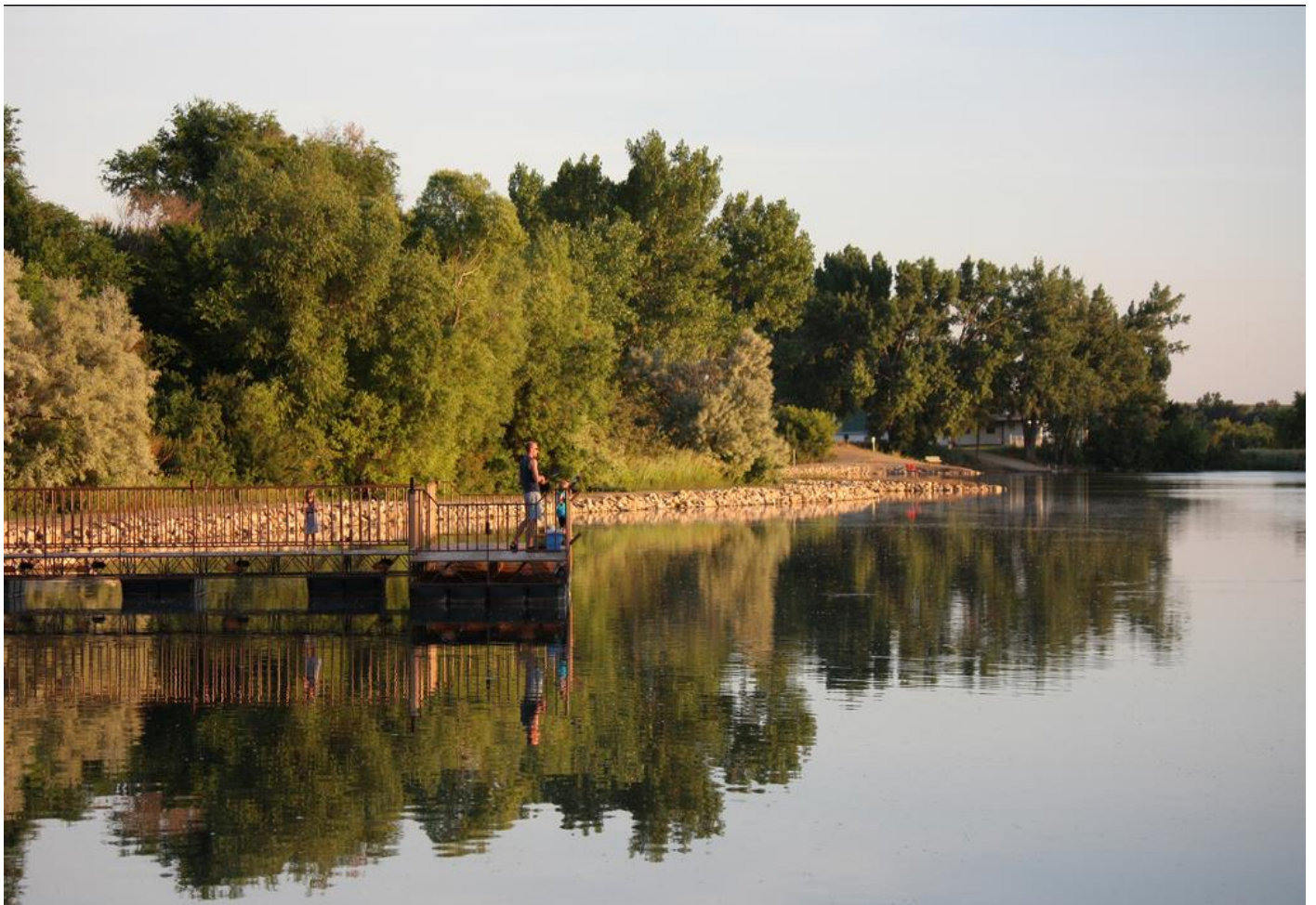


# City of Dickinson

# Stormwater Utility

**2013 ANNUAL REPORT**



# **Phase II Stormwater Management Program**

**City of Dickinson**

**Annual Report**

**2013**

**Prepared by:**

**Jeff Brezden  
Water Utilities Manager**

**Duane Zastoupil  
Chief Stormwater Operator**

On September 2, 2003, the City of Dickinson submitted a Notice of Intent for coverage under Phase II Stormwater Regulations with the State of North Dakota Department of Health. The city was issued a permit on November 19, 2003 (Permit #NDR 04-0015) for Stormwater Discharges from a Municipal Separate Storm Sewer Systems (MS4's).

