

Stormwater Pollution Prevention Plan

Township of Bernards

Somerset County

NJPDES # NJG0148661

Annual Review Date: November 1, 2024

Stormwater Program Coordinator: Thomas Timko, PE

Table of Contents

Form 1 – Team Members	3
Form 2 – Revision History.....	4
Form 3 – Public Announcements.....	5
Form 4 – Post-Construction Stormwater Management in New Development and Redevelopment... 	6
Form 5 – Ordinances	8
Form 6 – Street Sweeping.....	9
Form 7 – MS4 Infrastructure.....	10
Form 8 – Community-wide Measures	14
Form 9 – Municipal Maintenance Yards & Other Ancillary Operations.....	15
Form 10 – Training.....	19
Form 11 – MS4 Mapping.....	21
Form 12 – Watershed Improvement Plan	22

Form 1 – Team Members

Stormwater Program Coordinator (SPC)			
Name and Title		Thomas Timko, PE, Township Engineer	
Phone	908 204-3020	Email	ttimko@bernards.org
Individual(s) Responsible for Major Development Project Stormwater Management Review			
Name and Title		Planning Board, Bryce Good, PE, Finelli Consulting Engineers	
Phone	908 204-3026	Email	
Name and Title		Zoning Board, Tom Quinn, PE	
Phone	908 204-3026	Email	
Other Municipal Stormwater Team Members			
Name and Title		Christine Kieffer, Township Clerk	
Phone	908 204-3001	Email	ckieffer@bernards.org
Name and Title		Ryan Wallace, DPW Director	
Phone	908 204-3084	Email	rwallace@bernards.org
Name and Title			
Phone		Email	
Shared/Contracted Service Providers			
Provider Name	Service Provided	Term of Service	

Form 3 – Public Announcements
Part IV.B. and C.

1. Provide the link to the dedicated stormwater webpage for your municipality.
https://www.bernards.org/engineering-page-list/247-cleanwater
2. List the name and title of person(s) responsible for stormwater webpage postings/updates.
Thomas Timko, Township Engineer
3. List the newspapers, social media outlets, websites, direct mailings (Email or postal), and other communication approaches typically used to inform/educate the public on stormwater program information and related events/activities.
Bernardsville News, Basking Ridge Patch, Facebook, www.bernards.org , Rave

Form 4 – Post-Construction Stormwater Management in New Development and Redevelopment

Part IV.E.

1. How does the municipality define “major development”? If it is different from the definition in N.J.A.C. 7:8, explain the difference.
as defined by N.J.A.C. 7.8 et. seq.
2. Is the municipality’s stormwater control ordinance (SCO) the same as or more stringent than NJDEP’s model SCO? If more stringent, explain the difference.
same
3. Describe the process for reviewing major development project applications for compliance with the SCO and Residential Site Improvement Standards (RSIS).
All projects are reviewed for compliance with all New Jersey, Somerset County and Bernards Township regulations either by consultant engineers during a land use board application process or if no land use board application is necessary, by staff through the UCC permit process.

4. Does your municipality have a mitigation plan included in your Municipal Stormwater Management Plan and Stormwater Control Ordinance? Indicate the location of records of all variances granted.
No
5. Indicate the dates of each iteration of the township's Stormwater Control Ordinance, starting with the initial adoption and including revisions.
Ord #585 12/16/80, Ord #1754 10/26/04, #1755 10/26/04, #1810 9/13/05, #1853 2/28/06, #2073 11/10/09, #2074 6/9/09, #2075 6/9/09, #2249 10/29/13, #2419 6/11/19, #2463 3/9/21, #2551 6/11/24
6. Indicate the dates of each iteration of the township's Municipal Stormwater Management Plan, starting with the initial adoption and including revisions.
March 2005, Planning Board re-examination 10/22/19

Form 5 – Ordinances
Part IV.F.1.

Ordinance	Date Adopted	Was the DEP model adopted without change? If not, explain how the municipality's is more stringent.	Entity Responsible for Enforcement	Fees & Fines
1. Pet Waste	6/30/04	Yes	<i>Bd of Health</i>	\$2000max
2. Wildlife Feeding	9/30/04	Yes	<i>Police</i>	\$2000max
3. Litter Control	9/30/04	Yes	<i>Zoning Officer</i>	\$2000max
4. Improper Disposal of Waste	10/26/05	Yes	<i>Zoning Officer</i>	\$2000max
5. Yard Waste	9/30/04	Yes	<i>Zoning Officer</i>	\$2000max
6. Private Storm Drain Inlet Retrofitting	6/9/09	Yes	<i>Engineering</i>	\$2000max
7. Illicit Connections	10/26/04	Yes	<i>Zoning Officer</i>	\$2000max
8. Privately-Owned Salt Storage	10/10/23	Yes	<i>Zoning Officer</i>	\$500max
9. Tree Removal- Replacement	6/11/24	Yes	<i>Engineering</i>	\$500max
List any additional stormwater-related ordinances the municipality has adopted that address issues beyond the scope of the MS4 permit. Include adoption date, entity responsible for enforcement, and related fees and fines.				
Indicate the location of records associated with ordinances and related violations and enforcement actions below.				
Records are available at the Engineering Department, 277 South Maple Avenue, Basking Ridge, NJ 07920.				

