Oregon
Kate Brown, Governor

Department of Environmental Quality
Western Region Eugene Office
165 East 7th Avenue, Suite 100
Eugene, OR 97401
(541) 686-7838
FAX (541) 686-7551
TTY 711

April 26, 2022

Janelle Booth
4222 NE Old Salem Road
Albany, OR 97321

Re: Review and Acceptance of the 2021-2022 TMDL Implementation Plan Annual Report for the City of Millersburg

Dear Janelle Booth,

Thank you for submitting the Millersburg 2021-2022 TMDL Implementation Plan Annual Report. The Department has reviewed your report and finds that the report complies with the annual reporting requirement.

I would like to reaffirm that I am available as a resource to assist you as you move forward with TMDL implementation. Please feel free to contact me at (541) 687-7347 for assistance.

Best regards,

Priscilla Woolverton

Priscilla Woolverton
Willamette Basin Coordinator

ec: Zach Loboy, Watershed Manager, DEQ

TMDL Implementation Tracking Matrix: Millersburg, Oregon STATUS UPDATED FOR 2019-2024 – 2021 Report

Millersburg has legal authority over land use on 2,850 acres within the City Limits. The Willamette River forms the western boundary of the City between river-mile 115.5 and 117.75 for approximately 2.25 miles.

POLLUTANT *Pollutants Addressed by the TMDL.*	**POLLUTANT SOURCES**	**STRATEGY** *What Millersburg is doing and will do to reduce pollution from this source.*	**ACTIONS** *Specific Implementation Measures.*	**BENCHMARKS** *Intermediate indicators of progress.*	**TIMELINE** *Beginning and completion dates.*	**MEASURE** *Demonstrate implementation or completion of the strategy.*	**PROGRAM FUNDING**	**STATUS – 2021 Report**
1.0 TEMPERATURE	A. Solar Radiation	Maintain existing riparian plantings and shading vegetation.	Update Land Use Development Code to include more provisions for riparian vegetation protection, including greater setbacks for drainage ways. Code enforcement of riparian and vegetative protections. When doing drainage way maintenance/brush removal activities, remove only obstructions to the flow. Protect trees and larger vegetation outside the active channel which provide shading and grass/vegetation within the channel which does not obstruct flow.	Compare aerial photographs at periodic intervals to determine the state of and changes to riparian areas. Visually inspect Crooks Creek main channel and its two northern tributaries within City limits.	Continue to enforce City's current Development Code (1984 & 2006) until revised code is adopted; ongoing Current code revision is underway with adoption anticipated in 2019. Begin enforcement upon adoption of new code. Visual inspection of Crooks Creek and tributaries annually. Aerial photo analysis annually or as new open source aerial photos become available.	Yearly review of standards compliance. Report on visual inspection of Crooks Creek and tributaries. Annual progress of code revision.	General Fund/ Stormwater Fund	Adopted Title 12 - Surface Water into the municipal code in previous reporting cycle (December 2019). Development Code revision was adopted in previous reporting cycle (October 2020). Codes were enforced through land use reviews, grading, and stormwater permits. Visual inspection of Crooks Creek and tributaries conducted along with brush removal activities for maintaining conveyance capacity. Only low vegetation obstructing the channel was removed, trees and larger shading vegetation were avoided/protected.
		Perform public outreach and education on riparian regulations and the benefits of riparian plantings and shading vegetation on private property.	Public outreach and education through posting materials to City website and/or fliers on benefits of riparian plantings and shading. Provide guidance to private property owners when requested.	Distribute or post outreach materials minimum of once per year.	Years 1-5: Outreach materials reviewed annually and updated if needed. Years 1-5: Maintain up-to-date website Years 1-5: Perform a minimum of one outreach event and one flyer/mailing each year.	Track and document outreach and education events, mailings, postings and other efforts; annual review.	General Fund/ Stormwater Fund	Continued to host website page for stormwater, which includes TMDL reports, Stormwater Master Plan, and flyers for residents, businesses, and industries. An outreach event was held with builders in the new Sarah's Meadows subdivision. They were given copies of erosion permit and discussed inspection requirements (Attachment 4).
		Maintain existing shading vegetation in riparian areas on City-owned property.	Monitor health of existing vegetation in riparian areas on City-owned property.	Visually inspect trees annually. Engage arborist if conditions of concern exist.	Visual inspection by City staff annually. Evaluation by arborist as needed, minimum every 5 years.	Report on annual visual inspection and arborist evaluation, as applicable. Report on implementation of arborist recommendations.	General Fund/ Stormwater Fund	Annual visual inspection of trees conducted. Trees within riparian areas generally have not changed. Some ivy present, ivy girdling performed in 2020. Will continue to monitor.
	B. Impervious Surface Runoff	Minimize new paving and roof areas, as practicable to reduce stormwater temperature increases.	Enforce maximum ground coverage standards per Land Use Development Code Zones and Zoning Regulations.	Monitor subdivision and building site plans. Track approved variances	Ongoing; annual review	Track and document compliance review of new development, approved variances, violations and enforcement actions.	General Fund/ Planning and Development	New development was constructed in compliance with ground coverage standards. No variances were approved and no enforcement actions were taken.