This was to comply with Federal Regulations under Phase II Stormwater Management Program and permit requirements. The City of Dickinson submitted a plan which included the following minimum stormwater management control measures:

- Public education and outreach
- Public participation and involvement
- Illicit discharge detection and elimination
- Construction site stormwater run-off controls
- Post construction stormwater management
- Pollution prevention/good housekeeping for municipal operations

The city of Dickinson currently is operating on the permit (Permit #NDR 04-000) for stormwater discharges from a Municipal Separate Storm Sewer Systems (MS4's). Our permit runs out March 31, 2014, and is currently being rewritten by State Health Department.

The City of Dickinson's Stormwater Management Program and MS4 records were audited by the North Dakota State Health Department on September 16, 2013. There were several areas that the City needs to address. The City of Dickinson Water Utilities Department was assigned the task of ensuring that the Stormwater Management Program and MS4 Program were meeting the requirements outlined in their stormwater discharge permit. We have corrected and completed the list of tasks that the State Health Department has required of us. The 2013 Stormwater Report will have several area's that will need improvement in 2014.

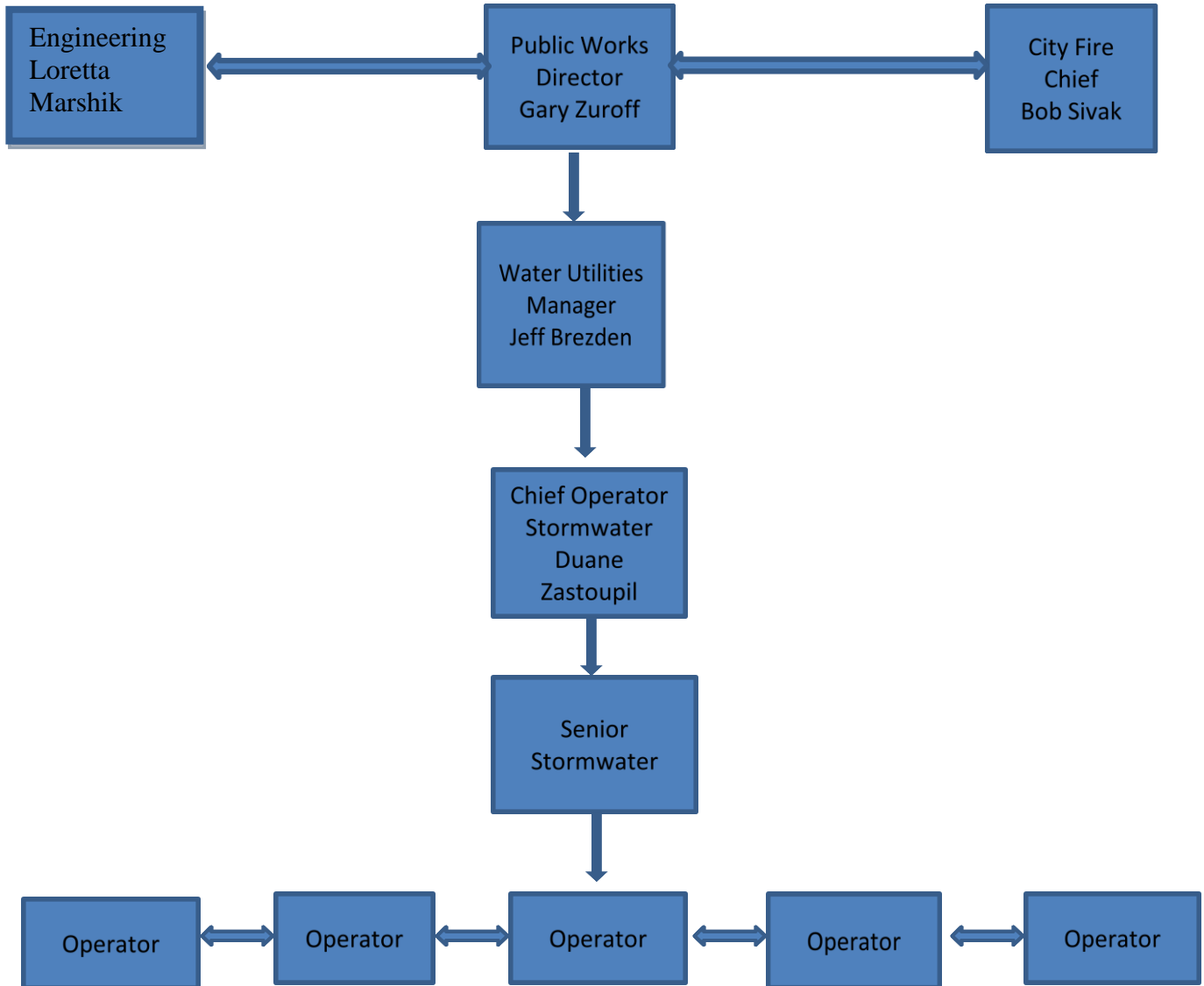
### **#1 Public Education and Outreach**