Form 6 – Street Sweeping

Part IV.F.2.a.i. and ii.

1. Provide a written description and/or attach a map outlining the sweeping schedule for the following:

- Segments of municipal roads with storm drain inlets that discharge to surface water (required at least 3 times each year)
- Segments of municipal roads that do not have storm drain inlets but do discharge to surface water (required at least 1 times each year)

Note: Only asphalt and concrete roads need to be swept. Roads that do not have storm drain inlets and do not discharge to surface water do not need to be swept.

Streets are swept on a continuous basis throughout the year. The Township is broken down into 16 street sweeping sections, and logs are completed indicating the operator, streets/sections swept and amount of material picked up for disposal. The Township owns and operates two street sweepers. Supervisors track sweeping progress to ensure all municipal roads are swept at least 3 times each year. This information is kept on file in the Public Works Office. Street sweeping is not performed or performed only as needed when temperatures drop below freezing during winter months.

2. Indicate if sweeping work is outsourced and if so, describe the arrangement.

No

Form 7 – MS4 Infrastructure

Part IV.F.2-4. and Part IV.G.2-3.

1. Municipal Storm Drain Inlets

- a. Describe how you ensure that municipal inlets without permanent wording cast into the design have been properly labelled.
- b. Describe how you ensure that municipal and private storm drain inlets have been retrofitted.
- c. Describe how you ensure that newly installed storm drain inlets include corresponding catch basins or other BMPs to collect solids.
- d. Describe when and how you conduct inspections of storm drain inlets and the criteria used to determine when they need to be cleaned.

- a. Inlets have been labelled with metal labels. Nearly all castings previously labelled with the metal labels have since been replaced with permanent wording cast into the design.
- b. All municipal inlets are inspected and retrofitted with each road paving project or DPW inlet repair. Private paving projects require a permit and are inspected when completed. New construction is reviewed prior to the issuance of permits.
- c. New inlets are designed by a professional engineer. Private plans are reviewed as part of the review and compliance permitting process.
- d. Inlets are inspected by DPW personnel throughout non-winter months and are cleaned as needed. Known problematic inlets subject to frequent clogging are cleared before significant storms.

2. Municipal Catch Basins

- a. Describe when and how you conduct inspections of catch basins.
- b. Describe the criteria used to determine when catch basins need to be cleaned.

- a. Each year DPW personnel inspect all catch basins in at least 4 of the 16 street sweeping sections, or approximately 25% each year. Logs are completed indicating the crew chief, streets/catch basins inspected and if cleaning and/or repairs are necessary. DPW also responds to resident complaints by inspecting and cleaning catch basins and storm drain inlets as needed.
- b. Catch basin inspections and cleaning are performed simultaneously by the same DPW crew. If a catch basin contains debris such as leaves and sediment, the debris is removed by hand, using the vacuum hose of the street sweeper or by a vacuum truck. The amount of material collected for disposal is indicated on the inspection logs. All of the above information is kept on file in the Public Works office.

3. Municipal Conveyance System

Describe when and how inspections of MS4 conveyance systems are conducted, and the criteria used to determine when they need to be cleaned. Include a description of the equipment and techniques used.

Inspections of the MS4 conveyance system are conducted by DPW crews simultaneously with catch basin inspections & cleaning, in response to reported drainage issues, and by Engineering staff in advance of capital improvement projects. Criteria used to determine need for cleaning includes: excess sediment/debris accumulation in a pipe run/section, pipe/ditch blockages, and ditch/swale erosion. Inspections are performed visually or with aid of video equipment if needed. Equipment used includes telescopic pipe cameras and crawler type CCTV cameras if necessary for inspections; jet trucks, hand tools or other mechanical means for cleaning pipes and use of hand tools and equipment such as backhoes and excavators for cleaning ditches.

4. Municipal Outfall Inspections – Stream Scouring

Describe the program in place to detect, investigate, and control localized stream scouring from stormwater outfalls. Include a description of the equipment and techniques used.

1. Each outfall shall be inspected at least once every five years for localized stream scouring resulting from discharge from an outfall. Stream scour inspection shall be conducted as part of the regular outfall inspection. Scour inspection is limited to scour in the immediate vicinity of the outfall as caused by the outfall. Scour and erosion along stream and riverbanks are not required by NJDEP to be inspected and are not part of this program.
2. Outfall/stream scour inspection shall be scheduled 72 hours after a rain event.
3. The locations of outfalls with stream scour shall be noted in the inspection.
4. The inspector shall review each location with either the Township Engineer or Assistant Township Engineer to determine necessary corrective work.
5. Work orders for each location shall be logged into the Township's work order system, GeoClient, for corrective action assigned to the Department of Public Works. For corrective action to be performed by a hired contractor, an entry into GeoClient will be created and assigned to the Engineering Department.
6. When the corrective work is finished, the work order shall be completed, noting action taken, and closed out.

