

City of Keizer, Oregon

ANNUAL REPORT

**PERMIT YEAR 2017 / 2018
STORMWATER NPDES PERMIT #102904**



October 30, 2018

**Prepared by:
Environmental and Technical Division Staff
City of Keizer, Public Works Department**

**Certification Regarding the City of Keizer
NPDES Municipal Stormwater Annual Report 2017 / 2018**

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.



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ACRONYMS AND ABBREVIATIONS

ACWA	Association of Clean Water Agencies
BMPs	Best Management Practices
CCR	Consumer Confidence Report
CFR	Code of Federal Regulations
City	City of Keizer, Oregon
CS	Construction Site Standards
CWA	Clean Water Act
DEQ	Oregon Department of Environmental Quality
DLCD	Department of Land Conservation and Development
DSL	Oregon Department of State Lands
DS	Development Standards
DWPA	Drinking Water Protection Areas
EFU	Exclusive Farm Use
EPSC	Erosion Prevention Sediment Control
EPA	Environmental Protection Agency
ESU	Equivalent Service Unit

ESA	Endangered Species Act
FTE	Full Time Equivalent
GIS	Geographic Information System
IDDE	Illicit Discharge Detection and Elimination
LID	Low Impact Development
MCM	Minimum Control Measure
MEP	Maximum Extent Practicable
MS4	Municipal Separate Storm Sewer System
NPDES	National Pollutant Discharge Elimination System
OAR	Oregon Administrative Rules
ODFW	Oregon Department of Fish and Wildlife
ODOT	Oregon Department of Transportation
O & M	Operation & Maintenance
ORS	Oregon Revised Statutes
PE	Public Education
Permittee	City of Keizer
PI	Public Involvement and Participation
PY	Permit Year
RR	Record Keeping and Reporting
SWAC	Stormwater Advisory Committee
SWMP	Storm Water Management Plan or Program
TMDL	Total Maximum Daily Load
UGB	Urban Growth Boundary
UIC	Underground Injection Control
USACE	United States Army Corps of Engineers
USFWS	United States Fish and Wildlife Service
USGS	United States Geologic Survey
VSF	Vegetated Stormwater Facility
WPCF	Water Pollution Control Facilities (permit)

Section 1 - Introduction

1.1 Background

The federal Clean Water Act (CWA) was amended in 1987 to include the requirement that stormwater be regulated as a point source discharge under the NPDES program. In 1990, the EPA developed regulations for stormwater discharges that were applicable to entities that own and operate MS4s. The program was employed in two phases with Phase I regulations first being applied to large MS4s with populations of 100,000 or more. Phase II regulations were adopted in 1999 for small MS4s. In Oregon, DEQ has been delegated authority from the EPA for the NPDES program.

As a result of the NPDES Phase II requirements, the City of Keizer established a citizen's Stormwater Task Force to assist in the development of a stormwater management strategy that would meet state and federal regulations, and was suitable for the City of Keizer. The original Stormwater Task Force worked with staff and a consultant to establish the original Stormwater Management Plan (SWMP) and a stormwater utility fee. The initial stormwater fee of \$2.70 per month has been increased several times and the City is currently following a long range financial plan. The fee stands at \$6.82 per month for 1 Equivalent Service Unit (ESU).

After filing an application for an Individual NPDES Permit, the City of Keizer was notified in a letter dated March 12, 2007, that the public review process for the MS4 Phase II individual permit for the City had been completed by the DEQ. NPDES Permit No. 102904 (DEQ File No. 100032) was issued to the City of Keizer, Oregon. The Permit authorizes the discharge of stormwater from all municipal separate storm sewer system outfalls owned and operated by the City. In August 2011 the City of Keizer applied for a permit renewal. The original permit expired on February 28, 2012. A general permit draft has been completed, the public comment period has closed, and Keizer expects the permit to be issued on or before January 1, 2019.

1.2 Annual Report Requirements

In accordance with Schedule B(2) of the Permit, the City of Keizer as the permittee must submit an annual report to DEQ by November 1 of each year for the time period of July 1 through June 30. The annual report must contain:

- 1. The status of compliance with permit conditions, an assessment of the appropriateness of the identified BMPs, progress towards achieving the statutory goal of reducing the discharge of pollutants to the maximum extent practicable (MEP), and the measurable goals for each of the minimum control measures;*

2. *Results of information collected and analyzed, if any, during the reporting period, including evaluation criteria used to assess the success of the program at reducing the discharge of pollutants to the MEP;*
3. *A summary of the stormwater activities the permittee plans to undertake during the next reporting cycle, including a schedule for implementation;*
4. *A description of changes made to the SWMP, including changes to BMPs or measurable goals identified in the SWMP;*
5. *Information on all new additions or removals of annexed areas that result in an expansion or contraction of the MS4's boundaries;*
6. *Notice that the permittee is relying on another government entity to satisfy some of the permittee's permit obligations (if applicable); and*
7. *Number and nature of enforcement actions taken.*

This document serves as the Annual Report for year 2017/2018 for the City of Keizer.

The City of Keizer does not rely on other government entities to satisfy any of the permit obligations. While Keizer owns the sanitary sewer system within the City's UGB, the City of Salem provides maintenance and repair of that system through an Inter-governmental Agreement (IGA). The City of Keizer would also utilize outside agencies in the event of an emergency beyond the City's response capacity. A large scale spill or accident might require a response from the Keizer Fire District, the City of Salem Fire Department or the Salem Public Works Environmental Services group, or the Marion County Fire District. The City also has the option to utilize the State of Oregon Spill Response Contractor. The City of Keizer is a member of the Oregon Water/Wastewater Agency Response Network (ORWARN), and has an Inter-governmental Agreement (IGA) with the Oregon Department of Transportation (ODOT); a Public Works Cooperative Assistance Agreement.

1.3 Organizational Structure and Primary Contacts

The City's operational structure is a City Manager / City Council configuration with Department Directors in Finance, Community Development, Human Resources, City Recorder, Police, and Public Works. The implementation of the Phase II permit is carried out primarily by the Environmental and Technical Division with some annual inspections and repair work being conducted by the Stormwater Operations Division. These groups are under the management of the Public Works Director and respective Division Managers.

