

CRESTLINE SANITATION DISTRICT

MEMORANDUM

DATE: May 8, 2025

TO: BOARD OF DIRECTORS
Crestline Sanitation District

FROM: DAWN GRANTHAM
General Manager

SUBJECT: SEWER SYSTEM MANAGEMENT PLAN

A. RECOMMENDATION

I recommend the approval of the updated Sewer System Management Plan. (SSMP)

B REASON FOR RECOMMENDATION

Due to staff changes the SSMP needed updates to its response plans. Updated training tailgates have been added.

C. OTHER INFORMATION

Lahontan will be conducting an in-house audit of our district the last week of May.

D. FISCAL INFORMATION

No Fiscal impact.

E. ATTACHMENTS

Sewer System Management Plan, Table of Contents
Spill Emergency Response Plan (SERP)



SEWER SYSTEM MANAGEMENT PLAN

VOL 1

Table of Contents

1. Crestline Sanitation District SSMP
 - Appendix A - Definitions
 - Appendix B - Chain of command
 - Appendix C - Resolution No. 100 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.



SEWER SYSTEM MANAGEMENT PLAN

Vol 2

Table of Contents

1. Grease interceptor pictures
2. Public Outreach
3. A Guide for Developing and updating of Sewer System Management Plans (SWRCB)
4. Yearly record of simulation of lift station failure.
5. Capital projects future and past with pictures
6. Smart cover three locations with pictures, alarm print outs
7. SWRCB WQ 2013-0058 EXEC, NO. 2013XXXX-EXEC, Information on 5 year updates.
8. Contactor and or homeowner instructions to connect to the sanitary sewer system
9. Correction Notices
10. Lake Gregory Surface Waters
11. SOP Connection procedures, public sewer
12. Monthly no spill Certificates
13. SSMP State Audit results from 4-6-17(pictures of repairs)
14. Exfiltration of wastewater and vapors information



SEWER SYSTEM MANAGEMENT PLAN

Vol 3

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1. California Water Boards Enrollee's Guides to the SSO Database Sanitary Sewer Overflow Reduction Program
2. California Water Boards / Office of Enforcement SSS WDRs: Audits, Compliance and Enforcement
3. RMC How to Successfully Perform a Self-Audit of your SSMP 2-21-13
4. California Water Boards Sewer System Management Plan Self Audits Jim Fisher P.E.
5. SCAP Statewide General Waste Discharge Requirements for Sanitary Sewer Systems
6. Lake Arrowhead Community Services District Sewer System Management Plan 3-3-22
7. Attachment "A" SWRCB Order No. WQ 2013 0058- EXEC
8. Sewer System Management Plan SSMP Development Guide
9. CIWQS Training For Data submitters and LRO

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. Brandon Ricksecker, Operations Manager

Office (909) 338-1751
Fax: (909) 338-5306
Cell: (909) 273-7576

If Brandon Ricksecker 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

If Jacob Montoya is not available, contact:

4. Dawn Grantham, General Manager

Office: (909) 338-1751
Fax: (909) 338-5306
Cell: (909) 361-2017

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

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

<u>State Office of Emergency Services (OES) 24-Hour Service Office:</u>	(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
Cornell Gillen Pilot Rock Waterwork Technology	Cell: (909) 239-0087 24hr (661) 994-8600

C:\Users\user20170804\Desktop\SOP CSD

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.

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

- **Stop the spill ASAP and recover what you can with the tanker truck.**
- **For all spills, please chlorinate lightly with diluted house 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
(909)484-0459
Fax: (909)481-2945

Mohave River Fish Hatchery
Robert Diaz, Manager

Office: (760)245-9981

Other possible contacts:

State Health Department
Wei Chang, Associate Sanitary Engineer
David Divani

Office: (909) 383-4328
Cell: (619) 936-2574
Office: (909) 383-4320
Cell: (714) 726-4311

Department of Public Health
Division of Environmental Health Services
Noah Hamm, Division Chief
Emergency After Hours and Weekends

Office: (800) 422-2283
Cell: (909) 677-7168
(800) 472-2376

Office of Emergency Services (County)
OES Duty Officer

Office: (800) 852-7550
Fax: (909) 356-3965

Department of Water Resources (Southern)
California Control Center

24 hr: (661) 944-8600

Sierra Analytical Laboratory
Rick Forsythe

Office: (949) 348-9389
Cell: (949) 677-1151
Fax: (909) 348-9115

UTILITIES – Emergency Contact Numbers:

Underground Service Alert (USA)
Underground Service Alert (USA) 24 hr (best)
Southern California Edison
Southern California Gas Company
Spectrum (Charter)
Frontier
Directory Assistance
800 Listings

811
(800) 366-7801
(800) 655-4555
(800) 427-2200
(800) 314-7195
(800) 483-2000
411
(800) 555-1212

EMERGENCY EQUIPMENT ONLY (NOT FOR NOTIFICATION)

