

Stormwater Pollution Prevention Plan

*Liberty Township
Warren County
NJG0152285*

Annual Review Date: *December 31, 2024*

Stormwater Program Coordinator: *Paul W. Ferriero, PE*

X

Paul W. Ferriero, PE
Stormwater Program Coordinator

Table of Contents

Form 1 – Team Members	3
Form 2 – Revision History	4
Form 3 – Public Announcements.....	5
Form 4 – Post-Construction Stormwater Management in New Development and Redevelopment ...	6
Form 5 – Ordinances	8
Form 6 – Street Sweeping.....	10
Form 7 – MS4 Infrastructure	11
Form 8 – Community-wide Measures	15
Form 9 – Municipal Maintenance Yards & Other Ancillary Operations	17
Form 10 – Training.....	20
Form 11 – MS4 Mapping	23
Form 12 – Watershed Improvement Plan	24

Form 1 – Team Members

Stormwater Program Coordinator (SPC)			
Name and Title		<i>Paul Ferriero, PE, CME Township Engineer</i>	
Phone	<i>908-879-6209</i>	Email	<i>pferriero@scsstorm.com</i>
Individual(s) Responsible for Major Development Project Stormwater Management Review			
Name and Title		<i>Paul Ferriero, PE, CME Township Engineer</i>	
Phone	<i>908-879-6209</i>	Email	<i>pferriero@scsstorm.com</i>
Name and Title			
Phone		Email	
Other Municipal Stormwater Team Members			
Name and Title		<i>Diane Pflugfelder, Municipal Clerk/Administrator</i>	
Phone	<i>908-637-4579, ext. 10</i>	Email	<i>clerk@libertytownship.org</i>
Name and Title		<i>Jennifer Breslin, CFO and Deputy Clerk</i>	
Phone	<i>908-637-4579, ext. 12</i>	Email	<i>cfo@libertytownship.org</i>
Name and Title		<i>Jeff Snyder, DPW Supervisor</i>	
Phone	<i>908-637-4579 ext. 18</i>	Email	<i>dpw@libertytownship.org</i>
Shared/Contracted Service Providers			
Provider Name	Service Provided	Term of Service	
<i>SOLitude Lake Management</i>	<i>Herbicide Spraying at the Lake</i>	<i>Existing agreement under discussion for revision</i>	
<i>Stormwater Compliance Solutions (SCS)</i>	<i>GIS MS4 Mapping</i>	<i>A contract for mapping the municipality was signed for the year of 2024</i>	

Form 3 – Public Announcements
Part IV.B. and C.

1. Provide the link to the dedicated stormwater webpage for your municipality.
https://www.libertytownship.org/municipal/stormwater/index.html
2. List the name and title of person(s) responsible for stormwater webpage postings/updates.
<i>Christie Jacobsen, Web Master</i>
3. List the newspapers, social media outlets, websites, direct mailings (Email or postal), and other communication approaches typically used to inform/educate the public on stormwater program information and related events/activities.
<p><i>Website and social media: Stormwater page on municipal website (Category 1, 1 pt.)</i></p> <p><i>Stormwater Display: Stormwater poster display with handouts in municipal building (Category 2, 1 pt.)</i></p> <p><i>Mailing: Liberty Township’s Spring 2024 newsletter with stormwater education material mailed out to all residents (Category 2, 2 pts.)</i></p> <p><i>Clean-Up: Within the year 2024, there were 3 individual roadside cleanup programs held (Category 3, 3 pts.)</i></p> <p><i>Youth Presentation: Summer recreation education program “The Pollution Reduction Conservation Show” (Category 3, 1 pt.)</i></p> <p><i>Educational Contest: The local Girl Scout Troop created posters informing the public to pick up pet waste and recycle. The posters are displayed at the municipal building (Category 3, 3 pts.)</i></p> <p><i>Community Event: The Environmental Commission has a table with stormwater information on Community Day (Category 5, 3 pts.)</i></p> <p><i>= Total of 14 points, 4 categories</i></p>

Form 4 – Post-Construction Stormwater Management in New Development and Redevelopment

Part IV.E.