1.3 Responsible Personnel

Table 1.3 – Responsible Personnel

<i>Key Personnel</i>	<i>Area of Responsibility</i>
<p>Bill Lawyer, Public Works Director P.O. Box 21000 Keizer, OR 97307 (503)390-3700 lawyerb@keizer.org</p>	<p>Department Director Stormwater Budget Inter-Agency Lead Citywide Communication</p>
<p>Elizabeth Sagmiller, Environmental & Technical Division Manager P.O. Box 21000 Keizer, OR 97307 (503)856-3563 sagmillere@keizer.org</p>	<p>Management of Permitted Stormwater Programs Annual Reporting/Regulatory Reporting Operational Plan Development Maintenance/Repair Policy Development Recordkeeping Policy Development Education and Outreach GIS Management Inter-Agency Coordination Post-Construction in New and Re-development UIC Installation Policy UIC Decommission/Retrofits Policy</p>
<p>Kat LaFever, Senior Environmental Program Technician P.O. Box 21000 Keizer, OR 97307 (503)856-3526 lafever@keizer.org <i>• This individual has resigned from the City of Keizer.</i></p>	<p>Regulatory Support Systemwide Assessment Monitoring Plan Data Analysis/Recordkeeping</p>
<p>Billy Johnson, Environmental Program Technician P.O. Box 21000 Keizer, OR 97307 (503)856-3424 johnsonb@keizer.org</p>	<p>Stormwater GIS Management/Maintenance Erosion Control Post-Construction New Development Plan Review</p>
<p>Mike Griffin, Stormwater Operations & Streets Division Manager P.O. Box 21000 Keizer, OR 97307 (503)856-3551 griffinm@keizer.org</p>	<p>Implementation of UIC Operations and Maintenance Plan Implementation of Good Housekeeping Plan Implementation of Spill Response Field Manual Implementation of Illicit Discharge and Detection Plan Stormwater System Repairs and Recordkeeping Field Investigation and Response (IDDE, Spills) UIC Maintenance</p>
<p>Matt Reyes, Public Works Project Manager P.O. Box 21000 Keizer, OR 97307 (503)856-3558 reyesm@keizer.org</p>	<p>Project Management for Large Scale Development</p>

1.4 Contents

Sections 2 through 7 of this report will cover the individual progress and specifications of adherence to the six minimum control measures required through the SWMP, including the Schedule B(2) permit requirements. The referenced control measures are as follows:

1. Public Education and Outreach
2. Public Involvement/Participation
3. Illicit Discharge Detection and Elimination
4. Construction Site Stormwater Runoff Control
5. Post-Construction Stormwater Management in New Development and Redevelopment
6. Pollution Prevention in Municipal Operations

Each of the referenced sections will include reporting on the City's suite of BMPs for the overall stormwater program.

Section 8 of the document covers the record-keeping and reporting efforts undertaken by staff for 2017/2018. Section 9 covers 2017/2018 annexations and expansion of the MS4.

Section 2 – Public Education / Outreach

2.1 BMPs

- PE-1 Develop a Public Education Plan that addresses regional stormwater issues. Utilize the Mid-Willamette Outreach Group (MWOG) to develop products.
- PE-2 Utilize a statistical method to assess public awareness of stormwater issues
- PE-3 Utilize the annual consumer confidence report (CCR) to inform the public about stormwater related issues
- PE-4 Update the City’s website
- PE-5 Provide support to the Claggett Creek Watershed Council

Table 2.1 – BMP Overview

BMP	Activity	Action	Measureable Goal Met Y/N	Results
PE-1*	1. Develop a Public Education Plan that addresses regional stormwater issues.	Develop a plan that refines the focus for outreach on specific audiences with key messages	Partial	Some minor activity has occurred on this BMP. The Clean Rivers Coalition is a group we hope to partner with to meet the needs of the new permit
	2. Utilize MWOG to develop outreach products	Participate in at least 8 meetings and host 2 events	Y	The Erosion Control Summit was held on 1/30/18. It continues to be a success. MWOG hosted the Water Festival on 5/15/18 with 200 students from Mary Eyre Elementary School
PE-2	Utilize a statistical method to assess public awareness of stormwater issues	This BMP was added to the first revision of the SWMP with the permit renewal package.	N	No action has occurred on this activity.
PE-3	Utilize the annual consumer confidence report (CCR) to inform the public about stormwater related issues		Y	An insert was added to the annual CCR and sent to residents in March 2018

PE-4	Update the City’s website		Y	2016/2017 Annual Report was added to the City’s website. Staff also began utilizing the website ticker for outreach messages such as healthy lawn care tip, car washing tips, pet waste messaging, and beavers in the watershed
PE-5	Provide support to the Claggett Creek Watershed Council	Attend meetings and activities	Y	Staff regularly attends watershed council meetings and has provided significant support for engaging the members. It appears that the group is close to dissolving

* Adaptive Management was applied to this BMP, and approved by DEQ in 2014/2015

2.2 Activities for Report Year 2017/2018

Water Festival

The MWOG group joined together to host the second regional Water Festival this year. The event was held at the Keizer Civic Center and nearby Claggett Creek Park. This year MWOG hosted students from Mary Eyre Elementary School. 14 activity station for the students included fish dissection from ODFW, a turtle station, wastewater bingo, salmon life cycle and tour of Claudia Chinook, water quality testing, a riparian corridor and plant station, and a vector truck demonstration. The feedback from this event has been highly positive. We hope to see this event become an annual program, and are planning for the 2019 event.

Mid-Willamette Outreach Group (MWOG)

The Mid-Willamette Outreach Group first began meeting in 2011. MWOG is composed from the City of Salem, City of Keizer, Marion County, the Marion Soil and Water Conservation District, the City of Albany, and the City of Corvallis. The group meets on a regular basis and continues to expand activities within the region. The group holds monthly meetings and partnership activities are noted throughout this Section of the report.

Erosion Control Summit – The Erosion Control Summit was held on January 30, 2018. This was the 7th annual event hosted by MWOG and held at the Keizer Civic Center. There were approximately 125 attendees and feedback from the event shows that participants view the

summit as a valuable experience. Speakers included staff from DEQ, the City of Keizer, the City of Salem, Nathan Hardebeck from Northwest Environmental Training Center, and a representative from ACF West. The 2019 event is scheduled for January 29, 2019.

General Education Activities

Environmental staff has provided a great deal of significant education and outreach during the past year. The following 2017/2018 activities are compiled in chronological order:

July 1st, 2017 Website -The Ponds of Keizer Rapids park, An ARCGIS storymap project was posted up on the website ticker, The message is focused on mercury pollution in the Willamette River and adjacent ponds with the fish that inhabit them.

July 17th, 2017-City of Albany field day, met with City of Albany engineering, stormwater staff. Toured several facilities and discussed inlets/design/plants etc. Albany provided concrete cloth for an inlet project.

September 1, 2017 Website - Beavers in the Watershed post on the ticker provides messaging about riparian habitat and the role of beavers in riparian ecosystems. Ticker post ran for 2 weeks

September 1, 2017 Website - Capital Canine Club, City of Salem site here: <http://temp.cityofsalem.net/Residents/CleanStreams/Pages/capital-canine-club.aspx> Ticker post ran 2 weeks

September 12th, 2017, Released the Volume 1 Issue 3 of the Stormwater Newsletter, messaging focused on waterway pollutants, IDDE, as well as crawfish, the arboretum project, and GIS.

September 14th, 2017 Participated in Salmon Watch with the Marion Soil and Water Conservation District (MSWCD). Conducted water quality monitoring class for the Stayton High School, AG and Forestry classes. 41 Students total, helped train another water quality monitoring teacher in DO, pH, Temperature, Nitrates and Phosphates for salmon spawning habitat determinations.