5. Municipal Outfall Inspections – Illicit Discharge Detection and Elimination

Describe the program in place for conducting visual dry weather inspections of municipally owned or operated outfalls. Include a description of the equipment and techniques used. Record cases of illicit discharges using the DEP’s Illicit Connection Inspection Report Form from the Department’s main stormwater webpage.

1. Each outfall shall be inspected at least once every five years for illicit discharges. Illicit discharge inspection shall be conducted as part of the regular outfall inspection or investigated, within three months of receipt, complaints and reports of illicit connections.
2. Outfall/illicit discharge inspection shall be scheduled 72 hours after a rain event.
3. Locations of outfalls with suspected illicit discharge shall be noted in the inspection and investigated within 30 days.
4. The inspector shall review each location with either the Township Engineer or Assistant Township Engineer to determine the applicable investigative process.
5. The inspector will review information gathered through investigation with either the Township Engineer or Assistant Township Engineer to determine necessary corrective work.
6. Work orders for each location shall be logged into the Township’s work order system, GeoClient, for corrective action assigned to the Department of Public Works. For corrective action to be performed by a hired contractor, an entry into GeoClient will be created and assigned to the Engineering Department. For locations where no illicit discharge is confirmed after investigation, the investigation shall still be entered into GeoClient for recordkeeping purposes.
7. When the investigation and corrective work is finished, the work order shall be completed, noting action taken, and closed out. The NJDEP Illicit Connection Inspection Report will be completed and attached to the work order.

6. Other Municipal Infrastructure

List the types of MS4 infrastructure in your town that require inspection but are not noted above in items 1-5. Describe when and how you conduct inspections of this infrastructure and the criteria used to determine when they need to be maintained and/or cleaned.

Other MS4 infrastructure requiring inspection are Township-owned and maintained detention and retention basins. Visual, walking inspections of these facilities are conducted according to approved maintenance plans, otherwise inspections are conducted quarterly and after each rainfall exceeding 1 inch. Criteria for maintenance/cleaning includes: sediment accumulation, trash & debris accumulation, structural issues such as settlement, cracking, spalling & deterioration, erosion of slopes/banks, and excess standing water.

7. Stormwater Facilities Not Owned or Operated by the Municipality

Describe your program for ensuring adequate long-term cleaning, operation, and maintenance of stormwater facilities not owned or operated by the municipality. This should include your plan for ensuring annual inspections are being done on these private properties and describe how you record the locations and logs associated with private infrastructure.

1. Each facility shall be inspected and certified every year for conformance to NJDEP Best Management Practices in accordance with the Township's Stormwater Facility Maintenance ordinance.
2. The inspection shall note the condition of the facility and any corrective action taken.
3. The annual certification shall be submitted on Township forms or Township computer system including:
 - a. Name and address of the person certifying maintenance practices.
 - b. A description of each facility and a brief description of the facility location.
 - c. The date maintenance occurred, and a brief description of action taken.
4. All certifications shall be reviewed annually including follow-up for any property that fails to submit the certification.
5. The log of certifications shall be submitted to DEP with the annual Township stormwater report filing.
6. As projects are approved through the construction permitting process or through other means, as information becomes available, they shall be added to the Township database of facilities for annual certification.

8. Infrastructure Records

Indicate the location of records related to stormwater infrastructure inspection, cleaning, maintenance, and repair activities.

Information is on file in the Engineering Department, 277 S Maple Avenue, Basking Ridge, NJ 07920.

Form 8 – Community-wide Measures

Part IV.F.2.

<p>1. Herbicide Application Management Describe your program for preventing herbicides from being washed into the waters of the State and to prevent erosion caused by de-vegetation.</p>
<p>Herbicide application is limited in accordance with the Township's IPM policy. No herbicides are applied near storm drain inlets, and elsewhere are only applied if necessary.</p>
<p>2. Excess Deicing Material Management Describe your program for ensuring that excess salt piles are removed in a timely manner after storm events.</p>
<p>At the conclusion of a snow or ice event, all drivers check their routes and will report/log any excess salt piles. Following the snow and ice operation, the DPW yard is checked and crews are dispatched to any location with excessive salt piles to remove from roadways.</p>
<p>3. Roadside Vegetative Waste Describe your program for ensuring proper pickup, handling, storage, and disposal of wood waste and yard trimmings generated by the permittee along municipal roads or on municipal properties (trimming trees, mowing, etc.).</p>
<p>During tree trimming and removal operations, all branches are chipped on site and woodchips are disposed of at the Township's recycling center. Yard trimmings generated by mowing are removed from municipal streets, sidewalks and parking lots using leaf blowers immediately following mowing.</p>
<p>4. Roadside Erosion Control Describe your program to detect and repair erosion along municipal roadways.</p>
<p>All uncurbed Township roadways are inspected annually to detect erosion simultaneously with inlet and catch basin inspections. Findings are reported to the Foreman each day, work orders are generated and crews are dispatched to make necessary repairs within 90 days of discovery.</p>

Form 9 - Municipal Maintenance Yards & Other Ancillary Operations

Part IV.F.5.