<p style="text-align: center;">1. How does the municipality define “major development”? If it is different from the definition in N.J.A.C. 7:8, explain the difference.</p>
<p><i>Liberty Township uses the N.J.A.C 7:8 definition for “major development”, which states;</i></p> <p><i>A. An individual development, as well as multiple developments that individually or collectively result in:</i></p> <p><i>(1) The disturbance of one or more acres of land since February 2, 2004;</i></p> <p><i>(2) The creation of 1/4 acre or more of regulated impervious surface since February 2, 2004;</i></p> <p><i>(3) The creation of 1/4 acre or more of regulated motor vehicle surface since March 2, 2021;</i></p> <p><i>or</i></p> <p><i>(4) A combination of Subsection A(2) and (3) above that totals an area of 1/4 acre or more. The same surface shall not be counted twice when determining if the combination area equals 1/4 acre or more.</i></p> <p><i>B. Major development includes all developments that are part of a common plan of development or sale (for example, phased residential development) that collectively or individually meet any one or more of Subsection A(1), (2), (3) or (4) above. Projects undertaken by any government agency that otherwise meet the definition of "major development" but which do not require approval under the Municipal Land Use Law, N.J.S.A. 40:55D-1 et seq., are also considered major development.</i></p>
<p style="text-align: center;">2. Is the municipality’s stormwater control ordinance (SCO) the same as or more stringent than NJDEP’s model SCO? If more stringent, explain the difference.</p>
<p><i>The municipality has adopted a SCO that is the same as the NJDEP’s model SCO.</i></p>
<p style="text-align: center;">3. Describe the process for reviewing major development project applications for compliance with the SCO and Residential Site Improvement Standards (RSIS).</p>
<p><i>Applications for private projects within the municipality are initially reviewed by the Zoning Official, and forwarded to the board as appropriate. Board professionals review applications for conformance with the SCO and RSIS prior to issuing recommendations to the Board. The Engineer will review the application for compliance with the water quality, water quantity, groundwater recharge and green infrastructure design standards as per N.J.A.C. 7:8 and Liberty Townships SCO.</i></p> <p><i>During the application/hearing process, the Board Engineer issues a recommendation to the Board for approval or denial of the stormwater elements of the project. The Board will then review the application and render its decision, subject to review and approval from the Warren County Planning Board and the Warren County Soil Conservation District. Some projects require additional final review/approval from the NJDEP.</i></p>

Approved projects that have satisfied the approving resolution conditions may be constructed. The Engineer will inspect the project during construction to ensure compliance with the approved stormwater plan and the larger development plan. The Engineer will conduct a final inspection at the conclusion of construction, and recommend/object to the issuance of CO/TCO.

4. Does your municipality have a mitigation plan included in your Municipal Stormwater Management Plan and Stormwater Control Ordinance? Indicate the location of records of all variances granted.

No, Liberty Township does not have a mitigation plan included in their Municipal Stormwater Management Plan (MSWMP) or Stormwater Control Ordinance (SCO). There will be no mitigation plan adopted, as it is not a requirement under the New Tier A MS4 Permit. Records will be kept in the Township Clerk's office.

5. Indicate the dates of each iteration of the township's Stormwater Control Ordinance, starting with the initial adoption and including revisions.

*Initial adoption – March 4, 2021
Amended - June 3, 2021*

6. Indicate the dates of each iteration of the township's Municipal Stormwater Management Plan, starting with the initial adoption and including revisions.

Initial adoption – 2005

Form 5 – Ordinances
Part IV.F.1.

Ordinance	Date Adopted	Was the DEP model adopted without change? If not, explain how the municipality's is more stringent.	Entity Responsible for Enforcement	Fees & Fines
1. Pet Waste	12/07/2023	Yes	Code enforcement officer	Fines not to exceed \$1,000 daily
2. Wildlife Feeding	12/07/2023	Yes	Code enforcement officer	Fines not to exceed \$1,000 daily
3. Litter Control	12/07/2023	Yes	Code enforcement officer	Fines not to exceed \$1,000 daily
4. Improper Disposal of Waste	12/07/2023	Yes	Code enforcement officer	Fines not to exceed \$1,000 daily
5. Yard Waste	12/07/2023	Liberty Township does not pick up yard waste	Code enforcement officer	Fines not to exceed \$1,000 daily
6. Private Storm Drain Inlet Retrofitting	12/07/2023	Yes	Code enforcement officer	Fines not to exceed \$1,000 daily
7. Illicit Connections	12/07/2023	Yes	Code enforcement officer	Fines not to exceed \$1,000 daily
8. Privately-Owned Salt Storage	12/07/2023	Yes	Code enforcement officer	Fines not to exceed \$1,000 daily
9. Tree Removal- Replacement	N/A	Not adopted yet.	N/A	N/A
List any additional stormwater-related ordinances the municipality has adopted that address issues beyond the scope of the MS4 permit. Include adoption date, entity responsible for enforcement, and related fees and fines.				
<p align="center"><i>Refuse Container/ Dumpster Ordinance</i></p> <p><i>Date Adopted: 12/07/2023</i></p> <p><i>The municipality changed the DEP model to state that Liberty Township does not pick up yard waste.</i></p>				

*Entity Responsible for Enforcement: Code enforcement officer
Fees & Fines: Fines not to exceed \$1,000 daily.*

Indicate the location of records associated with ordinances and related violations and enforcement actions below.