As part of this element, the city will develop a public education and outreach program which will address stormwater impact issues. The program will contain outreach techniques and management practices suggested in our general permit as well as others which are unique to the City of Dickinson. Using this approach, the city will develop a strong public education program which will benefit not only the local residents, but also areas surrounding the city.

#### **Work with other Departments of the City**

- Work with Industrial waste, address spills from grease containers from restaurants.
- Work with Fire Department, address spills prevention and reporting.
- Work with Street Department, address street sweeping, spill prevention and reporting.
- Work with Buildings and Grounds, with spraying, and cutting grass around drainage ditches.
- Work with Parks and Recs to continue with Mutt Mitts in our parks and walking paths along our waterways.

## City of Dickinson Stormwater Organizational Chart





### **Develop Educational Materials and Programs**

- Dickinson Area Homebuilder's monthly Stormwater Articles
- Channel 19 Dickinson Area Homebuilder's monthly Stormwater Articles

### **City Spokesperson**

- Gary Zuroff
- Jeff Brezden
- Duane Zastoupil

### **Articles in the newspaper, radio, etc., promoting services are provided by the city.**

- Spring clean-up – April 26, 2013 to May 6, 2013
- Waste oil collection sites at 4 locations throughout the city
- Grass leaves and tree branch collection at the Baler Building
- Monthly newsletters relating to stormwater issues that are sent out to our local area Homebuilders Association Members

### **Deviations from the Local Plans and Goals**

- We have eliminated the Stormwater Committee.

We decided due to the busy schedules by city staff and private contractors that we can better educate the public of stormwater issues, by newsletters, websites, and channel 19.

### **Expected Accomplishments for 2014**

- The continuation of the development on our web-site that is "stormwater specific"
- Increase use of local media (Channel 19)
- Presentations to Local Service Organizations
- Continue with improvements in our main drainage ways
- Continue to update our local stormwater plan
- Continue with inlet stenciling on storm drains





Drains to Queen City Dam  
Storm drain inlet stenciling within the City of Dickinson



Drains to Heart River  
Storm drain inlet stenciling within the City of Dickinson

## **#2 Public Participation/Involvement**

The city will comply with all applicable City, County, State and Federal Public Notice Requirements and determine the appropriate Best Management Practices (BMP's) and measurable goals for the minimum control measures.

### **Keep the city staff well informed and educated on stormwater pollution effects and watchful for any changes in notification requirements.**

- Staff meetings
- Informational handouts
- Information on stormwater issues in the local Home Builders Association's monthly newsletter

### **Continue to actively promote the Spring and Fall Clean-Up Programs**

- Annual Spring and Fall Clean-Up is coordinated by the Dickinson Fire Department
- Adopt a Roadway is coordinated by the Dickinson Fire Department

## **Expected Accomplishments for 2014**

- Increase citizen participation and awareness
- Involvement with local building contractors
- Work with local schools on organizing kids to help clean our drainage ways on "Earth Day" April 22, 2014





# Dickinson Sanitation Department

Spring 2013 Newsletter

## Contact Information

Phone Number: (701) 456-7776  
Mailing Address: 99 2nd Street E, Dickinson, ND 58601  
Location Address: 3389 Energy Drive, Dickinson, ND 58601  
Website: [www.dickinsongov.com](http://www.dickinsongov.com)

## Recycling Drop Sites

The City of Dickinson provides recycling drop off locations for the materials listed below. These sites are free to the public and except for the Baler Building all are available 24-7. In order to have your materials recycled, they must be brought to one of these locations. All materials left curbside for pickup will be disposed of in the general trash. We encourage residents to utilize this environmentally friendly service to assist in saving valuable landfill space.