Please complete a separate Form 9 for each yard or site. Indicate the number of yards/sites the municipality owns or operates: 5

1. Site Name and Address	
Bernards Township Department of Public Works 277 South Maple Ave., Basking Ridge, NJ 07920	
2. Monthly Site Inspections	
Describe the nature of inspections conducted at this site and the location of inspection logs.	
<p>The site is inspected monthly by the Public Works Project Coordinate and/or other personnel as directed by the Director of Public Works. The periphery of the site is walked to look for evidence of conditions that could contribute to storm water contamination such as washed out earth/soil, oil/sheens, brown/cloudy storm water etc. Each storm water inlet is visually inspected from the ground to look for such indicators of contamination. A walk through of the yard is conducted to ensure all practices listed in this document are properly in place/performed. Evidence of fluid leaks/spills such as leaking from vehicles, stains/sheens on the ground etc. are checked, as is the presence of spill kits/dikes/drip pans. The inspection form has a place for identifying conditions requiring attention. All conditions requiring attention are immediately entered into the DPW work order system for assignment and tracking purposes. All records are available in the DPW administrative offices.</p>	
3. Inventory List	
List all materials and machinery that are potentially exposed to stormwater.	
Materials	Machinery/Equipment
Rip-rap	Pickup Trucks
3/4" Clean stone	Dump Trucks
Dense Graded Aggregate	Rolloff Trucks
Topsoil	SUVs/Cars/Vans
Inlet and manhole frames/castings/grates	Trailers
Basin block/brick	Chippers
Pipe of various size/material	

<p>4. Discharge of Stormwater from Secondary Containment Describe the process in place for discharging stormwater from secondary containment areas where outdoor containers are stored.</p>
<p>N/A, there are no secondary containment areas at the facility as no containers are stored outdoors.</p>
<p>5. Fueling Operations Does fueling occur on site? If so, describe the BMPs in place to minimize contamination of stormwater from fueling activities. If not, explain where fueling takes place.</p>
<p>Fueling occurs on site. Inspections/testing of USTs and dispensing equipment are performed according to NJDEP regulations. USTs and dispensing equipment are inspected monthly and deficiencies or defects are repaired immediately. The fuel pumps are located beneath a canopy, sign for instructions for spills is posted and spill clean up kit is located in the immediate vicinity of the pumps. Spill buckets are inspected prior to each fuel delivery, drip pans and booms used during deliveries.</p>
<p>6. Vehicle/Equipment Maintenance and Repair Do you perform maintenance and repair on site? Is this conducted indoors or outdoors? If outdoors, describe the BMPs in place to minimize contamination of stormwater from maintenance and repair activities.</p>
<p>Maintenance and repair of vehicles is performed on site. It is conducted indoors to the fullest extent possible. Minor repairs may be performed outdoors, are completed within the same working day, or the vehicle is moved indoors. Drip pans, spill kits and tarps are available for use if needed.</p>
<p>7. Wash Wastewater Containment Do you wash vehicles on site? If so, describe the BMPs in place to minimize contamination of stormwater from these activities. Note that on site containment structures require annual inspections by a NJ licensed professional engineer. If not, explain where vehicle washing takes place.</p>
<p>Vehicles are washed onsite. All vehicles are washed indoors and all wash water is discharged to the sanitary sewer.</p>

<p>8. Salt and Other Granular De-icing Materials Do you store salt and other granular deicing materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>Bulk rock salt and bagged calcium/magnesium chloride are stored on site. Salt is stored in a covered salt dome. During the warm season a wooden door/plug is installed to prevent any migration of material out of or water into the salt dome. Calcium/magnesium chloride is stored indoors.</p>
<p>9. Aggregate Material, Wood Chips, and Finished Leaf Compost Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>Aggregate material is stored on site away from surface waters and inlets. Such materials are stored in three sided concrete bins and/or covered with tarps. No wood chips or finished leaf compost are stored on site.</p>
<p>10. Cold Patch Asphalt Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>A small quantity of cold patch asphalt is stored on site, indoors and is not exposed to storm water.</p>
<p>11. Street Sweepings and Storm Sewer Cleanout Materials Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>Streets sweepings and storm sewer cleanout materials are not stored on site. The materials are stored at the Township's recycling center in a covered bin storage area to prevent exposure to stormwater.</p>

