

ELEMENT 6 - OVERFLOW EMERGENCY RESPONSE PLAN

The Overflow Emergency Response Plan (OERP) is summarized in this SSMP Element and provided in its entirety with the associated Emergency Operating Procedures (EOPs) in Appendix 6A. The OERP addresses issues such as SSO response, detection, mitigation, clean up, investigation, documentation, and reporting.

6.1 Regulatory Requirements

WDR Order No. 2006-0003-DWQ Section D.13 (vi) states:

Each Enrollee shall develop and implement an overflow emergency response plan that identifies measures to protect public health and the environment. At a minimum, the plan must include the following:

- (a). Proper notification procedures so that the primary responders and regulatory agencies are informed of all SSOs in a timely manner;
- (b). A program to ensure appropriate response to all overflows;
- (c). Procedures to ensure prompt notification to appropriate regulatory agencies and other potentially affected entities (e.g. health agencies, Regional Water Boards, water suppliers, etc.) of all SSOs that potentially affect public health or reach the waters of the State in accordance with the MRP. All SSOs shall be reported in accordance with this MRP, the California Water Code, other State Law, and other applicable Regional Water Board WDRs or NPDES permit requirements. The SSMP should identify the officials who will receive immediate notification;
- (d). Procedures to ensure that appropriate staff and contractor personnel are aware of and follow the OERP and are appropriately trained;
- (e). Procedures to address emergency operations, such as traffic and crowd control and other necessary response activities; and
- (f). A program to ensure that all reasonable steps are taken to contain untreated wastewater and prevent discharge of untreated wastewater to waters of the United States and to minimize or correct any adverse impact on the environment resulting from the SSOs, including such accelerated or additional monitoring as may be necessary to determine the nature and impact of the discharge.

6.2 Initial SSO Notification Procedures [WDR D.13 (vi)(a)]

If a member from the public witnesses a SSO, they either contact the Seaside County Sanitation District Maintenance and Utilities Department at (831) 899-6829, the Seaside City Hall at (831) 899-6825 or dial 9-1-1. Calls to the Maintenance and Utilities Department after hours are directed to the County Communication Center Dispatch at (831) 394-6811.

6.2.1 The District Public Works Department as the First Responder

If the District Maintenance and Utilities Department is contacted during normal business hours, which are 8:00 AM – 5:00 PM Monday through Friday, excluding legal holidays, administrative staff at City Hall, calls David Fortune, Maintenance and Utilities Superintendent, at (831) 899-

6829 or the next available Public Works or Utilities Staff to investigate the situation at (831) 899-6836. If District Staff needs assistance responding to the SSO, the first responder calls additional Public Works/Utilities staff utilizing the Public Works/Utilities On-Call List as outlined in SS-EOP-02, Attachment 2 found in Appendix 6A. If District Staff needs further assistance, the first responder calls the City of Monterey Public Works Department at (831) 760-2208 per the District's informal mutual aid agreement for additional emergency assistance. David Fortune or the first responder also calls Rick Riedl, Associate Engineer to notify him of the SSO upon completion of the response activities.

If the District Maintenance and Utilities Department is contacted after normal business hours, on a holiday, or during the weekend, the message recording directs the caller to call the County Communications Center Dispatch at (831) 394-6811.

6.2.2 Emergency Services as the First Responder

Calls from the public regarding SSOs are also received through 9-1-1. These calls are directed to the City of Seaside, Del Rey Oaks, and Sand City Fire Departments who respond to each call. If the Fire Departments(s) observe a SSO during their response, they call the County Communications Center Dispatch at (831) 394-6811 for response from SCSD Maintenance and Utilities staff as outlined in Appendix 6A, SS-EOP-02: SSO Notification.

If the SSO occurs after hours, the County Communications Center Dispatch contacts District Staff in the order and with the contact information provided in Appendix 6A, SS-EOP-02: SSO Notification.

If District Staff needs assistance responding to the SSO, the first responder calls additional Public Works/Utilities staff utilizing the Public Works/Utilities On-Call List as outlined in SS-EOP-02, Attachment 2 found in Appendix 6A. If additional staff and assistance is necessary, the first responder can also call the City of Monterey Public Works Department at (831) 760-2208 per the District's informal mutual aid agreement for emergency assistance. David Fortune or the first responder also calls Rick Riedl, Associate Engineer to notify him of the SSO upon completion of the response activities.