The Clerk's office. If someone is found to be in violation of an ordinance, they will be issued a written warning for first time offenses, and penalties will be issued for subsequent offenses.

Form 6 – Street Sweeping

Part IV.F.2.a.i. and ii.

1. Provide a written description and/or attach a map outlining the sweeping schedule for the following:

- Segments of municipal roads with storm drain inlets that discharge to surface water (required at least 3 times each year)
- Segments of municipal roads that do not have storm drain inlets but do discharge to surface water (required at least 1 time each year)

Note: Only asphalt and concrete roads need to be swept. Roads that do not have storm drain inlets and do not discharge to surface water do not need to be swept.

As indicated in the permit, all segments of concrete and/ or asphalt roads that are owned or operated by the permittee, and have storm drain inlets that discharge to surface water, are required to be swept at a minimum of once every 4 months. All segments of roads that are owned or operated by the permittee, that do not have storm drain inlets, that discharge to surface water, are required to be swept at a minimum of once per year. Sweeping is not required for gravel, dirt, or tar and chip roads.

As a Tier B permittee, Liberty Township did not have a formal street sweeping program. A program that includes a sweeping schedule and inspection retention requirement is currently under development for compliance with the Tier A permit.

A formal schedule with map outlining the sweeping routes is pending at this time. It is anticipated that street sweeping schedules will follow a quadrant-by-quadrant pattern for municipal roads.

2. Indicate if sweeping work is outsourced and if so, describe the arrangement.

It is anticipated that Liberty Township will create a shared services arrangement with the County of Warren and/or with neighboring communities for street sweeping services.

Under any shared services arrangement, the Township would maintain a current inventory of streets/areas requiring sweeping that includes service dates and the volume of material collected (in cubic yards). The Township would be responsible to collect data from the shared service company regarding street sweeping services under the Tier A permit, a practice that was not necessary as a Tier B community.

Street sweeping inventory records shall be maintained in the Township Clerk's office, and annually submitted to the SPC, or as needed, upon request.

Form 7 – MS4 Infrastructure

Part IV.F.2-4. and Part IV.G.2-3.

1. Municipal Storm Drain Inlets

- a. Describe how you ensure that municipal inlets without permanent wording cast into the design have been properly labelled.
- b. Describe how you ensure that municipal and private storm drain inlets have been retrofitted.
- c. Describe how you ensure that newly installed storm drain inlets include corresponding catch basins or other BMPs to collect solids.
- d. Describe when and how you conduct inspections of storm drain inlets and the criteria used to determine when they need to be cleaned.

a. Liberty Township's DPW crew conducts weekly drive-by inspections of the storm drain inlets at which they inspect the condition of the labels. If any buttons need to be replaced or paint needs re-stenciling, the DPW crew will make the repair or repaint as needed and will schedule follow-up work with the DPW supervisor.

b. During major development project construction and during repaving projects, the Township Engineer performs site inspections and checks for proper storm drain inlet retrofits. Additionally, during day-to-day operations that entail driving through various areas of the Township, DPW staff are instructed to observe storm drain inlets and note those that have not been retrofitted. If any are located along Township roads or properties and are in areas that are known to have been repaved, they are identified by the staff for follow-up for retrofitting. If the inlet is located on private property, the SPC will notify the property owner of the requirements.

c. The Township Engineer checks the plans for road projects and major developments to verify that a catch basin or some sort of BMP to capture solids is included with or downstream of the affected storm drain inlets.

d. Stormwater Compliance Solutions will perform inspections of all storm drain inlets annually as they drive the roads of the Township. The staff will then make a note of the location and notify the SPC, who will, in turn, arrange to have DPW clean the inlet within a week. Areas that historically clog and flood during storms are inspected and cleaned more regularly. In addition, these areas are inspected and cleaned, if necessary, prior to large, forecasted storms.