								There were multiple occurrences of staff discussing lot coverage standards with property owners when applying for or considering building permits for additional structures. Permits for additional structures not issued if lot coverage requirements would be exceeded.
	C. Industrial Storm Water Discharges	Ensure regulations for industrial storm water are communicated to new industries.	Inform applicants of 1200-Z and 1200-C permit requirements and direct them to contact DEQ. Notify DEQ of any reported complaints regarding industrial stormwater discharges.	Track notification to new applicants. Track any notifications to DEQ.	Ongoing; annual review.	Yearly review of compliance in notifying new applicants of 1200-C and 1200-Z requirements. Report any complaint notifications to DEQ	General Fund/ Planning and Development	No new industries started operation in the city in 2021. Several expressed interest in available properties and were made aware of 1200-C and 1200-Z requirements. In 2021, no complaints were received by the City.
2.0 BACTERIA	A. Septic Systems (approximately 4% of the City's dwellings are on individual septic systems)	Contact Linn County Environmental Health about reported concerns with existing septic systems. Ensure system conversion to municipal sewer system is required for new or redevelopment per the Development Code.	Continue expansion of municipal sewer system to serve all areas of the City. Enforce septic system conversion to municipal sewer system when required by Development Code.	Monitor septic system conversion to municipal sewer system & document sewer system extensions	Ongoing; annual review	Report number of septic systems converted to municipal sewer system each year. Report expansions to municipal sewer system Track complaints/ concerns City reports to Linn County	Sewer Fund	Three septic systems converted to municipal sewer system in 2021. Municipal sewer system expanded into new residential developments. No expansion of sewer system to unserved areas not associated with new development in 2021. The City received no septic system complaints in 2021.
	B. Pet and animal waste	Continue to supply pet waste pickup stations. Enforce farm animal regulations.	City is providing waste collection stations at City Parks. Code enforcement of farm animal raising.	Monitor usage of waste collection stations and farm animal compliance with City Code.	Ongoing; annual review	Track approximate costs of maintaining and restocking dog waste stations. Track responses to complaints regarding animal waste, violations and follow-up actions	General Fund/ Parks	Approximately $300.00 was spent on restocking dog waste stations. City installed an additional dog waste station in open space adjacent to street corner which had previously received complaints of animal waste.
	C. Garbage spills	Encourage waste collection companies to cover waste bins during transit. Encourage adopt-a-road program within the City.	Enforce current traffic code requiring covered loads. Encourage and support adopt-a-road program by posting information on how to get started to the City web site and referring interested groups to Linn County for county roads. Provide supplies and equipment to adopt-a-road groups.	Monitor roadside debris accumulations through use of maintenance weekly checklists. Track number and type of supplies (bags, gloves) and equipment (vests, trash pick up tools) provided to adopt-a-road groups.	Ongoing; annual review	Provide example maintenance checklists annually. Report on roadside debris observed and removed and any enforcement actions. Report on roads adopted and supplies provided by City, including costs, to adopt-a-road groups.	Streets Fund	Example maintenance checklist attached (Attachment 5). No significant roadside debris observed or removed outside of routine trash pick-up. Adopt-a-road group cleaned up Old Salem Road approximately every other month in 2021. City provided trash pick-up devices, bags, and reflective vests.
3.0 MERCURY	A. Erosion and sedimentation containing mercury from existing background sources and introduced deposits from air and industries.	Reduce soil displacement and control runoff resulting from earthwork through utilization of erosion control best practices. Maintain and fund City street sweeping program.	Enforce requirements of City grading permit. Complete and adopt engineering standards, including erosion and sedimentation control section.	Monitor compliance with Code standards and permit requirements.	Enforcement of code standards to be continued indefinitely. Adoption of engineering standards completed in 2019.	Maintain records of grading permits in file. Track enforcement actions on grading permits. Provide documentation that engineering standards have	General Fund/ Planning and Development	Four grading permits were issued in 2021 and records are kept on file. No enforcement actions taken on grading permits. Engineering standards were

						been adopted.		adopted in December of 2019 (see previous report) and are available on the City's website
			Ensure required 1200-C permits for developments are obtained. Require developers to submit documentation of 1200-C permit prior to issuing construction permit.	Demonstrate that 100% of new developments over one acre obtain 1200-C permits.	Ongoing; annual review	Maintain copy of all 1200-C permits in file for each development.	General Fund/ Planning and Development	Copies of 1200-C permits required for developments are in files.
			Adopt erosion control program for smaller areas of disturbance (<1 acre).	Establish template for construction site erosion and sediment control plan (ESCP) and implement a programmatic permit. Perform public outreach and education to development community and implement permit requirements.	Year 1: Develop and adopt template. Year 2: Public outreach to developers and contractors Year 3: Implement permit requirements	Provide template once adopted. Document public outreach efforts. Maintain copies of permits in all development files. Track enforcement actions on erosion control program once in place.	General Fund/ Planning and Development	Stormwater ordinance, including erosion control requirements, was adopted at the end of 2019. Permit/template was developed and adopted by the end of 2020. This is now being revised based on new MS4 permit requirements. Individual outreach to contractors and developers to educate them on erosion control requirements is ongoing. Four major and 28 minor erosion permits were issued in 2021. No enforcement actions were taken on erosion permits.
4.0 INTERRELATED FACTORS	A. Stormwater Discharge, a contributing source factor for all three Identified Pollutants.	Provide stormwater detention and treatment.	Enforce existing regulations & perform regular maintenance inspections of existing public facilities. Complete and adopt engineering standards, including post-construction stormwater detention and water quality.	Monitor effectiveness of existing regulations and maintenance program. Include design standards which require stormwater treatment in addition to detention.	Ongoing enforcement of existing standards Adoption of post-construction stormwater quality engineering standards in 2019. Include requirement for maintenance agreements of private SW facilities in engineering standards.	Maintain records of stormwater calculations and reports in development files. Track maintenance of facilities Provide documentation that post construction stormwater quality engineering design standards are in the process of or have been adopted.	General Fund/ Stormwater Fund	Records of stormwater calcs and reports are kept in development files. Public detention facilities maintenance tracked in maintenance records. Engineering standards, including post construction stormwater quality were adopted at the end of 2019 (see previous report).
		Adopt the Millersburg Stormwater Master Plan and begin implementation of selected capital projects.	Begin implementation of selected capital projects recommended in the Stormwater Master Plan.	Incorporate stormwater projects into the City's Capital Improvements Program	Master Plan adopted in 2018. Plan and budget for projects beginning in FY 2019-2020.	Implementation of selected projects.	General Fund/ Stormwater Fund	Evaluation of selected projects is ongoing. Based on recent stormwater infrastructure performance during significant rainfall events, projects have been put on hold. This is primarily due to a better maintenance regime.
	B. Disposal & Recycling	Prevent hazardous waste & illegal discharges and encourage recycling.	Work with waste disposal provider (Republic Services) to provide information to the public on disposal regulations and recycling. Support Hazardous Waste	Regular review of agreement with Republic Services to insure services continue to meet the needs of the community.	Periodic and on-going. Franchise agreement is reviewed every five years, evaluation of services annually.	Maintain record of any reported illegal discharges and enforcement actions. Report on Actions.	General Fund	No reported hazardous waste or illegal discharges in 2021.