<p>12. Construction and Demolition Waste, Wood Waste, and Yard Trimmings Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>No such material is stored on site. These materials are stored at the Township's recycling center.</p>
<p>13. Scrap Tires Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>Scrap tires are stored in a fully enclosed 30 yard rolloff container at the Township's recycling center.</p>
<p>14. Inoperable Vehicles and Equipment Do you store inoperable vehicles or equipment on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater. If not, explain where they are stored.</p>
<p>No long term storage of inoperable vehicles/equipment takes place on site. If a vehicle or piece of equipment becomes inoperable it is stored temporarily until repairs are made or the vehicle is auctioned. They are stored indoors if possible or outdoors on the asphalt parking lot. If fluid leaks are present, repairs are made or fluids drained. If leakage or rust is found, it is cleaned up immediately, drip pans and tarps are available if needed.</p>

Form 9 - Municipal Maintenance Yards & Other Ancillary Operations

Part IV.F.5.

Please complete a separate Form 9 for each yard or site. Indicate the number of yards/sites the municipality owns or operates: ⁵ _____

1. Site Name and Address	
Mountain Park Maintenance Garage 255 Martinsville Rd., Basking Ridge, NJ 07920	
2. Monthly Site Inspections	
Describe the nature of inspections conducted at this site and the location of inspection logs.	
The site is inspected monthly by the Grounds Division Foreman or designee in conjunction with regular ongoing monthly safety inspections. The periphery of the site is walked to look for evidence of conditions that could contribute to storm water contamination such as washed out earth/soil, oil/sheens, brown/cloudy storm water etc. Each storm water inlet is visually inspected from the ground to look for such indicators of contamination. A walk through of the yard is conducted to ensure all practices listed in this document are properly in place/performed. Evidence of fluid leaks/spills such as leaking from vehicles, stains/sheens on the ground etc. are checked, as is the presence of spill kits/dikes/drip pans. The inspection form has a place for identifying conditions requiring attention. All conditions requiring attention are immediately entered into the DPW work order system for assignment and tracking purposes. All records are available in the DPW administrative offices.	
3. Inventory List	
List all materials and machinery that are potentially exposed to stormwater.	
Materials	Machinery/Equipment
Infield Mix/Clay	Tractors
3/4" Clean Stone	
Wood Chips	
Topsoil	

<p>4. Discharge of Stormwater from Secondary Containment Describe the process in place for discharging stormwater from secondary containment areas where outdoor containers are stored.</p>
<p>N/A, there are no secondary containment areas at the facility as no containers are stored outdoors.</p>
<p>5. Fueling Operations Does fueling occur on site? If so, describe the BMPs in place to minimize contamination of stormwater from fueling activities. If not, explain where fueling takes place.</p>
<p>Fueling does not occur on site.</p>
<p>6. Vehicle/Equipment Maintenance and Repair Do you perform maintenance and repair on site? Is this conducted indoors or outdoors? If outdoors, describe the BMPs in place to minimize contamination of stormwater from maintenance and repair activities.</p>
<p>Vehicle/Equipment maintenance and repair is not performed on site.</p>
<p>7. Wash Wastewater Containment Do you wash vehicles on site? If so, describe the BMPs in place to minimize contamination of stormwater from these activities. Note that on site containment structures require annual inspections by a NJ licensed professional engineer. If not, explain where vehicle washing takes place.</p>
<p>Vehicles are not washed on site.</p>

<p>8. Salt and Other Granular De-icing Materials Do you store salt and other granular deicing materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>No salt or other granular deicing materials are stored on site.</p>
<p>9. Aggregate Material, Wood Chips, and Finished Leaf Compost Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>Aggregate materials are stored in concrete block 3 sided storage bays and are covered with tarps to prevent exposure to and run through of storm water.</p>
<p>10. Cold Patch Asphalt Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>No cold patch materials are stored on site.</p>
<p>11. Street Sweepings and Storm Sewer Cleanout Materials Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>Streets sweepings and storm sewer cleanout materials are not stored on site.</p>

12. Construction and Demolition Waste, Wood Waste, and Yard Trimmings

Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.

No such materials are stored on site. All such materials are stored at the Township's recycling center.

13. Scrap Tires

Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.

Scrap tires are stored in a fully enclosed 30 yard rolloff container at the Township's recycling center.

14. Inoperable Vehicles and Equipment

Do you store inoperable vehicles or equipment on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater. If not, explain where they are stored.

Inoperable vehicles or equipment are not stored on site.

Form 9 - Municipal Maintenance Yards & Other Ancillary Operations

Part IV.F.5.

