

APPENDIX I
Sanitary Sewer Overflow Procedure



RIVERSIDE COUNTY FLOOD CONTROL
AND WATER CONSERVATION DISTRICT
April 1, 2005

Mr. Gerard Thibeault, Executive Officer
Santa Ana Regional Water
Quality Control Board
3737 Main Street, Suite 500
Riverside, CA 92501-3339

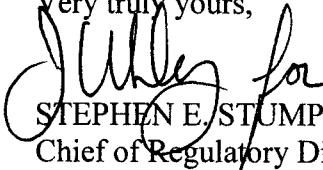
Dear Mr. Thibeault:

Re: Unified Sanitary Sewer
Spill Response Procedure

Please find attached the Unified Sanitary Sewer Spill Response Procedure (USSSRP) in accordance with section VII.A of Board Order No. R8-2002-011 (MS4 Permit). The USSSRP has been jointly prepared by the Riverside County MS4 Permittees and the sewerage agencies operating within the Santa Ana Region of Riverside County.

The Procedure provides a concise summary of response and reporting procedures, as well as current contact information for use by the Permittees and sewerage agencies in the event of a sanitary sewage overflow into the MS4.

We appreciate your staff's assistance with coordinating the meetings and discussions to develop this document. If you have any questions concerning the Response Procedure, please call me at 951.955.1273.

Very truly yours,

STEPHEN E. STUMP
Chief of Regulatory Division

Attachment

c: Santa Ana MS4 NPDES Permittees
Sanitary Sewering Agencies
RCFC&WCD NPDES file

TMR:cw
PC\93922



Unified Sanitary Sewer Spill Response Procedure

**Submitted to the
SANTA ANA REGIONAL WATER QUALITY CONTROL BOARD**

(SARWQCB ORDER No. R8-2002-0011)

APRIL 1, 2005

**BY THE RIVERSIDE COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT,
COUNTY OF RIVERSIDE, AND CITIES OF RIVERSIDE COUNTY (SANTA ANA REGION)**

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Unified Sanitary Sewer Spill Response Procedure

1.0 Background

The Santa Ana Regional Water Quality Control Board (SARWQCB) adopted Order No. R8-2002-11 (NPDES No. CAS 618033), Waste Discharge Requirements for Riverside County Flood Control and Water Conservation District (RCFC), the County of Riverside, and the incorporated cities of Riverside County within the Santa Ana Region (Permittees). This Order, also known as the Municipal Separate Storm Sewer System permit (MS4 permit), requires the Permittees to control the discharge of pollutants from the MS4s to Waters of the United States. The local sewerage agencies are under separate permits for operation of portions of the sanitary sewer facilities under the jurisdiction of the SARWQCB.

The SARWQCB has found that effluent from sanitary sewer overflows (SSOs) that may enter the MS4 can ultimately have a negative impact on Beneficial Uses of downstream Waters of the U.S. Therefore, Section VII.A of the MS4 permit requires the sewerage agencies and the Permittees to jointly develop a Unified Sanitary Sewer Spill Response Procedure for containing and cleaning up effluent from SSOs that have or could infiltrate to the MS4. The SARWQCB has used their regulatory authority over the sewerage agencies and the Permittees within its jurisdiction to coordinate the joint development of this procedure. This procedure may also be used to address SSO response in other Regions of Riverside County.

2.0 Purpose

Both sewerage agencies and the Permittees are required to provide notification, documentation, spill response and reporting pursuant to established federal and state regulations, and individual National Pollutant Discharge Elimination System (NPDES) permits. The purpose of this procedure is to act as a bridge between these response programs to ensure effective coordination between sewerage agencies and the Permittees in the event that a SSO threatens to impact, or impacts, the MS4. This procedure will:

- Enhance communication between the Permittees, sewerage agencies and the SARWQCB
- Clarify and streamline interagency SSO response procedures
- Provide additional protection of Waters of the U.S. necessary to meet the requirements of Section VII.A of the MS4 permit

This procedure incorporates elements of spill release notification guidance published by the California Office of Emergency Services Hazardous Materials Unit. As that guidance is updated, this procedure will be revised to conform. This procedure is intended to address any occurring or impending SSO that may enter the MS4.

