

# Stormwater Pollution Prevention Plan

Borough of Sayreville

Middlesex County

Permit Number: NJG0141852

Annual Review Date: May 8, 2024

Stormwater Program Coordinator: George Gawron

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## Appendix A – Logs & Miscellaneous Forms:

**Outfall Inspection Form**

**Stream Scouring Investigation Recordkeeping Form**

**Illicit Connection Inspection Report Form**

**Attachment B – Points System for Public Education and Outreach Activities**

**Attachment E – Best Management Practices for Municipal Maintenance Yards and Other Ancillary Operations**

**Engineers Certification of Annual Inspection of Equipment and Vehicle Wash Wastewater Containment Structure**

**Underground Vehicle Wash Water Storage Tank Use Log**

**Underground Vehicle Wash Water Storage Tank Pump Out Log**

### Form 1 – Team Members

<b>Stormwater Program Coordinator (SPC)</b>			
Name and Title	George Gawron, DPW Superintendent		
Phone	732-390-7044	Email	ggawron@sayreville.com
<b>Individual(s) Responsible for Major Development Project Stormwater Management Review</b>			
Name and Title	Shane Bonczak, CME Associates		
Phone	732-727-8000	Email	sbonczak@cmeusa1.com
Name and Title	Mario DiSanto, CME Associates		
Phone	732-727-8000	Email	mdisanto@cmeuse1.com
Name and Title	Abd Elazcem Youssef, CME Associates		
Phone	732-727-8000	Email	ayoussef@cmeuse1.com
Name and Title	Benjamin Pettingill, CME Associates		
Phone	732-727-8000	Email	bpettingill@cmeuse1.com
<b>Other Municipal Stormwater Team Members</b>			
Name and Title	Jessica Morelos, Borough Clerk		
Phone	732-390-7025	Email	jessica@sayreville.com
Name and Title	Elyse Barone, Recycling Coordinator		
Phone	732-390-7008	Email	recycling@sayreville.com
Name and Title	Craig Fallon, Road Supervisor		
Phone	732-390-7043	Email	cfallon@sayreville.com
<b>Shared/Contracted Service Providers</b>			
Provider Name	Service Provided	Term of Service	

## Form 2 – Revision History

Revision Date	Form # Changed	Reason for Revision (Updates to staff, policy, webpage, etc.)
04-01-2005	Forms 1-17	Completion of SPPP
05-02-2006	Form 8	Partial completion of Illicit Connections Records (Form 8)
05-02-2007	Form 8	Partial completion of Illicit Connections Records (Form 8)
05-02-2008	Form 8	Partial completion of Illicit Connections Records (Form 8)
11-31-2018	Forms 1-17	Update SPPP per General Permit requirements
02-16-2021	Form 1	Update of Staff
05-08-2024	Forms 1-12	Update SPPP per General Permit requirements

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

1. Provide the link to the dedicated stormwater webpage for your municipality.
<a href="https://www.savreville.com/cn/webpage.cfm?tpid=17422">https://www.savreville.com/cn/webpage.cfm?tpid=17422</a>
2. List the name and title of person(s) responsible for stormwater webpage postings/updates.
George Gawron, DPW Superintendent
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.
<p>Newspaper: Home News Tribune  Facebook: Borough of Sayreville  Newsletter: N/A  Television: N/A  Website: <a href="http://www.savreville.com">www.savreville.com</a></p> <p>The Borough conducts educational and outreach activities that total 12 points annually from at least three out of the five categories set forth in Attachment A of the Borough’s Tier A Municipal Stormwater General Permit. The activities are advertised as follows:</p> <p>For annual distribution to all residents and businesses within the Borough of Sayreville, educational brochures are mailed out every January. The educational brochure and other supplemental educational information provided by the NJDEP (<a href="https://dep.nj.gov/cleanwater/nj/educational-resources-clean-water/">https://dep.nj.gov/cleanwater/nj/educational-resources-clean-water/</a>) are made available on the Boroughs official website.</p> <p>Additional copies of the educational brochure are made available at the Borough library. The Borough also incorporates stormwater management education into its annual event, “Community Unity Day,” which takes place annually in September.</p> <p>Additionally, the following events and mailers are sent out annually:</p> <ol style="list-style-type: none"> <li>a) National Night Out is held in August;</li> <li>b) Earth Day is held in April;</li> <li>c) Environmental Program is held in the Library in May;</li> <li>d) Stormwater Matters Contest is held in April;</li> <li>e) Bulletin Boards are posted at Borough Hall.</li> </ol>