			collection days. Advertise on City reader board and website.					
		Illicit Discharge, Detection and Elimination	Monitor ditches during dry weather. Dry weather screening - inspect 20% of outfalls annually. Provide reporting/complaint information on City website, including phone number and complaint form.	Track dry weather ditch monitoring and dry weather outfall screening.	Year 1: Establish dry weather screening program. Provide complaint reporting information on website. Year 2: Begin dry weather monitoring/screening, continue ongoing.	Provide maintenance checklists documenting ditch monitoring. Report on dry weather outfall screening. Track responses to complaints.	General Fund/ Stormwater Fund	Tracking of dry weather ditch monitoring was removed from maintenance checklists. Instead, dry weather ditch monitoring was conducted by staff throughout the summer during routine inspections and maintenance staff are instructed to report on any unexpected water in ditches. Dry weather outfall screening report attached (Attachment 3). One complaint was received of water in a stormwater ditch during dry weather. Investigation over the course of several weeks determined it came from a leak in a home's water service line. The leak was repaired and the issue was resolved.
	C. Information Program for Clean Water Act and potential pollutants	Implement outreach and education activities for new local industries and the general public.	Post information or links to City website. Educate new industries about protection of stormwater.	Develop a stormwater flyer for general public, post to website, and make available at City Hall. Develop a stormwater flyer for industry and give to new industries at time of permits.	Develop stormwater flyers and post by 12/31/2020.	Annual communication of information to public and report to council. Provide flyers with annual report.	General Fund/ Stormwater Fund	Stormwater flyers posted to City Website and made available at City Hall. Flyers attached (Attachments 1 and 2).
	D. Funding	Provide funding for planning and implementation of needed programs to address pollution.	Seek funding sources, including considering creation of a stormwater utility and fee.	Prepare a working list of potential funding sources.	Ongoing; annual review	Achieve funding to implement planning and implementation of needed programs	General Fund/ Stormwater Fund	Funding was allocated in FY 2020-21 City budget from the City's general fund. City may consider a stormwater utility and fee in the future if it becomes necessary.
	E. Intergovernmental Cooperation	Achieve economies and expanded informational base through cooperative associations.	Contact local and statewide organizations addressing environmental issues. Expand participation in Oregon ACWA.	Attend stormwater information sharing events. Participate with other agencies in local collaboration groups.	Ongoing; annual review	Report on events attended and participation in local collaboration groups.	General Fund/ Stormwater Fund	Ongoing participation in ACWA. Attended APWA Virtual Fall Conference stormwater sessions.
	F. City Council Support for water quality efforts	Ensure City Council is aware of TMDL requirements, TMDL Implementation Plan, and city-wide efforts to improve water quality.	City Council meeting overview and acknowledgement of TMDL Plan, Annual Report, and Five Year Review.	Revised Matrix presented to City Council; Annual City Council meeting minutes.	Ongoing; annual review	Annual meeting with City Council about TMDL responsibilities, progress, funding needs, etc.	General Fund/ Stormwater Fund	During budget meetings in the spring of 2021, stormwater fund functions and funding were reviewed.
	G. Staff Training and Good Housekeeping	Implement recommendations of Stormwater Master Plan for stormwater system maintenance.	Establish a stormwater system maintenance program per the recommendations of the Stormwater Master Plan.	Program and fund stormwater system maintenance activities: street sweeping, inlet inspection, system cleaning.	Year 1-2: Establish program. Year 3-5: Implement maintenance program recommendations.	Report on maintenance activities.	General Fund/ Stormwater Fund	Monthly street sweeping contracted and conducted. Maintain on-call contract for stormwater services. Cleaned and TV'd portion of stormwater system in Kathryn Avenue, which was not

								functioning due to buildup of sediment and debris.
		Annual staff training.	One staff member participate in one training event per year and give presentation to other staff, as applicable.	Participation in one training event annually.	Training - annually, ongoing.	Documentation of training event attended and materials presented to other staff, as applicable.	General Fund/ Stormwater Fund	Attended APWA Virtual Fall Conference stormwater sessions in October 2021. Presentation of materials to other staff not applicable (Millersburg has no other staff this material is applicable to).
	H. Public Involvement	Provide opportunities for public involvement.	Include public outreach events in master plan processes and provide public comment periods for adoption of master plans. Allow for public comments on stormwater related topics at council meetings.	Provide materials for public review ahead of meetings by posting on website.	Ongoing; annual review	Report on public outreach activities conducted and comments received.	General Fund	In every council meeting, there are two opportunities for public comment on all topics, including stormwater.

What is stormwater and how does it impact me?

Stormwater is generated from water that falls from the sky, including rain, hail, and snow.

In a natural, undeveloped landscape, most stormwater soaks into the ground to be stored or filtered before it reaches natural waterways. In a city, most stormwater falls onto impervious surfaces (surfaces that do not absorb water) such as roads, driveways, sidewalks, rooftops, or parking lots, and it is not soaked up by the ground. This water flows across these surfaces as runoff.

Most stormwater flows from private property to a stormwater inlet in the street where it enters a pipe and is carried to the nearest waterway. The network of stormwater pipes is completely separate from the sanitary sewer system. Unlike the sanitary sewer system, which conveys wastewater to a treatment facility, the stormwater system conveys *untreated* runoff directly to our waterways.

Used with permission of City of Wilmington, NC Stormwater Services: Heal Our Waterways

Stormwater Quality – Keep it Clean!

As runoff flows across the ground, it picks up pollutants that you can see (debris, dirt, and grease) and others that can't be seen (fertilizers and detergents). There is a lot you can do to help keep our waterways clean. For example:

- Use a commercial car wash to minimize the amount of dirty, soapy water flowing into the stormwater system.
- Check your vehicles and equipment for leaks and spills.
- Clean up spilled fluids with an absorbent material and don't rinse the spills into a nearby storm drain.
- Recycle used oil and other fluids; do not dump these chemicals down the storm drain.
- Use pesticides and fertilizers sparingly.
- Sweep up yard debris instead of hosing down areas.
- Don't overwater your lawn.

Whatever you keep out of the storm drain, you keep out of our streams. More ideas can be found at https://www3.epa.gov/npdes/pubs/solution_to_pollution.pdf

Runoff Volume – Reducing Impacts on Yourself and Others

Stormwater runoff can cause problems for you or your neighbors if not appropriately handled. Altering drainage patterns or increasing the impervious surface area on your property can create stormwater problems, including localized flooding. Increased runoff can also cause erosion and sedimentation (when solids in water settle) by sweeping away and displacing soil. Reducing or minimizing the amount of paved area and increasing the amount of vegetated area in your yard can help increase infiltration and reduce runoff.

CITY OF
Millersburg
4222 NE Old Salem Road
Millersburg, Oregon 97321

Partnering with business and industry to maintain quality small-town atmosphere.

What Is Stormwater Runoff and What Are Its Impacts?

Stormwater runoff is water from rain or snowmelt that does not immediately infiltrate into the ground and flows over or through natural or man-made storage or conveyance systems. When undeveloped areas are converted to land uses with impervious surfaces such as buildings, parking lots, and roads, the natural hydrology of the land is altered and can result in increased surface runoff rates, volumes, and pollutant loads.