3.0 Procedure

Sewering Agency SSO Response Procedure

Upon determination by a sewerage agency or Permittee, persons in charge, contractor or field crew that a SSO has occurred that may impact the MS4, the following procedure will be implemented.

Notification

The following notification requirements are applicable to sewerage agencies:

All significant or threatened SSOs require immediate notification of government agencies by owners, operators, persons in charge and employers per established reporting guidelines.

- Less than 1,000 gallons and not impacting the MS4 – Established reporting procedures only.
- Less than 1,000 gallons and potential impact to the MS4 – Established reporting procedures, as well as report to Riverside County Environmental Health, RCFC and the appropriate City.
- More than 1,000 gallons – Established reporting procedures, OES, Riverside County Environmental Health, RCFC and appropriate City.

The following notification requirements are applicable to Permittees:

Should a Permittee discover a SSO or determine that sewage is leaching into the MS4, the Permittee shall immediately contact the appropriate sewerage agency. The Permittee must also make other contacts as required by established notification guidelines in the Riverside County Santa Ana/Santa Margarita Drainage Area Management Plan.

A list of the current contact phone numbers for various agencies is provided below:

- | | |
|--|-------------------------|
| • Sewering agency with jurisdiction in spill area | See Attachment A |
| • County of Riverside, DEH, Environmental Resources Management | 951.955.8980 |
| • Governor's Office of Emergency Services: (1,000 gallons or greater only) | 800.852.7550 |
| • Regional Water Quality Control Board: Santa Ana: | 951.782.4130 |
| San Diego: | 858.467.2952 |
| Colorado River Basin: | 760.346.7491 |
| • Riverside County Flood Control and Water Conservation District
NPDES Section: | 951.955.1200 |
| • Permittee Staff (whose MS4 may be affected by spill): | See Attachment C |

Notice should include:

Persons providing notice should make reasonable attempts to reach staff contacts during and after normal working hours. In cases where staff contacts are not available, messages should be left. Noticing requirements are generally specified through established state, federal or NPDES permit reporting guidelines, however in communications between Permittees and sewerage agencies the following minimum information should be conveyed as appropriate:

- Identity of caller
- Location, date and time of incident, status of the release (actual or threatened release)
- Substance and quantity of sewage released (estimate flow or volume)
- Need for public safety or traffic control measures (For Permittees informing sewerage agency of spill).
- Identify cause of the release
- Description of immediate measures taken to contain/mitigate SSO
- Estimate of additional containment and/or clean-up options
- Determination if sewage was discharged to MS4 or areas otherwise impacting the MS4 (**Refer to Attachments B and D**)

A copy of a sample SSO Reporting form is included in **Attachment E**.

Reporting Requirements

Each agency responsible for the SSO shall file reports as required under federal and state law, including any applicable NPDES or other permits. Sewerage agencies are required to report any discharges to the Department of Environmental Health immediately, per the requirements of Health and Safety Codes section 5411.5. Permittees shall additionally follow specific reporting requirements as described in Section 4 of the Riverside County Drainage Area Management Plan for the Santa Ana and Santa Margarita Regions.

The Person in Charge at the responsible sewerage agency must CC the final SSO Report provided to the Regional Board to the affected Permittees via hard copy or electronic means.

Response Requirements

Responsible sewerage agencies will lead response to SSOs and will assume Person in Charge responsibilities in most cases. Person in Charge of spill response:

- Will take all immediate measures necessary to contain release or potential release of sewage and prevent/minimize impacts to water quality and the MS4.
- May cut locks, open manholes, or otherwise enter MS4 as necessary to contain and clean SSOs.