September 15th, 2017. Website Ticker-Volume 1, issue 3 of the Stormwater Newsletter

2017 Thursday and Friday September 28 and 29, Participated in Salmon Watch-MSWCD, Conducted water quality monitoring class for Turner Elementary classes. 41 Students total, helped train another WQ monitoring teacher in DO, pH, Temperature, Nitrates and Phosphates for salmon spawning habitat determinations.

October 3rd, 2017, Forest Ridge Elementary school field trip to Keizer Rapids Park. Provided the “Critters in the Creek and Pond” lab science station, in partnership with MSWCD, birds and habitat presentation. Hands on crawfish and a live catfish, with mosquito fish, and a

microscope. Discussed habitat and water quality in the pond and how it affects the inhabitants, 46 kids from the 2nd grade class.

October 5th, 2017 Keizer Elementary School Field trip to Keizer Rapids Park. Provided the “Critters in the Creek and Pond” lab science station, and utilized crawdads to talk about clean water and habitat in the creeks. Public Works employees did a vector truck demo and groundwater demonstration model. 82 kids from 4 different 5th grade classes, parents and teachers.

October 9th, 2017- Keizer Fire District and City of Keizer Public Works Open House. “Critters in the Creek and Pond” lab science station, utilized crawdads, mosquito fish and mayfly larvae to talk about clean water and habitat in the creeks. Hosted the fishing game, showing the difference between fishing in a clean creek and fishing in one polluted by urban stormwater runoff. Distributed many stormwater newsletters to the general public in attendance. Estimated 200+ in attendance.

October 23rd, 2017-Kennedy Elementary school at Claggett Creek Park for the adopt-a-stream program, water quality testing and macros. Sampled the creek with a crawdad trap but got only shiners. Not many macros besides snails. Talked about urban pollution and the food chain. 40 students

October 23rd, 2017-Chemeketa Community College Urban Forestry Class, tour of Keizer Rapids Park. Discussion on policy and planning for urban forest management, history of the park, discussed trees for water quality and habitat, stormwater basin and pollution prevention with LID and trees. 32 students

October 27th, 2017-Parish Middle School Avid, 3 classes, 2 - 6th grade and 1- 8th grade. Careers in Horticultural Science and Phytotechnology. Discuss college choices for careers in plant based fields for environmental remediation, talk about storm drains and the MS4 system, treatment with plant based systems like bioswales and rain gardens.

December 8, 2017-Avid Presentation-Stephens Middle School, 2-8th grade classes, 75 students, 2 teachers. Gave the Careers in Horticulture/Phytotech class with water quality messaging. Discussed college choices for careers in plant based fields for environmental remediation, talked about storm drains and the MS4 system, treatment with plant based systems like bioswales and rain gardens.

December 12th, 2017-Stormwater Newsletter Volume I, issue 4. This edition covers phthalates as a pollutant, stormwater sampling for the UIC permit, Keizer Rotary arboretum and an update on the General Permit. Target Audience: Elected Officials, City planning and City Staff. Posted on the website ticker.

December 23rd, 2017-Toured the City of Salem waste transfer facility. Storm and streets operations got a tour of the newly constructed waste transfer facility, discussions on waste transfer, hazmat handling, oil and water separation, decanting, dewatering of solid waste was all beneficial.

January 25th, 2018-Yoshikai STEM night. Discussed carnivorous plants. Estimated over 500 people attended mostly ESL/Hispanic folks. Target Audience: School children, parents, general public.

January 30th, 2018-Mid Willamette Outreach Group, Erosion Control and Stormwater Management Summit-Training talks covering, EC BMP's, Emerging Pollutants of Concern, Floodplain Regulations, Stormwater Inlet and Maintenance, DEQ Permitting, Stormwater Research. Target Audience: Local Government agencies, public works staff, Landscape Contractors, Building Contractors.

March 13th, 2018 Adopt a Stream program at Battlecreek Elementary- Assisted Salem staff with the event. Discussed watersheds, storm drains and beaver habitat, as well as migratory birds in the wetlands, water quality and human impacts on wildlife. 110 students between 4 classrooms.

March 16th, 2018 Parrish Middle School, AVID careers in horticulture/phytotech Presentation to 4 classes, 88 students total. Messaging included clean water, stormwater runoff, phytotechnology for a clean environment.

March 20th, 2018 Geographical Information Systems- A training for Public Works maintenance staff. Discussed the origins of GIS and the use of it in municipal operations, including stormwater and natural resource management.

March 27, 2018 Newsletter- March Edition. March newsletter was released and put onto the website ticker, and also onto the outreach and education page. Sent out to all City staff , hard copies to City Council, engineering.

March 28, 2018 Annual Drinking Water Quality Report is released-Stormwater messaging includes watersheds, NPDES education, messaging about clean streets, car washing, homeowner BMPs, etc. Also messaging about pollutants of concern, and pesticides and fertilizers.

April, 10th, 2018-Whiteaker middle school, leadership class. Careers in Horticulture/Phytotech presentation, with carnivorous plants and messaging on storm drains, common pollutants, and removal through phytoremediation. 40 students, 1 teacher.

April, 11th, 2018-Adopt a Stream-Forest Ridge Elementary, 4th and 5th grade classes. Topics included macro invertebrates and water quality, used the storm drain maker and crawdads to talk about water quality concerns.

April 26th, 2018-Career Center/Avid Sprague High School, 3 classes, junior, sophomore, senior's. Gave the Careers in Horticulture/Botany, water quality presentation. Discussed carnivorous plants and talked about the link between plants and water quality. 100 students.

May 15th, 2018-Water Festival, 200+ kids from Mary Eryre, 14 different educational stations.

May 24th, 2018-Forest Ridge 4th grade class, gave the careers in science and horticulture talk, used the microscope to look at carnivorous plants and talk about the adaptation to clean water, storm drains, and storm drain marking. 30 students

June 6th, 2018,-Tour of the City of Salem WEFTEF River Road sewage treatment facility for maintenance personnel. Informative and educational talk by Stephanie Eisner the plant manager.

June 10th, 2018 Newsletter, Volume 2, issue 2, posted on the website and distributed through email and hardcopy. Topics: Rare Plants in Keizer, ADA Ramps, Pervious Street Rehab, ArcGis Online, Pentachlorophenol pollution, MWOG outreach.

June 20th, 2018-NPDES Annual Report posted on the City's website.

2.3 Appropriateness of the BMP / Effectiveness

PE-1 Development of the Public Education Plan will provide staff a clear path forward for future educational activities. This BMP is appropriate and effective.

The MWOG group is becoming more efficient and the activities more focused over time. This portion of the BMP is appropriate and effective.

PE-2 Based on the outcome of the Phase II permit, this BMP may need to be revised.

PE-3 Utilizing the City's CCR was a useful way to reach a large portion of Keizer residents.

PE-4 Staff needs to have more time to devote to fine-tuning this BMP. Although material is added to the site, it could be more fully expanded. This BMP is appropriate and effective.