### Locations:

1. 600 Block of West Broadway
2. 900 Block of 15th Street W
3. 600 Block of States Avenue
4. Baler Building, 3389 Energy Drive

### What's Accepted:

- Cardboard
- UNBAGGED vegetation (grass, leaves, garden plants)
- Aluminum cans
- Cold ashes
- Used Motor Oil
- Co-mingle Paper Products (office, newspaper, magazines)
  - \* Available at Sites 1 and 2 as trial

**\*\*\* ABSOLUTLY NO TREE BRANCHES \*\*\***



## Illegal Dumping at Recycling Sites

City ordinance makes it illegal for any individual to dispose of materials other than what is accepted at the City managed drop sites. It is also illegal to dispose of accepted materials in a manner other than in the designated containers. **Individuals who violate this would be guilty of an infraction and cited into city court and may receive up to a \$500.00 fine.** This includes but is not limited to disposal of tree branches and bagged grass/leaves at any of the City's designated recycling sites.



Since early 2012, the Sanitation Department has experienced several incidents that raise concerns about employee health and safety. Those incidents include 8 large landfill fires, 6 bale fires caused in the baling chamber of the baler, 2 baler building evacuations, and 1 chemical burn. Known causes to some of these situations were due to spontaneous combustions caused by unknown chemicals, fireworks, propane cylinder explosions, and hot ashes.

Although Department of Health regulations state that household quantities of chemicals can be disposed of as regular waste, we advise all residents to follow container labels and appropriately dispose of all hazardous chemicals (acids, cleaners, pesticides, insecticides, etc.) and flammable materials (fireworks, matches, gasoline, lighter fluid, etc.). If you are unsure of the proper disposal, please contact the office for assistance. Once collected from the streets, trash is handled by various pieces of equipment and processes before final disposal at the landfill, thus causing the material to mix with other products.

Please help to ensure the health and safety of our employees. All cooperation is greatly appreciated.



**"Employees Safety and Health is our #1 Priority"**

## Summer Fire Safety Tips

- Charcoal briquettes are not allowed in the city dumpsters.
- Fireworks, bottle rockets, etc. are not to be discharged within the City's Limits at any time.
- Open burn is not permitted within the City's Limits
- Never bring a barbecue grill indoors or in unventilated spaces and position grill 3 ft. from other objects before using
- For more information on these and other summer fire safety tips, please visit [www.dickinsonfire.com](http://www.dickinsonfire.com)

## Spring Clean Up Week

The Annual City Wide Spring Clean Up campaign has been set for April 26<sup>th</sup> through May 6<sup>th</sup>. The spring clean up committee encourages large groups, organizations, and businesses to participate. Trash bags will be available at the Chamber of Commerce, City Hall, Community Center, Library, and the Fire Department. Once you have filled the bags, please contact the Sanitation Department (701-456-7776) to have them collected. For any other questions regarding Spring Clean Up or information on Adopt-A-Roadway, please contact the City Fire Department at 456-7625. For those businesses interested in recycling office paper, FedEx has designated May 3 as a collection day. Contact Darin or Nancy at 701-227-8665 for more information or to arrange a pickup.





## Fines Assessed for Unsecure Loads

### City Policy:

All loads received at the Baler Building and Landfill must be secured in a fashion that renders the load incapable of losing any debris. This means, **EVERY LOAD** must be either tarped or tied down, and a tailgate utilized. (This does NOT mean it can simply be weighed down with a heavy object.) If your load is NOT inside a vehicle, covered with a tarp and/or tied down with ropes, straps or a net, you have an **UNSECURED LOAD** and City employees are required to issue an unsecured load fee to ALL LOADS. Loads will be evaluated using the scale operator's discretion to ensure they comply with this policy and fees assessed upon arrival.

