

SPPP Signature Page

Municipality Information

Municipality: Clementon County: Camden
NJPDES # : NJG NJG0153125 PI ID #: 171654
Team Member/Title: Robert Freiling / Municipal Stormwater Program Coordinator
Effective Date of Permit Authorization (EDPA): 01/01/2018
Date of Completion: 01/01/2018 Date of most recent update: 02/02/2018

"I certify that this SPPP includes all of the information and items identified in Attachment A of the Tier A Municipal Stormwater General Permit. All attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate 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 purposely, knowingly, recklessly, or negligently submitting false information."


(Signature)

2-2-18

(Date)

Robert Freiling

(Print Name)

SUPERVISOR

(Title)

(NOTE: A new SPPP signature page should be attached each time the SPPP is updated or modified, excluding data entries. Previous SPPP signature pages shall be retained as part of the SPPP.)

Tier A Municipal Stormwater Regulation Program

Stormwater Pollution Prevention Team Members

Number of team members may vary.

Completed by: Robert Freiling

Title: Supervisor of Public Works

Date: 02/02/2018

Municipality: Clementon

County: Camden

NJPDES #: NJG0153125

PI ID #: 171654

Stormwater Program Coordinator: Robert Freiling

Title: Supervisor of Public Works

Office Phone #: 856 - 784 - 0495

Emergency Phone #: 609 - 352 - 6699

Public Notice Coordinator: Robert Freiling

Title: Supervisor of Public Works

Office Phone #: 856 - 784 - 0495

Emergency Phone #: 609 - 352 - 6699

Post-Construction Stormwater Management Coordinator: Robert Freiling

Title: Supervisor of Public Works

Office Phone #: 856 - 784 - 0495

Emergency Phone #: 609 - 352 - 6699

Local Public Education Coordinator: Robert Freiling

Title: Supervisor of Public Works

Office Phone #: 856 - 784 - 0495

Emergency Phone #: 609 - 352 - 6699

Ordinance Coordinator: George Botcheos

Title: Solicitor

Office Phone #: 856 - 751 - 1919

Emergency Phone #:

Public Works Coordinator: Robert Freiling

Title: Supervisor of Public Works

Office Phone #: 856 - 784 - 0495

Emergency Phone #: 609 - 352 - 6699

Employee Training Coordinator: Robert Freiling

Title: Supervisor of Public Works

Office Phone #: 856 - 784 - 0495

Emergency Phone #: 609 - 352 - 6699

Other: Robert Freiling

Title: Supervisor of Public Works

Office Phone #: 856 - 784 - 0495

Emergency Phone #: 609 - 352 - 6699

SPPP Form 2 - Public Notice	
Municipality Information	Municipality: <u>Clementon Borough</u> County: <u>Camden</u> NJPDES # : NJG <u>NJG0153125</u> PI ID #: <u>171654</u> Team Member/Title: <u>Robert Freiling / Municipal Stormwater Program Coordinator</u> Effective Date of Permit Authorization (EDPA): <u>01/01/2018</u> Date of Completion: <u>01/01/2018</u> Date of most recent update: <u>2/2/2018</u>
<p>Briefly outline the principal ways in which you comply with applicable State and local public notice requirements when providing for public participation in the development and implementation of your stormwater program.</p> <p><u>The Borough of Clementon will at a minimum comply with all applicable State and local public notice requirements when passing local ordinances. Examples include public notice requirements in the Open Public Meetings Act (Sunshine Law N.J.S.A. 10:4-6 et seq.) and in the statutory procedures for passage of ordinances (e.g. N.J.S.A. 40:49-2) Ordinances that will be adopted per Tier A Municipal Stormwater Permit (NJG153125 & NJ0141852) include Municipal Stormwater Control, Pet Waste, Litter, Improper Waste Disposal, Wildlife Feeding, Yard Waste, and Illicit Connections.</u></p> <p><u>The Borough of Clementon solicitor and Borough administrative staff will ensure proper public notice per law.</u></p> <p><u>Additionally the Borough of Clementon may reach out to the residents to participate in other areas of permit compliance such as the Stormwater Management Plan adoption and the Stormwater Pollution Prevention Plan. The town residents will also be notified prior to public education events particularly the annual educational effort.</u></p> <p><u>The Municipal Stormwater Program Coordinator shall certify annually, as a measurable goal, that all applicable state and local public notice requirements are followed.</u></p>	