PE-5 Environmental staff continue to participate in Claggett Creek Watershed Council (CCWC) meetings and activities. The Council lacks consistency and membership and is extremely limited. This BMP is appropriate, but should be evaluated from year to year.

2.4 Future Activities Planned for 2018/19

The City will continue to implement an education and outreach program in subsequent years which will be tailored following issuance of new regulations.

Section 3 – Public Involvement

3.1 BMPs

- PI-1** Develop Stormwater Program Evaluation Methodology
Utilize the Stormwater Advisory Committee (SWAC) for Program Review and Adaptive Management
- PI-2** Install 125 – 150 Storm Drain Markers Annually
- PI-3** Utilize Community Groups and/or Volunteers to maintain restoration Sites

Table 3.1 – BMP Overview

BMP	Activity	Action	Measureable Goal Met Y/N	Results
PI-1	Develop stormwater program evaluation methodology	BMPs will be evaluated by 1. <u>program implementation</u> , 2. <u>information collected</u> , 3. <u>evaluation</u> , and 4. <u>needs identification</u> . SWAC to review annually	Partial	Staff did not utilize evaluation methodology in 2017, but the SWAC has been utilized for program review. We are planning for new BMPs with the new permit. The SWAC held 3 meetings and were provided 4 memo style program updates
PI-2	Install catch basin markers	Utilize community groups to install catch basin markers	N	Storm drain markers were not installed in 2017/2018
PI-3	Utilize community groups to maintain restoration sites		Y	2/10/18 CCWC, 5/12/18 CCWC. Work at Ben Bill Park restoration site, and work at Keizer Rapids Park targeting invasives

3.2 Additional Activities for Report Year 2017/2018

The City of Keizer worked with Chemeketa Community College during permit year 2017/2018 utilizing a Cooperative Work Experience (CWE) student. This student conducted research for tree types and costs for a new arboretum at Keizer Rapids Park from which he created an

updated street tree list and addressed the criteria for arboretum status. 76 trees were planted at Keizer Rapids Park in November 2017 and February 2018.

The City has found the relationship with Chemeketa to be beneficial and we look to continue this work in subsequent years.

3.3 Appropriateness of the BMP / Effectiveness

PI-1 This BMP is appropriate but may need to be altered based on conditions in the new permit. Overall, the City has used some method of evaluation through the permit term in order to provide justification for needed changes to BMPs.

PI-2 While the markers are useful for identification purposes, there has been no determination made as to if they deter illegal dumping. Furthermore, the markers are vandalized and removed around school property. However, during outreach events for local students, the markers have been useful in explaining the stormwater conveyance system and impact to waterways.

PI-3 The Claggett Creek Watershed Council conducts specific work at Keizer Rapids Park every year. That project has been successful. However, relying on volunteers to take on a more active role is probably not feasible. The City has had no real success with engaging this group to date. For larger restoration efforts, the City will look to more dependable resources in the future.

3.4 Future Activities Planned for 2018/2019

Staff will look to the new permit to provide appropriate BMPS for Public Involvement in the future.

Section 4 – *Illicit Discharge Detection and Elimination*

4.1 BMPs

- ID-1 Revise the IDDE Plan
Conduct Annual Training
- ID-2 Develop Criteria for High Risk Areas
- ID-3 Link Information to GIS and Annually Update
- ID-4 Develop an Inspection and Inventory Plan for Privately Owned Stormwater Facilities
- ID-5 Analyze Inspection Data and Develop a Management Strategy

Table 4.1 – BMP Overview

BMP	Activity	Action	Measureable Goal Met Y/N	Results
ID-1	Revise the original IDDE Plan	Task Completed in 2013/2014	Y	Implementation of the new plan
	Conduct annual training	IDDE/Spill Response	Y	4/17/18 IDDE training for maintenance staff 1/18/18 Stormwater 101 training for maintenance staff
ID-2	Develop criteria for high risk areas		Y	Complete
ID-3	Link to GIS	Developed High Risk Tool Set	Y	Complete – compiled data will need infrequent maintenance
ID-4	Develop inspection and inventory plan	Inventory is expected to be completed in 2018/2019	Y	393 taxlots inventoried in 2017/2018. 44 lots identified that connect to the MS4
ID-5	Analyze inspection data and develop management strategy		N/A	Management strategy to be developed in the next year

4.2 Additional Activities for Report Year 2017/2018

IDDE Plan Revisions

The IDDE Plan was revised in 2013/2014. The Stormwater Operations and Streets Division Manager is responsible for implementation of the plan. The overall plan has not been reviewed thoroughly in the last 3 years and the Department would benefit from this activity.

Outfall Inspections

Outfall inspections were completed in July and August of 2017. A total of 176 outfalls were inspected according to records. The City of Keizer provides annual outfall inspection for all such facilities. Data is collected electronically by maintenance personnel in the field.

Staff are now using tablets to collect data in the field which has increased efficiency and decreased overall costs.

Develop Criteria for High Risk Areas

As it applies to ID-2, criteria has been established to help identify areas which may be prone to IDDE incidents. These include land use type, past history of IDDE incidents, hazardous material storage or use (SARA site locations from Keizer Fire Department database), and traffic levels. SARA site locations are noted in Figure 4.2.1

Fig. 4.2.1 SARA Sites

STATE FIRE MARSHAL REPORT 1 - LOCAL FACILITIES
 =====
 THIS REPORT LISTS ALL FACILITIES SURVEYED IN YOUR LOCAL AREA

NO = NO HAZARDOUS SUBSTANCES PRESENT
 YES = HAZARDOUS SUBSTANCES PRESENT

KEIZER FIRE DIST			
<u>ie</u>	<u>Location Address</u>	<u>City</u>	<u>Facility ID No.</u>
PRECAST INC	1302 CANDLEWOOD DR N	KEIZER	073445
.ITY	5390 N RIVER RD	SALEM	117969
.ITY	3600 RIVER RD N	KEIZER	090558
.ITY	6494 WINDSOR ISLAND RD	KEIZER	090559
	4080 RIVER RD N	KEIZER	103058
RPORATION	3862 RIVER RD N	KEIZER	081635
	2715 TEPPER LN NE	KEIZER	020628

Map High Risk Areas in GIS

This BMP is being implemented as designed. A GIS project was established and data is accessed to evaluate ongoing risk. Compiled data in the GIS project will need infrequent maintenance to remain current.

Private Facility Inspection and Inventory

2017/2018 was the 3rd year of the private inventory program. 393 tax lots were inventoried during the FY 17/18.

- 125 lots were identified that **did not** connect to our MS4 or UIC systems. This includes VSFs, UIC and surface infiltration facilities.
- 44 lots were discovered that **did** connect to our MS4 system. This includes VSFs and traditional conveyance.
- The remaining lots did not have any type of storm drainage system.
- All of the drainage systems identified above were captured via GPS and integrated into our GIS.

