CMOM Audit Report

January, 2019

Through

December, 2019

Complaint and Settlement Agreement between Howard County, Maryland and the Maryland Department of the Environment
CO-10-1116
This Self-Audit Report is a requirement of “Paragraph C, CMOM Audit” of the Complaint and Settlement Agreement. One year after the commencement of implementation of the approved CMOM Program, and annually thereafter until termination of this Agreement, the County shall conduct a performance assessment audit to evaluate the CMOM Program and submit a report to MDE certifying and describing:

A. All CMOM tasks completed within approved schedules/milestones and providing an explanation for CMOM work not performed as required;

B. The effectiveness of the CMOM Program in preventing and minimizing the adverse impacts of Overflows and Building Backups; and

C. The number and causes of Overflows and known Building Backups that have occurred in each sewer shed for the previous year; and

D. Actions planned and/or implemented to respond to any failures to perform scheduled CMOM tasks;

E. Any Collection System deficiencies identified during inspections performed pursuant to the CMOM and actions planned or implemented to address them;

F. Whether the County has adequately prioritized rehabilitation work to maximize the reduction of Overflows.

This report is to address the annual CMOM program Self-Audit. Howard County (County)’s CMOM manual was approved by MDE on June 30th, 2011, and was posted on the County’s website with the approval letter from MDE received on July 1st, 2011.
A. All CMOM Tasks Summary in 2019

In order to guide the overall tracking and management of an effective and efficient CMOM program, the County intends to meet the following “General Standards” consistent with the EPA’s CMOM requirements:

- Take all feasible and cost-effective steps, as appropriate, to prevent sanitary sewer overflows and to minimize the impact of sanitary sewer overflows when they do occur.
- Properly manage, operate, and maintain all parts of the sewage collection system operated by or under the control of Howard County.
- Identify sewer system capacity needs and deficiencies to provide adequate collection system capacity to convey base and peak flows.
- Establish a chain for communication for sharing information within County departments, State authorities, and community stakeholders.

As is described in the CMOM manual, the County’s quantitative short-term and intermediate-term and long-term goals are summarized as below:

- Inspect manholes once every five years.
- Clean sewer mains which do not have self-cleaning flow characteristics once every 5 years.
- Perform routine CCTV inspection on approximately 5% of the sewer collector mains each year.
- Enhance the efficiency of maintenance crews to achieve an average response time to routine sewer problems of 1 hour or less.

The County’s collection system is served by 30 pumping stations, approximately 1005 miles of sewer ranging in size from 4 to 48 inches, and roughly 30,000 manholes. According to the given assumption, the County’s quantitative goals in 2019 are interpreted as:

- Inspect 6,000 manholes.
- Clean 195 miles of sewer mains.
- Perform routine CCTV inspection on approximately 48.75 miles (257,400 ft) of sewer collector mains.
- Enhance the efficiency of maintenance crews to achieve an average response time to routine sewer problems of one (1) hour or less.

To achieve the CMOM goals, the County has implemented an enhanced collection system maintenance program, with different CMOM components listed in the below charts by month from January through December 2019. Assuming the sewer collection
system has a life span of 100 years, the County will repair/replace 1% of the sewer collection system on average each year; that is, to repair/replace 9.75 miles (51,480 ft) of the sewer mains and 300 manholes. However, as the repair work is identified from the assessment projects, the schedule of repair will be developed accordingly, and will very likely vary from year to year.

**A1. Manhole Inspections:**

![A1 Manhole Inspection In-house vs Contractor in 2019](chart1)

![A1 Manhole Inspection Cumulative in 2019](chart2)
A2. Sewer Cleaning:

### A2 Main Cleaning In-house vs Contractor in 2019

<table>
<thead>
<tr>
<th>Month</th>
<th>A2 Contractor, miles</th>
<th>A2 In-House, miles</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan</td>
<td>3.10</td>
<td>5.14</td>
</tr>
<tr>
<td>Feb</td>
<td>1.24</td>
<td>6.18</td>
</tr>
<tr>
<td>Mar</td>
<td>1.87</td>
<td>5.99</td>
</tr>
<tr>
<td>Apr</td>
<td>1.73</td>
<td>3.45</td>
</tr>
<tr>
<td>May</td>
<td>13.4</td>
<td>5.66</td>
</tr>
<tr>
<td>Jun</td>
<td>8.71</td>
<td>4.46</td>
</tr>
<tr>
<td>Jul</td>
<td>8.14</td>
<td>5.90</td>
</tr>
<tr>
<td>Aug</td>
<td>9.80</td>
<td>8.42</td>
</tr>
<tr>
<td>Sep</td>
<td>16.4</td>
<td>5.63</td>
</tr>
<tr>
<td>Oct</td>
<td>12.7</td>
<td>7.49</td>
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<tr>
<td>Nov</td>
<td>-</td>
<td>4.74</td>
</tr>
<tr>
<td>Dec</td>
<td>0.14</td>
<td>1.94</td>
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</table>

### A2 Main Cleaning Cumulative in 2019

<table>
<thead>
<tr>
<th>Month</th>
<th>A2 Cumulative</th>
<th>Goal</th>
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<td>8.24</td>
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<td>Mar</td>
<td>23.53</td>
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<tr>
<td>Apr</td>
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<tr>
<td>May</td>
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<td>81.25</td>
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<td>Aug</td>
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<td>Sep</td>
<td>115.2</td>
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<td>Oct</td>
<td>135.4</td>
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<td>Nov</td>
<td>140.1</td>
<td>178.7</td>
</tr>
<tr>
<td>Dec</td>
<td>142.2</td>
<td>195.0</td>
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</table>
A3. Sewer CCTV Inspection

### A3 Main CCTV In-house vs Contractor in 2019

<table>
<thead>
<tr>
<th>Month</th>
<th>A3 Contractor, miles</th>
<th>A3 In-House, miles</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan</td>
<td>10.9</td>
<td>-</td>
</tr>
<tr>
<td>Feb</td>
<td>14.8</td>
<td>-</td>
</tr>
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<td>Mar</td>
<td>9.37</td>
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<td>May</td>
<td>6.99</td>
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<tr>
<td>Jun</td>
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<td>Aug</td>
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<td>Sep</td>
<td>9.72</td>
<td>-</td>
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<td>Oct</td>
<td>13.7</td>
<td>0.12</td>
</tr>
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<td>0.05</td>
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<tr>
<td>Dec</td>
<td>7.23</td>
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### A3 Main CCTV Cumulative in 2019

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<td>Apr</td>
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<td>36.25</td>
<td>20.31</td>
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<td>Jul</td>
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<td>28.44</td>
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<td>Aug</td>
<td>61.48</td>
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<td>Sep</td>
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<td>Oct</td>
<td>85.03</td>
<td>40.63</td>
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<td>Nov</td>
<td>89.05</td>
<td>44.69</td>
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<tr>
<td>Dec</td>
<td>96.33</td>
<td>48.75</td>
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**A4. Sewer Main Repairs**

The County performed the sewer main repair/replacement on an As-Needed basis. Four (4) sewer mains were repaired by County’s in-house staff in 2019.

![A4 Main Repair In-house vs Contractor in 2019](chart1)

<table>
<thead>
<tr>
<th></th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>Jun</th>
<th>Jul</th>
<th>Aug</th>
<th>Sep</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
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</thead>
<tbody>
<tr>
<td>A4 Contractor</td>
<td>-</td>
<td>-</td>
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<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>A4 In-House</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>2</td>
<td>-</td>
<td>1</td>
<td>-</td>
<td>-</td>
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</tbody>
</table>

![A4 Main Repairs Cumulative in 2019](chart2)

<table>
<thead>
<tr>
<th></th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
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<th>Jul</th>
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<th>Nov</th>
<th>Dec</th>
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<tbody>
<tr>
<td>A4 Cumulative</td>
<td>-</td>
<td>-</td>
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<td>2</td>
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<td>5</td>
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A5. Sewer Cleanout Repairs

**A5 Cleanout Repairs Cumulative in 2019**

<table>
<thead>
<tr>
<th>Month</th>
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<th>Apr</th>
<th>May</th>
<th>Jun</th>
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<th>Sep</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cumulative</td>
<td>5</td>
<td>11</td>
<td>22</td>
<td>34</td>
<td>54</td>
<td>70</td>
<td>83</td>
<td>97</td>
<td>112</td>
<td>126</td>
<td>136</td>
<td>139</td>
</tr>
</tbody>
</table>

A6. Manhole Repairs

The County performed the manhole repair/replacement on an As-Needed basis. Sanitary sewer manholes are repaired by County’s in-house staff and contractors. There were 28 manholes repaired in 2019 by the County’s in-house staff.

**A6 Manhole Repairs In-house vs Contractor in 2019**

<table>
<thead>
<tr>
<th>Month</th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>Jun</th>
<th>Jul</th>
<th>Aug</th>
<th>Sep</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
</tr>
</thead>
<tbody>
<tr>
<td>A6 Contractor</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>A6 In-House</td>
<td>-</td>
<td>-</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>-</td>
<td>13</td>
<td>5</td>
<td>1</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

A6 Contractor - A6 In-House
A7. Smoke Testing

In 2019, there was no smoke testing performed by in-house staff.

A8. Sewer Pumping Station Inspections

The Howard County sewer pumping station program, as outlined in the CMOM, provides for station checks of each sewer pumping station twice per week.

A9. FOG Program

The County’s FOG program inspections consist of:

- Pretreatment staff inspections on Best Management Practices (BMPs), grease interceptors, used cooking oil handling and collection, solid waste handling and disposal; and other activities
- Inspections conducted by the FSEs through their self-monitoring reports
- Inspections conducted by the waste haulers when they pump the interceptors

Total number of all facilities permitted by the pretreatment department as of the end of 2019: 1037

Number of facilities currently in permitting process: 2 Significant not including Dental offices

**Food Service Establishments**
Year of 2019
Total number: 778
Inspections: 608
Total number of inspections for goal: 969
Percentage of goal: 62.7%
Facilities visited at least 1 time: 62.3%
Number of violations given: 293
Reports required to be sent in during the year: 1140
Reports received: 443
Percentage Received: 38.8%

Vehicle Service Establishments
Year of 2019
Total number: 209
Inspections: 146
Facilities visited at least 1 time: 69.8%
Number of violations given: 0
Reports required to be sent in during the year: 418
Reports received: 189
Percentage Received: 45%

Septic Waste Haulers
Year of 2019
Total number: 19
Violations issued: 12
Citations issued: 0

Significant Industrial Users
Year of 2019
Total number: 31 (not including Dental Offices) + 3 in permitting process
Facilities with sampling requirements: 25
Violations issued: 4
Citations issued: 0

On a semi-annual basis, FSEs with inside interceptors are required to submit their self-monitoring reports. See sample semi-annual operation and maintenance report in Appendix A-2. This report shows the dates when the pump outs occurred and when the grease barrels were collected.

Also attached in Appendix A-3 is a sample Waste Hauler report. This report contains the condition assessment of the interceptors when they were pumped. The frequency varies from weekly to bi-yearly. The owners or managers of the FSEs make the determination for the pumping, cleaning frequency, and cleaning methods, based on type and size of the FSE, as well as the frequency of usage.

A10. Pretreatment

B. The Howard County Pretreatment staff is based at the County’s Little Patuxent Water Reclamation Plant (LPWRP) and is responsible for the implementation of the County’s Pretreatment program. This department regulates commercial and industrial users that discharge to the County’s public collection system. The Pretreatment Compliance Inspection (PCI) is conducted every other year by the Maryland Department of the Environment’s Industrial Discharge Permits Division. The next PCI is scheduled to be conducted in 2020.

B. The Effectiveness of the Approved CMOM Program

B1. CMOM Programs Recent Performance Summary

The County’s CMOM program has been fully implemented starting January 2011. As of today, the County has submitted thirteen (13) semi-annual progress reports, under the requirement of “Paragraph F, Reporting” of the Complaint and Settlement Agreement with MDE.
As of today, the County has submitted seven (8) Self-Audit reports, under the requirement of “Paragraph C, CMOM Audit” of the Complaint and Settlement Agreement. The Self-Audit process involves interviewing the various personnel, observance of field activities, field inspection of equipment and resources, and review of pertinent records and management information systems. Specific audit components include audit findings (program deficiencies), audit responses (steps to correct each deficiency), and schedules to implement audit responses. In order to assist the Self-Audit process, the County utilizes a CMOM Self-Audit Checklist as shown in Appendix B-1 to track the audit findings and audit responses.

The two County’s on-call contractors, Video Pipe Service (VPS) and Equix (EQX) continue performing collection system repair/restore/replacement activities concurrently with the maintenance crew of the Bureau of Utilities to meet the CMOM goals.

B2. Sewer System Overflows (SSO’s) in the Previous Year

For the period of January through December 2019, there were 22 SSO’s within the Howard County Sanitary Sewer Collection system for a total of 49,530 gallons. See Appendix C for a detailed break-down with probable causes in 2019.

Same as 2011 and 2012, Howard County maintains a far below national average for the number of sewer overflow occurrence. The national average for SSO is 4.5 per 100 miles of sewer, based on a 2004 EPA report to Congress. The County's average is 2.1 per 100 miles of sewer.
The County’s SSO’s have been plotted by month in the above chart. As is shown in the chart, most months’ SSO occurrence numbers in 2019 were all below the previous 10-year average. There was no SSO occurred during June, August, and October. You can also see the number of SSO occurrence in each month still correlates the amount of precipitation. The more it rained, the more SSO occurred.

C. **The Number and Causes of Overflows and Known Building Backups**

In the CMOM Self-Audit Checklist, the causes of overflows have been categorized into:

<table>
<thead>
<tr>
<th>Category</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capacity Related</td>
<td>SSO’s are storm related</td>
</tr>
<tr>
<td>Maintenance Related</td>
<td>SSO’s due to debris obstruction and roots</td>
</tr>
<tr>
<td>Operations Related</td>
<td>SSO’s due to power failure</td>
</tr>
<tr>
<td>Caused By FOG</td>
<td>SSO’s due to restaurant grease blockage</td>
</tr>
<tr>
<td>Caused By Sources Other Than FOG</td>
<td></td>
</tr>
<tr>
<td>Caused By Pipe/Equipment Failures</td>
<td></td>
</tr>
<tr>
<td>Caused By Damage</td>
<td>SSO’s due to vandalism, contractor misconduct, etc.</td>
</tr>
</tbody>
</table>
The number and probable causes of SSO’s and building backups in 2019 have been illustrated in Appendix C.

To take a further step into the long-term investigation, the County researches the causes and numbers of SSO occurrence from 2001 to 2019.

As is shown in the above chart, the top three (3) causes of overflows county-wise are: grease blockage (non FOG, 30%), pipe/equipment failure (25%), and debris obstruction (16%).
While taking the estimated overflow amount into consideration, power failure, storms, pipe and equipment failures rank the highest of the total SSO volume contribution. This observation has not changed from 2012.

D. **Actions Planned and/or Implemented to Respond to Any Failures**

D1. **Successes and Failures in Achieving the Goals in 2019**

As is shown in the Section A and Appendix B, although A1-the total number of manholes inspected, A3-the total linear footage of mains CCTV’d didn’t meet the goal
in 2019, the County has improved in the following aspects comparing to the previous year:

a. Inspected and light cleaned more sewer mains
b. Inspected more manholes
c. More cleanout repairs

D2. Action Planned and/or Implemented in Achieving the Goals for 2019

The collection system repair/replacement will still be conducted on an as-needed basis. The County has planned more CCTV and rehabilitation activities in 2020. The cleaning, CCTV activity progress in 2019 has been illustrated in Figure D1 in Appendix D.

E. Collection System Deficiencies Identified and Actions Planned or Implemented

E1. Collection Systems Deficiencies Identified under CMOM

As we concluded in Section C, the area of greatest need with regard to the collection system is to control the County’s SSO’s which are caused by blockages (grease, debris, and roots). The County has programmed various CMOM components to be performed in order for 2020.

