

# **City of Lexington, Nebraska**

## **Standard Operating Procedures**

### **Storm Drain System Maintenance**

#### **SECTIONS**

1. Storm Drain System Inspections
2. Storm Drain System Cleaning
3. Storm Drain System Repairs
4. Proper Disposal of Materials

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|                                    | <b>City of Lexington</b><br><br><b>Standard Operating Procedure</b><br><br><b>For:</b>  |
| <b>Storm Sewer System Cleaning</b> |   |
| <b>Purpose of SOP:</b>             | Directive for maintaining catch basins, stormwater inlets, and other stormwater conveyance structures.<br><br>To protect stormwater by maintaining the ability of catch basins to trap sediments, organic matter and litter. This reduces clogging in the storm drain system as well as the transport of sediments and pollutants into receiving water bodies. It also serves to maintain proper hydraulic capacity and reduce flood occurrences. |

**Always:** Inspect catch basins for integrity and evidence of illicit discharges during cleaning. Follow disposal for material removal.

**Whenever** Inspect each catch basin at least annually, during catch basin cleaning.

**Possible:** Create a checklist for catch basins, which will help classify which catch basins require maintenance and how often.

Perform street sweeping on an appropriate schedule to reduce the amount of sediment, debris and organic matter entering the catch basin, which in turn reduces the frequency with which they will need to be cleaned.

Discharge fluids collected during catch basin cleaning to a sanitary WWTP.

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|                                       | <b>City of Lexington</b><br><br><b>Standard Operating Procedure</b><br><br><b>For:</b>  |
| <b>Storm Sewer System Inspections</b> |   |
| <b>Purpose of SOP:</b>                | To identify causes or contributors of pollution. To identify system failures or defects. To allow for on demand cleaning scheduling and cost effective use of resources. To protect stormwater by inspecting, testing, and replacing or repairing equipment on a regular basis to prevent a failure of stormwater structures. |

- Always:** Locate all outfalls in the municipality and create an inspection schedule. Locate all upstream subsystems and connections. Identify system owners and MS4 systems.
- Practice preventive maintenance and inspect at least one time per year for cracks, leaks, and other condition that could cause breakdowns in the system.
- Repair defective structures or equipment identified during an inspection as soon as possible.
- Document inspections and repairs and maintain complete records in a record-keeping system.
- Educate personnel on preventive maintenance inspections.
- Whenever** Educate Residents and Home Owner Associations on proper inspection techniques.
- Possible:**
- Never:** Never allow defective equipment or structures to go unrepaired.

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|                                  | <b>City of Lexington</b><br><br><b>Standard Operating Procedure</b><br><br><b>For:</b>  |
| <b>Storm Drain System Repair</b> |   |
| <b>Purpose of SOP:</b>           | To protect the health and safety of residents and improve water quality by repairing damaged or failing system components to prevent a failure of the storm drain system. |

**Always:** Create an inspection and cleaning schedule for the municipal storm drain system, which includes stormwater detention ponds and associated appurtenances.

Practice preventive maintenance and inspect at least one time per year for cracks, leaks, and other conditions that could cause breakdowns in the system.

Repair defective structures or equipment identified during inspection as soon as possible.

Dispose of collected materials according to state, and local regulations to avoid negative environmental impacts.

During inspections, cleanings, repairs and maintain complete records in a record-keeping system.

**Whenever** Limit the use of roadside chemicals such as herbicides.

**Possible:** Perform street sweeping on a regular basis to reduce the amount of sediment, debris and organic matter entering the storm drain system, which in turn reduces the frequency with which the system will need to be cleaned.

**Never:** Never allow defective equipment or structures to go unrepaired.

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|                                     | <b>City of Lexington</b><br><br><b>Standard Operating Procedure</b><br><br><b>For:</b>  |
| <b>Material Disposal Procedures</b> |   |
| <b>Purpose of SOP:</b>              | To control the disposal of materials from street and storm drain cleaning activities. This housekeeping measure will help to eliminate the re-introduction of pollutants into the water bodies – once they have been removed. |

**Always:**        Dispose of waste materials in authorized areas.  
                       Use adequate and appropriate containment devices.

**Whenever**     Decant waste water to sanitary sewer.

**Possible:**     Decant to system with oil and water separator.

**Never:**         Never decant waste water to storm drainage system.  
                       Never decant waste water to a receiving waterbody.  
                       Never dump solid waste materials in non-authorized areas.