- Will contact the maintenance/public works department of the appropriate Permittee as necessary and as soon as possible to notify them of actions within their MS4. Contact numbers are included in **Attachment C**. If necessary, Permittee staff will support spill response by providing MS4 maps or other support if available.
- Will coordinate with Permittee staff as necessary to ensure that the clean up adequately remedies impacts of the sewage released to the MS4. It should be noted that the Regional Board prefers that MS4 facilities are not sanitized with disinfectant, where not immediately impacting public health (i.e. no chlorine shall be used when discharge is within 1,500 ft of a waterway).
- Will coordinate with local fire, police, and traffic departments, as necessary to ensure the safety of the response effort, and to manage traffic and local residents.

Private Property SSOs

Sewering agencies and their contractors will respond to all SSOs within their service area. If a private property is the source of an SSO, agencies and their contractors shall assist in the control and containment to ensure that the sewage does not enter the MS4. If the SSO was a result of a private lateral, the private property owner will be informed of the blockage, and will be responsible to remove the blockage. If the SSO was a result of the sewer trunk line blockage, the response crew will correct the problem.

Sampling/Monitoring

Monitoring may be required by the Regional Board for spills that reach surface waters. Testing of soils may also be required.

Training Requirements

Sewering Agencies and Permittee staff will ensure that training for this procedure is incorporated into appropriate training programs related to SSO response.

Unified Detection Involving Infiltration into MS4

In the event that Permittees encounter evidence of potential sewage infiltration into the MS4 due to water quality monitoring or field observation, the Permittees will notify the relevant sewerage agency (**see Attachment A**) to coordinate a response.

Glossary

MS4 (Municipal Separate Storm Sewer System) - A MS4 is a conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, natural drainage features or channels, modified natural channels, man-made channels, or storm drains):

- (i) Owned or operated by a State, city, town, borough, county, parish, district, association, or other public body (created by or pursuant to State law) having jurisdiction over disposal of sewage, industrial wastes, storm water, or other wastes, including special districts under State law such as a sewer authorized Indian tribal organization, or designated and approved management agency under section 208 of the CWA that discharges to Waters of the U.S.;
- (ii) Designated or used for collecting or conveying storm water;
- (iii) Which is not a combined sewer;
- (iv) Which is not part of the POTW as defined at 40 CFR 122.2.

Region – Either the Santa Ana, Santa Margarita, or Whitewater River watershed regions of Riverside County. These regions are regulated by the Santa Ana, San Diego and Colorado River Basin Region Regional Water Quality Control Boards, respectively.

Sanitary Sewer Overflow (SSO) - A sanitary sewer overflow is any overflow, spill, release, discharge or diversion of wastewater from a sanitary sewer system. SSOs include:

- (i) Overflows or releases of wastewater that reach waters of the United States;
- (ii) Overflows or releases of wastewater that do not reach waters of the United States; and
- (iii) Wastewater backups into buildings and on private property that are caused by blockages or flow conditions in a sanitary sewer, other than a building lateral. Wastewater backups into buildings caused by a blockage or other malfunction of a building lateral that is privately owned is a SSO when sewage is discharged off of private property into streets, stormdrains, or waters of the State.

Sanitary Sewer System - Any system of pipes, pump stations, sewer lines, etc., used to collect and convey sewage to a treatment plant. Temporary storage and conveyance facilities (such as vaults, temporary piping, construction trenches, wet wells, impoundments, tanks, highlines, etc.) are considered to be part of the sanitary sewer system, and discharges of sewage to these facilities are not sanitary sewer overflows.

Sewage - The waste and wastewater produced by residential and commercial establishments and discharged into sewers.

Waters of the United States – Waters of the United States can be broadly defined as the navigable surface waters and all tributary waters to navigable surface waters. Groundwater is not considered to be a Waters of the United States. See 40 CFR 122.2 for a more expansive definition.