Spill Prevention and Response

The Spill Prevention and Response program was developed in 2013/2014. Training has occurred for field staff in conjunction with IDDE training. See Table 4.1

Both Public Works and Keizer Fire staff are accustomed to responding to and cleaning up spills as well as reporting and documenting them. We received 37 spill-related incident reports from Keizer Fire, and 24 were logged from Keizer Public Works.

Automotive spills (due to leaks or accidents) are the most frequent reported spill. Sediment from construction track off, stockpiles and landscaping materials are the second-most frequent issue. The most time consuming issues usually relate to food service dumping of wastewater, and swimming pool draining.

Due to increased vigilance on the part of Keizer staff, most incidents were dealt with before any material moved from the original spill location. Keizer has continued to utilize Code Enforcement staff to deal with repeat or uncooperative offenders relating to spills or dumping.

4.3 Appropriateness of the BMP / Effectiveness

ID-1 The revised IDDE Plan is up-to-date, but will need to be reviewed and refined based on new permit requirements. The original ordinance developed in 2009 has been a useful document.

Ongoing training for maintenance personnel is crucial for the success of this BMP.

ID-2 This task is complete and appropriate

ID-3 This task is ongoing and highly appropriate

ID-4 This task is appropriate and the City continues to learn more about the system each year.

4.4 Future Activities Planned for 2018/2019

The City anticipates the new General Phase II permit will provide guidance for future activities when it is issued.

Enforcement actions are listed in Appendix A

Section 5 – Construction Site Stormwater Runoff Control

5.1 BMPs

- CS-1 Conduct Erosion Control Training for Public Works Personnel
- CS-2 Develop and Maintain an inventory of Active Construction Sites that Require a Construction Site Pollution Prevention Plan (CSPPP)
- CS-3 Revise the CSPPP and Erosion Control Ordinance
- CS-4 Develop a Separate Hotline for Erosion Control Complaints from the Public

Table 5.1 – BMP Overview

BMP	Activity	Action	Measureable Goal Met Y/N	Results
CS-1	Conduct erosion control training for Public Works personnel	Annual training for maintenance personnel.	Y	9/20/17 Erosion Control training for maintenance personnel. Video, review of EC permit process, ROW permits, contracted projects, and in-house projects 1/30/18 Erosion Control Summit for 10 employees
CS-2	Develop and maintain an inventory of active CSPPP sites		Y	Staff provided plan review, permit issuance, and inspection on 18 new private development projects, 125 ROW permits, and 5 City of Keizer projects
CS-3	Revise the CSPPP and erosion control ordinance		Y	The ordinance was adopted by City Council on 12/1/14. Forms were simplified and are available online.

CS-4	Develop a separate hotline for erosion control complaints		Partial	The City has an after-hours phone system which allows the caller to choose an option for streets/stormwater issues. A separate hotline has not been developed
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5.2 Additional Activities for Report Year 2017/2018

The City of Keizer was included in the 1200-CN permit during this permit year.

Record-Keeping and Plan Management

All new and existing CSPPPs are spatially managed through an ArcMap shapefile which shows the location and status of each permit. All CSPPPs are also managed through an excel spreadsheet and kept up to date with inspection information and status updates.

Erosion Control Ordinance Revisions

Environmental staff have made revisions to the Erosion Control Ordinance. Those revisions were approved by City Council on December 1, 2014. All City of Keizer projects that disturb over 2000 sq ft are required to have an internal CSPPP developed and implemented. In addition, projects that disturb over 200 sq ft that are adjacent to a waterway must have a CSPPP.

5.3 Appropriateness of the BMP / Effectiveness

CS-1 Annual training for Public Works employees is appropriate.

CS-2 Maintaining an inventory of active CSPPP sites is appropriate and useful.

CS-3 Revision of the erosion control ordinance and associated CSPPP was appropriate and will result in protecting water quality.

CS-4 As was reported last year, the City currently uses a telephone system that allows the public to reach Public Works personnel 24 hours a day. The hotline referenced in BMP CS-4 has not yet been developed. Because of lean staffing resources it is difficult to determine if a hotline would actually make a difference in the response time for City staff. As was noted in last year’s report, it may be premature for the City to have a separate hotline at this time. The Spill Response Plan and associated manual has a matrix for staff to utilize in the event of a non-routine event. Furthermore, staff is working with support agencies to make certain that Public Works personnel are contacted in the event of an emergency.

5.4 Future Activities Planned for 2018/2019

CS-1 Annual training is expected to continue for Public Works personnel.

CS-2 No changes are anticipated for this BMP

CS-3 No changes are anticipated for this BMP

CS-4 No changes are anticipated for this BMP

Section 6 – Post-Construction Stormwater Runoff

6.1 BMPs

DS-1 Revise Design Standards and Development Code

DS-2 Implement the Revised Water Quality Standards for New and Re-development
Conduct Plan Reviews, Inspections, and Enforcement

DS-3 Conduct Annual Training for Program Components for Public Works Personnel

Table 6.1 – BMP Overview

BMP	Activity	Action	Measureable Goal Met Y/N	Results
DS-1	Develop standards to control runoff from new and re-development		Y/N	9 meetings held w/ City Engineer, Project Manager and Public Works Director, 2 meeting with Community Development.
DS-2	Implement the Revised Water Quality Standards for New and Re-development		N	The City is actively requiring portions of the updated information in the new Water Quality Manual, but no progress has been made on actively approving the manual.
	Conduct plan reviews, inspections, and enforcement for new development		Y	Plan review is ongoing and inspections are ongoing
DS-3	Conduct annual training for program components for Public Works Personnel		Y	12/20/17 and 1/18/18. Stormwater quiz for maintenance personnel and Stormwater 101 training for maintenance personnel

6.2 Additional Activities for Report Year 2017/2018

As was noted in last year’s report, Environmental staff developed a draft Water Quality Manual with the goal of having that document formally approved and utilized as the standard for City of Keizer stormwater development. The draft manual was developed to preserve vegetation, reduce

impervious surface and reduce runoff to surface water. Staff has not received any comments from the City Engineer.

While the City currently implements plan review and inspections for water quality facilities being constructed, there is no formally approved document that spells out a process, recordkeeping, or responsibilities.

Training will be an important element of the new Water Quality Manual. Staff have had more opportunities to learn about water quality treatment, infiltration, and properly maintaining facilities over the past several years.

The City is asking for maintenance agreements for new developments with water quality structures and features.

6.3 Appropriateness of the BMP / Effectiveness

DS-1 The BMP as written is appropriate and effective

DS-2 The BMP as written is appropriate and effective

DS-3 The BMP as written is appropriate and effective

6.4 Future Activities Planned for 2018/2019

Staff will continue to move forward with development of revised Design Standards and the requirements specified in the new Phase II permit.