2. Municipal Catch Basins

- a. Describe when and how you conduct inspections of catch basins.
- b. Describe the criteria used to determine when catch basins need to be cleaned.

a. Stormwater Compliance Solutions will perform an annual catch basin cleaning program to maintain catch basin function and efficiency. About 20% of catch basins will be inspected once each year, rotating the schedule in such a way that all catch basins will be inspected at least once every 5 years.

b. If, at the time of inspection, no sediment, trash or debris is observed in the catch basin, then that catch basin will not be cleaned. Each catch basin will be inspected, even if it was found to be "clean" the previous inspection. At the time of cleaning, the catch basins will also be inspected for proper function. Maintenance will be scheduled for those catch basins that are in disrepair.

3. Municipal Conveyance System

Describe when and how inspections of MS4 conveyance systems are conducted, and the criteria used to determine when they need to be cleaned. Include a description of the equipment and techniques used.

All MS4 conveyance system obligations are met via the annual inspection activities. If maintenance or repairs of the systems are required, Liberty Township will be notified and asked to restore the system to its proper working conditions.

4. Municipal Outfall Inspections – Stream Scouring

Describe the program in place to detect, investigate, and control localized stream scouring from stormwater outfalls. Include a description of the equipment and techniques used.

Each year, a licensed contractor will inspect 20% of the total number of outfalls and the surrounding areas for scouring in Liberty Township. If scouring is detected, the inspector informs the Township, and they will complete the Stream Scouring Investigation Recordkeeping Form. Any time a new outfall is identified (due to expansion or a change to the conveyance system or one that has not been inventoried before), it is inspected and checked for scouring within 30 days of identification.

In the cases where stream scouring is detected, the Township will attempt to trace it back to the source within 3 months. If a source is identified, the Township will take corrective action if it is located on municipally owned property. If the source is identified on private property, the Township will ensure that the private entity(ies) perform necessary maintenance. If the Township is unable to identify the source, the enforcement inspector and MS4 case manager will be notified before the end of the 3 months.

Additionally, outfalls are inspected within 1 week of any complaints.

All identified scour problems will be evaluated and prioritized for remediation as soon as possible. If remediation cannot be completed within 12 months, a schedule will be submitted to the MS4 case manager prior to the 12-month deadline. All restoration shall be made in accordance with the Soil Erosion and Sediment Control Standards in New Storm and the requirements for bank stabilization and channel restoration found at N.J.A.C. 7:13, as per the Tier A permit requirements. Prioritization of repairs will be based in part upon extent of scour, potential safety threat, and need for NJDEP permit(s).

All pertinent repair records including the date, location, type of repair, and copies of all applicable NJDEP permits will be kept in the Engineering Department. Past repairs will be inspected annually to ensure scouring has not resumed. Appropriate repairs will be made at those outfall locations where such resumption has occurred.

5. Municipal Outfall Inspections – Illicit Discharge Detection and Elimination

Describe the program in place for conducting visual dry weather inspections of municipally owned or operated outfalls. Include a description of the equipment and techniques used. Record cases of illicit discharges using the DEP’s Illicit Connection Inspection Report Form from the Department’s main stormwater webpage.

Each year, 20% of the total number of outfalls are inspected for illicit discharges. The contractor will check for dry weather discharges (72 hours after a rain event), intermittent non-stormwater flow, and discoloration or inappropriate debris (such as toilet paper) in and immediately downstream of the outfall.

If complaints are reported or if any outfalls are found to have a suspected illicit discharge, it is re-inspected within 30 days and sample in accordance with NJDEP’s MS4 Guidance to determine if an illicit connection exists.

If an illicit discharge is detected, the Township will begin the work to identify the source within 30 days. The Township will fill out and submit the NJDEP Illicit Connection Inspection Report Forms for each suspected illicit discharge to submit with the Annual Report.

If the source is identified, the Township will notify the property owner(s) of their violation of the Illicit Connection Ordinance and will have the connection eliminated immediately in accordance with the ordinance.

If unable to locate the source of the illicit connection within 12 months of discovery, the Township SPC will notify the NJDEP Enforcement Inspector and the MS4 case manager within 1 month of the situation and to request an extension of the investigation period.

Whenever a new outfall is identified (due to expansion or a change to the conveyance system or one that has not been inventoried before), it is inspected and checked for illicit discharge within 30 days of identification.

