordinance (municipal) or SOP (non-municipal) prohibiting non-stormwater discharges	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	If not relying on PA's program, a written stormwater associated with construction activities program (written plan)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	If not relying on PA's program, an ordinance (municipal) or SOP (non-municipal) requiring implementation of erosion and sediment control BMPs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	If not relying on PA's program, written procedures for managing public inquiries of local construction activities	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5	If not relying on PA's program, a written post-construction stormwater management plan	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	If not relying on PA's program, a tracking system containing post-construction BMPs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	If not relying on PA's program, inspection results of post-construction BMPs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	An ordinance (municipal) or SOP (non-municipal) to enforce post-construction BMPs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	An inspection program ensuring stormwater BMPs are properly operated and maintained	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Inventory of municipal facilities and land uses that contribute to stormwater runoff	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Written Operation & Maintenance Plan for municipal facilities addressing housekeeping	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Written employee training program	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>