The District ensures regulatory agencies are informed of all SSOs in a timely manner through the SSO Notification Procedure provided in Section 6.4: SSO Notification and Reporting Procedures of this SSMP Element.

6.3 SSO Response Program [WDR D.13 (vi)(b)]

The SSO Response Program is comprised of the procedures and programs discussed in this Element, the informal mutual aid agreement the District has with the City of Monterey for emergency response support, the coordination and communication that is maintained between District Staff, the County Communications Center Dispatcher and Fire Department, and the following EOPs, which are provided in Appendix 6A:

- SS-EOP-00: Preface: EOP Purpose, Location, Scope, and Definitions
- SS-EOP-01: Overflow Emergency Response Plan
- SS-EOP-02: SSO Notification

- SS-EOP-03: SSO Reporting
- SS-EOP-04: SSO Traffic and Crowd Control
- SS-EOP-05: SSO Volume Estimation
- SS-EOP-06: SSO Mitigation and Cleanup
- SS-EOP-07: SSO Water Quality Monitoring Program
- SS-EOP-08: SSO Response Documentation and Records
- SS-EOP-09: SSO Training Requirements

The District's Public Works/Maintenance and Utilities Office and Seaside City Hall are open and can receive notifications of SSOs from 8:00 AM to 5:00 PM, Monday through Friday, excluding legal holidays. After hours, on weekends, and on holidays, District Staff and the County Communications Center coordinate SSO notification efforts. District Utilities and Public Works Staff respond to all SSOs.

Figure 6-1 illustrates the chain of command, which must be observed and followed when a SSO occurs:

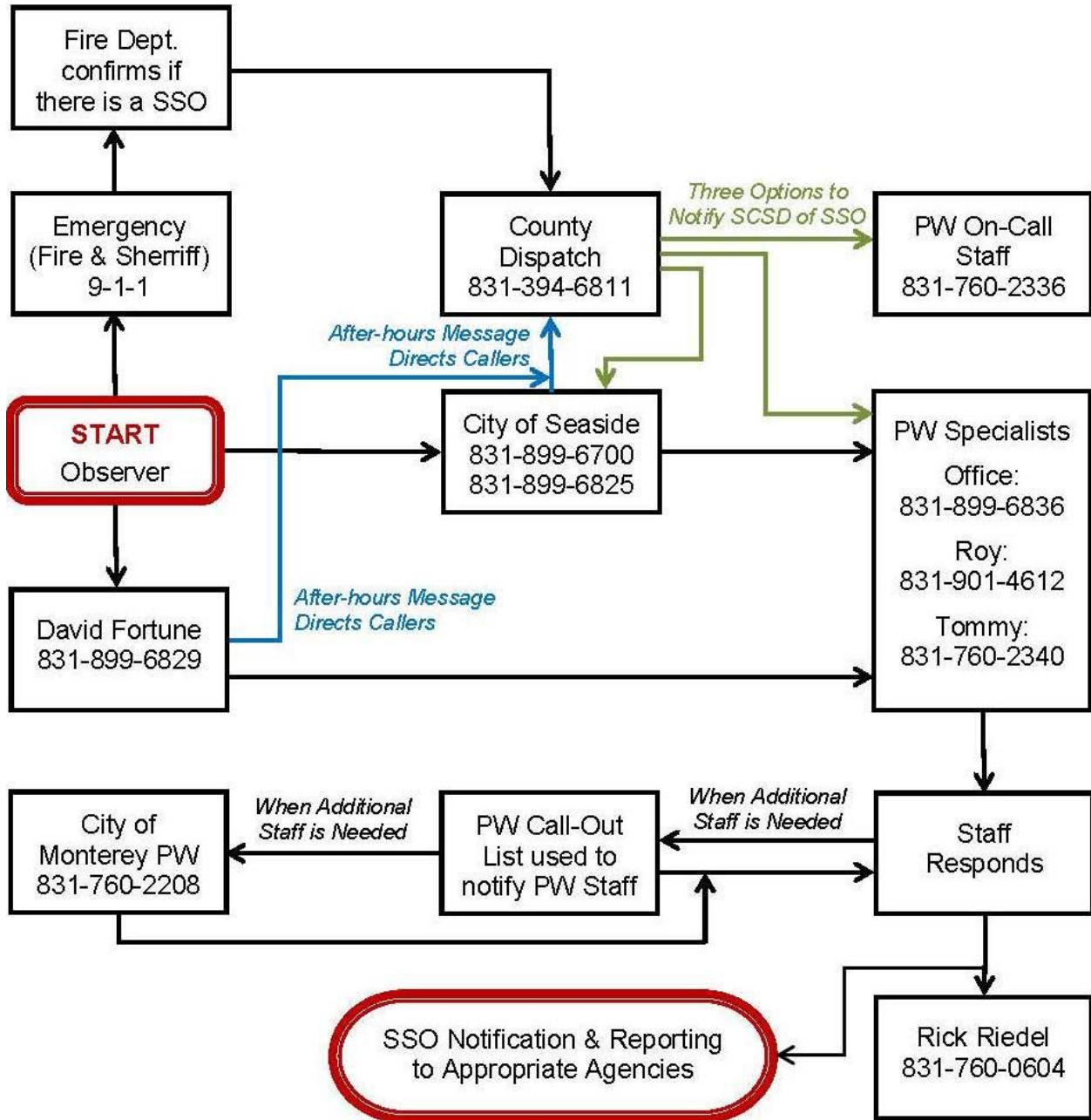


Figure 6-1: SSO Response Chain of Command

The details of District Staff’s response to SSOs, which is identified in the chain of command, are provided in the EOPs included in Appendix 6A.

6.4 SSO Notification and Reporting Procedures [WDR D.13(vi)(c)]

This section of the OERP ensures proper notification and reporting of SSOs, which occur in the Seaside County Sanitation District’s sanitary sewer collection system, in order to protect public and environmental health. The SSO Notification and Reporting Procedures, SS-EOP-02 and SS-EOP-03, respectively, are outlined below and are provided in their entireties in Appendix 6A.

An overview of the notification and reporting process is also illustrated on the following page in Figure 6-1. This overview is not inclusive of all of the notification and reporting requirements and procedures. The section of this SSMP Element corresponding to each SSO category for notifications and reporting must be referenced, and the SSO Notification and Reporting Procedures, SS-EOP-02 and SS-EOP-03, respectively, must be followed.