6. Other Municipal Infrastructure

List the types of MS4 infrastructure in your town that require inspection but are not noted above in items 1-5. Describe when and how you conduct inspections of this infrastructure and the criteria used to determine when they need to be maintained and/or cleaned.

Liberty Township is currently mapping out stormwater facilities and devising a number identification system to assist in maintaining the stormwater facilities and track efforts more closely. The Township currently inspects the high-risk areas after every major rainstorm. The Township will implement a stormwater facility maintenance program to ensure that all stormwater facilities operated by the Township function properly. Liberty Township operates the following:

- Detention basins

- *Manufactured Treatment Devices (MTDs): The Township has a Contech Vortech system located at the municipal firehouse.*

These stormwater facilities will be inspected quarterly to ensure that they are functioning properly. In high-risk areas, preventative maintenance will be performed on all stormwater facilities to ensure that they do not begin to fail.

7. Stormwater Facilities Not Owned or Operated by the Municipality

Describe your program for ensuring adequate long-term cleaning, operation, and maintenance of stormwater facilities not owned or operated by the municipality. This should include your plan for ensuring annual inspections are being done on these private properties and describe how you record the locations and logs associated with private infrastructure.

For BMPs on private property that are not owned or operated by the Township, a provision has been included in the Municipal Stormwater Control Ordinance that requires the private property entity to perform all operation and maintenance. The Township will implement an annual reminder program to property owners for this reporting requirement in order to maintain compliance under the regulations. Property owners are additionally advised that failure to conduct annual inspections and maintenance may result in the Township performing and billing for the work. The Township will accept and upload inspection reports annually into the electronic database upon receipt.

8. Infrastructure Records

Indicate the location of records related to stormwater infrastructure inspection, cleaning, maintenance, and repair activities.

All records related to stormwater infrastructure inspection, cleaning, maintenance, and repair activities can be located in the Public Works office.

Form 8 – Community-wide Measures

Part IV.F.2.

1. Herbicide Application Management

Describe your program for preventing herbicides from being washed into the waters of the State and to prevent erosion caused by de-vegetation.

Liberty Township uses SOLitude Lake Management, who obtains the DEP permit to apply "Diquat dibromide" for aquatic use to target Eurasian Milfoil.

Using an airboat fitted with a metering valve, the contractor treats a total 2.5 acres at the township's beach and boat ramp 3 to 4 times per season (May thru August) at the standard application rate of 1 gallon per acre. If needed the contractor might apply at a rate of 1.5 gallons per acre in their discretion.

The contractor will pre-dilute the herbicide into an onboard holding tank for application just above the water surface using low pressure nozzles on the sides of the boat. The application mixture comes out like a stream, not a spray.

The contractor can use Flumioxazin in place of Diquat, or alternate between the two chemicals, if the need to target Lily Pads is more needed than Milfoil on occasion. These herbicides have a 28-day waiting period between each repeat application.

The swimming beach opens at noon. To allow time for uniform dilution of the chemical, the treatments are specified to be completed before 9 a.m. starting with beach season. The idea being that once uniform dilution is achieved, the herbicide concentration equates to the working strength on the label. For Diquat, that is 177 ppb when using 1 gal per acre, or 265 ppb at 1.5 gal per acre. The label uses the convention of an acre of lake at an average 4 feet deep for that conversion to match their guidance about application rate in gallons per acre. This year, the Liberty Township Environmental Commission may change the routine and specify in the contract 5 applications from April to August. The township is also considering using ProcelaCor for one time, and in that case reducing the Diquat down to 3 times.

2. Excess Deicing Material Management

Describe your program for ensuring that excess salt piles are removed in a timely manner after storm events.

When salt is being spread on roads, Liberty Township ensures that excess material is removed within 72 hours after the end of the storm event. Excess material is picked up by shovel and loaded back into trucks. This extra salt is then brought back to the maintenance yard and put back in the storage barn for later use.

3. Roadside Vegetative Waste

Describe your program for ensuring proper pickup, handling, storage, and disposal of wood waste and yard trimmings generated by the permittee along municipal roads or on municipal properties (trimming trees, mowing, etc.).

Liberty Township does not provide curbside collection of vegetative waste. The property owner is responsible for the disposal of this waste, in accordance with Township code. Debris from any work conducted on Township properties is removed same day.

4. Roadside Erosion Control

Describe your program to detect and repair erosion along municipal roadways.