Unified Sanitary Sewer Spill Response Procedure

Attachment A (Sewering Agency Contact Roster)

City of Beaumont

Mr. Roger Vesely
550 E. 6th Street
Beaumont, CA 92223
951.769.8534 Fax 951.769.0914
rvesely@4conops.com

City of Hemet Water/Wastewater Dept.

Mr. Randy Hundley
3777 Industrial Avenue
Hemet, CA 92545
951.765.3710 Fax 951.765.2493

Eastern Municipal Water District

Integrated Operations Center or
Mr. Mark Chamberlin
P.O. Box 8300
Perris, CA 92572
951.928.3777 ext. 6265 Fax 951.928.6177
chamberm@emwd.org

Elsinore Valley Municipal Water District

Mr. Ted Eich
P.O. Box 3000
Lake Elsinore, CA 92531-3000
951.674.3146 Fax 951.245.5946
teich@evmwd.net

Lake Hemet Municipal Water District

Mr. Robert Allen
P.O. Box 5039
Hemet, CA 92544
951.658.3241 ext. 26 Fax 951.766.7031
rallen@lhmwtd.org

Rubidoux Community Services District

Mr. Pat O'Toole or Mr. Dan Ballow
P.O. Box 3098
Riverside, CA 92519
951.684.7850 ext. 111 Fax 951.369.4061

City of Corona

Dept. of Water and Power
Maintenance and Conveyance Division
Mr. Gary Reid
730 Corporation Yard Way, 1st Floor
Corona, CA 92880
951.736.2233 Fax 951.279.3695
Cell 951.830.1455
Gary.reid@ci.corona.ca.us

City of Riverside

Mr. Regan S. Bailey
5950 Acorn Street
Riverside, CA 92504
951.351.6095 Fax 687.6978
rsbailey@riversideca.gov

Edgemont Community Services District

Mr. Joe Teague 951.233.8860 or
Ms. Virginia Lou Rahn 951.683.0685
Sam Gershon 951.686.1070
P.O. Box 2024
Riverside, CA 92516-2024
SamGershon@webbassociates.com

Jurupa Community Services District

Mr. Steve Jaynes
11201 Harrel Street
Mira Loma, CA 91752
951.681.1482 ext. 107

Lee Lake Water District

Mr. Harry Riebe or Mr. John Pastore
22646 Temescal Canyon Rd.
Corona, CA 91719
760.479.4120 Fax 951.277.1419
hriebe@dudek.com or llwdjp@att.net

Western Municipal Water District

Mr. John Gallegos
450 East Alessandro Boulevard
Riverside, CA 92508
951.789.5114 (during working hours)
951.789.5109 (emergency)
jgallegos@wmwd.com

Unified Sanitary Sewer Spill Response Procedure

Attachment A (Sewering Agency Contact Roster)