Section 7 – Pollution Prevention in Municipal Operations (Good Housekeeping)**7.1 BMPs**

OM-1 Utilize Public Works Personnel to Review Existing O & M Manual (a.k.a Good Housekeeping Manual)

OM-2 Inspect 10% of the MS4 Annually (Contracted Activity)

OM-3 Conduct Employee Training

OM-4 Implement the Catchbasin Inspection Program

OM-5 Conduct Street Sweeping

Table 7.1 – BMP Overview

BMP	Activity	Action	Measureable Goal Met Y/N	Results
OM-1	Utilize Public Works personnel to review existing O & M Manual	Revise the manual that was developed in 2011	Y	Complete. The manual was revised in 2014. The manual will again be updated when we have a new permit
OM-2	Video Inspection of Stormwater System	Contracted inspection with a goal of 10% of the system annually	Y	Video Inspection was conducted in 2017/2018. Information that had been stored on a City hard drive was lost late in the report year. This information had not been backed up.
OM-3	Conduct employee training		Y	11/7/2017 training occurred for municipal staff.
OM-4	Catch basin inspection program	Inspect structures, clean and develop a repair list	Y	2283 catchbasins inspected and 304 were cleaned. 299 manholes inspected and 17 cleaned. 22 catchbasin repairs 32 cu yds of material removed from cleaning
OM-5	Street Sweeping	This is a contracted activity	Y	1089 cubic yards of material was removed in 2017/2018

7.2 Additional Activities for Report Year 2017/2018

OM-1 The Good Housekeeping Manual was updated in Spring 2014 and now contains pertinent UIC information. The manual includes a regulatory overview, inspection and maintenance protocol, structure design and function, record keeping and adaptive management, as well as a section on roles and responsibilities.

Maintenance personnel are providing routine 'Shop' inspections and are properly maintaining records of the inspections. A database has been developed with inspection dates and personnel who conducted the work.

BMPs include:

Absorbent supplies and spill response plan are "on-hand."

Absorbent pads are used for minor spills.

Catchbasins are protected by bio bags.

Chemicals are stored indoors at facilities and in proper containment.

Containers are labeled.

Dry methods are used for cleaning when possible (sweeping instead of washing)

Leaks are reported to the Storm/Streets Manager.

Sanitary sewer drain is used in central bay for washing/clean-up at the PW Shop.

Secondary containment is provided in areas where spills, leaks, or ruptures could enter the stormwater system and/or water bodies.

Tanks are installed on a solid foundation.

Vehicles and equipment are properly maintained to reduce unnecessary repairs or leakages.

Valves are in closed position and containers are sealed when not in use.

Recycle old parts, chemicals, and other materials when possible.

Work is preformed inside the shop when applicable to reduce the spread of pollutants

Repairs

Total Number of Repairs Completed in Fiscal Year 2017/2018 = 26

Number of Repairs Generated from TV Books coming in 2017/2018 = 40

Number of Repairs completed from TV books in 2017/2018) = 21

Materials: \$9,310

Staff Time: \$11,777

Equipment: \$9,695

TOTAL: \$30,782

2017/2018 CIP PROJECT: \$247,500

K&E-Dearborn Storm line and outfall realignment

TV Inspection

The hard drive that stored the TV inspection data crashed late in FY 2018. The City still has the raw data in notebooks and on thumb drives provided by the contractor. The City has been fairly consistent with reaching the percentage goal for subsequent years and there is no reason to believe that this goal was not obtained in 2017/2018.

7.3 Appropriateness of the BMP / Effectiveness

OM-1 The revision of the Good Housekeeping Manual was appropriate. Consistent training will hopefully result in increased usage by Public Works personnel.

OM-2 This BMP is appropriate and effective. Changes may be made to the program with the conditions of the new permit.

OM-3 Employee training is effective and appropriate.

OM-4 This BMP is effective and appropriate.

OM-5 This BMP is effective and appropriate.

Street Sweeping Quarterly Removal Totals – Annual Comparisons

	2014/2015	2015/2016	2016/2017	2017/2018
July-Sept	236	187	182	156
Oct-Dec	962	678	670	627
Jan-Mar	220	222	199	157
April-June	226	197	177	149
Total	1644	1284	1228	1089

7.4 Future Activities Planned for 2017/2018

Continue existing BMPs and implement new conditions of the Phase II permit

Section 8 – Record-Keeping and Reporting

8.1 BMPs

RR-1 Develop an Electronic Stormwater Database (ArcGIS) to Specifically Identify Assets in Order to Track Stormwater Program Elements Including Repair and Maintenance Activity

RR-2 Maintain Spatial Information for Private Stormwater Infrastructure. Add Spatial Information for SWMP Program Elements

Table 8.1 – BMP Overview

BMP	Activity	Action	Measureable Goal Met Y/N	Results
RR-1	Develop an electronic stormwater database (ArcGIS)		Y	This BMP is complete
RR-2	Maintain spatial information for private stormwater infrastructure.		Y	All known private connections and structures are now catalogued using a specific code. The program will continue in 2018/2019

8.2 Additional Activities for Report Year 2017/2018

RR-1 – Over the last year Keizer’s Public work’s Department has transitioned to the ArcGIS online platform. This is a new cloud-based platform that allows all Public Works employees to access and manage spatial and tabular data seamlessly. For stormwater specifically, it means ready access to asset information for maintenance, erosion control and IDDE tracking. It also means more eyes on infrastructure management which has led to identification of errors and more updates, ensuring accurate data.

The list below captures only a portion of the numerous data management and record-keeping activities undertaken by Environmental staff:

- Outfall inspection results updated. This field has been changed to identify specific structures such as culverts, inflows, etc.
- Catchbasin and manhole inspections recorded in the database
- Grid maps updated on a quarterly basis
- Erosion control permits and status displayed in ArcMap
- Public and private water well data updated in GIS
- Marion County updates included in the system
- City of Salem updates included in the system

- Archived document file added to the Stormwater Drive and index developed
- Infrastructure corrections updated in the GIS system
- Repair work inventoried and prioritized to include backlog work
- Private inspection project has been added to GIS
- Assets have been reviewed to determine ownership (public or private) and maintenance responsibilities (public or private)

8.3 Appropriateness of the BMP / Effectiveness

RR-1 This BMP is appropriate and effective.

RR-2 This BMP is appropriate and effective.

8.4 Future Activities Planned for 2018/2019

The Environmental and Stormwater Divisions anticipate moving on to the next phase of the private inventory inspection program

Section 9 – *Annexed Area / Expansion of the MS4*

9.1 Overview

No annexation occurred in 2017/2018.

No major annexations are expected in the upcoming report year, but the City is expecting a large expansion in the next 5 to 10 years.

There were no expansions of the MS4 in 2017/2018.

