

<b>SWQMP Municipal Facility Inspection Report</b> <b>327 IAC 15-13 - 17</b>	
MS4 Name: <b>TOWN OF CHESTERTON</b>	Date of Facility Inspection: <b>07-30-2009</b>
Facility Inspected: <b>TOWN HALL – POLICE, FIRE</b>	<b>726 BROADWAY</b>
Permit Number: <b>INR040036</b>	Completed By: <b>Reggie Korthals, MPA</b> <b>IDEM MS4 Program Coordinator</b>
MS4 Coordinator: <b>JENNIFER GADZALA</b>	Phone & Email: <b>317-234-1601</b> <b>rkorthal@idem.IN.gov</b>
<b>Participants:</b> Jennifer Gadzala                      MS4 Operator Mark O’Dell                              Town Engineer Bernie Doyle                              Town Manager Emerson Delany                          Town Council Mike Orlich                                  Facility Superintendent	

<b>PROGRAM AREA</b> <b>SWQMP MUNICIPAL OPERATIONS POLLUTION PREVENTION AND GOOD HOUSEKEEPING</b>					
S	M	U	Y/N	NA/NE	S = Satisfactory    M = Marginal    U = Unsatisfactory    NA = Not Applicable Not Evaluated      NA = Not Applicable
<b>Facility Operations</b>					
S			Y		1. Is there a copy of the facility storm water pollution prevention plan (SWPPP) at the facility?
S			Y		2. Does the SWPPP include a SOP for fueling areas?
S			Y		3. Is the SWPPP easily available to employees?
S			Y		4. Is the department superintendent or manager part of the MS4 organizational process?
S			Y		5. Was a map of the facility provided?
S			Y		6. Have the employees been provided appropriate storm water pollution prevention training with periodic refresher sessions?
S			Y		7. Was a municipal operations analysis (MOA) or self-evaluation done for this facility?
<b>Facility Grounds Management</b>					
S			N		1. Was there evidence of contaminated storm water runoff leaving the perimeter?
S			N		2. Is there evidence of illicit discharge leaving the facility?
S			N		3. Did the perimeter need management practices installed or repaired?
S			N		4. Did storm water conveyances and/or storage areas need repair?
S			Y		5. Are regular inspections done of the grounds and outfalls?
S			Y		6. Is the facility cleaned regularly to prevent build-up of pollutants?

S			Y		7. Are storm drain inlets labeled and free of debris?
S			Y		8. Are storm drain outlets labeled and free of debris?
S			Y		9. Do discharges drain to the storm sewers?
S			Y		10. Are outside dumpsters in proper condition with covers?
				NA	11. Are turf management practices in place for grass areas?
S			Y		12. Is there a parking lot maintenance program in place at the facility?
				NA	13. Is there an integrated pest management program in place for park areas if applicable?
<b>Material Storage and Waste Management</b>					
S			Y		1. Are BMPs in place for waste materials removed from the operational areas?
S			Y		2. Are recycled materials disposed of in the proper manner?
S			Y		3. Are all containers properly labeled?
S			Y		4. Is secondary containment provided to prevent accidental loss of concentrated solutions?
				NA	5. Are all hazardous materials properly labeled and disposed of?
				NA	6. Is bulk bag storage regularly inspected for tears and leakage?
S			N		7. Is there any evidence of contaminated materials being stored outside and not under cover?
				NA	8. STOCKPILES: Are outdoor stockpiles properly managed?
				NA	9. SALT / SAND: Are deicing materials properly stored under cover?
				NA	10. COMPOSTING: Is composting materials properly managed and contained? (leaves and grass)
				NA	11. If applicable, has a designated snow disposal area been established?
				NA	12. Are pesticides, herbicides, and fertilizers used? Are BMPs in place? Are low phosphorous / no phosphorous fertilizers used?
<b>Fleet and Off-Road Vehicle Maintenance,</b>					
				NA	1. Is there a designated vehicle maintenance area at the facility? VEHICLE MAINTENANCE IS CONTRACTED OFF SITE
				NA	2. Have vehicle maintenance practices been implemented?
			N		3. Do inside drains go to storm water conveyance?
				NA	4. Do vehicle washout areas have BMPs in place?
				NA	5. Is used oil properly labeled, contained and disposed of?
S			Y		6. Is written documentation kept of vehicle maintenance, spills and clean-up in vehicle maintenance area? DOCUMENTION IS KEPT OF CONTRACTED SERVICE
				NA	7. Are spill kits located within the vehicle maintenance area?
<b>Fueling Facilities</b>					
				NA	8. Do fueling facilities have BMPs in place? FIRE AND POLICE VEHICLES ARE FUELED AT STREET DEPARTMENT OR COMMERCIALY
				NA	9. Are fuel spill tracked and clean-up documented?
				NA	10. Are regular inspections done of fueling terminals?
				NA	11. Are there spill kits available near fueling areas?
				NA	12. Is overflow protection installed for fuel tanks?
				NA	13. Is there a cover over the fueling facility?
				NA	14. Are storm drains located near the fueling station?
				NA	15. Is there proper signage at fueling sites?
S			Y		16. Have all employees that use the fueling facility been properly trained?

				NA	17. Are fuel spills and clean-up activities documented?
<b>Observations:</b>					
<ul style="list-style-type: none"> <li>• The MS4 indicated that facilities posters will be added to each facility</li> <li>• All employees have had storm water training</li> <li>• Documentation of maintenance activities is being kept.</li> <li>• List of potential pollutant materials at the facility was provided</li> </ul>					
<b>Requirements:</b>					
<ul style="list-style-type: none"> <li>• The MS4 shall continue to implement the SWPPP and document maintenance at the Town Hall – Fire/Police facility and include information in the annual report.</li> <li>• There are no additional permit requirements at this time.</li> </ul>					