The cleaning team is scheduled to go first. Based on the notes taking by the cleaner, the County is able to identify the problematic area with grease, roots, debris and other obstructions. Then the County engages the CCTV contractor to conduct a NASSCO PACP certified condition assessment. Therefore, the engineers could decide the rehabilitation method according to the defects qualified and quantified during CCTV inspections. The County also schedules the comprehensive smoke testing projects. The contractors are looking for locations such as roof drains or storm drain inlets directly to the sewer collection system, as well as defective mains and cleanouts caps. The final steps will be rehabilitation design and construction.

By the end of 2019, the County completed the cleaning for the following drainage basins: Allenford, Long Reach, Red Hill, and Wilde Lake. The County completed the CCTV inspections for the problematic sewers notified by cleaner in the following drainage basin: Deep Run.

E2. Collection Systems Deficiencies Identified under SSES

The SSES report for the Little Patuxent was submitted to MDE on May 25th, 2010 in accordance with the Agreement. The contractor completed the necessary
improvements by November 2011. Three progress reports have been submitted to MDE to describe the activity/action taken to reduce I&I along the Little Patuxent Interceptor. The first progress report was submitted on March 24th, 2011, the second was submitted on June 2nd, 2011 and the third progress report was submitted to MDE on January 3rd, 2012.

The SSES reports for the Patapsco Basin and Hammond/Guilford Basin were delivered to MDE on December 7th, 2011, followed by the Recommendations and Implementation Schedule sent through email on August 23rd, 2012. MDE approved both SSES reports along with the Recommendations and Implementation Schedule on October 2nd, 2012.

E3. Collection Systems Deficiencies Identified during Routine Preventive O&M

The County’s in‐house staff implements a preventive O&M program, which is to investigate the collection system on a regular basis and rehabilitate the deficiencies as needed. The County’s in‐house staff also takes care of the customer complaints and responds to the overflow emergencies.

F. Whether the County has adequately prioritized rehabilitation work to maximize the reduction of Overflows

Since sanitary sewer systems are subject to harsh and corrosive conditions, the CMOM program is required to assess the structural condition of the system through field investigations including CCTV inspections. The results of the assessments lead to identifying and ranking the long-term and short-term rehabilitation actions to correct the problems.

Regarding the rehabilitation actions recommended in the SSES reports of Little Patuxent, Patapsco, Guilford Run/Hammond Branch, the consultants use the combined results not only from the field investigation, including manhole inspections, CCTV sewer main condition assessment, flow monitoring, but also the hydraulic model to prioritize the work to maximize the reduction of overflows.
As is shown in the above chart, over the past 17 years from 2003 to 2019, the County has the SSOs/mile/year ranging from 1.2 to 3.8, while the national average posted by EPA in 2004 is 4.5. What’s more, the County’s overall trend of SSOs/mile/year is downward.

To further investigate the correlation between numbers of SSO occurrence to the total amount, the 17 years’ precipitation data is plotted in the below chart. The numbers of SSO occurrence over the years keep a downward trend.
This report serves the purpose of the County’s 2019 Self-Audit. The County will continue to monitor the performance of the CMOM program annually to make sure the County

- Properly manage, operate, and maintain, at all times, the parts of collection system that they own or have operational control.
- Provide adequate capacity to convey base flows and peak flows.
- Take all feasible steps to stop and minimize the impact of sanitary sewer overflows.
- Provide notification to parties with a reasonable potential for exposure to pollutants associated with an overflow event.
- Develop a written summary of their CMOM program and make it available to the public upon request including self-audits.
Appendix A-1

Sample FSE Inspection Checklist
Howard County Government
Food Service Establishment Checklist

1. Facility Name: Domino's Pizza    Inspection Date: 05/21/2012
2. Facility Address: 6010 Meadowridge Center Drive, Elkridge, Maryland, 21075
3. Facility Manager: Manuel Sanchez
4. Type of food service operation (café, cafeteria): Pizza Restaurant

I Grease Trap/Interceptor  Size: 1000 Gallons

1. Type (under the sink, in-ground, automatic): Outside
2. Location: In the front of Kupcake & Company/ which is located in the rear of the Building
3. Pump out schedule (monthly, weekly, etc.): Quarterly
4. Pumper/ service provider: Hatfield’s Septic Service
5. Yes ☑ No  Maintenance log available on-site
   Note: Management must observe pumping to ensure it is done properly.