As DPW staff performs day-to-day operations, they also check for erosion of shoulders, embankments, ditches, and soils along municipal roads. If any erosion or sedimentation is identified (or made aware of via resident complaints), including in the near drainage systems, it is logged into the maintenance schedule and addressed within 3 months. In some areas, vegetation is planted, or other methods utilized, such as the installation of riprap in areas prone to erosion along roads to promote soil stabilization. This practice is described in the Standards for Soil Erosion and Sediment Control. The Township will contact their MS4 Case Manager for guidance for cases where using other known remedies is not practical.

Form 9 – Municipal Maintenance Yards & Other Ancillary Operations

Part IV.F.5.

Please complete a separate Form 9 for each yard or site. Indicate the number of yards/sites the municipality owns or operates: 1 of 1

1. Site Name and Address	
<i>349 Mountain Lake Road, Great Meadows, N.J. 07838</i>	
2. Monthly Site Inspections	
Describe the nature of inspections conducted at this site and the location of inspection logs.	
<p><i>Daily inspections are conducted by DPW crew during daily operations. A trained DPW crew member walks the whole site at least once each month, even during the off-season, to ensure that all materials and machinery are stored in such a way that minimizes exposure to stormwater, ensuring the materials are on impervious surfaces as required, and completely covered. Remedial actions are noted in the inspection log.</i></p> <p><i>The DPW Supervisor will check the condition of the salt barn to ensure that materials are protected from exposure to rain, snow, and stormwater running across the paved surfaces. The inspector checks the condition of salt loaders and spreaders and addresses any material spillage from loading and unloading operations.</i></p>	
3. Inventory List	
List all materials and machinery that are potentially exposed to stormwater.	
Materials	Machinery/Equipment
<i>Road salt</i>	<i>1K Gallon Diesel AST</i>
<i>Gasoline/Deisel Fuel</i>	<i>1K Gallon Gasoline AST</i>
	<i>2011 GMC 3500HD mason dump</i>
	<i>2020 Ford F450 mason dump</i>
	<i>2020 Ford F550 mason dump</i>
	<i>2022 Chevy 6500 dump truck</i>
	<i>2022 Chevy 6500 dump truck</i>
	<i>1998 Ford L8500 Dump truck</i>
	<i>1987 John Deere 544 Loader</i>
	<i>2011 John Deere 310J Backhoe</i>
	<i>2005 McCormick tractor</i>
	<i>1990 Case 385 tractor</i>
	<i>2021 Ferris zero turn mower</i>
	<i>2016 Toro zero turn mower</i>
	<i>1990 Toro 325D Groundsmaster mower</i>
	<i>2011 Toro push mower</i>
	<i>2008 DR brush mower</i>

<p>4. Discharge of Stormwater from Secondary Containment Describe the process in place for discharging stormwater from secondary containment areas where outdoor containers are stored.</p>
<p><i>There is no outside secondary containment. The fuel tanks are double walled, which serves as the secondary containment. The tank is checked on a regular basis for leaks and damages.</i></p>
<p>5. Fueling Operations Does fueling occur on site? If so, describe the BMPs in place to minimize contamination of stormwater from fueling activities. If not, explain where fueling takes place.</p>
<p><i>Liberty Township DPW Yard has gasoline and diesel fueling stations outside of their shop. During spring and summer, spill kits are kept next to the station. In autumn and winter, spill kits are stored inside and brought out when fueling is in process. This is so that the plastic spill kits do not crack or break in the cold weather.</i></p>
<p>6. Vehicle/Equipment Maintenance and Repair Do you perform maintenance and repair on site? Is this conducted indoors or outdoors? If outdoors, describe the BMPs in place to minimize contamination of stormwater from maintenance and repair activities.</p>
<p><i>All vehicle and equipment maintenance and repairs are conducted inside.</i></p>
<p>7. Wash Wastewater Containment Do you wash vehicles on site? If so, describe the BMPs in place to minimize contamination of stormwater from these activities. Note that on site containment structures require annual inspections by a NJ licensed professional engineer. If not, explain where vehicle washing takes place.</p>
<p><i>Liberty Township is in the process of constructing an enclosed, indoor, wash bay for all vehicles and equipment. The bay will have a containment chamber that will collect all runoff from the wash bay, and will be properly disposed of on a routine basis. The construction is not complete.</i></p>
<p>8. Salt and Other Granular De-icing Materials Do you store salt and other granular deicing materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p><i>All salt is stored in a barn on site. The salt is piled high and pushed to the rear of the barn to avoid spillage into the paved area. Hay bales are placed at the opening of the barn to prevent salt from getting into stormwater runoff.</i></p>

