



# Unified Sanitary Sewer Spill Response Procedure

Submitted to the  
SANTA ANA REGIONAL WATER QUALITY CONTROL BOARD

(SARWQCB ORDER No. R8-2002-0011)

December 29, 2006

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	<b>See Attachment A</b>
County of Riverside, DEH, Environmental Resources Management	951.955.8980
Governor's Office of Emergency Services: 1.800.852.7550 (1,000 gallons or greater only).	
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):	<b>See Attachment C</b>

## Minimum Information for Notification

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 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.

# Attachment A



# Unified Sanitary Sewer Spill Response Procedure

## Attachment A (Sewering Agency Contact Roster)

### City of Beaumont

Mr. Roger Vesely  
550 E. 6<sup>th</sup> Street  
Beaumont, CA 92223  
951.769.8534, After Hours: 951.505.9234  
Fax: 951.769.0914  
[rvesely@4conops.com](mailto:rvesely@4conops.com)

### City of Hemet Water/Wastewater Dept.

Mr. Randy Hundley  
3777 Industrial Avenue  
Hemet, CA 92545  
951.765.3710, Cell: 951.634.3101, Police Dispatch: 951.765.2400  
Fax 951.765.2493  
[Rhundley@cityofhemet.org](mailto:Rhundley@cityofhemet.org)

### Eastern Municipal Water District

Integrated Operations Center or  
Mr. Mark Chamberlin  
P.O. Box 8300  
Perris, CA 92572  
951.928.3777 ext. 6265 (During & After Work Hours)  
Fax 951.928.6177  
[chamberm@emwd.org](mailto:chamberm@emwd.org)

### Elsinore Valley Municipal Water District

Mr. Ted Eich  
P.O. Box 3000  
Lake Elsinore, CA 92531-3000  
951.674.3146 ext. 8203, After Hours: 951.258.9299  
Fax: 951.245.5946  
[teich@evmwd.net](mailto:teich@evmwd.net)

### Lake Hemet Municipal Water District

Mitch Freeman (Sr W. Operator), Jeff Wall (Chief Engineer)  
P.O. Box 5039  
Hemet, CA 92544  
951.658.3241 ext. 247; 951.658.3241 ext. 238  
After Work Hours: 951.956.4836; 951.970.8970  
Fax 951.766.7031  
[mfreeman@lhmwd.org](mailto:mfreeman@lhmwd.org)

### Rubidoux Community Services District

Mr. Dan Ballow  
P.O. Box 3098  
Riverside, CA 92519  
951.684.7580, After Work Hours: 951.684.7580  
Fax: 951.369.4061  
[dballow@rcsd.org](mailto:dballow@rcsd.org)

### Yucaipa Valley Water District

Mr. John Wrobel  
P.O. Box 730  
909.797.5117, After Work Hours: 951.789.5109  
Fax 909.797.5937  
[jwrobel@yvwd.dst.ca.us](mailto:jwrobel@yvwd.dst.ca.us)

### City of Corona

Rudy Fandel, Dept. of Water and Power  
400 S. Vicentia Avenue  
Corona, CA 92882  
951.736.2476, After Hours: 951.736-2223  
Fax 951.739.4909  
[Rudy.fandel@ci.corona.ca.us](mailto:Rudy.fandel@ci.corona.ca.us)

### City of Riverside

Mr. Reagan S. Bailey  
5950 Acorn Street  
Riverside, CA 92504  
951.351.6095, After Hours: 951.351.6140  
Fax 951.687.6978  
[RSbailey@riversideca.gov](mailto:RSbailey@riversideca.gov)

### Edgemont Community Services District

Mr. Joe Teague 951.233.8860  
Ms. Virginia Lou Rahn 951.683.0685 or After Hours 951.656.1234  
P.O. Box 2024  
Riverside, CA 92516-2024  
[Sam.Gershon@webbassociates.com](mailto:Sam.Gershon@webbassociates.com)

### Jurupa Community Services District

Mr. Steve Jaynes  
11201 Harrel Street  
Mira Loma, CA 91752  
951.681.1482 ext.107, Cell: 951.830.1517  
Fax: 951-685-1153  
[info@jcsd.org](mailto:info@jcsd.org) OR [sjaynes@jcsd.us](mailto:sjaynes@jcsd.us)

### Lee Lake Water District

Ken Codwell (Plant Super.) Mr. Harry Riebe (Eng.) Jeff Pape (GM)  
22646 Temescal Canyon Rd.  
Corona, CA 91719  
During Work: 760.277.1414; 760.479.4120; 951.277.1414  
After Work: 951.830.3651; 760.473.4120; 760.250.9658  
Fax 951.277.1419  
[hriebe@dudek.com](mailto:hriebe@dudek.com)

### Western Municipal Water District

Mr. John Gallegos or Ed Acosta  
450 East Alessandro Boulevard  
Riverside, CA 92508  
951.789.5110, After Work Hours: 951.789.5109  
Fax: 951.780.0272  
[westernops@wmwd.com](mailto:westernops@wmwd.com)

# Attachment B

# Attachment C

# Unified Sanitary Sewer Spill Response Procedure

## Attachment C (MS4 Permittee Contact Roster)

### City of Beaumont

Mr. John Wilder  
550 E. 6<sup>th</sup> Street  
Beaumont, CA 92223  
951.769.8520 Fax 951.769.8526  
[ulcjohn1@aol.com](mailto:ulcjohn1@aol.com)