APPLE VALLEY CONST.
9312 Deep Creek Rd.
Apple Valley, CA 92308

Doug Hamilton Office: (760) 247-4810
Jeremy Hamilton Cell: (760) 559-2400

HOUSTON HARRIS (Clint Harris)
21831 Barton Rd.
Grand Terrace, CA 92313

Office: (909) 422-8990
Fax: (909) 422-0841

Core & Main	Robert Valdez	Office 7am to 5 pm (909) 883-894 24 hour (909)883-8941
Bennett Excavation	Sean Bennett	Cell: (909) 224-3990 Home: (909) 338-2609
Trinity	Dave Walters	Cell: (909) 499-1274
TK Const		Office: (909) 473-8739
Dave King		Cell: (909) 499-9576
Trevor Doyle		Cell: (909) 362-7778
Troy Kirtley		Cell: (909) 499-1527
Waterworks Plumbing	John Hacker	Cell: (909) 338-3270
Crestline Pumping	Howard Griggs (Mick Hill)	Cell: (909) 754-8387 Home: (909) 338-6561
Rain for Rent	Ed Bender	Cell: (951) 236-5612

Addresses below are for the copies of the Emergency Reporting Procedures and Responsibilities for Lahontan Region

California Department of Fish and Game
330 Golden Shore
Long Beach, CA 90802

Drinking Water Field Operations
464 W. 4th St., Ste. 437
San Bernardino, CA 9

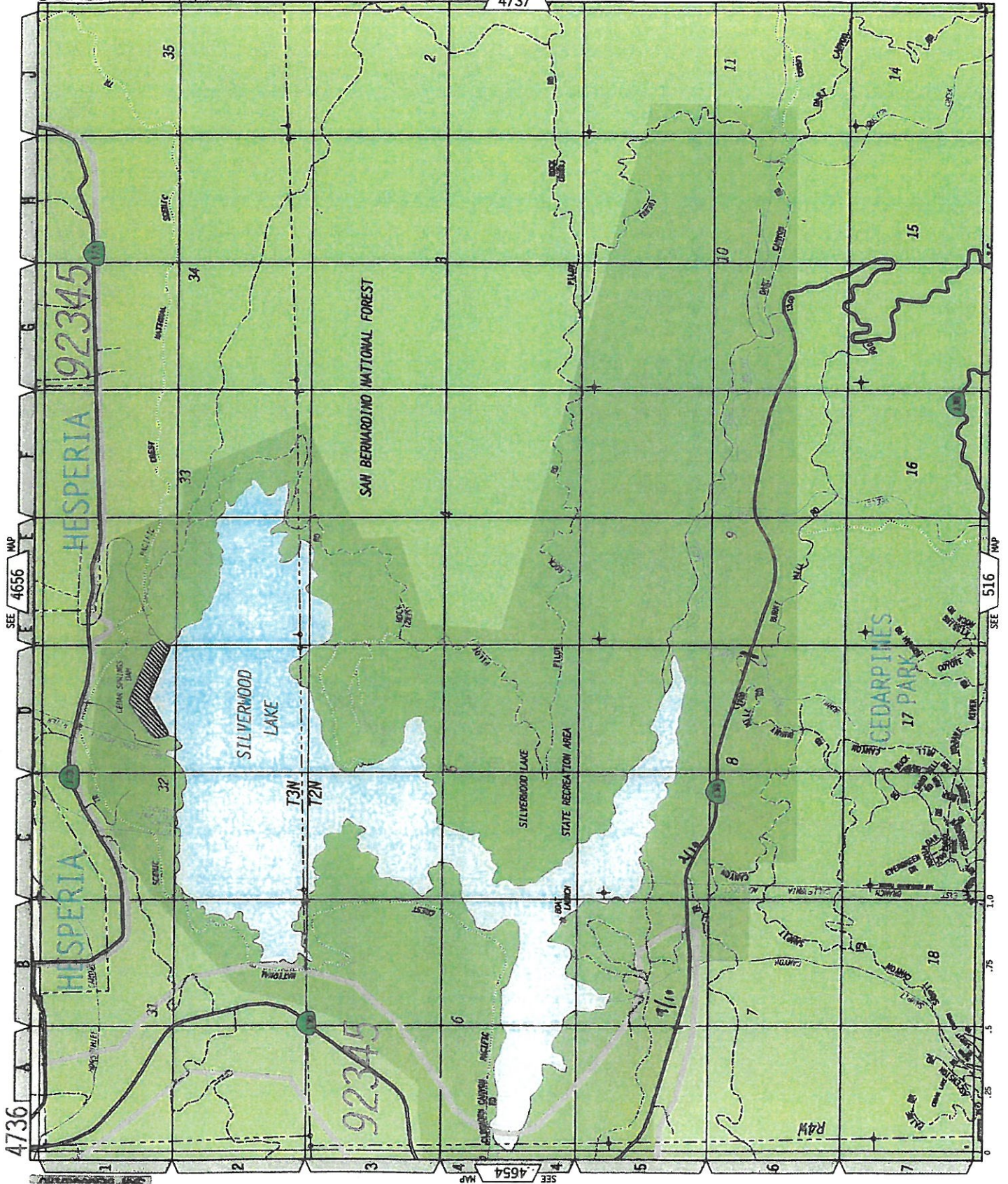
Sierra Analytical Laboratory
26052 Merit Circle, Ste. 105
Laguna Hills, CA 92653

Office of Emergency Services
1743 Miro Way
Rialto, CA 92376

Lahontan Regional Board
14440 Civic Dr., Ste. 200
Victorville, CA 92392

Department of Public Health
Division of Environmental Health Services
County Government Center
385 N. Arrowhead Ave., 2nd Floor
San Bernardino, CA 92415-0160

Lahontan Regional Board
2501 Lake Tahoe Blvd.
South Lake Tahoe, CA 96150-7747



SEE 4656 MAP

SEE 516 MAP

4736

SEE 4654 MAP