<p>9. Aggregate Material, Wood Chips, and Finished Leaf Compost Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p><i>Liberty Township does not store these materials on site.</i></p>
<p>10. Cold Patch Asphalt Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p><i>Cold patch asphalt is stored on site, inside the shop. All material is stored on a trailer inside a closed, steel container. When it is being used, the trailer will be hitched to a vehicle and brought back into the shop once operations are done.</i></p>
<p>11. Street Sweepings and Storm Sewer Cleanout Materials Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p><i>When Liberty Township DPW cleans and removes surface debris from the streets and storm sewers, it is placed in a dumpster on-site for disposal. This debris mostly contains leaves, and gets sent to the proper disposal site on a regular basis.</i></p>
<p>12. Construction and Demolition Waste, Wood Waste, and Yard Trimmings Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p><i>Liberty Township does not store these materials on site.</i></p>
<p>13. Scrap Tires Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p><i>Liberty Township does not store these materials on site. Any backup tires for vehicles and equipment are stored inside.</i></p>
<p>14. Inoperable Vehicles and Equipment Do you store inoperable vehicles or equipment on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater. If not, explain where they are stored.</p>
<p><i>Liberty Township does not store these materials on site.</i></p>

Form 10 – Training

Part IV.F.6-10.

Stormwater Program Coordinators
Describe the training provided for the municipal Stormwater Program Coordinator.
<i>The Stormwater Program Coordinator (SPC) for Liberty Township attends NJDEP training every permit cycle. Training covers the SPC responsibilities, permit conditions, annual reporting, and required submissions and documentation.</i>

Topic	Municipal Employees
Examples: in-person or virtual group sessions, e-Learning, field trainings, and videos	
Describe the training provided for municipal staff.	
SPPP	<i>Liberty Township trains staff whose job duties support the stormwater program. Training on the site-specific details in the SPPP, review MS4 permit requirements, and record-keeping is conducted annually via combined in-person/virtual training. This employee training is done annually.</i>
Construction Site Stormwater Runoff	<i>Staff responsible for inspections of construction projects that disturb one acre of soil or more, are trained annually on related MS4 permit conditions. Property owners must obtain a 5G3 permit from NJDEP prior to commencement of construction activities and must comply with their approved soil erosion and sediment control plan. This employee training is done annually.</i>
Post-Construction Stormwater Management in New and Redevelopment	<i>Staff responsible for implementing stormwater permit requirements receive an annual review of the fundamentals of the municipality’s post-construction stormwater management program to address stormwater runoff. Training explains the municipality’s definition of major development and the interconnection among the Stormwater Management rules at N.J.A.C. 7:8, Liberty Township’s SCO, stormwater permit conditions, the Department’s BMP Manual, and Guidance Documents. This employee training is done annually.</i>
Community-wide Ordinances	<i>Virtual group employee training for enforcement of the ordinances for which they have responsibility. These are the littering, pet waste, etc. ordinances. The training will be focused on what ordinances each group is to enforce. This employee training is done annually.</i>
Community-wide Measures	<i>Staff responsible for conducting activities associated with community-wide stormwater management measures attend annual training to discuss the MS4 permit requirements and town specific measures employed to comply with the street sweeping, storm drain inlets (labeling, retrofitting, and installations), herbicide application, de-icing operations, roadside vegetative waste, and roadside erosion control requirements. This employee training is done annually.</i>
Stormwater Facilities Maintenance	<i>Licensed contractors will perform inspections and maintenance of the municipal stormwater facilities. Once the work is complete, the contractor reports and reviews with the responsible municipal personnel to ensure they understand the tasks at hand.</i>