APPENDIX A

2017/18 - IDDE REPORTING SUMMARY TABLES

PUBLIC WORKS IDDE – Total COMBINED PW Incidents

Automotive	9
Chemical	3
Construction	2
Food/Grease	1
Sediment	2
Sanitary Sewer	2
Vegetation	4
Waterwaste	1
Total Incidents	24

MS4 Incidents by Type

Automotive	9
Chemical	3
Construction	2
Food/Grease	1
Sediment	1
Sanitary Sewer	2
Vegetation	2
Waterwaste	1
Total Incidents	21

UIC Incidents by Type

Automotive	0
Chemical	0
Construction	0
Food/Grease	0
Sediment	1
Sanitary Sewer	0
Vegetation	2
Waterwaste	0
Total Incidents	2

KEIZER FIRE IDDE – Total Fire Incidents by Type

Automotive Spill	34
Chemical Spill	1
Motor Vehicle Fire	1
Portable Building Fire	0
Biohazard Fluid	1
Total Incidents	37

KEIZER FIRE IDDE INCIDENT REPORTING TABLE

Date	Type	Location	Description
7/10/2017	Automotive Spill	Chemawa Rd N at River Rd N	spill; cleaned with absorbant; no threat to
7/18/2017	Automotive Spill	Verda Ln NE at Ascot Ln NE	MVA Anti-freeze spill; cleaned with absorbant; no threat to storm system.
7/29/2017	Automotive Spill	3300 River Rd N	MVA Anti-freeze spill (several gallons), cleaned with absorbant; no threat to storm system.
8/2/2017	Automotive Spill	Foothill Ct at Wheatland Rd N	absorbant pad; no threat to storm system.
8/19/2017	Automotive Spill	3862 River Rd N	NVA Coolant leak from vehicle; cleaned with absorbant; ; no threat to storm system.
8/26/2017	Automotive Spill	Lockhave Dr at McLeod Ln NE	MVA Anti-freeze spill; small amount reached storm drain before blocked and cleaned.
8/30/2017	Automotive Spill	626 Appleblossom Ave NE	Gasoline leak from truck; contained with absorbant; ; no threat to storm system.
9/2/2017	Biohazard	Russett Dr N at Wheatland Rd N	MVA blood on roadway; cleaned; ; no threat to storm system.
9/14/2017	Automotive Spill	Ulali Dr NE at Keizer Station Blvd NE	MVA gasoline leak; absorbant pads placed; spill cleaned; ; no threat to storm system.
9/25/2017	Automotive Spill	Chemawa Rd N at Celtic Wy N	MVA fluid on roadway; cleaned; ; no threat to storm system.
9/25/2017	Automotive Spill	River Rd N at Manbrin Dr NE	MVA fluid on roadway; cleaned; ; no threat to storm system.
10/12/2017	Motor Vehicle Fire	800 Foothill Court NE	MVA gas leakage and fire; PW staff responded; cleaned.
10/14/2017	Chemical Spill	5000 River Rd N (Walgreens)	with absorbant and spread rest to dry; ; no
10/23/2017	Automotive Spill	River Rd N at James St NE	MVA fluid on roadway; cleaned; ; no threat to storm system.
10/26/2017	Automotive Spill	Chemawa Rd NE at Lockhaven Dr. NE	MVA from one roadway; vehicle; ; or scene. to KPW sydrem.

KEIZER FIRE IDDE INCIDENT REPORTING TABLE

Date	Type	Location	Description
10/27/2017	Automotive Spill	4310 Shoreline Dr. N	MVA fluid on ground; cleaned with absorbant; no threat to storm system.
10/28/2017	Automotive Spill	River Rd N at Wheatland Rd N	MVA fluid on roadway; cleaned;no threat to storm system.
10/29/2017	Automotive Spill	Stadium Dr NE at Jorie Ln NE	MVA approx 2 gallons fluid down; cleaned with absorbant; no threat to storm system.
11/22/2017	Automotive Spill	Sam Orcutt Wy NE at Cherry Avenue NE	MVA Large amount of fluid down (and raining); called PW staff to assist; diked around storm drain and cleaned; minor amount into system.
12/1/2017	Automotive Spill	4900 River Rd N	MVA fluid on roadway; cleaned; no threat to storm system.
12/4/2017	Automotive Spill	14th Ave NE at Kafir Dr NE	threat to storm system.
12/5/2017	Automotive Spill	Lockhaven Dr NE at Chemawa Rd NE	MVA 1/2 gallon fluid on roadway; cleaned with absorbant; no threat to storm system.
12/9/2017	Automotive Spill	4900 River Rd N	MVA anti-freeze spilled; cleaned with absorbant; no threat to storm system.
12/13/2017	Automotive Spill	River Rd N at Claggett Ct N	MVA spill on roadway; cleaned with absorbant; no threat to storm system.
12/22/2017	Automotive Spill	3401 River Rd N	MVA Anti-freeze spill; cleaned with absorbant; no threat to storm system.
12/22/2017	Automotive Spill	Dearborn Ave NE at River Rd N	MVA fluid on roadway; cleaned; no threat to storm system.
12/22/2017	Automotive Spill	Lockhaven Dr NE at McLeod Ln NE	MVA fluid on roadway; cleaned; no threat to storm system.
1/5/2018	Automotive Spill	4596 Verda Lane NE	MVA fluid on roadway; cleaned with absorbant; no threat to storm system.
2/3/2018	Automotive Spill	4915 River Road N	MVA anti-freeze spilled; cleaned with absorbant; no threat to storm system.

KEIZER FIRE IDDE INCIDENT REPORTING TABLE

Date	Type	Location	Description
2/17/2018	Automotive Spill	Sam Orcutt Wy at Cherry Ave NE	absorbant; no threat to storm system.
2/17/2018	Automotive Spill	Lockhaven Dr. at 14th Ave NE	MVA fluids on roadway; cleaned; no threat to storm system.
3/12/2018	Automotive Spill	Marino Dr N at Rowan Ave N	MVA anti-freeze spilled; cleaned with absorbant; no threat to storm system.
3/15/2018	Automotive Spill	Chemawa Rd N at Celtic Wy N	absorbant; no threat to storm system.
3/21/2018	Automotive Spill	5020 River Rd N	MVA anti-freeze spilled; cleaned with absorbant; no threat to storm system.
4/3/2018	Automotive Spill	1605 Lockhaven Drive NE	MVA mva wi 3 a amount of fluid down. Used absorbant pads to clean roadway; fluid down abswaterwaysbant; roadway mino1605 to to syl6em.
4/12/2018	Automotive Spill	6198 Ulali Drive NE	MVA fluids on roadway; cleaned; no threat to storm system.
4/16/2012	Automotive Spill	River Rd N at Lockhaven Dr NE	Reported spill in area; found series of small leaks; to small and spread out to clean.