Please complete a separate Form 9 for each yard or site. Indicate the number of yards/sites the municipality owns or operates: ⁵ _____

1. Site Name and Address	
Pill Hill Recycling Center 150 Pill Hill Rd., Basking Ridge, NJ 07920	
2. Monthly Site Inspections	
Describe the nature of inspections conducted at this site and the location of inspection logs.	
<p>The site is inspected monthly by the Road Division Foreman or designee in conjunction with regular ongoing monthly safety inspections. The periphery of the site is walked to look for evidence of conditions that could contribute to storm water contamination such as washed out earth/soil, oil/sheens, brown/cloudy storm water etc. Each storm water inlet is visually inspected from the ground to look for such indicators of contamination. A walk through of the yard is conducted to ensure all practices listed in this document are properly in place/performed. Evidence of fluid leaks/spills such as leaking from vehicles, stains/sheens on the ground etc. are checked, as is the presence of spill kits/dikes/drip pans. The inspection form has a place for identifying conditions requiring attention. All conditions requiring attention are immediately entered into the DPW work order system for assignment and tracking purposes. All records are available in the DPW administrative offices.</p>	
3. Inventory List	
List all materials and machinery that are potentially exposed to stormwater.	
Materials	Machinery/Equipment
Asphalt Millings	Rolloff Containers/Dumpsters
Brush/Yard Trimmings	Wheel Loader
Wood Chips	
Logs	
Bulky Waste	
Metal	
Waste Asphalt	
Waste Concrete	

<p>4. Discharge of Stormwater from Secondary Containment Describe the process in place for discharging stormwater from secondary containment areas where outdoor containers are stored.</p>
<p>N/A, there are no secondary containment areas at the facility as no containers are stored outdoors.</p>
<p>5. Fueling Operations Does fueling occur on site? If so, describe the BMPs in place to minimize contamination of stormwater from fueling activities. If not, explain where fueling takes place.</p>
<p>Fueling does not occur on site.</p>
<p>6. Vehicle/Equipment Maintenance and Repair Do you perform maintenance and repair on site? Is this conducted indoors or outdoors? If outdoors, describe the BMPs in place to minimize contamination of stormwater from maintenance and repair activities.</p>
<p>Vehicle/Equipment maintenance and repair is not performed on site.</p>
<p>7. Wash Wastewater Containment Do you wash vehicles on site? If so, describe the BMPs in place to minimize contamination of stormwater from these activities. Note that on site containment structures require annual inspections by a NJ licensed professional engineer. If not, explain where vehicle washing takes place.</p>
<p>Vehicles are not washed on site.</p>

<p>8. Salt and Other Granular De-icing Materials Do you store salt and other granular deicing materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>No salt or other granular deicing materials are stored on site.</p>
<p>9. Aggregate Material, Wood Chips, and Finished Leaf Compost Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>Wood chips are stored on site in three sided bins and away from storm sewer inlets and/or surface waters.</p>
<p>10. Cold Patch Asphalt Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>No cold patch materials are stored on site.</p>
<p>11. Street Sweepings and Storm Sewer Cleanout Materials Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>Streets sweepings and storm sewer cleanout materials are stored on site in a three sided concrete block storage bay and beneath an arched roof structure to prevent exposure to and run through of storm water. All materials are removed every 6 months or less.</p>

12. Construction and Demolition Waste, Wood Waste, and Yard Trimmings

Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.

Waste asphalt and waste concrete are stored on site in covered/tarped roll off containers. Wood waste is stored on site in roll off containers and in three sided bins. All storage is located away from storm sewer inlets and/or surface waters.

13. Scrap Tires

Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.

Scrap tires are stored in a fully enclosed 30 yard rolloff container.

14. Inoperable Vehicles and Equipment

Do you store inoperable vehicles or equipment on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater. If not, explain where they are stored.

Inoperable vehicles or equipment are not stored on site.

Form 9 - Municipal Maintenance Yards & Other Ancillary Operations
Part IV.F.5.

Please complete a separate Form 9 for each yard or site. Indicate the number of yards/sites the municipality owns or operates: ⁵ _____

1. Site Name and Address	
Pleasant Valley Park Maintenance Garage 3410 Valley Rd., Basking Ridge, NJ 07920	
2. Monthly Site Inspections Describe the nature of inspections conducted at this site and the location of inspection logs.	
<p>The site is inspected monthly by the Grounds Division Foreman or designee in conjunction with regular ongoing monthly safety inspections. The periphery of the site is walked to look for evidence of conditions that could contribute to storm water contamination such as washed out earth/soil, oil/sheens, brown/cloudy storm water etc. Each storm water inlet is visually inspected from the ground to look for such indicators of contamination. A walk through of the yard is conducted to ensure all practices listed in this document are properly in place/performed. Evidence of fluid leaks/spills such as leaking from vehicles, stains/sheens on the ground etc. are checked, as is the presence of spill kits/dikes/drip pans. The inspection form has a place for identifying conditions requiring attention. All conditions requiring attention are immediately entered into the DPW work order system for assignment and tracking purposes. All records are available in the DPW administrative offices.</p>	
3. Inventory List List all materials and machinery that are potentially exposed to stormwater.	
Materials	Machinery/Equipment
Signs/Barricades	Tractors
Empty Trash Receptacles	Trailers
	Athletic Field Maintenance Attachments