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

### *Part IV.E.*

<p>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.</p>	<p>"Major Development" as defined in the Stormwater Control Ordinance (Ord. No. 518-21) is an individual “development,” as well as multiple developments that individually or collectively result in: the disturbance of one (1) or more acres of land since February 2, 2004; the creation of one-quarter (0.25) acre or more of “regulated impervious surface” since February 2, 2004; the creation of one-quarter (0.25) acre or more of “regulated motor vehicle surface” since March 2, 2021; or a combination of “regulated impervious surface” and “regulated motor vehicle surface” that totals an area of one-quarter (0.25) acre or more.</p>
<p>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.</p>	<p>The Borough's SCO defines a Major Development is as stringent as the NJDEP's model SCO.</p>
<p>3. Describe the process for reviewing major development project applications for compliance with the SCO and Residential Site Improvement Standards (RSIS).</p>	<p>The Borough reviews the design and observes the construction of residential development and redevelopment projects for conformance to the RSIS (including the NJDEP Stormwater Management Rules, N.J.A.C. 7:8). The Borough reviews the design and observes the construction of nonresidential development and redevelopment project for conformance to the SCO (including the NJDEP Stormwater Management Rules, N.J.A.C. 7:8). The Borough’s planning and zoning boards review for such compliance before issuing preliminary or final subdivision or site plan approvals under the Municipal Land Use Law even if a separate permit is required by the NJDEP. Borough owned projects are designed for conformance with the SCO and N.J.A.C. 7:8 and provides construction inspection and administration to ensure same are constructed per the bid plans and specifications.</p>
<p>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.</p>	<p>The MSWMP details the Borough's mitigation plans. The Borough’s Construction Office maintains all records of granted variances.</p>
<p>5. Indicate the dates of each iteration of the township’s Stormwater Control Ordinance, starting with the initial adoption and including revisions.</p>	<p>The SCO was adopted on 09-25-2006 by Ord. No. 975-06, and subsequently amended on 02-22-2021 by Ord. No. 518-21.</p>
<p>6. Indicate the dates of each iteration of the township’s Municipal Stormwater Management Plan, starting with the initial adoption and including revisions.</p>	<p>The MSWMP was adopted in 05-2005, revised in 09-2005, revised again in 05-2006, and subsequently revised in 11-2018.</p>

## 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	9/11/2006	Yes	Police Department & Board of Health	\$ Up to \$1,000
2. Wildlife Feeding	9/11/2006	Yes	Police Department & Board of Health	\$ Up to \$100
3. Litter Control	07/08/2002	Yes	Department of Public Works	\$ Up to \$1,000
4. Improper Disposal of Waste	09/11/2006	Yes	Department of Public Works	\$ Up to \$1,000
5. Yard Waste	10/10/2006	Yes	Police Department & Department of Public Works	\$ Up to \$1,000
6. Private Storm Drain Inlet Retrofitting	5/10/2006	Yes	Director of Code Enforcement and Zoning	\$ Up to \$1,000
7. Illicit Connections	10/10/2006	Yes	Police Department, Fire Department, Health Department, and Department of Public Works	\$ Up to \$2,000
8. Privately-Owned Salt Storage	04/08/2024	Yes	Public Works	\$ Up to \$1,000
9. Tree Removal- Replacement	05/24/2010	Yes	Borough Zoning Officer	\$ Up to \$500

**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.**

Flood Damage Prevention and Protection Ordinance was adopted on 06-27-2022 by Ord. No. 17-22. The ordinance is enforced by the Floodplain Administrator and fines can be assessed up to \$1,250.