Stormwater runoff picks up industrial pollutants and typically discharges them directly into nearby waterbodies or indirectly via storm sewer systems. Runoff from areas where industrial activities occur can contain toxic pollutants (e.g., heavy metals and organic chemicals) and other pollutants such as trash, debris, and oil and grease, when facility practices allow exposure of industrial materials to stormwater. This increased flow and pollutant load can impair waterbodies, degrade biological habitats, pollute drinking water sources, and cause flooding and hydrologic changes to the receiving water, such as channel erosion.

Industrial facilities typically perform a portion of their activities in outdoor areas exposed to the elements. This may include activities such as material storage and handling, vehicle fueling and maintenance, and shipping and receiving, all of which can result in pollutants being exposed to precipitation and capable of being carried off in stormwater runoff. Also, facilities may have performed industrial activities outdoors in the past and materials from those activities still remain exposed to precipitation. In addition, accidental spills and leaks, improper waste disposal, and illicit connections to storm sewers may also lead to exposure of pollutants to stormwater.[1]

Six Types of Activities that have Potential to be Pollutants in Stormwater

1. *Loading and Unloading Operations*

Loading and unloading operations can include pumping of liquids or gases from tankers to storage facilities, pneumatic transfer of dry chemicals, transfer by mechanical conveyor systems, or transfer of bags, boxes, drums or other containers by forklift or other material handling equipment. Material spills or losses in these areas can accumulate and be washed away during a storm.

2. *Outdoor Storage*

Outdoor storage activities include storage of fuels, raw materials, by-products, intermediate products, final products, and process residuals. Materials may be stored in containers, on platforms or pads, in bins, boxes or silos, or as piles. Storage areas that are exposed to rainfall and/or runoff can contribute pollutants to stormwater when solid materials wash off or materials dissolve into solution.

3. *Outdoor Process Activities*

Although many manufacturing activities are performed indoors, some activities, such as timber processing, rock crushing, and concrete mixing, occur outdoors. Outdoor processing activities can result in liquid spillage and losses of material solids, which makes associated pollutants available for discharge in runoff.

4. *Dust or Particulate Generating Processes*

Dust or particulate generating processes include industrial activities with stack emissions or process dusts that settle on surfaces. Some industries, such as mines, cement manufacturing, and refractories, also generate significant levels of dust that can be mobilized in stormwater runoff.

5. *Illicit Connections and Non-Stormwater Discharges*

Illicit connections of process wastes or other pollutants to stormwater collection systems, instead of to sanitary sewers, can be a significant source of stormwater pollution. Non-stormwater discharges include any discharge from the facility that is not generated by rainfall runoff (for example, wash water from industrial processes). With few exceptions, these non-stormwater discharges are prohibited.

[1]From "Developing Your Stormwater Pollution Prevention Plan: A Guide for Industrial Operators," by Environmental Protection Agency, 2009, EPA 833-B-09-002
[2]From "Best Management Practices For Industrial Storm Water Pollution Control," by Sacramento Stormwater Management Program.

6. *Waste Management*

Waste management practices include everything from landfills to waste piles to trash containment. All industrial facilities conduct some type of waste management at their site, much of it outdoors, which must be controlled to prevent pollutant discharges in stormwater.[1]

Stormwater Pollution Prevention

1. Prevent water from contacting working areas

Shipping areas, outdoor equipment, material storage areas, vehicle maintenance spaces, and working areas of all sorts are subject to contamination with raw materials, process liquids, grease, oily wastes, vehicle fluids, heavy metals, and miscellaneous potential pollutants. If you prevent stormwater, wash water, or water from other sources from contacting areas exposed to pollutants, you will be less likely to discharge pollutants into your storm drains.

- Keep rainfall from directly contacting working areas, by installing roofs, placing structures, or moving industrial operations indoors.
- Prevent run-on stormwater from contacting industrial areas, indoors or out by using properly designed berms or grading. Run-on is water that flows across the industrial area. It picks up pollutants as it flows.
- Avoid practices where you use water that later enters the storm drains. For instance, washing in outdoor areas. Most of these practices, including many that were acceptable in the past, are now considered to be "illegal dumping" of non-storm water to the storm drain.

2. *Keep pollutants off surfaces that come into contact with water.*

Evaluate your site carefully to identify all areas that are contacted by storm water, wash water, cooling water that is otherwise unpolluted, or other water that is allowed to be discharged to the storm drain. Then take special care to keep pollutants off these surfaces. That means controlling minor leaks and spills that you might otherwise overlook, and taking a close look at your operating routines and equipment to determine whether any substances are exposed to storm water that do not need to be.

3. Manage stormwater before it is discharged to the storm drain.

If you can't avoid adding pollutants to stormwater, you may need to remove pollutants to meet water quality requirements before discharge. Stormwater control regulations consider treatment as a last resort and emphasize source control options because they are usually less costly and more effective in the long run.[2]

Stormwater Millersburg Permit Requirements

Federal and state storm water regulations now require many kinds of industrial facilities to take steps to prevent stormwater pollution.[2] Below is a list of permits that may be required in the City of Millersburg.

- City of Millersburg Grading permit
- City of Millersburg Post Construction Stormwater Quality permit
- City of Millersburg Erosion Control permit
- NPDES 1200-C permit

