



## **IDEP REPORTING PROCEDURE**

### **GOAL:**

To protect water quality in Saginaw County in the event of spills, illicit dumping, connections, or discharges into storm sewer systems or waters of the state of Michigan.

### **OBJECTIVE:**

The primary objective of this procedure is to protect the water quality of surface waters of the state of Michigan. This procedure is to address the spills and illicit dumping into the storm drainage system within the SASWA's watershed area. This procedure does not cover incidents that are emergent in nature and can effect Public Health and Safety, such as gasoline or fuel oil spills from vehicular accidents, railway accidents with spills of large quantities of volatile or chemical materials/fluids. These incidences must be routed to 9-1-1 / 3-1-1 for proper Hazardous Material Team Response.

### **METHOD:**

1. The Saginaw Area Storm Water Authority (SASWA) through the Saginaw County Public Works Commissioners Office at 790-5258 will receive messages reporting illicit discharges or connections to the storm in Saginaw County.
2. Staff from the Office of Public Works will be available to receive calls Monday through Friday from 8:30 a.m. to 5:00 p.m.
3. After hours, and on weekends and holidays the calls will be forwarded to 9-1-1 / 3-1-1 at the county's Central Dispatching agency.

FOR MINOR INCIDENTENCES Staff will complete the After Hours – Operator Referral Form and fax to SASWA (SCPWC office) at the number listed on the form.

4. The Urgent or High Concern problems to be addressed include:
  - Illegal dumping
    - Suspicious waste disposal activities including solid waste such as tires, trash, barrels, appliances, gasoline and petroleum products, oil slicks, discolored water discharges, etc. being improperly disposed of into the Saginaw River, its tributaries, streams or county drains.
    - Changes in water characteristics, foaming, discoloration, oily films or sheens.
  - Soil Erosion and Sediment Control failures from construction sites or other areas, that enter into the River systems, or its tributaries, streams or county drains.
  - Unusual odors coming from the river, stream, drain, or storm sewer system.

- Fish kills and / or other dead aquatic animals (e.g. dead birds, reptiles, frogs, or toads).
  - Urgent calls regarding watershed management issues from other agencies or the Michigan Department of Environmental Quality (MDEQ).
5. Staff will utilize the established triage questions for reporting illicit discharges:
    - a. What is the location of the problem:
      - Name the nearest cross streets, intersections or landmarks
      - Caller's address or phone number for verification or additional contact or call back.
    - b. Is there a strong odor of wastewater? Is there a strong odor that the caller can describe?
      - If odor is petroleum based or a chemical type that may have hazardous implications begin contact with 9-1-1/ 3-1-1 to activate hazardous response teams to the location.
    - c. Did you observe the discharges or dumping of pollutants into drains, ditches, ponds, lakes, rivers?
    - d. Did you witness wastewater or other evidence on the ground surface? Can you describe it?
    - e. Do you know the source of the pollution or the responsible party? Can you give any descriptions of vehicles or persons involved? License numbers?
    - f. Are there any other comments the caller would like to make?
  6. After completion of the call the Public Works Commissioner or his/her designee will refer the call to the municipality, school district, agency or university that has jurisdictional responsibility.
  7. As necessary the Public Works Commissioner or his/her designee will refer the call to the MDEQ as it relates to water quality issues for waters of the state.
  8. A log will be kept of all calls in a database established by SASWA. This will be available for the annual report presented to MDEQ.
  9. Proper incident response and disposition forms must be filled out and distributed to the SASWA member with jurisdiction, Saginaw County Public Works Commissioner, the consultant (Spicer Group). This must be done within 5 days in order to provide time for a response to the MDEQ to cover spill incident reporting. Spill reporting must be completed within 10 days of the incident and submitted to MDEQ as required and directed in the permit.