Regulations for Roll-Off Dumpsters and Containers Ordinance by Ord. No. 44-89. The ordinance is enforced by the Code Enforcement Officer and Borough Police with fines up to \$100.00.

**Indicate the location of records associated with ordinances and related violations and enforcement actions below.**

Records associated with ordinances and related enforcement actions are kept in the Department enforcing the specific ordinance.

The code enforcement officer and the Borough of Sayreville Police Department will enforce these ordinances upon adoption. If someone is found to be in violation of an ordinance, they will be issued a written warning for first time offenses; penalties will be issued for subsequent offenses. Any complaints received by the Department of Public Works with an apparent ordinance violation will be investigated and forwarded to the Borough of Sayreville's Police Department. Informational sheets provided by the NJDEP regarding pet waste will be distributed during the issuance of pet licenses.



## 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 time 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.*

The Borough of Sayreville has an existing street sweeping program, in which the entire Borough is swept four (4) times a year. There are no streets in the Borough meeting the NJDPES permit criteria that will require the municipality to sweep the streets at least once per month. County Roads within the Borough are maintained by the County of Middlesex.

All sweeping records are kept at the office of the Director of the Public Works Department. All records correspond to sweeping activities on Borough streets not required to be swept by the NJPDES permit.

Street sweeper operators will be responsible for identifying and reporting issues (roadside erosion, damaged inlet castings, etc.).

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

The Borough does not outsource sweeping operations.

**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.) For the storm drain inlet labeling program, the Borough uses a standardized plastic disc fastened by an adhesive to the inlet casting. The plastic disc reads, “NO DUMPING – DRAINS TO WATERWAY”, or an approved equal. All storm drain inlets along municipal streets with sidewalks and all storm drain inlets within plazas, parking areas, or maintenance yards that are operated by the Borough have been labeled.

B.) The Borough includes NJDOT compliant inlets, bicycle safe grates, and ECO curb pieces in site development, redevelopment, and roadway improvement Contract Documents in accordance with Attachment B of the Stormwater General Permit. The Borough inspects and verifies that municipal owned storm drain inlets have been retrofitted for all development and redevelopment projects as required during construction. Also, the Borough enforces, through the Private Storm Drain Inlet Retrofitting Ordinance, compliance with the design standards to control passage of solid and floatable materials through storm drain inlets. The Borough expects for most projects that such compliance will be achieved either by the installation of NJDOT bicycle safe grates and (if needed) a curb opening with a clear space no more than seven (7.0) square inches or no more than two (2.0) inches across the smallest dimension, or by conveying flows through a trash rack with parallel bars at one inch spacing.

C.) The Borough ensures all newly installed inlets or other BMP's are designed to collect solids and floatable materials through installation of a catch basin or other collection device.

D.) To ensure long-term maintenance, DPW staff conducts an annual inspection of all storm drain inlets. Some inlets are inspected multiple times throughout the year, if warranted. Typically, these storm drains are near pine trees or deciduous trees. The Borough uses a simple criteria to determine if an inlet requires cleaning. If there is enough debris to impede runoff from entering the basin through the inlet, then the inlet is cleaned.

**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.) The Borough performs catch basin inspections annually during the spring and summer seasons through visual inspections, CCTV, and pole cameras.

B.) A basin requires cleaning if the entire floor is covered with debris, is approximately one-quarter filled with debris, or there is sediment within the basin.