	<i>The municipal employees should review the site-specific details in the SPPP and the MS4 permit requirements to understand the municipality's responsibility. This employee training is done annually.</i>
Municipal Maintenance Yards and Other Ancillary Operations	<i>Staff responsible for conducting activities associated with our municipal maintenance yard and salt yard attend annual training to discuss related MS4 permit conditions, current best management practices, safety equipment and procedures, frequency of activities, and proper documentation of work. This employee training is done annually.</i>
MS4 Mapping	<i>Licensed contractors will perform the MS4 mapping for the municipality. Once the work is complete, the contractor reviews with the responsible municipal personnel to ensure they understand the tasks at hand.</i> <i>The municipal employees should review the site-specific details in the SPPP and the MS4 permit requirements to understand the municipality's responsibility. This employee training is done annually.</i>
Outfall Stream Scouring	<i>Licensed contractors will perform inspections for outfall stream scouring. Once the work is complete, the contractor reports and reviews with the responsible municipal personnel to ensure they understand the tasks at hand.</i> <i>The municipal employees should review the site-specific details in the SPPP and the MS4 permit requirements to understand the municipality's responsibility. This employee training is done annually.</i>
Illicit Discharge Detection and Elimination	<i>Licensed contractors will perform inspections for illicit connections. Once the work is complete, the contractor reports and reviews with the responsible municipal personnel to ensure they understand the tasks at hand.</i> <i>The municipal employees should review the site-specific details in the SPPP, the Illicit Connection Ordinance, and the MS4 permit requirements to understand the municipality's responsibility. This employee training is done annually.</i>

Stormwater Management Design Reviewers
Describe the training provided for individuals responsible for reviews and approvals of stormwater management designs.
<i>Individuals who review and approve stormwater management designs for major developments on behalf of the municipality are required under the MS4 permit to attend the mandatory NJDEP Stormwater Management Design Review course at least once every 5 years. They are required by the MS4 permit to also attend mandatory NJDEP training on amendments to the stormwater management rules at N.J.A.C. 7:8.</i>

Municipal Board and Governing Body Members

Describe the training provided for members of the planning/zoning board and municipal council.

Required for individuals who review and approve applications for development and redevelopment projects in the municipality. This includes members of the planning and zoning boards, town council, and anyone else who votes on such projects. Training is in the form of online videos, posted at www.nj.gov/dep/stormwater/training.htm.

*Within 6 months of commencing duties, watch *Asking the Right Questions in Stormwater Review Training Tool*. Once per term thereafter, watch at least one of the online DEP videos in the series available under *Post-Construction Stormwater Management*.*

Training Records

Indicate the location of training records for the above required training.

Training records that include the type of training, date conducted, attendees, and trainers are maintained by the SPC and located in the Township Clerk's office.

Form 11 – MS4 Mapping

Part IV.G.1.

1. Provide a link to the most current MS4 outfall/infrastructure map.	
<u>Liberty Township Overview Map 24x36 2024.pdf</u>	
2. Indicate the total of each type of MS4 infrastructure listed below (due 01 Jan 2026).	
a. MS4 outfalls	126
b. MS4 ground water discharge points (basins or overland flow infiltration areas)	4
c. MS4 interconnections	1
d. MS4 storm drain inlets	380
e. MS4 manholes	7
f. Length of conveyance (channels, pipes, ditches, etc.)	8.1 miles
g. MS4 pump stations	0
h. MS4 stormwater facilities (any that are not listed above)	6
i. Maintenance yard(s) and other ancillary operations	1
3. Describe how the municipality’s outfall/infrastructure map is reviewed and updated to reflect any new or newly identified MS4 infrastructure (e.g., an outfall is closed, a new basin is constructed, ownership of an outfall has changed, etc.).	
<i>All new infrastructure built are mapped by Stormwater Compliance Solutions. Updated maps and reports are submitted to the NJDEP MS4 Case Manager.</i>	
4. Describe how the municipality will create and update its MS4 Infrastructure Map.	
<i>The Township has contracted with Stormwater Compliance Solutions to complete the MS4 Infrastructure Map. Upon completion, all data will be converted into Shape files and submitted to the NJDEP MS4 Case Manager in advance of the mapping requirement deadline (January 1, 2026).</i>	

Form 12 – Watershed Improvement Plan

Part IV.H.

1. Describe how your municipality is developing its Watershed Improvement Plan.
<p><i>Phase 1 of the 3-part Watershed Improvement Plan (WIP) is underway and will be developed in accordance with the Tier A permit requirements. Liberty Township has contracted for this largely mapping project which examines drainage areas, receiving waterbodies, interconnections, water quality, etc. Phase 1 is targeted for completion prior to January 1, 2026 in accordance with Tier A permit requirements.</i></p>
2. Describe any regional projects or collaboration efforts with other municipalities.
<p style="text-align: center;"><i>N/A</i></p>
3. Indicate the location of records related to all public information sessions and meetings for discussions of the Watershed Improvement Plan.
<p><i>No WIP public information sessions have been scheduled or required during 2024 as the Phase I plan is not yet complete. Once meetings are held, corresponding meeting minutes will be maintained by the Township Clerk and available for public inspection.</i></p>