### Unsecured Load Fees:

Up to 8ft long container - \$35.00  
8ft to 16ft container - \$50.00  
16ft or greater container - \$75.00



## Baler Building/Landfill Policy Reminders

**\*\*The below list is only a few of our policies highlighted. A more detailed list of department policies can be found on the Sanitation section of the City's Website at [www.dickinsongov.com](http://www.dickinsongov.com) \*\***

- All loads must be visually inspected by the scale operator at the Baler Building before proceeding to the landfill
- All vehicles must check in with the scale operator upon arrival at the Baler Building.
- Haulers must have a general idea of what types of materials they are hauling.
- Materials must be properly separated

**\*\*The City of Dickinson is mandated by the North Dakota Department of Health to properly follow regulations and procedures for proper disposal of Municipal Solid Waste entering the waste stream. \*\***

## Residential Containers Out by 6am



Most residents have probably noticed a change in collection times for trash pickup. This is primarily due to the growth in the community caused by the economic boom we are experiencing. In effort to provide the most efficient service possible, please help

by having your container placed curbside by 6am on your designated pickup day. At certain times, drivers may need to alter how they perform their routes; this may affect the time that they arrive in your area. Unfortunately, trucks are not able to go back for containers that were not out when they originally came through the area.

## All Materials Must Be Bagged

To prevent unnecessary litter from collecting in our parks, waterways, streets, and neighborhoods, the City of Dickinson requires all residents to bag their trash and secure the bags before placing it into their trash container. The department has the right to refuse to service containers that do not comply with this policy.



## Construction Debris is NOT Route Acceptable

Only household items are allowed to be disposed of in City dumpsters. Household items are **ONLY** items generated from general everyday life (paper, cardboard, plastic, food trash, etc.) Construction materials, even from your own home, are **NOT** household items and must be hauled to the Baler Building for disposal. The construction material category includes but is not limited to any materials used in building or remodeling a structure (wood, sheetrock, windows, doors, carpet, etc.) Please be aware that there will be a disposal fee assessed for these material types at the Baler Building.

## Hours of Operation

Summer (April 29<sup>th</sup> – October 26<sup>th</sup>)

### Baler Building

Monday through Friday . . . 7 am – 6 pm

Saturday . . . . . Closed

**\*\*Saturday's hour change to be announced at later date\*\***

Sunday . . . . . Closed

### Landfill

Monday through Friday . . . 8 am – 4:30 pm

Saturday . . . . . Closed

**\*\*Saturday's hour change to be announced at later date\*\***

Sunday . . . . . Closed

**\*\*Hours are subject to change due to inclement weather or other unforeseen event(s).**

## 2013 Holiday Schedule

|                                    |  |
|------------------------------------|--|
| <b>Mon., May 27<sup>th</sup></b>   | <b>Memorial Day</b>                        |
| Residential Rt                     | Will be collected on Wed., May 29          |
| Commercial Rt                      | Will be collected on Tues., May 28         |
| Facility Hours                     | <b>**Will be announced at a later time</b> |
| <b>Thurs., July 4<sup>th</sup></b> | <b>Independence Day</b>                    |
| Residential Rt                     | Will be collected on Wed., July 3          |
| Commercial Rt                      | Will be collected on Wed., July 3          |
| Facility Hours                     | <b>**Will be announced at a later time</b> |
| <b>Mon., Sept. 2<sup>nd</sup></b>  | <b>Labor Day</b>                           |
| Residential Rt                     | Will be collected on Wed., Sept. 4         |
| Commercial Rt                      | Will be collected on Tue., Sept. 3         |
| Facility Hours                     | <b>**Will be announced at a later time</b> |

## Residential Route Schedule

### Monday:

- All Alley Containers

### Tuesday:

- Residents South of I-94, North of Villard, and East of 3<sup>rd</sup> Avenue West

### Wednesday:

- Residential Routes do not regularly run unless they have been rescheduled due to holiday or other reason.

### Thursday:

- Residents South of I-94 and West of 3<sup>rd</sup> Avenue West

### Friday:

- Residents North of I-94
- Residents South of Villard and East of 3<sup>rd</sup> Avenue West

### **#3 Illicit Discharge Detection and Elimination**

The city is continuing to develop a program to detect and eliminate illicit discharges into its stormwater drainage system. As part of these requirements we have implemented a stormwater outfall inventory program which locates and identifies city stormwater outfalls which discharge into the Heart River. This information will be used by the city to facilitate the screening and identification of illicit discharges.