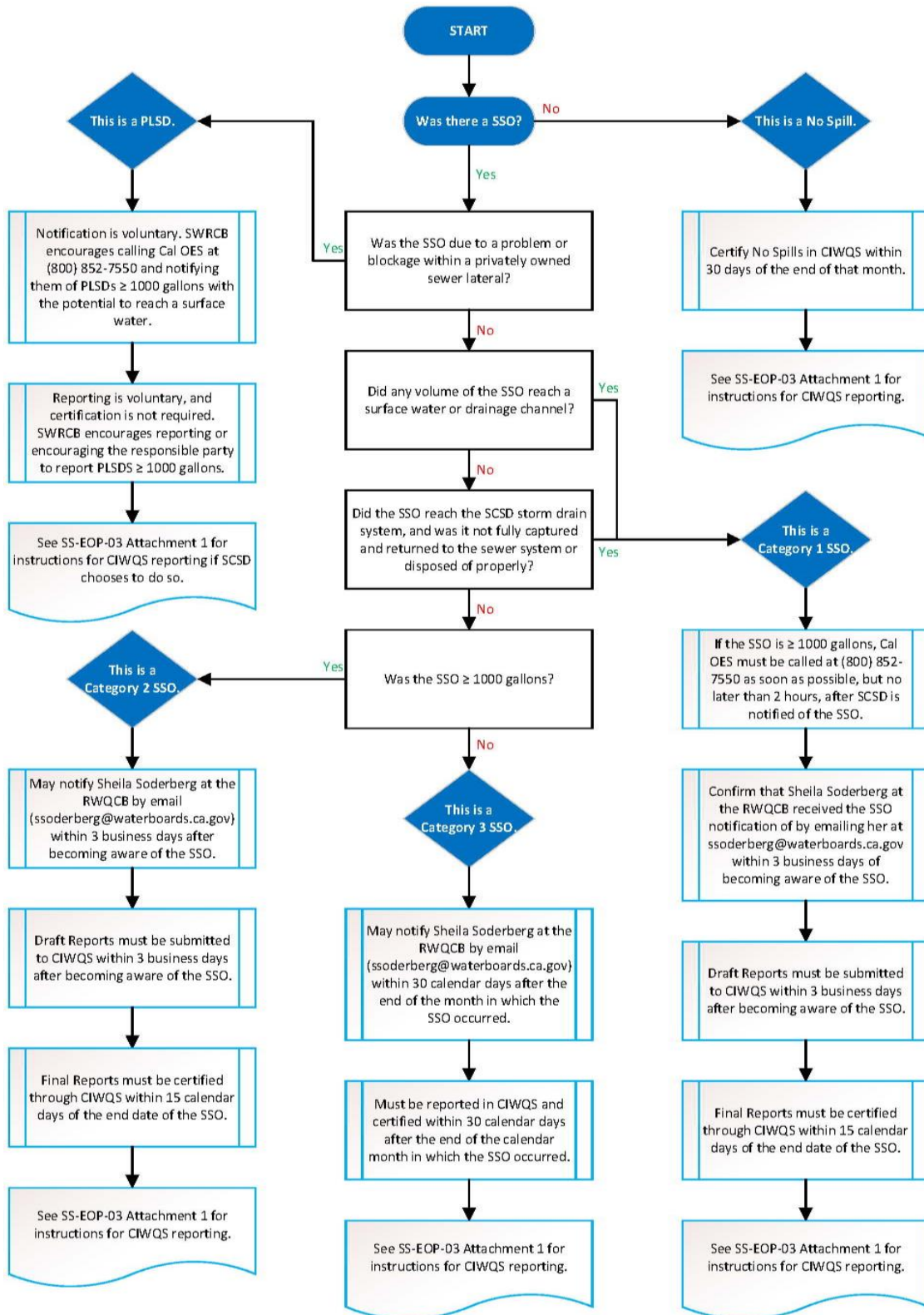


Figure 6-2: SSO Notification and Reporting Overview

6.4.1 SSO Regulatory Notification Procedure

SSO notification procedures vary based on whether the SSO is classified as a Category 1, Category 2, Category 3, or PLSD and are included in SS-EOP-02: SSO Notification.

1. Category 1 SSOs

- a. For any discharges of sewage that result in a discharge to a drainage channel or a surface water or to the District storm drain system and is not fully captured and returned to the sewer system or disposed of properly.
- b. The District shall, as soon as possible, but no later than two (2) hours after becoming aware of the discharge, notify the California Governor's Office of Emergency Services (Cal OES) at 1-800-852-7550. District Staff should also contact Monterey County Health at (831) 796-1900 to inform them in the event of a Category 1 SSO.

2. Category 2 SSOs

- a. For a SSO 1,000 gallons or greater in volume that does not discharge to a drainage channel or surface water.
- b. Within twenty-four (24) hours of becoming aware of a Category 2 SSO, the District may notify Monterey County Environmental Health Services at (800) 253-2687, City of Del Ray Oaks at (831) 394-8511, and Sand City at (831) 394-3054.

3. Category 3 SSOs

- a. If a SSO occurs due to a problem in the District's sanitary sewer collection system and does not reach a drainage channel, surface water, the District storm drain system, or is fully captured from the District's storm drain system and returned to the sewer system or disposed of properly and is less than 1000 gallons in volume.
- b. Within twenty-four (24) hours of becoming aware of a Category 3 SSO, the District may notify Monterey County Environmental Health Services at (800) 253-2687, City of Del Ray Oaks at (831) 394-8511, and Sand City at (831) 394-3054.

4. PLSDs

- a. The District may voluntarily notifying regulatory agencies, such as the RWQCB, of a PLSD. SWRCB encourages notifying Cal OES of a PLSD if the PLSD is greater than or equal to 1,000 gallons with the potential to reach surface water.
- b. SWRCB also encourages notify the appropriate regulatory agencies or notifying the responsible party that notification and reporting should be completed as required by Health and Safety Code Section 5410 et. seq. and

Water Code Section 13271 if the PLSD is greater than or equal to 1,000 gallons regardless of the SSO destination or for any volume PLSD that reaches a surface water.

6.4.2 SSO Reporting Procedure

SSO reporting procedures vary based on whether the SSO is classified as a Category 1, Category 2, Category 3, or PLSD. A full description of SSO reporting requirements is found in SS-EOP-03: SSO Reporting.