KEIZER PW IDDE INCIDENT REPORTING TABLE

Date	Type	Location	Description	Action	Follow-Up
7/5/2018	MS4 Food / Grease	4842 River Rd.	Citizen reported a restaurant dumping into an ally catchbasin. Staff responded and found smelly substance in catchbasin.	Two previous issues with same, on 9/2011 and 12/2013; coordinated with Community Enforcement for response.	Sent Notice of Infraction on 6/13/17. Restaurant owners were willing to clean catchbasin; owner of building also followed up to ensure compliance of leases.
7/14/2017	MS4 Sanitary Sewer	3984 Pleasant View	Report of broken sewer lateral discharging to Claggett Creek. Break in line was located at waterway, north east portion of property. Problem has existed for unknown period.	Staff called OERS, DEQ, ODFW and DSL. Water was immediately shutoff until problem fixed. Pipe discovered to be broken at manhole as well.	Pipe rerouted so no longer going over the creek.
8/31/2017	UIC Sediment	1146 Keystone LP	Staff noticed that homeowner had removed all grass and much of the dirt in the back yard and piled it in the street. The weather was dry and nothing made it to the catch basin.	Staff informed the homeowners that they must remove the debris promptly and by the end of the day.	Homeowners complied; no further action.
8/31/2017	MS4 Automotive	1835 Lockhaven Dr	Staff responded to a car accident where a car leaked antifreeze on the road near a catchbasin.	PW staff and the fire department cleaned up all of the debris and antifreeze.	
8/31/2017	MS4 Automotive	626 Appleblossom Dry NE	Staff responded to report of car leaking gas; Keizer Fire was on site cleaning the spill.	Staff talked with owner, who had been trying to syphon out the gas since the tank leaked, and told owner the car would need to be removed.	Car was removed within the hour. No further action needed.
9/14/2017	MS4 Waterwaste	6632 Koufax Ln NE	Staff found evidence of a pool being drained to street (repeat offense from 2010)	Staff informed owner this was not allowed, and that the pool would need a permanent drain to sanitary. A follow up letter was sent by staff.	Pool was connected to sanitary. No further action.
9/29/2017	MS4 Automotive	4175 Brooks	Citizen called police to report kids dumping out a can of oil into the gutter.	Staff went out and found the spill and cleaned it up before it reached the storm drain.	No further action needed.
10/10/2017	MS4 Automotive	4326 Northside Dr	Found car parked on road showing signs of recent collision; leaking fluids and battery damaged.	Police put tow order on it. Staff cleaned existing spill, put absorbant pads underneath,	Staff went out after towing to remove pads and clean up any further spilled material.
10/12/2017	MS4 Automotive	McNary Heights Apt. 892 Foothill Ct	Field staff came upon a car fire. Owners were nearby calling 911. Staff used fire extinguisher but it continued to burn. Some fluid spillage but didn't get to a catchbasin.	Staff applied bio bags to dam any spill and used clean sweep underneath vehicle after Keizer Fire put out the fire.	No further action needed.
10/13/2017	MS4 Chemical	1621 Chemawa Rd Ne	As result an accident, a power pole came down, and the transformer leaked a couple of gallons of oil onto the street.	Staff responded and cleaned the spill; none reached the storm drain system.	No further action needed.
11/2/2017	MS4 Vegetation	4808 13th Ave	Landscaper reported blowing leaves into street or park rather than picking up and removing	Staff contacted the property owner (a rental) who provided the landscaper information.	Staff contacted landscaper and clarified that leaves from property must not be blown into park or street, but picked up and removed.
11/27/2017	MS4 Sanitary Sewer	M/H near Labish Ditch	Report came in that raw sewage was spilling out of a manhole lid and running into Labish Ditch.	Staff immediately responded and confirmed. City of Salem Environmental Services was dispatched and took over the scene (Salem is contracted for Sewer work in Keizer). They blocked the pipe to stop the spill and posted the site.	Salem hired clean up crews to clean pipes and around the spill area. Warnings were posted in the area along the spill, and upstream/downstream E. coli sampling until area was clean.
1/9/2018	MS4 Sediment	4660 Harcourt Av NE	Staff reported mud track off from vehicles accessing home from muddy access point.	Staff left door hanger explaining this was not allowed. Homeowner added rock to elevate mud being tracked on street.	No further action needed.

KEIZER PW IDDE INCIDENT REPORTING TABLE

Date	Type	Location	Description	Action	Follow-Up
1/19/2018	MS4 Automotive	Bundy Ct & Joan Dry	A business called to say that one of their trucks had a power steering leak and had left a trail of fluid for a few blocks (the total amount was small, estimated less than a quart).	Business cleaned up the spill; Staff checked and confirmed this.	
2/7/2018	MS4 Vegetation	1136 Glaze Meadow	Staff witnessed a man a hosing off the lawn mower over the catch basin in front of his house.	Staff took photo then let citizen know what he was doing was against our City's stormwater policy. The man did not stop, but said the city never cleaned catchbasins anyhow so it didn't matter.	Staff turned incident over to Code Enforcement for citation.
2/26/2018	MS4 Automotive	6763 Shepherd Ct	Citizen reported a car leaking oil on the street.	Staff visited site, found small spots where a car had parked but nothing had reached the storm system. No one was home, so left door hanger with direction to clean.	No further action needed.
4/12/2018	MS4 Construction	1050 Rafael dr	Staff discovered approximately 1 cubic yard of excavated dirt was spilled onto the sidewalk and street in front of a house who was having a pool installed.	Staff stopped and told pool contractor that it needed to be cleaned up and removed from right of way.	No further action needed.
4/23/2018	MS4 Construction	6708 14th	Staff observed that someone had washed out concrete from a driveway repair onto the driveway and it ran down to the catch basin. Some residue was present but dried very quickly due to the warm and dry conditions.	Staff spoke with homeowner about the importance of keeping our storm system free of contaminates. He was very apologetic and said that it would not happen again.	No further action needed.
5/8/2018	MS4 Chemical	4295 Verda Ln	Staff reported they had discovered a homeowner with some 55 gallon barrels of oily substance that was in the backyard but not covered. Nothing had appeared to have leaked yet.	Staff spoke with the resident (a renter) about covering the barrels with a tarp or plywood and he said that he would.	No further action needed.
5/28/2018	MS4 Automotive	Chemawa Rd NE & Bailey	Staff responded to a car accident where the car veered of the road and hit a tree. Some antifreeze leaked onto the ground.	PW staff assisted Keizer Fire in cleaning up the debris and antifreeze. No fluid reached the storm system.	No further action needed.
5/30/2018	UIC Vegetation	7992 Waterloo	Staff noticed that a residence with a load of barkdust dumped on the street in front of the house.	Staff spoke to the owner's son and asked them to remove it from the street.	Owners complied; no further action needed.
5/31/2018	MS4 Automotive	6651 River Rd	Staff responded to a car accident where anti freeze and oil had leaked. A small amount had reached the gutter but none had made it to the catchbasin.	PW staff took over clean up (from Keizer Fire) and cleaned up the anti freeze and oil and properly disposed of it.	No further action needed.
6/27/2018	MS4 Chemical	5270 Woodwind Ct	Staff discovered a PGE transformer that was leaking oil. The ground was discolored but the oil was contained to the perimeter of the base of the transformer (did not reach the street).	PGE responded with a crew and replaced the transformer and excavated contaminated soil around the transformer. It was a non-PCB transformer.	No further action needed.
6/28/2018	UIC Vegetation	1354 Bair Rd	Staff discovered a pile of compost and a pile of barkdust piled in the street in front of a house. Nothing had moved from the piles and it wasn't raining.	Staff stopped and talked to the owners who were actively moving the piles into the back yard. The owners assured staff that they would get all of the material off of the road and get the area swept up.	No further action needed.