<p>4. Discharge of Stormwater from Secondary Containment Describe the process in place for discharging stormwater from secondary containment areas where outdoor containers are stored.</p>
<p>N/A, there are no secondary containment areas at the facility as no containers are stored outdoors.</p>
<p>5. Fueling Operations Does fueling occur on site? If so, describe the BMPs in place to minimize contamination of stormwater from fueling activities. If not, explain where fueling takes place.</p>
<p>Fueling does not occur on site.</p>
<p>6. Vehicle/Equipment Maintenance and Repair Do you perform maintenance and repair on site? Is this conducted indoors or outdoors? If outdoors, describe the BMPs in place to minimize contamination of stormwater from maintenance and repair activities.</p>
<p>Maintenance and repair of grounds maintenance equipment only is performed on site. Maintenance is only conducted indoors. Absorbent spill clean-up materials are available, drip pans are used. All waste fluids are collected and properly disposed of.</p>
<p>7. Wash Wastewater Containment Do you wash vehicles on site? If so, describe the BMPs in place to minimize contamination of stormwater from these activities. Note that on site containment structures require annual inspections by a NJ licensed professional engineer. If not, explain where vehicle washing takes place.</p>
<p>Vehicles are not washed on site.</p>

<p>8. Salt and Other Granular De-icing Materials Do you store salt and other granular deicing materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>No salt or other granular deicing materials are stored on site.</p>
<p>9. Aggregate Material, Wood Chips, and Finished Leaf Compost Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>Aggregate material is not stored on site.</p>
<p>10. Cold Patch Asphalt Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>No cold patch materials are stored on site.</p>
<p>11. Street Sweepings and Storm Sewer Cleanout Materials Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>Streets sweepings and storm sewer cleanout materials are not stored on site.</p>

<p>12. Construction and Demolition Waste, Wood Waste, and Yard Trimmings Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>No such materials are stored on site. All such materials are stored at the Township's recycling center.</p>
<p>13. Scrap Tires Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>Scrap tires are stored in a fully enclosed 30 yard rolloff container at the Township's recycling center.</p>
<p>14. Inoperable Vehicles and Equipment Do you store inoperable vehicles or equipment on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater. If not, explain where they are stored.</p>
<p>Inoperable vehicles or equipment are not stored on site.</p>

Form 9 - Municipal Maintenance Yards & Other Ancillary Operations

Part IV.F.5.

Please complete a separate Form 9 for each yard or site. Indicate the number of yards/sites the municipality owns or operates: ⁴ _____

1. Site Name and Address	
Bernards Township Stonehouse Road Garage 31 Stonehouse Rd., Basking Ridge, NJ 07920	
2. Monthly Site Inspections	
Describe the nature of inspections conducted at this site and the location of inspection logs.	
<p>The site is inspected monthly by the Public Works Project Coordinator and/or other personnel as directed by the Director of Public Works. The periphery of the site is walked to look for evidence of conditions that could contribute to storm water contamination such as washed out earth/soil, oil/sheens, brown/cloudy storm water etc. Each storm water inlet is visually inspected from the ground to look for such indicators of contamination. A walk through of the yard is conducted to ensure all practices listed in this document are properly in place/performed. Evidence of fluid leaks/spills such as leaking from vehicles, stains/sheens on the ground etc. are checked, as is the presence of spill kits/dikes/drip pans. The inspection form has a place for identifying conditions requiring attention. All conditions requiring attention are immediately entered into the DPW work order system for assignment and tracking purposes. All records are available in the DPW administrative offices.</p>	
3. Inventory List	
List all materials and machinery that are potentially exposed to stormwater.	
Materials	Machinery/Equipment
	Pickup Trucks
	Dump Trucks
	Trailers
	Tractors

<p>4. Discharge of Stormwater from Secondary Containment Describe the process in place for discharging stormwater from secondary containment areas where outdoor containers are stored.</p>
<p>N/A, there are no secondary containment areas at the facility as no containers are stored outdoors.</p>
<p>5. Fueling Operations Does fueling occur on site? If so, describe the BMPs in place to minimize contamination of stormwater from fueling activities. If not, explain where fueling takes place.</p>
<p>Fueling does not occur on site.</p>
<p>6. Vehicle/Equipment Maintenance and Repair Do you perform maintenance and repair on site? Is this conducted indoors or outdoors? If outdoors, describe the BMPs in place to minimize contamination of stormwater from maintenance and repair activities.</p>
<p>Maintenance and repair of vehicles is not performed on site.</p>
<p>7. Wash Wastewater Containment Do you wash vehicles on site? If so, describe the BMPs in place to minimize contamination of stormwater from these activities. Note that on site containment structures require annual inspections by a NJ licensed professional engineer. If not, explain where vehicle washing takes place.</p>
<p>Vehicles are not washed on site.</p>

