

# Town of Lake Park

## MUNICIPAL MAINTENANCE YARD INSPECTION CHECKLIST

(NPDES Stormwater Inspection Checklist)

DATE/TIME: May 1, 2019 / 9:00 AM

SITE NAME AND LOCATION: DPW Sanitation & Facilities Maint. Yard @ 650 Old Dixie Hwy.

DESCRIPTION OF ACTIVITIES: Sanitation Fleet Storage & Maint.; Fleet Fueling & Washing

RECEIVING WATER BODY: Town of Lake Park MS4 & PBC Roads & Streets/Stormwater System

### FUELING AREAS

- Check operation of Emergency Fuel Shut-off Switch.
- Check Dispenser Nozzles and Hoses for leaks.
- Inspect Fuel Tanks for conditions as per PBC DERM.
- Check Fuel Tanks for Proper Decals and Placards.
- Check Exterior of Fuel Tanks for rust or corrosion.
- Test Electronic Leak Detection System for Fuel Tanks.
- Dry Clean-up Supplies available for Fuel Spills.

### Comments:

### VEHICLE AND EQUIPMENT MAINTENANCE

- Proper Storage & Disposal of Grease Rags.
- Proper Storage & Disposal of Oil Filters.
- Proper Storage & Disposal of Spent Coolant.
- Proper Storage & Disposal of Batteries.
- Hazardous Materials stored properly without evidence of spills.
- Inventory of materials maintained onsite with labels & Material Safety Data Sheets.
- Liquid waste disposed of properly and not being poured into storm system or sinks.
- Empty Dip Pans are cleaned and stored properly.

### OUTDOOR VEHICLE AND EQUIPMENT STORAGE

- Dip Pans used during maintenance of vehicles.
- Dip Pans cleaned and stored properly.
- Storage Area covered and maintained properly.
- Ground free of visual stains from oil or other vehicle fluids.
- Hazardous Materials stored properly without evidence of spills.

### VEHICLE AND EQUIPMENT WASHING AREA

- Area designated for cleaning activities.
- Parts and equipment washed within proper cleaning area.
- Employees trained on proper washing procedures.
- Hazardous Materials stored properly without evidence of spills.

### LIQUID STORAGE IN ABOVEGROUND STORAGE

- Safeguards installed, such as, Secondary Containment.
- System inspected weekly.
- Employees trained on proper filling and transfer procedures.
- Storage Containers maintained in good condition.
- Inspected for indication of illicit discharges.

Inspection performed by: PAUL MATHIS (Signature)

VEH. MAINTENANCE FOREMAN (Title)