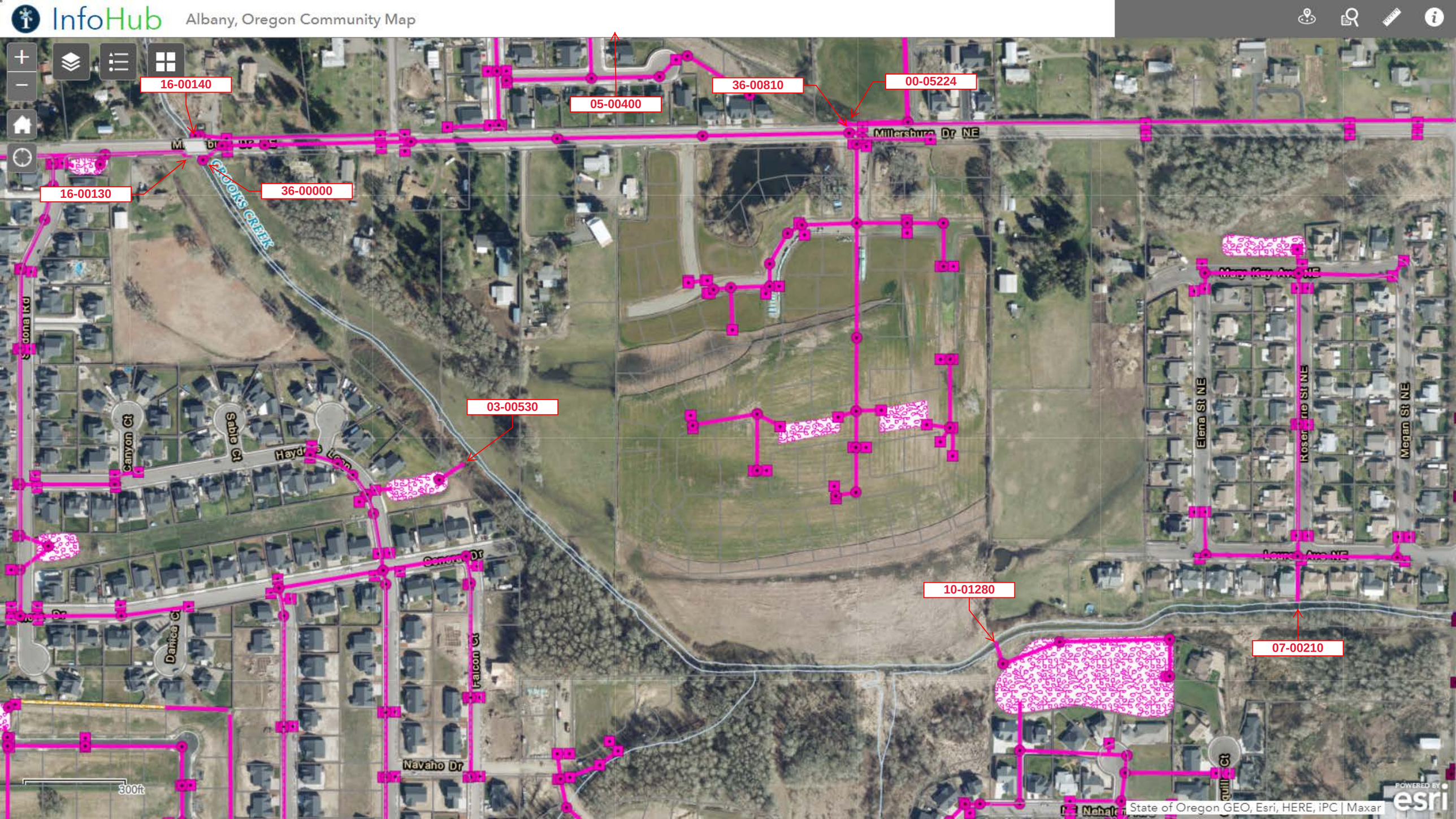
[1]From "Developing Your Stormwater Pollution Prevention Plan: A Guide for Industrial Operators," by Environmental Protection Agency, 2009, EPA 833-B-09-002

[2]From "Best Management Practices For Industrial Storm Water Pollution Control," by Sacramento Stormwater Management Program.

Last Updated 9/17/2021

Total number of outfalls: 23
Number inspected in 2021: 6
% inspected in 2021: 26%

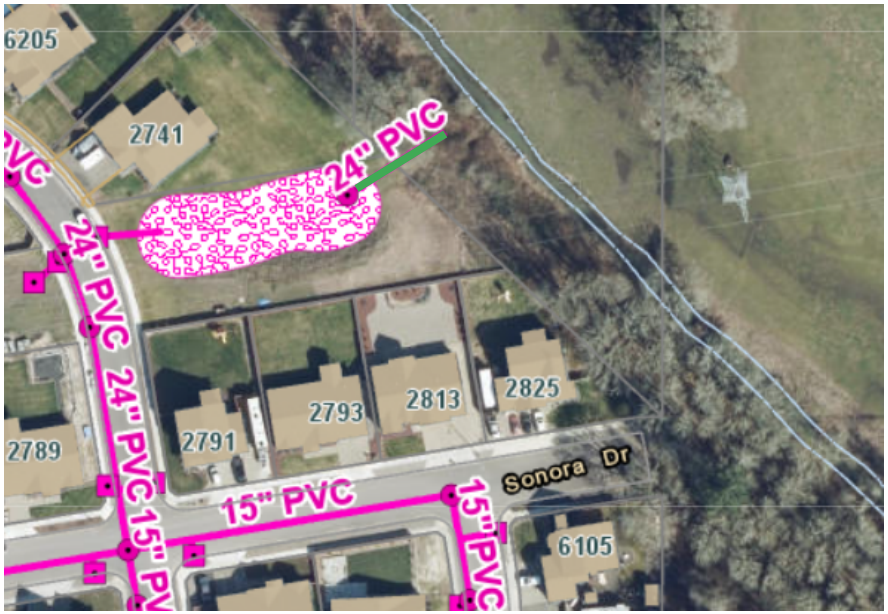
Stormwater Outfall Check								
Previous Inspection Date	**Inspection Date**	**Inspector Initials**	**Outfall ID**	**Description**	**MS4 Outfall**	**Receiving water body**	**Status**	**Field Notes:**
	9/1/2021	PT	03-00530	Becker Ridge East Detention Basin Outfall	Y	Crooks Creek		See attached inspection sheet.
7/30/2020	9/17/2021	PT	05-00400	Hoffman Estates Detention Basin Outfall	Y	Crooks Creek Trib		See attached inspection sheet.
	8/31/2021	PT	07-00210	Morningstar Subdivision Detention Basin outfall	Y	Crooks Creek		See attached inspection sheet.
	8/31/2021	PT	16-00130	Becker Ridge North and West Detention Basins Outfall	Y	Crooks Creek		See attached inspection sheet.
	8/31/2021	PT	16-00140	Millersburg Drive, north side discharge to Crooks Creek	Y	Crooks Creek		See attached inspection sheet.
	8/31/2021	PT	36-00000	West Valley Estates Detention Basin Outfall - located on south side of Millersburg Drive at east end of bridge over Crooks Creek	Y	Crooks Creek		See attached inspection sheet.


InfoHub
Albany, Oregon Community Map
16-00140
05-00400
36-00810
00-05224
16-00130
36-00000
03-00530
10-01280
07-00210
Millersburg Dr NE
Brooks Creek
Canyon Ct
Sable Ct
Falcon Ct
Navaho Dr
Elena St NE
Megan St NE
300ft
State of Oregon GEO, Esri, HERE, iPC | Maxar
esri

03-00530

City of Millersburg

Aerial View



Outlet Photograph

Access Notes

Northwest of detention pond that is located off of NE Tuscan Ln. between NE Mesa Ct. and NE Sonora Dr.

