

## **Part III.A.5**

### **Town of Palm Beach MS4 NPDES Program Municipal Waste TSD Facility Procedures**

The Town of Palm Beach operates a waste transfer facility located on Pinewalk Trail. No other waste transfer facilities are located within the MS4.

Necessary control measures have been put in place at each facility to ensure that any potential pollution of stormwater runoff from these facilities is minimized or prevented.

Site inspections are conducted monthly, using the attached inspection form.

# “EXHIBIT E”

## TOWN OF PALM BEACH PINWALK TRANSFER STATION INSPECTION CHECKLIST MONTHLY

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Site Name and Location: PINWALK TRANSFER STATION, COCANUT ROW, PALM BEACH

Description of Activities: Transfer of Residential and Commercial Garbage

Receiving Water Body: N/A

Fueling Areas: ~~two~~ 500 gal diesel tanks

Comments:

	Proper use of spill overflow protection	Secondary enclosed containment constructed
	Roof on fueling area	Ramp
	Dry cleanup methods implemented for fuels spills	Dry Sweep or Absorbant Pads
	Leak detection system for fuel tanks	Secondary enclosed containment constructed
N/A	Fueling pad graded for minimum runoff of storm water	Covered and enclosed tanks
N/A	Fueling pad discharges into a storage sump, not into a storm system	

Vehicle and equipment washing areas

	Area designated for cleaning activities	
N/A	Wash waters are contained and recycled, sumps clean and used properly	Drains to Sanitary sewer system
	Proper grading for wash water pad	Lot graded to sewer inlet
	Parts and equipment washed within proper cleaning area	
	Employees trained on proper washing procedures	

Improper connections to storm sewer

	Drains connected to collection system, not to storm sewer	Wash drain connected to sewer system
	Runoff from wash, maintenance, storage and fueling areas not directed to storm drains	
	Employees are trained on proper disposal of all materials used on site	

General Site

	Emergency Response Plan on site	Per Operations Manual
	Employees trained for emergency procedures	
	Material Safety Data Sheets maintained in a location for emergency response	
	Litter control - All litter picked up on site	
	Mowing - All grass areas and weeds - bi-monthly or as needed	
	Ramp Inspection - Erosion, ruts, asphalt, concrete, painting, structural rusting, vegetation growth	
	Chute/Cage Inspection - Screening, Roof Tarp, Chute structure, washed, litter removed	
	Lot Inspection - Pot holes, surface deteriorations	
	Water Service - faucets, hoses	
	Restrooms - Serviceable and cleaned	
	Dumpster - Lids closed and drain plug inserted	
	Transfer Station Operations Manual on site	
	Inspected for indication of illicit discharges	

INSPECTED BY: \_\_\_\_\_