<p>8. Salt and Other Granular De-icing Materials Do you store salt and other granular deicing materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>Bagged calcium/magnesium chloride is stored on site indoors.</p>
<p>9. Aggregate Material, Wood Chips, and Finished Leaf Compost Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>Aggregate material is not stored on site.</p>
<p>10. Cold Patch Asphalt Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>No cold patch materials are stored on site.</p>
<p>11. Street Sweepings and Storm Sewer Cleanout Materials Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>Streets sweepings and storm sewer cleanout materials are not stored on site.</p>

<p>12. Construction and Demolition Waste, Wood Waste, and Yard Trimmings Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>No such materials are stored on site. All such materials are stored at the Township's recycling center.</p>
<p>13. Scrap Tires Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>Scrap tires are stored in a fully enclosed 30 yard rolloff container at the Township's recycling center.</p>
<p>14. Inoperable Vehicles and Equipment Do you store inoperable vehicles or equipment on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater. If not, explain where they are stored.</p>
<p>Inoperable vehicles or equipment are not stored on site.</p>

Form 10 – Training

Part IV.F.6-10.

Stormwater Program Coordinators
Describe the training provided for the municipal Stormwater Program Coordinator.
Stormwater coordinator is a licensed NJ professional engineer. Required training also provided by NJDEP.

Topic	Municipal Employees Examples: in-person or virtual group sessions, e-Learning, field trainings, and videos
Describe the training provided for municipal staff.	
SPPP	In-person annual - Engineering
Construction Site Stormwater Runoff	In-person, e-learning, every 2 years - Engineering
Post-Construction Stormwater Management in New and Redevelopment	Mandatory NJDEP training every 5 years. Rule amendments as needed- Engineering
Community-wide Ordinances	In-person every 2 years - Engineering
Community-wide Measures	Every year - DPW
Stormwater Facilities Maintenance	Every year - DPW
Municipal Maintenance Yards and Other Ancillary Operations	Every year - DPW
MS4 Mapping	When maps are updated – as needed
Outfall Stream Scouring	In-person every 2 years - Engineering

Illicit Discharge Detection and Elimination	In-person every 2 years - Engineering
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Stormwater Management Design Reviewers	
Describe the training provided for individuals responsible for reviews and approvals of stormwater management designs.	
Mandatory NJDEP training every 5 years. Rule amendments as needed - Engineering	

Municipal Board and Governing Body Members	
Describe the training provided for members of the planning/zoning board and municipal council.	
Elected Officials and land use board members watch “Asking the Right Questions in Stormwater Review Training Tool” annually or watch at least one of the online DEP videos in the series.	

Training Records	
Indicate the location of training records for the above required training.	
Information is on file in the Engineering Department, 277 S Maple Avenue, Basking Ridge, NJ 07920.	

Form 11 – MS4 Mapping

Part IV.G.1.

1. Provide a link to the most current MS4 outfall/infrastructure map.	
https://www.bernards.org/images/Outfall_Map_For_NJDEP_2023_website.pdf	
2. Indicate the total of each type of MS4 infrastructure listed below (due 01 Jan 2026).	
a. MS4 outfalls	
b. MS4 ground water discharge points (basins or overland flow infiltration areas)	
c. MS4 interconnections	
d. MS4 storm drain inlets	
e. MS4 manholes	
f. Length of conveyance (channels, pipes, ditches, etc.)	
g. MS4 pump stations	
h. MS4 stormwater facilities (any that are not listed above)	
i. Maintenance yard(s) and other ancillary operations	
3. Describe how the municipality’s outfall/infrastructure map is reviewed and updated to reflect any new or newly identified MS4 infrastructure (e.g., an outfall is closed, a new basin is constructed, ownership of an outfall has changed, etc.).	
Map revisions are made as needed in the Township’s Geographic Information System.	
4. Describe how the municipality will create and update its MS4 Infrastructure Map.	
Map updates are made in the Township’s Geographic Information System. Additions to the Infrastructure Map will include field data collection and inspection, analysis of field data using CAD software and GIS. Field collected data will be compared against available file map information as well.	

Form 12 – Watershed Improvement Plan

Part IV.H.

1. Describe how your municipality is developing its Watershed Improvement Plan.
<p>As of November 1, 2024, NJDEP has only released guidance for the Watershed Inventory Report. The plan is not due until November 30, 2027. Engineering is currently collecting field information for the Infrastructure Map to be included with the Watershed Inventory Report.</p>
2. Describe any regional projects or collaboration efforts with other municipalities.
3. Indicate the location of records related to all public information sessions and meetings for discussions of the Watershed Improvement Plan.