**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.

The Borough inspects municipal catch basins each year to determine if they are in need of a repair or need to be replaced. During this process the Municipal Conveyance System is visually inspected and, if required, will subsequently utilize CCTV to inspect the MS4 conveyance systems annually. If the storm drain pipes require cleaning, a vacuum truck is utilized. If the pipes themselves require repair, a contractor is hired and typically cured-in-place or chemically grouted repairs are conducted. Additionally, during the annual inspections if depressed asphalt is located near a storm drain pipe or a catch basin the conveyance system is also inspected. Finally, if excessive debris is found during an outfall inspection, the conveyance system is inspected.

The majority of the repairs and cleaning is done by an outside vendor utilizing a vacuum truck.

**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.

Outfall pipes will be inspected for scour on a five (5) year rotating schedule; 20% of the Borough owned and operated outfalls will be inspected annually. The Borough utilizes equipment and techniques such as visual inspections, CCTV, a storm sewer jetter, and vacuum trucks to inspect, detect, and control localized stream scouring from stormwater outfalls. Necessary repairs are placed on a prioritized list. Repairs will be made in accordance with the New Jersey Standards for Soil Erosion and Sediment Control. The prioritized list will include the dates of repair or anticipated date including the method of repair. The DPW Superintendent will contact the Borough Engineer to determine if NJDEP permits are required. If permits are required, necessary steps will be taken to obtain said permit(s). Repairs that do not require permits will be considered first priority.

**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.

Outfall pipes will be inspected for dry weather flow during the Borough’s annual catch basin inspections during the spring and summer seasons. The Borough utilizes equipment and techniques such as visual inspections, CCTV, and a pole camera.

The Borough utilizes the NJDEP Illicit Connection Inspection Report Form to conduct these inspections. The Borough will respond to complaints and reports of illicit connections within three (3) months of receipt and continue to investigate dry weather flows discovered during routine inspections and maintenance of the MS4.

MS4 outfall pipes found to have dry weather flow (72 hours following a rainfall event), or evidence of an intermittent non-stormwater flow will be inspected and, if necessary, re-inspected to locate the source of the illicit connection. The inspection and re-inspection process will be performed in strict compliance with the Stormwater General Permit requirements. If the source of the illicit connection is located and verified (and the connection is within the Borough of Sayreville), the responsible party will be issued a citation for being in violation of the Illicit Connection Ordinance and will order the responsible party to immediately eliminate the illicit connection. If, after the appropriate amount of investigation, the source of the illicit connection cannot be located, the Borough will submit the Closeout Investigation Form with the Annual Inspection and Recertification. If an illicit connection is found to originate from another public entity, the Borough will report the illicit connection to the Department.

The Borough of Sayreville Police Department is responsible for emergency contacts for reporting spills and illegal dumping. The Borough maintains inspection logs at the Department of Public Works office.

**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.

The Borough of Sayreville has established a stormwater facility maintenance program to ensure that all stormwater facilities operated by the Borough function properly. The Borough has a grass-cutting and landscaping contract to ensure that the municipally owned basins and swales are clean and are mowed bi-monthly.

**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.

For BMP's on private property that the Borough does not own or operate, the Borough of Sayreville has a provision in the Stormwater Control Ordinance that requires the private entity to perform the operation and maintenance, with penalties if the private entity does not comply. If, for example, the private entity does not perform the required maintenance, the Borough can perform the maintenance and charge the private entity.

The areas are manually logged and then entered into a database to identify the locations and current conditions of stormwater facilities. The inspection and maintenance logs indicate actions taken to enforce compliance with long term cleaning, operation and maintenance for facilities not owned or operated by the Borough are provided at the DPW.

Copies of maintenance plans approved by the Borough are kept at the Municipal Complex building.

**8. Infrastructure Records**

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

The records of the stormwater infrastructure inspections, cleaning maintenance and repair activities are kept at the Department of Public Works office.