### City of Canyon Lake

Robert Bohan, Senior Special Enforcement Officer  
31516 Railroad Cyn. Rd., Ste 101  
Canyon Lake, CA 92587  
951.244.2955 Fax 951.246.2022  
Cell 951.265.1796 Home 951.244.3935(Deputy)  
[Kathy@cityofcanyonlake.com](mailto:Kathy@cityofcanyonlake.com)

### City of Hemet

Ms. Linda Nixon  
510 E. Florida Avenue  
Hemet, CA 92543  
951.765.3880 Fax 951.765.3878  
[lnixon@cityofhemet.org](mailto:lnixon@cityofhemet.org)

### City of Moreno Valley

Mr. Kent Wegelin or Ms. Phuong Hunter  
14177 Frederick Street  
Moreno Valley, CA 92552-0805  
951.413.3480 Fax 951.413.3498  
After hours: Emergency Stand-by group  
Cell 951.442.5208 Pager 909.783.7149  
[kentw@moval.org](mailto:kentw@moval.org) or [phuongh@moval.org](mailto:phuongh@moval.org)

### City of Norco

Mr. Terry Piorkowski  
1281 Fifth Street  
Norco, CA 92860  
951.270.5607 Fax 951.735.0186  
Emergency 951.273.6069 Pager 909.448.5550  
[tpiorkowski@ci.norco.ca.us](mailto:tpiorkowski@ci.norco.ca.us)

### City of Riverside

Mr. Reagan S. Bailey or Mr. Ernie Meloy  
5950 Acorn Street  
Riverside, CA 92504  
951.351.6095 Fax 951.687.6978  
[rbailey@riversideca.gov](mailto:rbailey@riversideca.gov) or [emeloy@riversideca.gov](mailto:emeloy@riversideca.gov)

### City of Temecula

Mr. Aldo Licitra  
43200 Business Park Drive  
Temecula, CA 92589-9033  
951.394.6411 Fax 951.694.6475  
After Hours: Brad Burton 951.551.4669  
[licitra@cityoftemecula.org](mailto:licitra@cityoftemecula.org) or  
[Brad.Buron@CityofTemecula.org](mailto:Brad.Buron@CityofTemecula.org)

### Riverside County Exec. Office

Mr. Alex Gann  
4080 Lemon Street, 5<sup>th</sup> Floor  
Riverside, CA 92501  
951.955.1180 Fax 951.955.1105  
[agann@rceo.org](mailto:agann@rceo.org)

### City of Calimesa

Mr. Bob French  
908 Park Avenue  
Calimesa, CA 92320  
909.795.9801 Fax 951.795.4399  
[bfrench@cityofcalimesa.net](mailto:bfrench@cityofcalimesa.net)

### City of Corona

Mr. Ed Lockhart  
730 Corporation Yard Way, 1<sup>st</sup> Floor  
Corona, CA 92880  
951.736.2443 Fax 951.279.3613  
951.232.2510

### 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](mailto: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](mailto: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](mailto:mmorales@perris-ca.org)

### City of San Jacinto

Mike Emberton (Public Works Director), Aaron Anderson (Utilities Super.)  
201 E. Main Street  
San Jacinto, CA 92583  
951.654.4041, Cell: 951.538.9499, Pager: 951.765.8197  
Fax 951.487.7382  
[Memberton@sanjacintoca.us](mailto:Memberton@sanjacintoca.us); [Aanderson@sanjacintoca.us](mailto:Aanderson@sanjacintoca.us);

### Riverside Co. Env. Health

Mr. Damian Meins  
4080 Lemon Street, 2<sup>nd</sup> Floor  
Riverside, CA 92501  
951.955.3910 Fax 951.781.9653  
[dmeins@co.riverside.ca.us](mailto:dmeins@co.riverside.ca.us)

### Riverside County Flood Control & Water Conservation District

Ms. Linda Garcia [lcgarcia@co.riverside.ca.us](mailto:lcgarcia@co.riverside.ca.us)  
1995 Market Street, Riverside, CA 92501  
951.955.1248 Fax 951.788.9965

Mark Biloki, Maintenance Superintendent [mbiloki@co.riverside.ca.us](mailto:mbiloki@co.riverside.ca.us)  
Office 951.955.1310, Cell 951.288.5254, Home 909.877.2716  
Steve Thomas, Maint. Div. Manager [scthomass@co.riverside.ca.us](mailto:scthomass@co.riverside.ca.us)  
Office 951.955.1280, Cell 909.223.2127  
Home 714.693.5531, Home Cell 714.624.5531



# Attachment E

# Unified Sanitary Sewer Spill Response Procedure

## Attachment E

### 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: \_\_\_\_\_ (24 HOUR CLOCK)

REPORTED BY: \_\_\_\_\_

PHONE: \_\_\_\_\_

REPORTING SEWER AGENCY: \_\_\_\_\_

RESPONSIBLE SEWER AGENCY: \_\_\_\_\_

OVERFLOW START:                      DATE: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ (MM/DD/YY)

TIME: \_\_\_\_\_ (24 HOUR CLOCK)

OVERFLOW END:                      DATE: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ (MM/DD/YY)

TIME: \_\_\_\_\_ (24 HOUR CLOCK)

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 \_\_\_\_\_

# Unified Sanitary Sewer Spill Response Procedure

## Attachment E

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

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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

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

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

**INITIAL AND SECONDARY RECEIVING WATERS:**

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



# Unified Sanitary Sewer Spill Response Procedure

## Attachment E

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? \_\_\_\_

### REMARKS:

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