SPPP Form 3 – New Development and Redevelopment Program

Municipality
Information

Municipality: Clementon Borough County: Camden
 NJPDES # : NJG NJG0153125 PI ID #: 171654
 Team Member/Title: Robert Freiling / Municipal Stormwater Program Coordinator
 Effective Date of Permit Authorization (EDPA): 01/01/2018
 Date of Completion: 01/01/2018 Date of most recent update: 02/02/2018

Describe in general terms your post-construction stormwater management in new development and redevelopment program (post-construction program), and how it complies with the Tier A Permit minimum standard. This description must address compliance with the Residential Site Improvement Standards for stormwater management; ensuring adequate long-term operation and maintenance of BMPs (including BMPs on property that you own or operate); design of storm drain inlets (including inlets that you install); and preparation, adoption, approval, and implementation of a municipal stormwater management plan and municipal stormwater control ordinance(s). Attach additional pages as necessary. Some additional specific information (mainly about that plan and ordinance(s)) will be provided in your annual reports.

To prevent or minimize water quality impacts. The Borough of Clementon, the Tier A Municipality, shall develop, implement, and enforce a program to address stormwater runoff from new developments and redevelopment projects (including projects operated by the municipality itself) that disturb one acre or more, including projects less than one acre that are part of a larger common plan of development or sale, that discharge into the municipality's small MS4. The municipality shall in its post - construction program:

Ensure that all new residential development and redevelopment projects that are subject to the Residential Site Improvement Standards for stormwater management (including the NJDEP Stormwater Management rules, N.J.A.C. 7:8, referenced in those standards) are in compliance with those standards. Our planning and zoning boards shall ensure such compliance before issuing preliminary or final subdivision or site plan approvals under the Municipal Land Use Law.

If the Borough of Clementon decides to construct such a project before our municipal stormwater ordinance takes effect, we will ensure adequate long-term operation and maintenance of BMPs for that project by requiring a project maintenance plan similar to the maintenance plan described in our draft of that ordinance, and by requiring the implementation of that plan. We will also require any storm drain inlets the the Borough installs to comply with the design standard in Attachment C of our permit. Once that ordinance takes effect, we will ensure such operation and maintenance for any new development or redevelopment projects on our property by complying with the maintenance requirements in that ordinance. In addition, any storm drain inlets the Borough installs for such projects will comply with that ordinance's standard for such inlets.

SPPP Form 4 - Local Public Education Program

Municipality Information

Municipality: Clementon County: Camden
 NJPDES #: NJG0153125 PI ID #: 171654
 Team Member/Title: Robert Freiling / Municipal Stormwater Program Coordinator
 Effective Date of Permit Authorization (EDPA): 01/01/2018
 Date of Completion: 01/01/2018 Date of most recent update: For our annual distribution, we will hand deliver the DEP brochure to our residents and businesses. The

Local Public Education Program

Describe your Local Public Education Program. Be specific on how you will distribute your educational information, and how you will conduct your annual event. Attach additional pages with the date(s) of your annual mailing and the date and location of your annual event.

For our annual distribution, we will hand deliver the DEP brochure to our residents and businesses. The brochure will be distributed with out Town newsletter. Extra copies will be available at our municipal building. Our annual event will be held each year in coordination with our Clean Communities or Clementon Day. We will make the DEP brochure and other educational materials available at our table. We will distribute environmental messages related to the required BMP topics. In addition we may invite our high school environmental club, local watershed group, and other environmental groups to set up their own booths during the event.

The following SBR and/or BMP topics shall be included in the Local Public Education Program:

* Stormwater/Nonpoint Source Education - Impact of stormwater discharges on surface and ground waters of the State and steps the the public can take to reduce pollutants in stormwater runoff.