**Form 8 – Community-wide Measures**  
*Part IV.F.2.*

<p><b>1. Herbicide Application Management</b> 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>Signs are displayed on top of catch basins and around stormwater management measures to ensure herbicides are not sprayed near any stormwater conveyance or management facilities.</p>
<p><b>2. Excess Deicing Material Management</b> Describe your program for ensuring that excess salt piles are removed in a timely manner after storm events.</p>
<p>If excess salt piles are found, the Borough removes them manually.</p>
<p><b>3. Roadside Vegetative Waste</b> 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>Roadside vegetative waste, including yard trimmings and wood, are loaded manually into roll-off container(s), and sent to the MCUA recycling site.</p>
<p><b>4. Roadside Erosion Control</b> Describe your program to detect and repair erosion along municipal roadways.</p>
<p>Through annual training DPW staff are educated regarding the dangers, physical and environmental, due to roadside erosion. They are taught to report any form of roadside erosion to the Superintendent or Foremen.</p> <p>The Borough repairs potholes or erosion areas as quickly as possible once residential complaints or supervisory service recommendations are made.</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:   2*

<b>1. Site Name and Address</b>	
Department of Public Works 167 Main Street Sayreville, NJ 08872  Fort Grumpy Recycling Center 3750 Bordentown Avenue Sayreville, NJ 08872	
<b>2. Monthly Site Inspections</b>	
Describe the nature of inspections conducted at this site and the location of inspection logs.	
Inspections conducted at these sites are performed on an as-needed basis. Inspection logs and tracking forms are kept at each of the respective sites.	
<b>3. Inventory List</b>	
List all materials and machinery that are potentially exposed to stormwater.	
<b>Materials</b>	<b>Machinery/Equipment</b>
Transmission fluid	Pick-Up Trucks
Coolant	Packers
Motor Oil	Rack Body Trucks
DEF Fluid	Side Loader
Washer Fluid	Roll-Off Trucks
Hydraulic Fluid	Forklift
R-134 Refrigerant	Trackless Trucks
	Bobcat
	Van
<b>4. Discharge of Stormwater from Secondary Containment</b>	
Describe the process in place for discharging stormwater from secondary containment areas where outdoor containers are stored.	
There are no secondary containment areas with outdoor containers at either site.	
<b>5. Fueling Operations</b>	
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.	
Fueling operations occur on-site. To minimize and prevent contamination of stormwater due to fueling activities, the following are standard operating procedures implemented at the Borough:	
a) Topping off of vehicle fuel tanks and storage tanks are strictly prohibited; b) All containers are properly labeled remain clean and visible; c) All containers are kept in good condition and tightly closed when not in use; and	

<p>d) Spill kits and drip pans are kept near all fuel transfer areas and are protected from rainfall.</p> <p>Inspection logs and tracking forms are located at the Department of Public Works office.</p>
<p><b>6. Vehicle/Equipment Maintenance and Repair</b>  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 repairs are conducted on-site and indoors.</p> <p>Inspection logs and tracking forms are located at each site.</p>
<p><b>7. Wash Wastewater Containment</b>  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 on-site, indoors, in a DEP approved wash facility.</p> <p>Inspection logs and tracking forms are located at each facility.</p>
<p><b>8. Salt and Other Granular De-icing Materials</b>  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>Sayreville's Bulk Salt and bagged granular deicing materials are kept in a closed Salt Barn from May 1<sup>st</sup> thru October 14<sup>th</sup>.</p> <p>During loading and unloading of salt and de-icing materials, spills are minimized and prevented as much as possible. If spillage occurs, the materials are removed using dry clean methods such as sweeping. All collected materials from sweeping are either reused or properly discarded. Sweeping occurs once a week to get rid of dirt and other debris, but also after any spillage event occurs.</p> <p>Inspection logs and tracking forms are located at the Department of Public Works office.</p>
<p><b>9. Aggregate Material, Wood Chips, and Finished Leaf Compost</b>  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, wood chips, and finished leaf compost are stored on-site in covered storage bins.</p> <p>Inspection logs and tracking forms are located at the Department of Public Works office.</p>