#### **Located and inspected all outfalls into the Heart River.**

- Outfall map, which includes pictures of all outfalls.

#### **Continue to update the cities storm water map on GIS.**

- Working with our engineers to continually update GIS.

#### **Inspection of Stormwater System using CCTV inspection equipment.**

- Continue to inspect our stormwater system.

#### **Educate the public, business, and the city employees to the hazards associated with illegal discharges and improper waste disposal.**

- City of Dickinson Stormwater Hotline at 456-7872
- This has been done through airing on our public access channels, service Organizations, Dickinson Area Homebuilder's Show

#### **The following are reports of spills and problems which the City of Dickinson responded to in 2013.**

- July 17, 2013 about 4:45 PM we were called to the intersection at 5th street southeast and 1st avenue southeast to check out a call about a broken sewer line. When we first arrived we found out that a boring company had bored thru our 10 inch force main that number 4 lift station uses. The waste water was already running to the west to South Main then going to a storm water inlet on the east side of the street by South Main and Kuchenski Drive. We got our vac truck and started to vac at the site of the break. We were unable to keep up so we got two more vac trucks and we had two backhoes digging to the broken sewer pipe. We were still unable to keep the hole cleaned out so we put a 6 inch pump in lift station number 4 and pumped into the storm water manhole in the boulevard by lift number 4. We had the pipe fixed about 8:30 PM. During the break we had a fire hydrant running to help keep the waste water running to the storm water inlet. We discharged approximately 20,000 gallons of wastewater into the Heart River. When everything was fixed we spread HTH over the area and flushed everything with the fire hydrants again.
- November 26, 2013 Dickinson Ready Mix spilled concrete on States and 1<sup>st</sup> Ave W to States and Fairway. When I arrived they were currently cleaning up the spill by sweeping the sidewalks, and using a street sweeper to sweep the street. No concrete entered our drainage system.

- November 27, 2013 we were informed by one of our street department employees of a hydraulic oil spill located on 18 Ave E, approximately 35 gallons of hydraulic oil spilled from a truck. The spill was cleaned up using absorbent material. No hydraulic oil entered our drainage system.



#### **Expected accomplishments for 2014**

- Send informational letters in the spring to residents about the proper disposal of grass leaves and pet waste from entering our drainage ways.
- Provide pet waste disposal stations in local parks and trails.

#### **#4 Construction Site Stormwater Runoff Controls**

The City of Dickinson continues to evaluate its current and future construction projects and whether runoff control measures which are in place are effective in reducing pollutants and construction wastes from entering the stormwater system. City staff reviews erosion and sediment control plans in accordance with the guideline set forth in the city code. The city's Best Management Practices are incorporated into these designs whenever practical.

Work with city engineering to put adequate regulations in stormwater permit to inform on erosion control measures for their construction.

Working with city engineering to have proper communication to help monitor the construction in Dickinson

#### **Expected Accomplishments for 2014**

- Continue to educate contractors on their SWPPP's.

#### **#5 Post Construction Site Stormwater Runoff Controls**

The city will develop and implement strategies which include a combination of structural and/or nonstructural Best Management Practices (BMP's), develop an ordinance or other regulatory mechanisms requiring the implementation of Post-Construction Runoff Control, ensure the adequate long-term operation and maintenance of said controls and determine appropriate Best Management Practices (BMP's) and measurable goals for these minimum control measures.

Through proper comprehensive planning and zoning controls, guide to the growth of the community away from potential sensitive areas and by restricting certain types of growth to areas that can support the runoff potentials.

Consider alternative construction standards to reduce or detain runoff flows such as grassy drainage ways, detention ponds, using different types of grasses and shrubs that are big water users in drainage ways.

The installation of special trash and debris collecting storm sewer inlets in large impervious areas

#### **Expected Accomplishments for 2014**

- Continue to work with contractors on obtaining EPA's minimum control measures for Post Construction Runoff controls
  - 1) Develop & implement strategies which include a combination of structural and/or nonstructural Best Management Practices (BMP'
  - 2) Ensure adequate long-term operation and maintenance of controls
  - 3) Determine the appropriate best management practices & measurable goals for their minimum control measures



## **#6 Pollution Prevention/Good Housekeeping for Municipal Operations**

In the past and in the future the city ensures that pollution prevention and good housekeeping practices are integrated with its maintenance and operation activities at all of its facilities and roadways. This includes regular street sweepings (3100 cubic yards), waste oil collection (14,063 gallons), leaf and grass collection (403.5 tons) and (575 tons) of compost produced. The city also has a routine catch basin cleaning operation and increases these activities during major storms.