* Storm Drain Inlet Labeling - Hazards of dumping materials into the storm drain, and fact that storm drains are usually connected to water bodies and do not receive treatment.

*Fertilizer/Pesticide Education - proper application, storage and disposal of pesticides and fertilizers, and the benefits of using native or well adapted vegetation that requires little or no fertilization.

* Waste Disposal Education - identification, proper handling and proper disposal of waste (including the locations of hazardous waste collection facilities in the area) and the hazards associated with illicit connections and improper disposal of waste.

* Pet Waste Ordinance - information regarding the pet waste ordinance and the benefits of proper disposal of pet waste.

* Litter Ordinance - information regarding litter control and fines associated with littering.

Clementon is aware of the 10 Point requirements and will select each year accordingly.

SPPP Form 5 – Storm Drain Inlet Labeling

Municipality Information

Municipality: Clementon County: Camden
 NJPDES # : NJG0153125 PI ID #: 171654
 Team Member/Title: Robert Freiling / Municipal Stormwater Program Coordinator
 Effective Date of Permit Authorization (EDPA): 01/01/2018
 Date of Completion: 01/01/2018 Date of most recent update: 02/02/2018

Storm Drain Inlet Labeling

Describe your storm drain inlet labeling program, including your labeling schedule, the details of your long-term maintenance plan, and plans on coordinating with watershed groups or other volunteer organizations.

The Borough of Clementon will establish a storm drain inlet labeling program and label all storm drain inlets that are along municipal streets with sidewalks, and all storm drain inlets within plazas, parking areas, or maintenance yards that are operated by the municipality. The program shall establish a schedule for labeling, develop a long - term maintenance plan, and when possible, coordinate efforts with watershed groups and volunteer organizations. The Borough of Clementon staff will use stencils for designated inlet numbers and placards that will read " No Dumping - Drains to Waterway " with a picture of a fish to identify inlets.

Measurable Goal:

The Borough of Clementon shall certify annually that a storm drain inlet labeling program has been developed or is being implemented, and shall identify the number of storm drain inlets labeled with each year.

Implementation Schedule:

Within 12 months from the effective date of permit authorization, the Borough of Clementon shall develop an inlet - labeling program for the storm drains identified in the minimum standard. The Borough of Clementon, a Tier A Municipality Will:

* Label a minimum of 50% of the storm drain inlets within 36 months from the EDPA; and label all remaining storm drain inlets on or before 60 months from EDPA.

For long term maintenance, the Borough of Clementon will check, re-stencil, and replacard inlets as needed every 2 years.

SPPP Form 6 – MS4 Outfall Pipe Mapping

Municipality
Information

Municipality: Clementon County: Camden
 NJPDES #: NJG0153125 PI ID #: 171654
 Team Member/Title: Robert Freiling / Municipal Stormwater Program Coordinator
 Effective Date of Permit Authorization (EDPA): 01/01/2018
 Date of Completion: 01/01/2018 Date of most recent update: 02/02/2018

Explain how you will prepare your map (include its type and scale, and the schedule for the mapping process). Who will prepare your map (e.g., municipal employees, a consultant, etc.)?

~~The Borough of Clementon Department of Public Works along with the professional service contractor will prepare a GIS map of the Borough of Clementon waterways designating MS4 outfall piping. The map will show the name of all surface waterbodies receiving discharges from those outfall pipes. The map will be prepared by staff members identifying outfall points on a map, with the professional service contractor implementing those locations on a GIS map using alphanumeric identifiers. The scale will be at least 1:2400 as done by digital orthophotography. The Borough will be divided into two sections for mapping, one north of Berlin Clementon Road (sector A) and the other south of the Berlin Clementon Road (sector B).~~

Clementon has 33 outfalls, mapping available by request.

