

SWQMP Municipal Facility Inspection Report 327 IAC 15-13 - 17	
MS4 Name: CITY OF DECATUR	Date of Facility Inspection: 11/16/2010
Facilities Inspected: City of Decatur Parks Maintenance Building	327 Grant Street
Permit Number: INR040055	Completed By: Reggie Korthals, MPA IDEM MS4 Program Coordinator 317-234-1601 rkorthal@idem.IN.gov
MS4 Operator: John Schultz, Mayor City of Decatur 225 W Monroe Street Decatur IN 46733 260-724-7171 decaturmayor@onlyinternet.net	MS4 Coordinator: Joan Eichhorn Storm Water Dept. Manager 225 W Monroe Street Decatur IN 46733 260-724-4218 Stormh20@embarqmail.com
Participants: Joan Eichhorn	Sue Milholand, Maintenance Supervisor

PROGRAM AREA SWQMP MUNICIPAL OPERATIONS POLLUTION PREVENTION AND GOOD HOUSEKEEPING					
S	M	U	Y/N	NA/NE	S = Satisfactory M = Marginal U = Unsatisfactory NA = Not Applicable NE = Not Evaluated NA = Not Applicable
Facility Operations					
S			Y		1. Is there a copy of the facility storm water pollution prevention plan (SWPPP) at the facility?
S			Y		2. Is the SWPPP easily available to employees?
S			Y		3. Is the department superintendent part of the MS4 organizational process?
S			Y		4. Was a map of the facility provided?
S			Y		5. Have the employees been provided storm water pollution prevention training?
S			Y		6. Was a municipal operations analysis (MOA) or self-evaluation completed?
Facility Grounds Management					
S			N		1. Was there evidence of contaminated storm water 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 drains free of debris?
S			Y		8. Are outside dumpsters in proper condition with covers?
Material Storage and Waste Management					

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. Is secondary containment provided to prevent accidental loss of concentrated solutions?
S			Y		4. Are bulk bags regularly inspected for tares and leakage?
				NA	5. STOCKPILES: Are stockpiles properly managed?
S			Y		6. SALT / SAND: Are deicing materials properly stored under cover? ONLY COMMERCIAL ICE MELT AT SITE
				NA	7. COMPOSTING: Are composting materials properly managed and contained?
S			Y		8. FERTILIZERS & PESTICIDES: Are BMPs in place for handling and storage?
Fleet and Off-Road Vehicle Maintenance,					
S			Y		1. Is there a designated vehicle maintenance area at the facility? ONLY SMALL MOTOR MACHINES
S			Y		2. Have vehicle maintenance practices been implemented and documented?
			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?
			N		6. Are spill kits located within the vehicle maintenance area? ONE IS NEEDED NEAR FUEL STATION
Fueling Facilities					
			Y		1. Is there a fueling facility at this location? GRAVITY TANKS – ABOVE GROUND
S			Y		2. Are fuel spills tracked and are clean-ups documented?
S			Y		3. Are regular inspections done of fueling terminals?
S			Y		4. Are fuel and liquid storage containers protected from damage by vehicles?
			N		5. Are there storm drains located in or near the fueling area?
			N		6. Are there spill kits available near fueling areas? NEED TO BE LOCATED NEXT TO TANK
S			Y		7. Is overflow protection installed for fuel tanks?
			N		8. Is there a cover over the fueling facility?
			N		9. Is there proper signage at fueling sites?
S			Y		10. Have all employees that use the fueling facility been properly trained?
Observations:					
<ul style="list-style-type: none"> • Over all the facility is well maintained with a SWPPP in place. • Spill kits should be located next to fuel tank. 					