Property Owner - Hayden Irish

List of Inspections

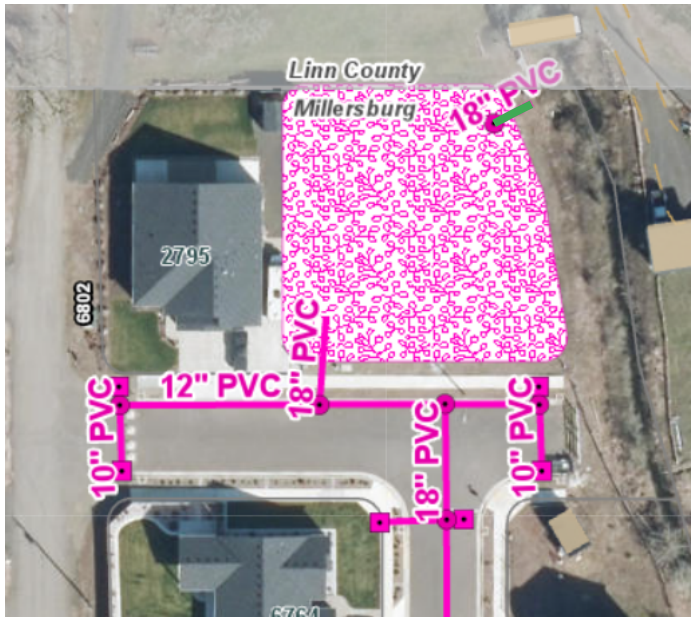
08/31/2021 - Minor flow of water (presence of water potentially due to residential water leak from damaged back flow device, recheck at later date).

09/01/2021 - Re-investigated source of water flowing through the outlet and determined that it was due to a known spring entering storm drain system in Tuscan Loop.

05-00400

City of Millersburg

Aerial View



Outlet Photograph

Access Notes

Slightly northeast of detention basin just north of the intersection between NE Shayla Dr. and NE Noel Ln.

Property Owner - Robert Hoffman

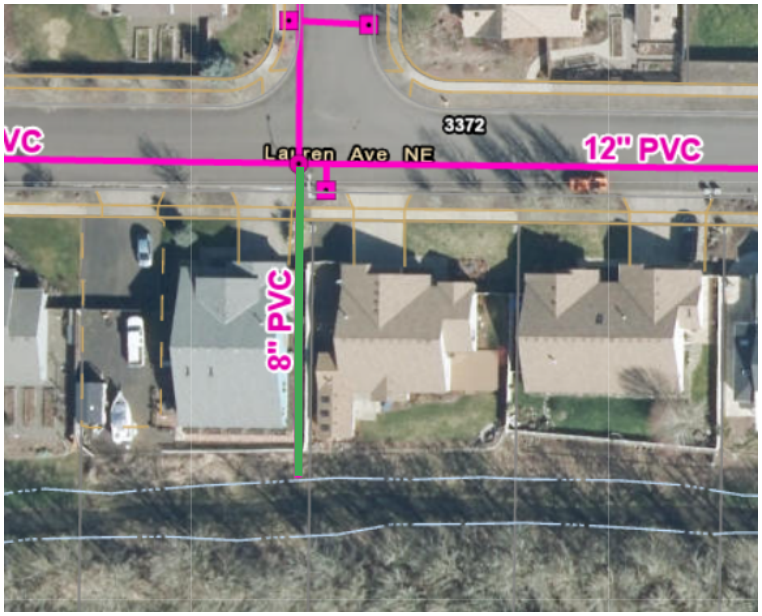
List of Inspections

09/17/2021 - Dry

07-00210

City of Millersburg

Aerial View



Outlet Photograph

Access Notes

South of the intersection of NE Lauren Ave. and NE Rosemarie St. Accessed via path located just south of Crooks Creek along Old Salem Road.

Property Owner - Walter and Lorraine Weathers

List of Inspections

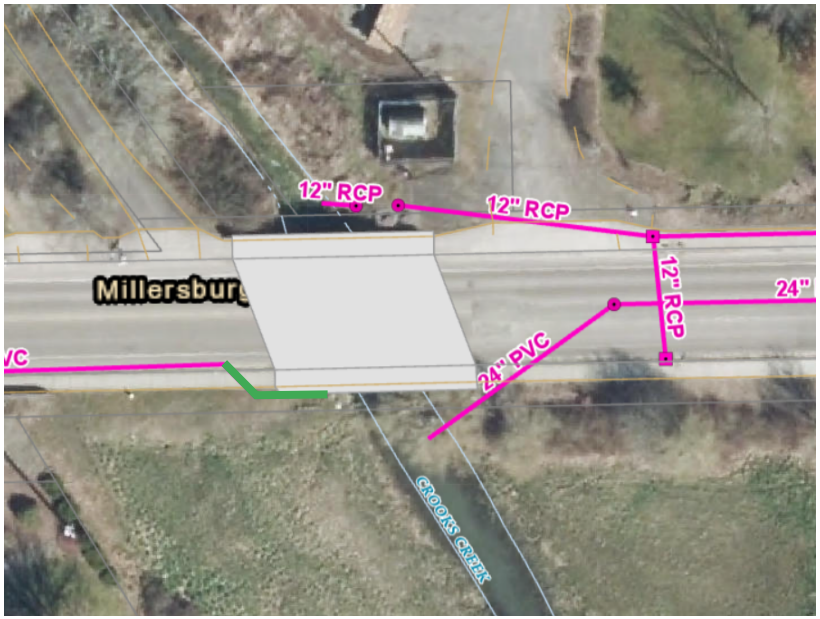
08/31/2021 - Dry

Structure with a flap gate located just north, outlet pipe to creek is 8" potentially a larger pipe is entering structure

16-00130

City of Millersburg

Aerial View



Access Notes

Slightly southwest of bridge on Millersburg Dr.

Property Owner - David and Valerie Phelps

List of Inspections

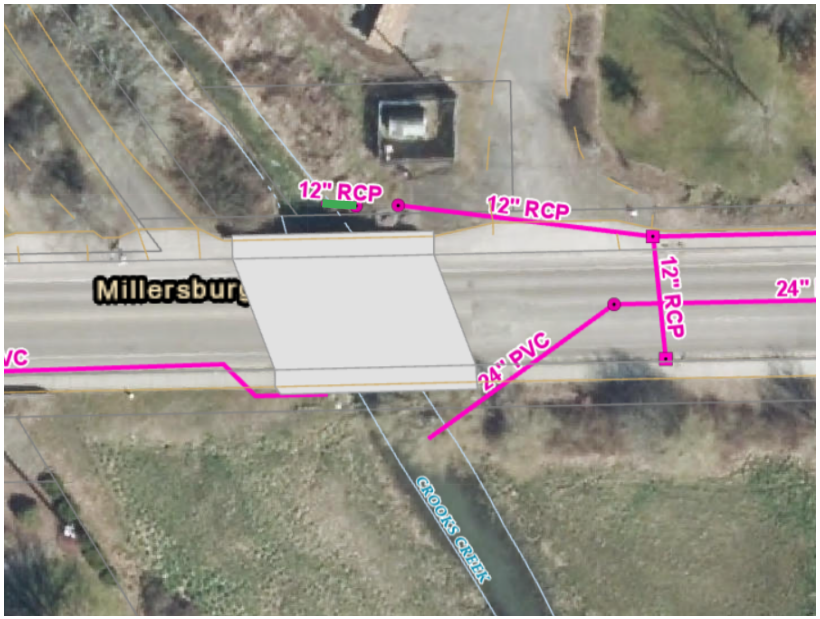
08/31/2021 - Dry

Outlet Photograph

16-00140

City of Millersburg

Aerial View



Access Notes

Slightly north of bridge on Millersburg Dr.