Yucaipa Valley Water District

Mr. John Wrobel

P.O. Box 730

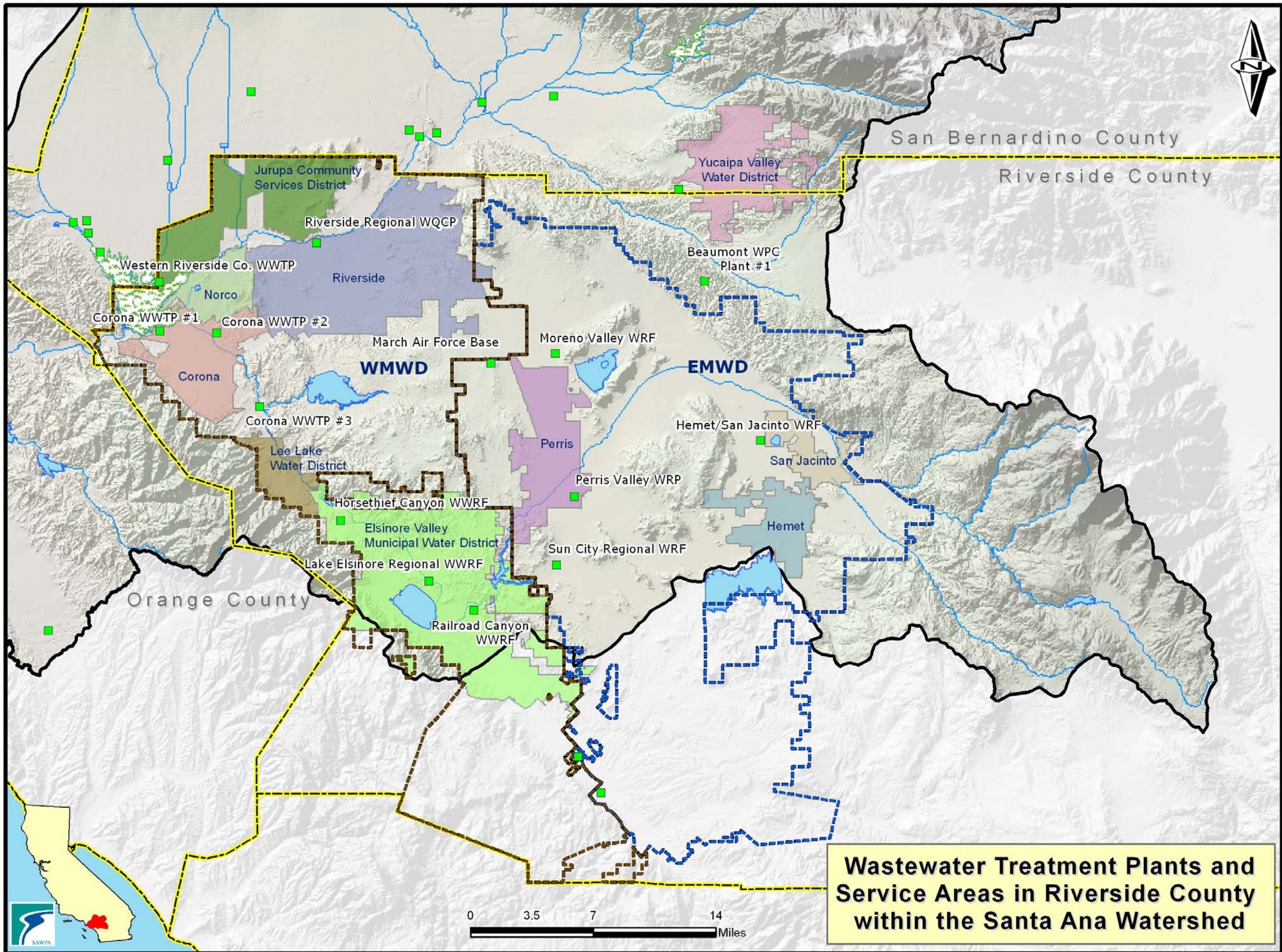
Yucaipa, CA 92399

909.797.5117 Fax 909.797.5937

jwrobel@yvwd.dst.ca.us

Unified Sanitary Sewer Spill Response Procedure

Attachment B (Sewering Agency Service Area Map)



Wastewater Treatment Plants and Service Areas in Riverside County within the Santa Ana Watershed

Unified Sanitary Sewer Spill Response Procedure

Attachment C (MS4 Permittee Contact Roster)

City of Beaumont

Mr. John Wilder
550 E. 6th Street
Beaumont, CA 92223
951.769.8520 Fax 951.769.8526
jwilder@cityofbeaumont.ca.us

City of Canyon Lake

Mr. Carl Armburst
31516 Railroad Cyn. Rd., Ste 101
Canyon Lake, CA 92587
951.244.2955 Fax 951.246.2022
Kathy@cityofcanyonlake.com