SPPP Form 7 – Illicit Connection Elimination Program

Municipality Information	Municipality: <u>Clementon</u>	County: <u>Camden</u>
	NJPDES # : <u>NJG0153125</u>	PI ID #: <u>171654</u>
	Team Member/Title: <u>Robert Freiling / Municipal Stormwater Program Coordinator</u>	
	Effective Date of Permit Authorization (EDPA): <u>1/1/2018</u>	
	Date of Completion: <u>1/1/2018</u>	Date of most recent update: <u>2/2/2018</u>

Describe your Illicit Connection Elimination Program, and explain how you plan on responding to complaints and/or reports of illicit connections (e.g., hotlines, etc.). Attach additional pages as necessary.

~~The Borough of Clementon will conduct an initial physical inspection of all our outfall pipes during the mapping process. We will use the DEP Illicit Connection Inspection Form to conduct these inspections, and each of these forms will be kept with our SPPP records. Outfall pipes that our found to have a dry weather flow or evidence of an intermittent non-stormwater flow will be rechecked again to locate the illicit connection. If we are able to locate the illicit connection (and the connection is within the Borough of Clementon) we will cite the responsible party for being in violation of our Illicit Connection Ordinance , and we will have the collection eliminated immediately. If, after the appropriate amount of investigation, we are unable to locate the source of the illicit connection, we will submit the Closeout Investigation Form with our Annual Inspection and Recertification. If an illicit connection is found to originate from another public entity, the Borough of Clementon will report the illicit connection to the Department. The Borough of Clementon uses 1 - 877 - 927 - 6337 (NJDEP Hot Line Number) for reporting spills and illegal dumping. This hotline is also available for reporting illicit connections. The Borough of Clementon shall certify annually that an illicit connection elimination program has been developed in accordance with permit conditions to detect and eliminate illicit connections into the Tier A Municipalities' small MS4. Annual certifications shall also include the number of outfalls physically inspected, the number of outfalls found to have dry weather flow, the number of illicit connections found and the number of illicit connections eliminated.~~

~~Clementon inspects it's 33 outfalls. Annually to date no illicit connections have been found.~~

SPPP Form 8 – Illicit Connection Records

Municipality Information

Municipality: Clementon County: Camden
 NJPDES # : NJG0153125 PI ID #: 171654
 Team Member/Title: Robert Freiling / Municipal Stormwater Program Coordinator
 Effective Date of Permit Authorization (EDPA): 1/1/2018
 Date of Completion: 1/1/2018 Date of most recent update: 2/2/2018

Prior to May 2, 2006

Note: Attach a copy of each illicit connection report form for outfalls found to have a dry weather flow.

Total number of inspections performed this year? 33

Number of outfalls found to have a dry weather flow? 0

Number of outfalls found to have an illicit connection? 0

How many illicit connections were eliminated? 0

Of the illicit connections found, how many remain? 0

May 2, 2006 – May 1, 2007

Note: Attach a copy of each illicit connection report form for outfalls found to have a dry weather flow.

Total number of inspections performed this year? _____

Number of outfalls found to have a dry weather flow? _____

Number of outfalls found to have an illicit connection? _____

How many illicit connections were eliminated? _____

Of the illicit connections found, how many remain? _____

May 2, 2007 – May 1, 2008

Note: Attach a copy of each illicit connection report form for outfalls found to have a dry weather flow.

Total number of inspections performed this year? _____

Number of outfalls found to have a dry weather flow? _____

Number of outfalls found to have an illicit connection? _____

How many illicit connections were eliminated? _____

Of the illicit connections found, how many remain? _____

May 2, 2008 – May 1, 2009

Note: Attach a copy of each illicit connection report form for outfalls found to have a dry weather flow.

Total number of inspections performed this year? _____

Number of outfalls found to have a dry weather flow? _____

Number of outfalls found to have an illicit connection? _____

How many illicit connections were eliminated? _____

Of the illicit connections found, how many remain? _____

SPPP Form 9 – Yard Waste Collection/Ordinance Program

Municipality Information

Municipality: Clementon County: Camden
 NJPDES # : NJG1053125 PI ID #: 171654
 Team Member/Title: Robert Frelling / Municipal Stormwater Program Coordinator
 Effective Date of Permit Authorization (EDPA): 1/1/2018
 Date of Completion: 1/1/2018 Date of most recent update: 2/2/2018

Please describe your yard waste collection program. Be sure to include the collection schedule and how you will notify the residents and businesses of this schedule. Attach additional pages as necessary.