Property Owner - City of Millersburg

List of Inspections

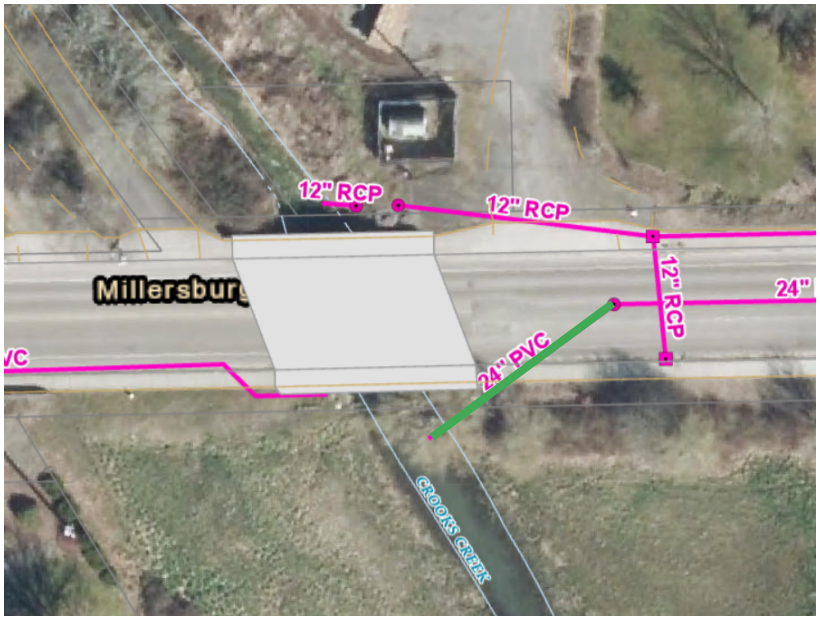
08/31/2021 - Dry

Outlet Photograph

36-00000

City of Millersburg

Aerial View



Access Notes

Slightly southeast of bridge on Millersburg Dr.

Property Owner - David and Valerie Phelps

List of Inspections

08/31/2021 - Dry

Outlet Photograph

Builders Meeting

Sarah's Meadows

9:00 a.m. 10/7/2021

Review permit packet materials

1. Right-of-Way Work
    a. Driveway cuts
        i. Width allowed per code
        ii. Horizontal cut only
    b. Sidewalks (thicker behind driveways)
    c. Planter Strips
    d. Roof drain discharge – through curb weephole (core drill only)

2. Grading and Drainage
    a. Drain to street, not adjacent properties
    b. Maximum lot coverage

3. Erosion Control
    a. Go over items on Minor Land Disturbance Erosion Control Permit
    b. Hand out flyer "What to Do and What NOT to do (BMP's)"
    c. Once they are completed, protect stormwater swales/planters from sediment during construction by placement of biofilter bags and notches.

4. Street Trees
    a. Code requires one in planter strip (where possible)
    b. List of approved trees included in permit packet
    c. Not within 10 ft of water service or sewer lateral
    d. Sight clearance at corners and stop signs
    e. 2-year warranty on street trees

5. City final (C of O) inspection requirements
    a. Curbs and gutters
    b. Sidewalks
    c. Sight clearance (if applicable)
    d. Landscape planter strip (all frontages), including street trees (if applicable)
    e. Front yard landscaping, including required trees and plantings
    f. Backflow device (if applicable)
    g. Water meter and vault
    h. Public sewer cleanout
    i. Lot grading and drainage

Minor Land Disturbance Erosion Prevention and Sediment Control Plan Checklist

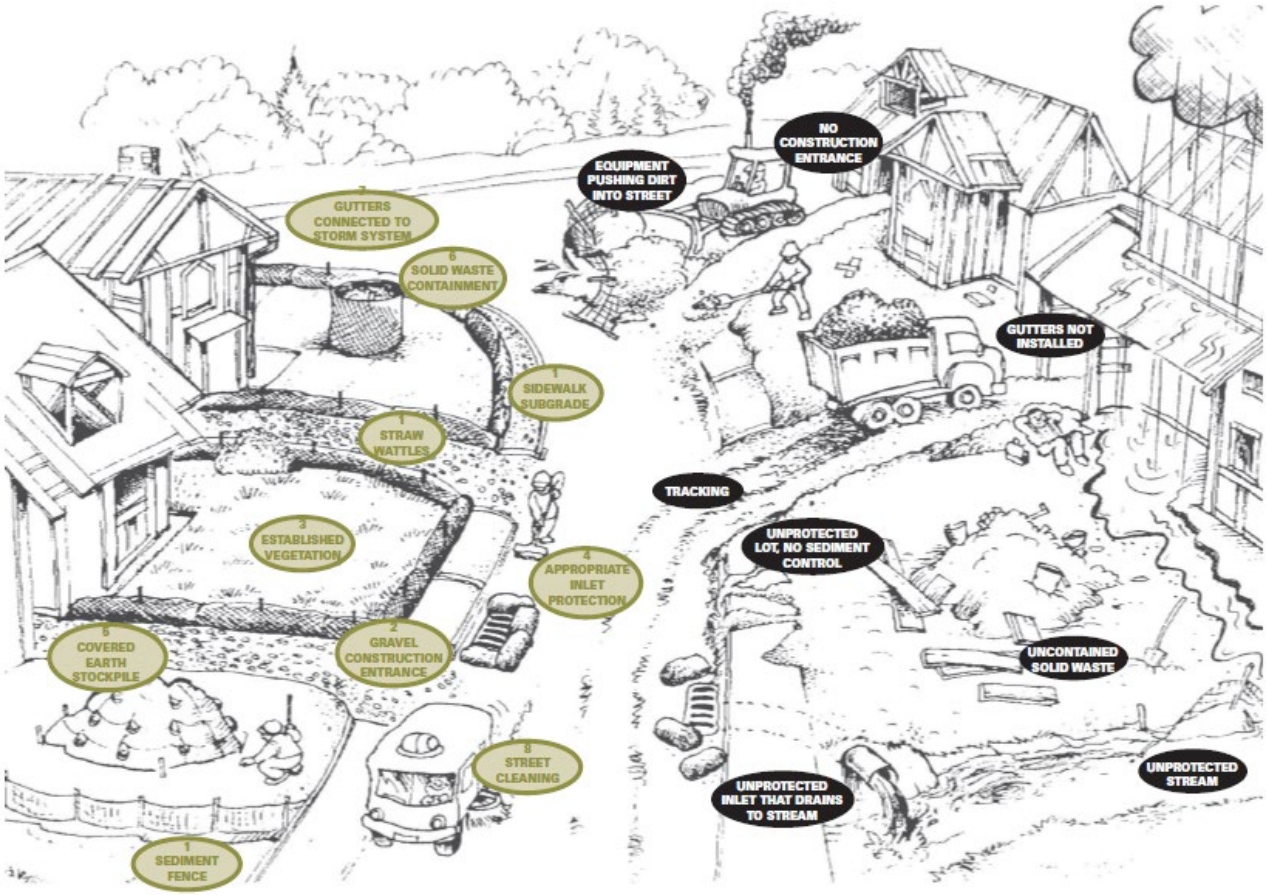
Please select the EPSC measures and Best Management Practices (BMPs) you plan to use for your project.