City of Hemet

Ms. Linda Nixon
3777 Industrial Avenue
Hemet, CA 92545
951.765.3880 Fax 951.765.3878
lnixon@cityofhemet.org

City of Moreno Valley

Mr. Kent Wegelin or
Mrs. Phuong Hunter
14177 Frederick Street
Moreno Valley, CA 92552-0805
951.413.3497 Fax 951.413.3498
kentw@moval.org or
phuongh@moval.org

City of Norco

Ms. Lori Askew
2870 Clark Avenue
Norco, CA 92860
951.270.5678 Fax 951.270.5619
laskew@ci.norco.ca.us

City of Riverside

Mr. Reagan S. Bailey or
Mr. Ernie Meloy
3900 Main Street
Riverside, CA 92522
951.351.6140 Fax 951.826.5542
scaldwell@riversideca.gov

City of Calimesa

Mr. Elroy Kiepkke
908 Park Avenue
Calimesa, CA 92320
909.795.9801 Fax 951.795.4399
ekiepkke@cityofcalimesa.net

City of Corona

Mr. Ed Lockhart
730 Corporation Yard Way, 1st Floor
Corona, CA 92880
951.736.2443 Fax 951.279.3613
Cell 951.232.2510
Ed.lockhart@ci.corona.ca.us

City of Lake Elsinore

Mr. Ken Seumalo
130 South Main Street
Lake Elsinore, CA 92530
951.674.3124 Ext. 244 Fax 951.674.2392
kseumalo@lake-elsinore.org

City of Murrieta

Ms. Farida Naceem
26442 Beckman Court
Murrieta, CA 92562
951.461.6075 Fax 951.698.4509
fnaceem@murrieta.org

City of Perris

Mr. Michael Morales
101 N."D" Street
Perris, CA 92570
951.943.5003 Fax 951.943.3293
mmorales@perris-ca.org

Unified Sanitary Sewer Spill Response Procedure

Attachment C (MS4 Permittee Contact Roster)

City of San Jacinto

Mr. Tim Hults
201 E. Main Street
San Jacinto, CA 92583
951.487.7330 Fax 951.487.6779
thults@sanjacintoca.us

City of Temecula

Mr. Aldo Licitra
43200 Business Park Drive
Temecula, CA 92589-9033
951.3694.6411 Fax 951.694.6475
licitra@cityoftemecula.org

Riverside Co. Env. Health

Mr. Damian Meins
4080 Lemon Street, 2nd Floor
Riverside, CA 92501
951.955.3910 Fax 951.781.9653
dmeins@co.riverside.ca.us

Riverside County Exec. Office

Mr. Alex Gann
4080 Lemon Street, 5th Floor
Riverside, CA 92501
951.955.1180 Fax 951.955.1105
agann@co.riverside.ca.us

Riverside County Flood Control and Water Conservation District

Mr. Linda Garcia
1995 Market Street
Riverside, CA 92501
951.955.1248 Fax 951.788.9965
lbgarcia@co.riverside.ca.us

Unified Sanitary Sewer Spill Response Procedure

Attachment D (MS4 Permittee Facility Maps)

Unified Sanitary Sewer Spill Response Procedure

Attachment E (Sample SSO Reporting Form)

CALIFORNIA REGIONAL WATER QUALITY CONTROL BOARD

SANITARY SEWER OVERFLOW REPORT FORM

THIS REPORT IS (CIRCLE ONE): PRELIMINARY FINAL REVISED FINAL

SANITARY SEWER OVERFLOW SEQUENTIAL TRACKING NUMBER: _____

REPORTED TO: _____
(ENTER FAX, VOICE MAIL, OR NAME OF REGIONAL BOARD STAFF)

DATE REPORTED: ____/____/____ (MM/DD/YY)

TIME REPORTED: ____:____ (MILITARY OR 24 HOUR TIME)