~~The Borough of Clementon has considered the two options available, and have decided to developed a yard waste collection and disposal program instead of just adopting and enforcing an ordinance that prohibits placing non - containerized yard waste in the street. The Borough of Clementon will be conducting monthly collections of leaves and grass during the months of October, November, December, April and May. During the remainder of the year, the Borough of Clementon may hold additional yard waste collections, but no schedule has been determined for these. During the months when we are having collections, we will post our collection schedule and our ordinance requirements in our Clementon news letter, which will be delivered to all are residents during our reading of our water meters.~~

~~To develop a collection schedule the Borough of Clementon has divided the town into four (4) zones, designating one week to do each zone. (See attached Recycling Guide for specific streets)~~

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

SPPP Form 10 - Ordinances

Municipality Information

Municipality: Clementon County: Camden
 NJPDES # : NJG0153125 PI ID #: 171654
 Team Member/Title: Robert Freiling / Municipal Stormwater Program Coordinator
 Effective Date of Permit Authorization (EDPA): 1/1/2018
 Date of Completion: 1/1/2018 Date of most recent update: 2/2/2108

For each ordinance, give the date of adoption. If not yet adopted, explain the development status:

Pet Waste March 5,2004

Are information sheets regarding pet waste distributed with pet licenses? Y ☒ N ☐

Litter March 5,2004

Improper Waste Disposal March 5,2004

Wildlife Feeding March 5,2004

Yard Waste March 5,2004

Illicit Connections March 5,2004

How will these ordinances be enforced?

Our code enforcement officer and local police officers will enforce these ordinances. If someone is found to be in violation of an ordinance, they will be issued a written warning for the first offense, and penalties will be issued for subsequent offenses.

Article II

Refuse Containers / Dumpsters - (adopted September 22,2009)

Article III

Private Storm Drain Inlet Retrofitting (adopted September 22,2009)

SPPP Form 11 – Storm Drain Inlet Retrofitting

Municipality Information

Municipality: Clementon County: Camden
 NJPDES #: NJG0153125 PI ID #: 171654
 Team Member/Title: Robert Freiling / Municipal Stormwater Program coordinator
 Effective Date of Permit Authorization (EDPA): 1/1/2018
 Date of Completion: Date of most recent update: 2/2/2018

What type of storm drain inlet design will generally be used for retrofitting?

~~For most projects the Borough of Clementon will use the NJDOT bicycle safe grate style and if needed a curb opening with a clear space no bigger than two inches across the smallest dimension~~

Repaving, repairing, reconstruction or alteration project name	Projected start date	Start date	Date of completion	# of storm drain inlets	# of storm drains w/ hydraulic exemptions

Are you claiming any alternative device exemptions or historic place exemptions for any of the above projects? Please explain:

~~The Borough of Clementon does not operate any alternative devices within the municipality. At this time we do not plan on installing any such devices for repaving, repairing, reconstruction or alteration projects. We also do not plan on claiming any historic place exemptions.~~

List available upon request.

SPPP Form 12 – Street Sweeping and Road Erosion Control Maintenance

Municipality Information

Municipality: Clementon County: Camden
 NJPDES # : NJG0153125 PI ID #: 171654
 Team Member/Title: Robert Freiling / Municipal Stormwater Program Coordinator
 Effective Date of Permit Authorization (EDPA): 1/1/2018
 Date of Completion: 1/1/2018 Date of most recent update: 2/2/2018

Street Sweeping

Please describe the street sweeping schedule that you will maintain.
 (NOTE: Attach a street sweeping log containing the following information: date and area swept, # of miles swept and the total amount of materials collected.)