EPSC Measures and BMPs	**Y**	**N/A**
Silt fences	☐	☐
Bio-filter bags or fiber rolls	☐	☐
Storm drain inlet protection	☐	☐
Temporary grasses	☐	☐
Mulch applications	☐	☐
Erosion blankets	☐	☐
Concrete washout area	☐	☐
Preserve natural vegetation	☐	☐
Plastic sheeting	☐	☐
Dust control	☐	☐
Gravel construction entrance	☐	☐
Permanent vegetation cover	☐	☐

Note:

CITY OF
Millersburg
A COMMUNITY LINKING AGRICULTURE AND INDUSTRY

What to DO and What NOT to do
Best Management Practices (BMP's)



1. Work site perimeter protection
   - ☐ Install straw wattles or mulch berms where sediment fencing is not practical.
   - ☐ Utilize sidewalk sub-grade area to trap sediments in runoff where possible.
   - ☐ Mark construction limits with sediment or construction fencing.
   - ☐ Make sure that all workers are aware of the limits to construction activities.
2. Gravel construction entrance
   - ☐ Install an entrance adequate to last through the job.
   - ☐ Use clean, large crushed rock with no fines (placed over geotextile fabric if necessary).
   - ☐ Consider rocking other areas necessary for subcontractor parking.
3. Ground cover and vegetation
   - ☐ Stabilize soil as soon as grading is complete.
   - ☐ Use compost, straw mulch and seed, or other ground covers before the wet season.
   - ☐ Coordinate the application of groundcover (straw, dark dust or wood chips) with landscaping plans.
4. Inlet protection
   - ☐ Use catch basin inserts in high traffic areas. Use bio-bags to protect irregular-shaped inlets.
   - ☐ Check daily, as traffic can knock barriers out of place, and accumulated sediments will need to be removed. Maintain after every major storm.
5. Covered earth stockpile
   - ☐ Cover stockpiles during wet weather season (October 1 through April 30).
   - ☐ Use weighted plastic or a3-inch layer of mulch, straw or wood chips.
   - ☐ Make sure that concentrated flows from plastic covered stockpiles do not generate erosion.
   - ☐ Seed stockpiles from long-term protection.
6. Solid waste containment
   - ☐ Keep trash and building wastes out of streets and storm drain systems.
   - ☐ Separate and cover construction wastes, or remove them from the site.
7. Street cleaning
   - ☐ Don't clean mud on sidewalks or streets by hosing it down.
   - ☐ Mechanically remove sediments from streets and sidewalks by scraping with a flat blade shovel or sweeping. Remove the sediments to a stable site.

WEEKLY MAINTENANCE CHECKLIST

Week of: _____

Initial when complete

Millersburg Park:

_____ Restroom floors – mop or hose down, squeegee to ensure dry when done

_____ Shelter floor - Clean/hose down

_____ Sweep/blow hard surfaces including walkways and parking lots

_____ Mow grass, including ball fields (March/April – October)

_____ Blow grass clippings off paths and sidewalks following each mowing

_____ Clean BBQs (March/April – October)

_____ Leaf removal (November - March)

_____ Blow leaves/debris off paths and sidewalks/collect leaves

_____ Remove fallen branches

_____ Empty waste receptacles and place new liners

_____ Restock dog bag stations

_____ Check shelter for birds or insects, nests, droppings, webs, etc. Clean as needed

_____ Rake volleyball court, remove debris or hazards (March/April – October)

_____ Clean out BBQs as needed (March/April – October)

Acorn Park:

_____ Walk grounds, inspect for maintenance needs and safety issues (note any deficiencies below and on issues/deficiencies list)

_____

_____ Pick up trash

_____ Check waste receptacles, empty and place new liners as needed

_____ Restock dog bag stations

_____ Remove fallen branches

_____ Mow grass (March/April – October)

_____ Blow grass clippings off paths and sidewalks following each mowing

_____ Leaf removal (November - March)

_____ Blow leaves/debris off hard surfaces and collect leaves

City Hall Grounds:

_____ Walk grounds, inspect for maintenance needs and safety issues (note any deficiencies below and on issues/deficiencies list)

_____

_____

_____ Pick up trash

_____ Empty exterior waste receptacles and place new liners

_____ Mow every other week (March/April – October)

Road Rights-of-Way:

_____ Drive arterials and collectors (Old Salem Road, Conser Road, Millersburg Drive, Alexander, Woods Road, Morningstar Road) inspect for maintenance needs and safety issues (note any deficiencies below and on issues/deficiencies list)

_____

_____

_____ During dry weather, is water present in ditches? If so, note location(s)_____

_____

_____ Pick up trash and/or note where additional trash removal is needed

_____ Vegetation removal – cut vegetation and spray one road each week May through October per right-of-way maintenance schedule

Road/ROW name: _____

Stormwater Detention Basins:

_____ Mow and pick up trash at one detention basin each week May through October per detention basin maintenance schedule

Detention basin name: _____

During dry weather, is water present in detention basin or exiting outfall? _____

Fire Station Grounds:

_____ Mow grass in field (once a month March/April – October)

Equipment:

_____ Check mower blades, change if needed (March/April – October)

_____ Checks on large equipment (mowers, tractor, Kubota), record in Equipment Maintenance Logs