Category 1 SSOs

1. The **Draft Category 1 SSO Report** must be submitted in CIWQS within **three (3) business days** of SCSD becoming aware of the SSO.
2. **Certified Category 1 SSO Report**
 - a. A final Category 1 SSO report shall be certified through CIWQS within **15 calendar days** of the end date of the SSO.
3. If SSO is **50,000 gallons or greater** and spilled into surface waters, a **SSO Technical Report** will also have to be submitted to CIWQS (see SSO Technical Report for more details).
4. If CIWQS is not available, the aforementioned information must be faxed to RWQCB at (805) 543-0397.
5. Upon certifying the SSO Report, document the SSO Identification Number and save a pdf and hard copy of the SSO Report.

SSO Technical Report

The City shall submit an SSO Technical Report in CIWQS within **45 calendar days** of the SSO end date for any SSO in which **50,000 gallons or greater** are spilled to surface waters.

Category 2 SSOs

1. The **Draft Category 2 SSO Report** must be submitted in CIWQS within **three (3) business days** of SCSD becoming aware of the SSO.
2. **Certified Category 2 SSO Report**
 - a. A final Category 2 SSO report shall be certified through CIWQS within **15 calendar days** of the end date of the SSO.
3. If CIWQS is not available, the aforementioned information must be faxed to RWQCB at (805) 543-0397.
4. Upon certifying the SSO Report, document the SSO Identification Number and save a pdf and hard copy of the SSO Report.

Category 3 SSOs

1. All Category 3 SSOs shall be reported to CIWQS and certified within 30 calendar days after the end of the calendar month in which the SSO occurs (e.g., all Category 3 SSOs occurring in the month of February shall be entered into the database and certified by March 30th).
2. If CIWQS is not available, the aforementioned information must be faxed to RWQCB at (805) 543-0397.
3. Upon certifying the SSO Report, document the SSO Identification Number and save a pdf and hard copy of the SSO Report.

Private Lateral Sewage Discharges (PLSDs)

1. Private Lateral Sewage Discharges (PLSDs) resulting from blockages or other problems within a privately owned sewer lateral connected to the SCSD's sanitary sewer system or from other private sanitary sewer system assets may be voluntarily reported to CIWQS

No Spill Certification

1. If there are no SSOs during a calendar month, SCSD must certify that there were no spills in CIWQS.
2. The "No Spill" Certification is must be completed within thirty (30) calendar days after the end of the calendar month in which there were no SSOs.
3. If there are no SSOs during a calendar month but the SCSD reported a PLSD, the SCSD shall still certify a "No Spill" Certification statement for that month.
4. If CIWQS is not available, the aforementioned information must be faxed to RWQCB at (805) 543-0397.

Collection System Questionnaire

1. The "Collection System Questionnaire" must be updated in CIWQS a minimum of every twelve (12) months from the last update.
2. Each time the "Collection System Questionnaire" is updated, the due date for the next date changes to one year from the date of the new certified update.

6.5 OERP Training [WDR D.13(vi)(d)]

The District will develop a formal Emergency Response training program by the end of October 2014 which will include annual training of District Staff on this SSMP Element and its Appendices. The District will also require applicable contractor personnel to train annually on and follow this SSMP Element and its Appendices through their contracts as is applicable and warranted. The District will revise this section of this SSMP Element upon the initiation of this training program and maintain a log of OERP Training in this Element as training is completed.

SS-EOP-09: SSO Training Requirements also provides an outline of the District's training program in respect to SSO response and mitigation and is included in Appendix 6A.

6.6 Emergency Operations Procedures [WDR D.13 (vi)(e)]

The Seaside County Sanitation District utilizes the 2006 10th Edition of the Work Area Traffic Control Handbook (WATCH) for traffic control, as identified in SS-EOP-04: SSO Traffic and Crowd Control, which is provided in Appendix 6A.

The District contacts the City of Seaside and City of Monterey Police Departments and depends on their assistance when crowd control is necessary, as identified in SS-EOP-04: SSO Traffic and Crowd Control, which is provided in Appendix 6A.

6.7 SSO Water Quality Program [WDR D.13 (vi)(f)]

The SSO Water Quality Program is comprised of the pollutant monitoring contained in SS-EOP-07: Water Quality Monitoring Program, which is provided in Appendix 6A.

As addressed in SS-EOP-07: Water Quality Monitoring Program, Seaside County Sanitation District Staff posts beach warning signs in the event that a SSO reaches the Pacific Ocean, Laguna Grande, Roberts Lake, or Del Rey Oaks Creek and will conduct water quality sampling within 48 hours for SSOs greater than 50,000 gallons.