~~The Borough of Clementon has evaluated all of its streets to determine which areas will need to be swept monthly (less than 35 mph commercial areas) Currently there are no Borough owned streets with less than 35 mph commercial zones. (White Horse Pike aka route 30 is State owned) & (Berlin Clementon Road is county owned) The Borough of Clementon may determine a street sweeping program for all other streets (that are not required by the permit)~~

Road Erosion Control Maintenance

Describe your Road Erosion Control Maintenance Program, including inspection schedules. A list of all sites of roadside erosion and the repair technique(s) you will be using for each site should be attached to this form.

(NOTE: Attach a road erosion control maintenance log containing the following information: location, repairs, date)

~~The Borough of Clementon will use the Public Works Department to monitor all thier roads and streets for erosion problems during normal patrols. All identified road erosion problems will be reported to the Public Works Supervisor. During SPPP Team meetings, identified areas of erosion will be discussed and repairs prioritized. Determined maintenance personnel will then be assigned to the areas of concern, and the areas identified to have a road erosion problems will be repaired in accordance with the Standards for Soil Erosion and Sediment Control in New Jersey. All maintenance personnel will maintain an inspection log, and the Supervisor of Public Works will maintain a list of all repairs and dates completed. The status of the Road Erosion Control Maintenance Program will be included in the Annual Report and Recertification.~~

SPPP Form 13 – Stormwater Facility Maintenance

Municipality
Information

Municipality: Clementon

County: Camden

NJPDES #: NJG0153125

PI ID #: 171654

Team Member/Title: Robert Freiling / Municipal Stormwater Program Coordinator

Effective Date of Permit Authorization (EDPA): 1/1/2018

Date of Completion: 1/1/2018

Date of most recent update: 2/2/2018

Please describe your annual catch basin cleaning program and schedule. Attach a map/diagram or additional pages as necessary.

~~The Borough of Clementon will implement an annual catch basin cleaning program to maintain catch basin function and efficiency. All catch basins will be inspected once each year. If, at any time of inspection, no sediment, trash or debris is observed in the catch basin, then that catch basin will not be cleaned. All catch basins will be inspected yearly, even if they were found to be "clean" the previous year. At the time of cleaning, the catch basins will also be inspected for proper function. Maintenance will be scheduled for those catch basins that are in disrepair.~~

Please describe your stormwater facility maintenance program for cleaning and maintenance of all stormwater facilities operated by the municipality. Attach additional pages as necessary.

(NOTE: Attach a maintenance log containing information on any repairs/maintenance performed on stormwater facilities to ensure their proper function and operation.)

~~The Borough of Clementon will implement a stormwater facility maintenance program to ensure that all stormwater facilities operated by the Borough of Clementon function properly.~~

~~The Borough of Clementon operates the following:~~

~~Catch Basins -~~

~~Storm Drains -~~

~~Infiltration basins -~~

~~Buffer strips -~~

~~Swales -~~

~~These stormwater facilities will be inspected annually to insure that they are functioning properly. In high risk areas, preventative maintenance will be performed on all stormwater facilities to ensure that they do not begin to fail.~~

Municipality Information	Municipality: <u>Clementon</u>	County: <u>Camden</u>
	NJPDES #: <u>NJG0153125</u>	PI ID #: <u>171654</u>
	Team Member/Title: <u>Robert Freiling / Municipal Stormwater Program Coordinator</u>	
	Effective Date of Permit Authorization (EDPA): <u>1/1/2018</u>	
	Date of Completion: <u>1/1/2018</u>	Date of most recent update: <u>2/2/2018</u>

(NOTE: Attach a prioritized list of sites observed to have outfall pipe stream and stream bank scouring, date of anticipated repair, method of repair and date of completion.)

Attached is a list of all noted sites with outfall pipe stream scouring, the date we plan on repairing the scouring, and the method of repair we will use. When repairs are completed we will note the date of that repair on this form.