<p><b>10. Cold Patch Asphalt</b> 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>Cold patch asphalt is stored in limited quantities inside the Salt Barn. There are no basins or inlets located inside the Salt Barn or anywhere near the door of same.</p> <p>Inspection logs and tracking forms are located at the Department of Public Works office.</p>
<p><b>11. Street Sweepings and Storm Sewer Cleanout Materials</b> 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>Materials collected from street sweeping and storm sewer clean out efforts are stored in covered bins. These materials are tested and sent to the Middlesex County Utilities Authority (MCUA) landfill.</p> <p>Inspection logs and tracking forms are located at the Department of Public Works office.</p>
<p><b>12. Construction and Demolition Waste, Wood Waste, and Yard Trimmings</b> 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>All construction and demolition waste materials, and debris are placed on a concrete pad, loaded into roll-off container(s), and sent to the Middlesex County Utilities Authority (MCUA) landfill.</p> <p>Yard trimmings and wood waste are loaded into roll-off container(s) and sent to the MCUA recycling site.</p> <p>Inspection logs and tracking forms are located at the Department of Public Works office.</p>
<p><b>13. Scrap Tires</b> 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 for a brief period of time against the exterior of the DPW building before being moved off-site. Trucks from a vendor are used to remove scrap tires as needed.</p> <p>Inspection logs and tracking forms are located at the Department of Public Works office.</p>
<p><b>14. Inoperable Vehicles and Equipment</b> 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 and equipment are briefly stored at the DPW Facility until they are auctioned. Any vehicle stored outside must not leak any type of fluid. All vehicles and equipment are thoroughly inspected for leaks prior to being stored for auction.</p> <p>Inspection logs and tracking forms are located at the Department of Public Works office.</p>

## Form 10 – Training

### Part IV.F.6-10.

<b>Stormwater Program Coordinators</b>
Describe the training provided for the municipal Stormwater Program Coordinator.
The Municipal Stormwater Program Coordinator attends the required NJDEP training, which involves participation in annual continuing educational opportunities through Clean Communities, Association of New Jersey Recyclers, Rutgers and others.
The Coordinator also performs in-house training for staff and attends review courses to ensure proper implementation of the SPPP. Training tools offered under the NJDEP’s Post-Construction Stormwater Management (found at <a href="http://www.nj.gov/dep/stormwater/training.htm">http://www.nj.gov/dep/stormwater/training.htm</a> ) are utilized as necessary.

<b>Topic</b>	<b>Municipal Employees</b>
	Examples: in-person or virtual group sessions, e-Learning, field trainings, and videos
	Describe the training provided for municipal staff.
SPPP	In-person and videos
Construction Site Stormwater Runoff	Videos
Post-Construction Stormwater Management in New and Redevelopment	Videos
Community-wide Ordinances	In-person and videos
Community-wide Measures	In-person, videos, and field training
Stormwater Facilities Maintenance	In-person, videos, and field training
Municipal Maintenance Yards and Other Ancillary Operations	In-person, videos, and field training
MS4 Mapping	In-person, videos, and field training
Outfall Stream Scouring	In-person, videos, and field training
Illicit Discharge Detection and Elimination	In-person, videos, and field training

<b>Stormwater Management Design Reviewers</b>
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Describe the training provided for individuals responsible for reviews and approvals of stormwater management designs.
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Each of the individuals listed on Form 1 of the SPPP have attended the Stormwater Management Design Reviewer Training course conducted by NJDEP staff. Each employee has provided their names as well as the dates that they attended the course to the NJDEP and the Borough for their records.
--

<b>Municipal Board and Governing Body Members</b>
---

Describe the training provided for members of the planning/zoning board and municipal council.
--

