

CRESTLINE SANITATION DISTRICT

*MEMORANDUM*

**DATE:** JANUARY 12, 2023

**TO:** BOARD OF DIRECTORS  
Crestline Sanitation District

**FROM:** RON SCRIVEN  
Operations Manager

**SUBJECT:** SEWER SYSTEM MANAGEMENT PLAN

- A. RECOMMENDATION**  
I recommend the adoption of the updated Sewer System Management Plan. (SSMP)
- B. REASON FOR RECOMMENDATION**  
The State has changed some of the aspects of the Sanitary Sewer System Waste Discharge Requirements.
- C. OTHER INFORMATION**  
The District has updated our Plan to reflect the changes required by the State.
- D. FISCAL INFORMATION**  
No Fiscal impact.
- E. ATTACHMENTS**  
Sewer System Management Plan, Table of Contents  
SSMP Updates & Audits  
Spill Emergency Response Plan (SERP)

# SERP

## SPILL EMERGENCY RESPONSE PLAN

The following procedures will be implemented when a Sanitary Sewer Overflow [SSO] occurs and sewage flows or threatens to flow into the community from public (District) wastewater facilities & Conveyance systems.

Field Staff, Supervisors, Managers or other responsible employees acting in their capacity will initiate the standard emergency response procedures necessary to curtail the overflow or stoppage. Mitigate as soon as possible.

The first employee with knowledge of the SSO will contact the following:

**1. Ron Scriven, Manager**

Office (909) 338-1751  
Fax: (909) 338-5306  
Cell: (909) 723-3075

If Ron Scriven is not available, contact:

**2. Dave Crabtree, Maintenance III**

Office: (909) 338-1751  
Fax: (909) 338-5306  
Home: (909) 338-2030  
Cell: (909) 961-7594

If Dave Crabtree is not available, contact:

**3. Jacob Montoya, Maintenance II**

Office: (909) 338-1751  
Fax: (909) 338-5306  
Cell: (909) 222-0539

As soon as possible implement this pre-planned coordination with the following agencies. Provide all vital information to the following agencies.

- **Get GPS and address for spill site before you call OES**
- **Be sure to record time and incident number from OES**

**State Office of Emergency Services (OES) 24-Hour Service Office:**

**(800) 852-7550**

If spill occurs near or in Silverwood Lake please give a call to CLAWA  
State Parks Silverwood Ryann Gill

(909) 338-1779 (message)  
(909) 389-2294  
(951) 287-8876 cell  
(951)486-1877 p cell

If a spill occurs into Lake Gregory call to Lake Gregory Company  
Nathen Godwin GM  
Lahontan Regional Water Quality Control Board – Victorville

Office (909) 338-2233  
Cell (334) 268 6958  
Office (760) 241-6583

Stan Owens Pilot Rock  
Devil Canyon Power Plant  
(Ver January 5, 2023)

Cell: (909) 990-1113  
24hr (661) 994-8600

***Depending on spill location get HC, SC CH and Pilot Rock shut down.***

A written report must be filed with Lahontan Regional Water Quality Control Board, State Health, and Environmental Health no **later than fifteen days** after the incident.

The district will maintain daily contact with the District Regional Board and State Health Department in the reporting of bacteriological results.

- CATEGORY 1 – 2 HOUR NOTIFICATION TIME FRAME** “MAXIMUM” Spills of any volume that reach surface water.
  
- CATEGORY 2 – 24 HOUR NOTIFICATION TIME FRAME** “MAXIMUM” Spills greater than or equal to 1,000 gallons that do not reach surface water.
  
- CATEGORY 3 – 24 HOUR NOTIFICATION TIME FRAME** “MAXIMUM” Spills less than 1,000 gallons that do not reach surface water.
  
- CATEGORY 4 – NO NOTIFICATION REPORT DUE ANNUALLY** Spills less than 50 gallons that do not reach surface water.

- Recover what you can with the tanker truck.
- For all spills, please chlorinate lightly with bleach. POE and downstream.
- Requires specific pictures of spill- Including drain, location of surface water cleanup activity
- Estimate spill travel times to receiving water

Water quality monitoring requirements for **Raw sewage spill:**

- Under 50,000 gallons total and fecal coliform, fecal strep.
- 50,000 gallons or over Ammonia, total nitrogen, total phosphorus, total and fecal coliform, fecal strep.

Water quality monitoring requirements for **Effluent spill:**

- Any spill test for total and fecal coliform, fecal strep.

The Department of Fish and Game requires written notification **within 14 days** of the incident at the following address:

Department of Fish and Game – Region 6  
3602 Inland Empire Blvd.  
Ontario, CA 91764

Office: (909) 484-0167  
484-0459  
Fax: (909) 481-2945

Mohave River Fish Hatchery  
Robert Diaz, Manager

Office: (760) 245-9981





# SEWER SYSTEM MANAGEMENT PLAN

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## Table of Contents

1. Crestline Sanitation District SSMP
  - Appendix A - Definitions
  - Appendix B - Chain of command
  - Appendix C - Resolution No. 019 Rules and regulations
  - Appendix D - Spill response plan
  - Appendix E - Fat, oils and grease program
  - Appendix F - Design Standards
2. Accomplishments Cleaning and CCTV Footage.
3. KPIs Updates & Audits Record of Spills, Smoke Testing and Odor Complaints FROG Program Grease Trap Inspections and Pumping.
4. SSMP Tailgates spill estimates, lift station emergency operations
5. Spill Estimation SCAP
6. Inventory of spare repair parts for outfall
7. SERP Spill Emergency Response Plan. Pump station failure procedures Preparations for spills and adverse weather response, Map to lab, Pictures of emergency equipment
8. 3 year audit and 6-year SSMP updates, Board resolution of SSMP
9. Miscellaneous information – Cleaning schedules.
10. Collection System Annual Report (CIWQS Audit)
11. State audit results
12. Climate Change Action
13. Crestline Sanitation District boundry map (LAFCO)
14. Exfiltration in underground sanitary sewer systems.