REPORTED BY: _____

PHONE: (____) ____ - _____

REPORTING SEWER AGENCY: _____

RESPONSIBLE SEWER AGENCY: _____

OVERFLOW START: DATE: ____/____/____ (MM/DD/YY)

TIME: ____:____ (MILITARY OR 24 HOUR TIME)

OVERFLOW END: DATE: ____/____/____ (MM/DD/YY)

TIME: ____:____ (MILITARY OR 24 HOUR TIME)

ESTIMATED OVERFLOW FLOW RATE: _____ (GALLONS PER MINUTE)

TOTAL OVERFLOW VOLUME: _____ (GALLONS)

OVERFLOW VOLUME RECOVERED: _____ (GALLONS)

OVERFLOW VOLUME RELEASED TO ENVIRONMENT: _____ (GALLONS)

SANITARY SEWER OVERFLOW LOCATION AND DESCRIPTION:

STREET: _____

CITY: _____

ZIP CODE: _____

COUNTY: __ (SD, RI, OR)

SANITARY SEWER OVERFLOW STRUCTURE I.D.:

NUMBER OF OVERFLOWS WITHIN 1000 FT. OF THIS LOCATION IN PAST 12
MONTHS ____

DATES OF OVERFLOWS WITHIN 1000 FT OF THIS LOCATION IN PAST 12 MONTHS

Unified Sanitary Sewer Spill Response Procedure

Attachment E (Sample SSO Reporting Form)

OVERFLOW CAUSE --SHORT DESCRIPTION -- CIRCLE ONE

ROOTS	GREASE	LINE BREAK	INFILTRATION
ROCKS	BLOCKAGE	POWER FAILURE	PUMP STATION FAILURE
DEBRIS	VANDALISM	FLOOD DAMAGE	MANHOLE FAILURE
OTHER	UNKNOWN	CONSTRUCTION	PRIVATE PROPERTY

OVERFLOW CAUSE -- DETAILED DESCRIPTION OF CAUSE

SANITARY SEWER OVERFLOW CORRECTION -- DESCRIPTION OF ALL PREVENTATIVE AND CORRECTIVE MEASURES TAKEN OR PLANNED.

WAS THERE MEASURABLE PRECIPITATION DURING 72-HOUR PERIOD PRIOR TO THE OVERFLOW? __ (Y OR N)

Unified Sanitary Sewer Spill Response Procedure

Attachment E (Sample SSO Reporting Form)

INITIAL AND SECONDARY RECEIVING WATERS:

DID THE SANITARY SEWER OVERFLOW ENTER A STORM DRAIN? __ (Y OR N)

DID THE SANITARY SEWER OVERFLOW REACH SURFACE WATERS

OTHER THAN A STORM DRAIN? __ (Y OR N)

NAME OR DESCRIPTION OF INITIAL RECEIVING WATERS. (IF NONE, TYPE NONE)

NAME OR DESCRIPTION OF SECONDARY RECEIVING WATERS. (IF NONE, TYPE NONE)

IF THE SANITARY SEWER OVERFLOW DID NOT REACH SURFACE WATERS,
DESCRIBE THE FINAL DESTINATION OF SEWAGE.

NOTIFICATION:

WAS THE LOCAL HEALTH SERVICES AGENCY NOTIFIED? __ (Y OR N)

IF THE OVERFLOW WAS OVER 1,000 GALLONS, WAS THE OFFICE OF EMERGENCY
SERVICES (OES) NOTIFIED? __ (Y or N) (NOT APPLICABLE, ENTER NA)

AFFECTED AREA POSTING:

WERE SIGNS POSTED TO WARN OF CONTAMINATION? __ (Y OR N)

LOCATION OF POSTING (IF POSTED): -----

HOW MANY DAYS WERE THE WARNING SIGNS POSTED? ____

Unified Sanitary Sewer Spill Response Procedure

Attachment E (Sample SSO Reporting Form)

REMARKS:

