

**Jefferson County Highway Department**

Purpose: Procedures for the operation and maintenance of the vacuum truck/street sweeper, frequency of sweeping, disposal of debris, and recordkeeping to prevent pollution from entering the stormwater sewer systems and highway/parking lot drainage facilities.

**Sweeping Streets, Bridges and Parking Lots**

- A) All roads, bridges, parking lots and right of ways must be swept and/or cleaned once every five (5) years in the spring (following winter activities such as sanding). This requirement is not applicable to:
- Uncurbed roads with no catch basins; or
  - High speed limited access highways; or
  - Roads defined as interstates, freeways and expressways, or arterials by the US Department of Transportation, Federal Highway Administration, Highway Functional Classification Concepts, Criteria and Procedures, 2013.
- B) Annually, from April 1 through October 31, roads in business and commercial areas must be swept. This requirement is not applicable to:
- Uncurbed roads with no catch basins; or
  - High speed limited access highways; or
  - Roads defined as interstates, freeways and expressways, or arterials by USDOT 2013.

**Equipment Inventory:**

The following is a list of street-sweeping equipment:

TYMCO – Model 600 Air Sweeper (vacuum truck/street sweeper) operated at 3-5 mph

**Maintenance:**

1. Sweepers will be check for leaks daily or prior to each use. Immediately contain and properly clean up any spills.
2. Regular preventative maintenance to prolong equipment use (such as greasing moving parts and minor adjustments) occur two times per week or every other day of use.
3. Parts are replaced as needed. Brushes are replaced when bristle length is less than 6-7 inches.
4. Equipment is washed at the Jefferson County Highway Building garage to trap grease, oils, and sediment.
5. The left-over debris is scraped out from the hopper after debris dumps.

### **Record Keeping**

1. Records are kept by the Highway Department, accessible upon request.
2. The locations of solid debris removal and number of miles swept are recorded during each sweeping.
3. The number of miles swept **annually** is about 20 miles in the MS4 area.
4. The number of acres of parking lots swept annually is approximately 5 acres.
5. A list of employees implementing the SOPs and the completion of their training (s) can be found in the Jefferson County Storm Water Coalitions SWMP, in person at Jefferson County Soil and Water Conservation District Offices: 25451 NYS Route 12, Watertown, NY 13601

### **Training**

1. Operators are trained once per year on this procedure and the proper operation of equipment. Employees are also trained on stormwater pollution prevention, spill and response, and illicit discharge detection and elimination procedures.

### **Schedule:**

1. Street sweeping will primarily take place between the months of April and November.
2. All streets with gutters, curbing and/or catch basins shall be swept a minimum of once per year in the spring. (following winter activities such as sanding).
3. Streets are swept upon request for municipalities and schedule located at the county highway facility located at **21897 County Rd 190, Watertown, NY 13601**

### **Operations:**

1. Operate the sweeper equipment according to the manufacturers recommended settings, standards, and procedures.
2. While sweeping, drive between optimal sweeping speed limits, as recorded in the equipment list above.
3. Sweeping will not take place during rain or snow.
4. If spills occur or illegal discharges are seen, report to: Jim Lawrence, County Highway Dept.

### **Storage and Disposal**

1. Temporary storage of solid sweeping debris is on an impervious surface that is protected from runoff. The storage location is at Jefferson County Solid Waste Transfer Station at 27138 NY-12, Watertown, NY 13601
2. Liquid content evaporates; is not decanted.
3. If debris has an oil sheen or chemical smell, appropriate testing will be initiated as per Development Authority of the North County (DANC) protocol, prior to disposal at the DANC landfill - 23400 NY-177, Rodman, NY 13682.