**Maintain a regular storm sewer maintenance program, which includes piping as well as inlets.**

- Ultra-drain guard filters for inlets (petroleum products and sediments)
- Drain mats for spill protection
- De-Activator to neutralize herbicides and pesticides
- Regular inspection of stormwater system.
- De-chlorination of hydrant flush water
- Absorbent pads and booms

**Maintain spring and fall clean-up programs as well as summer leaf, grass, and branch collection programs.**

- 14,063 gallons of waste oil collected
- 3,100 cubic yards of material picked up from the city streets
- 927 tons of grass, leaves, and branches collected for composting
- Annual spring clean-up coordinated by Dickinson Fire Dept

**Continue maintenance and repair of all the Cities stormwater collection and drainage system:**

- Replaced 40 feet of retaining wall along drainage ditch.
- Removed tree's that were interfering with drainage.
- Cleaned approximately 2000 feet of drainage ditch.
- Inspected and cleaned underpass stormwater pipe leading to underpass pumps.
- Replaced and fixed 9 stormwater inlets.
- Installed concrete blanket to protect drainage ditch banks in residential area.

**Stormwater Pollution Prevention Plans updated for the following sites and will continually be updated and monitored:**

- Public Works Facility (2013)
- Wastewater Treatment Facility (2013)
- Southwest Water Authority Water Treatment Plant (2013)
- City of Dickinson's Solid Waste Facility (2013)
- City of Dickinson's Landfill (2013)

## Expected Accomplishments for 2014

- Continue Employee training on Stormwater Pollution Prevention
- Continue with an inspection program for inlets and catch basins along with our cleaning of our main lines with our vac truck
- Inspection of outfalls during wet weather events
- Continue with improvements in our main drainage ways
- Continue to update GIS on the storm water sewer system
- Create a new SWPPP plan for the new Waste Water Treatment Plant
- Create a new SWPPP plan for the new Public Works Building



We pressure washed and removed debris with our vac truck, from the vault at State Ave and Fairway.





Before



After

Cleaned the drainage ditch from 10<sup>th</sup> St W to 9<sup>th</sup> St W





Before



After

Cleaned the drainage ditch from 10<sup>th</sup> St W to 9<sup>th</sup> St W





Before



After

Cleaned the drainage ditch from 10<sup>th</sup> St W to 9<sup>th</sup> St W





Before



After

Cleaned the drainage ditch from 9<sup>th</sup> St W to Sims.





Before



After

Cleaned the drainage ditch from 9<sup>th</sup> St W to Sims.





Before



After

Cleaned the drainage ditch from 9<sup>th</sup> St W to Sims.





Before



After

Cleaned the drainage ditch from Sims to 2<sup>nd</sup> Ave E.





Before



After

Cleaned the drainage ditch from 2<sup>nd</sup> Ave E to 4<sup>th</sup> Ave E.





Before



After

Cleaned the drainage ditch from 4<sup>th</sup> Ave E to 8<sup>th</sup> Ave E.





Before



After

Cleaned the drainage ditch from 4<sup>th</sup> Ave E to 8<sup>th</sup> Ave E.





Before



After

We cleaned debris from the drainage ditch and installed concrete blankets by 9<sup>th</sup> St E and 3<sup>rd</sup> Ave E.





Before



After

We took down the ridge along the road to improve drainage into the grassed lot.





Before



After

To be in compliance with the State Health Department, we needed to clean out this storm drain and line it with river rock.





Before



After

To meet the State Health Department requirements we needed to fill in this washout at outfall 26.





Before



After

We replaced the retaining wall by 4<sup>th</sup> Ave E drainage ditch.





Before



After

We cleaned out the culvert and seeded the interstate ditch behind 13<sup>th</sup> St E





Before



After

We cleaned out the culvert and seeded the interstate ditch behind 13<sup>th</sup> St W





We vacuumed and jetted the 60 inch stormwater line from the inlets to the pumps. We took out approximately 35 cubic yards of sand and silt from the storm outlet.