II Kitchen Equipment/ Devices

1. Yes ☑ No  Fine mesh strainers are in place in all floor drains and sinks.

Dry Cleanup

1. Yes ☑ No  Are serving wares, utensils or food preparation surfaces wiped clean before washing?
2. Yes ☑ No  Are employees provided the necessary training and tools (rubber scrapers, brooms, absorbent materials for spills) for dry cleanup?
3. Yes ☑ No  Are garbage cans present in pre-wash area?
4. Yes ☑ No  Are floors swept before mopped or hosed down?

Employee Awareness Training

1. Yes ☑ No  Is BMP poster on display at the 3 compartment sink? Are employees trained on FOG BMPs and are employees trained on these follow these procedures?

Grease Disposal

1. Yes ☑ No  Are outside oil and grease storage bins kept covered?
2. Yes ☑ No  Is there a cooking oil caddie to prevent oil and grease spills while transferring from inside the restaurant to the outside storage bin?
3. Yes ☑ No  Are the outside storage bins located away from storm drains and catch basins?
4. Name of Hauler: N/A    Tele No: N/A

Customer Signature: ___________________________
Howard County Government
Food Service Establishment Checklist

1. Facility Name: Cafe' Bagel  Inspection Date: 05/23/2012
2. Facility Address: 6010 Marshalee Drive, Elkridge, Maryland, 21075
3. Facility Manager: Andy Lee
4. Type of food service operation (café, cafeteria): Bagel Shop

I Grease Trap/Interceptor
Size: N/A Gallons
1. Type (under the sink, in-ground, automatic): N/A
2. Location: SOLID WASTE PERMIT/Not required to have trap/interceptor
3. Pump out schedule (monthly, weekly, etc.): N/A
4. Pumper/service provider: N/A
5. Yes □ No □ Maintenance log available on-site
   Note: Management must observe pumping to ensure it is done properly.

II Kitchen Equipment/Devices
1. Yes □ No □ Fine mesh strainers are in place in all floor drains and sinks.

Dry Cleanup
1. Yes □ No □ Are serving wares, utensils or food preparation surfaces wiped clean before washing?
2. Yes □ No □ Are employees provided the necessary training and tools (rubber scrapers, brooms, absorbent materials for spills) for dry cleanup?
3. Yes □ No □ Are garbage cans present in pre-wash area?
4. Yes □ No □ Are floors swept before moped or hosed down?

Employee Awareness Training
1. Yes □ No □ Is BMP poster on display at the 3 compartment sink? Are employees trained on FOG BMPs and are employees trained on these follow these procedures?

Grease Disposal
1. Yes □ No □ Are outside oil and grease storage bins kept covered?
2. Yes □ No □ Is there a cooking oil caddie to prevent oil and grease spills while transferring from inside the restaurant to the outside storage bin?
3. Yes □ No □ Are the outside storage bins located away from storm drains and catch basins?
4. Name of Hauler: N/A Tele No: N/A

Customer Signature: __________________________
Appendix A-2

Sample Semi-annual Operation and Maintenance Report
**Report Must Be Posted Near Grease Trap**  
**SEMI-ANNUAL OPERATIONS AND MAINTENANCE REPORT**

**Name of Establishment:** Royal Farms #54  
**Facility Address:** 8268 Lark Brown Road, Elkridge, Maryland, 21075  
**Contact Person:** Series Peevush  
**Title:** Manager  
**Tel. No.:** 410-371-9580  
**Fax No.:** 410-889-8347  
**Report Period (please circle one)** from: 8/1 to: 1/31  