The Borough ensures that all applicable municipal board and governing body members watch, "Asking the Right Questions in Stormwater Review Training Tool (2015)." Additionally, the Borough ensures that once per term of service thereafter, members review at least one of the tools offered under Post-Construction Stormwater Management training found at <a href="https://dep.nj.gov/stormwater/stormwater-training/">https://dep.nj.gov/stormwater/stormwater-training/</a> .
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<b>Training Records</b>
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Indicate the location of training records for the above required training.
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Training records for the above are kept at the Department of Public Works office.
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**Form 11 – MS4 Mapping**  
*Part IV.G.1.*

1. Provide a link to the most current MS4 outfall/infrastructure map.	
<a href="https://www.sayreville.com/documents/Outfall%20Pipe%20Map%20NJDEP.pdf">https://www.sayreville.com/documents/Outfall%20Pipe%20Map%20NJDEP.pdf</a>	
The MS4 Infrastructure Map will be prepared at a later date on or before EDPA +36 months as required by the Borough’s Stormwater General Permit.	
2. Indicate the total of each type of MS4 infrastructure listed below (due 01 Jan 2026).	
a. MS4 outfalls	329
b. MS4 ground water discharge points (basins or overland flow infiltration areas)	Will be determined at a later date
c. MS4 interconnections	Will be determined at a later date
d. MS4 storm drain inlets	1,696
e. MS4 manholes	Will be determined at a later date
f. Length of conveyance (channels, pipes, ditches, etc.)	Will be determined at a later date
g. MS4 pump stations	0
h. MS4 stormwater facilities (any that are not listed above)	Will be determined at a later date
i. Maintenance yard(s) and other ancillary operations	2
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.).	
<p>The Borough’s outfall/infrastructure map is reviewed and updated annually, at a minimum, to reflect any new or newly identified MS4 infrastructure. The DPW will manually log each MS4 infrastructure and outfall pipe location and will assign an alphanumeric identifier to each MS4 outfall pipe location and/or BMP location. All water bodies receiving MS4 outfall pipe discharges will also be identified and given an alphanumeric identifier.</p> <p>The Borough shall incorporate the inspection of new MS4 outfall pipes and/or BMPs in its comprehensive stormwater maintenance program. The Borough intends to annually inspect all MS4 outfalls and stormwater facilities.</p>	
4. Describe how the municipality will create and update its MS4 Infrastructure Map.	
The Borough has consulted the services of the Borough Engineer for the preparation of the infrastructure map, which includes field reconnaissance to GPS locate all MS4 infrastructure and features required by the Stormwater General Permit. The preparation of the map will be supplemented with a GIS database of field located stormwater features and will utilize data previously gathered for the stormwater outfall map.	

## Form 12 – Watershed Improvement Plan

### Part IV.H.

<p>1. Describe how your municipality is developing its Watershed Improvement Plan.</p> <p>The Watershed Improvement Plan (WIP) will be completed on or before January 1, 2028.</p> <p>The Phase 1 Watershed Inventory Report will be completed on or before January 1, 2026, and will consist of mapping several aspects of the stormwater systems and taking inventory of its assets.</p> <p>The Phase 2 Watershed Assessment Report will be completed on or before January 1, 2027, and will consist of evaluating the information found in Phase 1 to determine potential improvement projects that may be implemented to address water quality and quantity concerns.</p> <p>The Phase 3 Watershed Improvement Plan will be completed on or before December 1, 2027, and will consist of identifying which of the potential water quality and quantity improvement projects are chosen to implement based on a predetermined schedule.</p>
<p>2. Describe any regional projects or collaboration efforts with other municipalities.</p> <p>The Borough currently has no regional projects or collaboration efforts with other municipalities.</p>
<p>3. Indicate the location of records related to all public information sessions and meetings for discussions of the Watershed Improvement Plan.</p> <p>The location of records related to all public information sessions and meetings for discussions of the Watershed Improvement Plan will be determined at a later date.</p>