<p align="center">SPPP Form 15 – De-icing Material Storage</p>	
---	--

Municipality Information	Municipality: <u>Clementon</u> County: <u>Camden</u>
	NJPDES #: <u>NJG0153125</u> PI ID #: <u>171654</u>
	Team Member/Title: <u>Robert Freiling / Municipal Stormwater Program Coordinator</u>
	Effective Date of Permit Authorization (EDPA): <u>1/1/2018</u>
	Date of Completion: <u>1/1/2018</u> Date of most recent update: <u>2/2/2018</u>

De-icing Material Storage	
---------------------------	--

Describe how you currently store your municipality's de-icing materials, and describe your inspection schedule for the storage area. If your current storage practices do not meet the de-icing material storage SBR describe your construction schedule and your seasonal tarping interim measures. If you plan on sharing a storage structure, please include its location, as well as a complete list of all concerned public entities. If you store sand outdoors, describe how it meets the minimum standard.

The Borough of Clementon currently stores its de - icing salt, received in bags, indoors at the main Public Works Garage. Due to the fact, the salt is stored inside no seasonal tarping is needed. Sand will be stored uncovered (per permit) as noted below. In addition, at the completion of loading and unloading activities we shall inspect for spilled salt and sand.

The Borough of Clementon stores sand for use in snow and ice storms, baseball fields, playgrounds etc. This sand is stored at the Whitehorse Avenue municipal maintenance yard (across from the public works storage garage) which has at least a 50 foot setback from storm sewers, waterbodies, etc. At the completion of loading and unloading activities we will inspect for spilled sand.

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

SPPP Form 16 – Standard Operating Procedures

Municipality Information	Municipality: <u>Clementon</u> County: <u>Camden</u>
	NJPDES #: <u>NJG0153125</u> PI ID #: <u>171654</u>
	Team Member/Title: <u>Robert Freiling / Municipal Stormwater Program Coordinator</u>
	Effective Date of Permit Authorization (EDPA): <u>1/1/2018</u>
	Date of Completion: <u>1/1/2018</u> Date of most recent update: <u>02/02/2018</u>

BMP	Date SOP went into effect	Describe your inspection schedule
Fueling Operations (including the required practices listed in Attachment D of the permit)	11 / 1 / 2004	The Borough of Clementon has compiled a list of all fueling locations within our municipal maintenance yards, which will be inspected quarterly.
Vehicle Maintenance (including the required practices listed in Attachment D of the permit)	11 / 15 / 2004	Quarterly inspections will be held to ensure that the SOP is being met.
Good Housekeeping Practices (including the required practices listed in Attachment D of the permit) Attach inventory list required by Attachment D of the permit.	11 / 15 / 2004	Quarterly inspections of all municipal maintenance yards and ancillary operations will be held.

SPPP Form 17 – Employee Training

Municipality Information

Municipality: Clementon County: Camden
 NJPDES # : NJG0153125 PI ID #: 171654
 Team Member/Title: Robert Freiling / Municipal Stormwater Program Coordinator
 Effective Date of Permit Authorization (EDPA): 1/1/2018
 Date of Completion: 1/1/2018 Date of most recent update: 2/2/2018

Describe your employee training program. For each required topic, list the employees that will receive training on that topic, and the date the training will be held. Attach additional pages as necessary.

The following topics will be covered by a classroom training program:

Course:	Who will attend:
Waste Disposal Education	Public works employees & potential Borough residents
Municipal Ordinances	Code enforcement & local police department, public works dept.
Yard Waste Collection Program	Public Works Employees
Street Sweeping	Public Works Employees
Stormwater Facility Maintenance	Public Works Employees
Road Erosion Control	Public Works Employees
Outfall Pipe Stream Scouring Remediation	Public Works Employees
Construction Activity / Post Construction	
Stormwater Management in New Development and Redevelopment (for municipality owned projects)	Public Works Employees

The following topics will be part classroom training, and part practical field training:

Course:	Who will attend:
Illicit Connection Elimination and Outfall Pipe Mapping (field training will include procedures to properly conduct illicit connection detection's, investigations, and elimination's)	Public Works Employees
Maintenance Yard Operations (including Ancillary Operations) (field training will include the SOP's for fueling, vehicle and equipment maintenance, general housekeeping, and good housekeeping for de - icing materials storage).	Public Works Employees

Dates for the above training programs are yet to be determined.
