

CITY OF VALDOSTA
MS4 INSPECTION, MAINTENANCE AND WASTE DISPOSAL PROCEDURES
(AUGUST 2013)

Catch Basins and Storm Pipes

1. A minimum of 20% of city maintained catch basins will be inspected annually, so that 100% are inspected within the 5-year permit period.
2. Each inspection will be documented on a *Stormwater System Inspection Form*.
3. Debris will be removed from the opening of the catch basin and inside to prevent obstruction of the flow.
4. Storm pipes will be inspected and cleaned as part of the catch basin inspection and documented on the inspection form.
5. Debris / waste collected will be removed from the site and taken to a landfill.
6. The infrastructure will be evaluated to determine if there are any structural problems.
7. If an issue with the catch basin and/or storm pipe is found, but cannot be addressed at the time of inspection (e.g. cleaning or repairs), a work order will be issued.
8. All final inspections and/or work orders will be turned into the Supervisor / Stormwater Manger and then converted into GIS by the Southern Georgia Regional Commission – VALOR program.

Ditches / Canals

1. All city maintained ditches / canals will be inspected annually.
2. Obstructions found will be documented through a daily report and/or work order and removed.
3. If a water quality problem is found, such as discoloration, fish kills, oily sheens, etc, the Supervisor / Stormwater Manager will be notified to determine if an investigation is needed.
4. Maintenance will be provided twice a year to cut back overgrowth and remove trash, etc.
5. Tree and shrub debris will be removed and taken to the city compost site, then grinded into mulch. Trash will be removed from the site and taken to a landfill.
6. Inspection / maintenance will be documented through daily reports and/or work orders and turned into the Supervisor / Stormwater Manger and then converted into GIS by the Southern Georgia Regional Commission – VALOR program.

Ponds

1. A minimum of 20% of city and private ponds will be inspected annually, so that 100% are inspected within a 5-year period.
2. Each inspection will be documented on an *Operation and Maintenance Inspection Report for Stormwater Management Ponds Form*.
3. The pond owner(s) will be notified by the Stormwater Technician if any maintenance and/or repairs are needed.
4. City pond maintenance is privately contracted.
5. Work orders will be issued for city ponds that require maintenance and/or repairs.
6. All inspections will be documented and provided to the Stormwater Manager.

See MCM – E
Post – Construction Stormwater Management in New Development and Redevelopment
for more details.

Outfalls

1. A minimum of 20% of city maintained outfalls will be inspected annually, so that 100% are inspected within the 5-year period.
2. Each inspection will be documented on a *Dry Weather Outfall Screening Form*.
3. Debris will be removed from the outfall to prevent obstruction of the flow.
4. Storm pipes and the immediate downstream area will be inspected as part of the outfall inspection. If sediment, vegetation, and/or other blockages need to be removed, then a work order will be issued.
5. Debris / waste collected will be removed from the site and then taken to a landfill.
6. The infrastructure (e.g. outfall, headwall, etc) will be evaluated to determine if there are any structural problems. If an issue is found, then a work order will be issued
7. If an illicit discharge is found, the Environmental Technician will determine if an investigation is needed.
8. All final inspections and/or work orders will be turned into the Supervisor / Stormwater Manger and then converted into GIS by the Southern Georgia Regional Commission – VALOR program.

See MCM – C
Illicit Discharge Detection and Elimination (IDDE)
for more details.

FOR MORE INFORMATION:
ENGINEERING DEPARTMENT
300 NORTH LEE STREET
P.O. BOX 1125
VALDOSTA, GEORGIA 31603
PHONE: (229) 259-3530
FAX: (229) 333-1884