### GREASE TRAP MAINTENANCE LOG

<table>
<thead>
<tr>
<th>When was it last cleaned</th>
<th>When was it last cleaned</th>
<th>When was it last cleaned</th>
<th>When was it last cleaned</th>
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</thead>
<tbody>
<tr>
<td></td>
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### When Was the Barrels Picked Up

<table>
<thead>
<tr>
<th>When Was the Barrels Picked Up</th>
<th>When Was the Barrels Picked Up</th>
<th>When Was the Barrels Picked Up</th>
<th>When Was the Barrels Picked Up</th>
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</thead>
<tbody>
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</tr>
</tbody>
</table>

**Name of Rendering Company:**

**Telephone Number of Rendering Company:**

**DO ALL SINKS AND FLOOR DRAINS HAVE SCREENS (STRAINERS) IN PLACE?** YES ☐  NO ☐

**CERTIFICATION:** To the best of my knowledge, I certify that the above information is true, complete and correct.

**PRINT NAME:**

**SIGNATURE:**

**TITLE:**  
**DATE:**

**REPORTS ARE DUE BY:**  
**FEBRUARY 1ST AND AUGUST 1ST** OF EACH YEAR. **REMEMBER: WE START ACCEPTING FORMS BEGINNING JANUARY AND JULY FOR THE CORRESPONDING CYCLE**

**FAX TO:** 410-880-5812

Revised: 7/22/10
Appendix A-3

Sample Waste Hauler Report
**Howard County**  
**Department of Public Works**  
**BUREAU OF UTILITIES**

Little Patuxent Water Reclamation Plant  
8900 Greenwood Place, Savage, Maryland 20763  
Tel.: 410-880-5810  
Fax: 410-880-5812

**Hauler Inspection Report**  
**Facility Information**

- **Name:** [Handwritten]  
- **Address:** Jopas Rd.  
- **Hauler Company:** [Handwritten]  
- **Frequency:** 4 X Per Month or Per Year

**Interceptor**

<table>
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<tr>
<th>Description</th>
<th>Measurement</th>
</tr>
</thead>
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<tr>
<td>Grease / Used Oil Layer</td>
<td>17 inches</td>
</tr>
<tr>
<td>Solids / Sludge Accumulation</td>
<td>53 inches</td>
</tr>
<tr>
<td>Influent / Effluent Drops Intact</td>
<td>Yes</td>
</tr>
<tr>
<td>Baffles / Interceptor Intact</td>
<td>No</td>
</tr>
<tr>
<td>Manholes Accessible</td>
<td>Yes</td>
</tr>
<tr>
<td>Cleanouts Missing Caps</td>
<td>Full of Debris</td>
</tr>
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</table>

**Hauler**  
**Driver Initials:** [Handwritten]

**Requires Immediate Inspection of County Official**  
**Yes** [Handwritten]

**Facility Employee Signature:** [Handwritten]

**Disposal Location:**

---

**You May leave yellow copy at Weigh Station**

- **White** – Business  
- **Yellow** – Agency  
- **Pink** – Hauler
Appendix B

CMOM Self-Audit Checklist
# I. CMOM Programs Recent Performance Summary

<table>
<thead>
<tr>
<th>Performance Measures for Year 2019</th>
<th>Year 2019</th>
<th>Month July</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Goal</td>
<td>Actual</td>
</tr>
</tbody>
</table>
| A. Number of Customer Complaints  | 0         | 652        | Plugged sewer service line: 414  
Plugged sewer main: 17  
Clean out cap and/or panella issue: 139  
Shared Septic Sewer Overflow: 0  
Sewer gas odor: 27  
Sanitary sewer overflow: 17  
Struck sewer service, main or asset: 1  
Sewer Inquiry: 22 |
| B. Number of NPDES Permit Violations | 0         | 0          |                           |
| C. Number of Capacity Related Overflows | 0         | 0          | SSOs storm related       |
| D. Number of Maintenance Related Overflows | 0         | 2          | SSOs due to debris obstruction and roots  |
| E. Number of Operations Related Overflows | 0         | 0          | SSOs due to power failure |
| F. Number of Overflows Caused By FOG | 0         | 2          | SSOs due to restaurant grease blockage |
| G. Number of Overflows Caused By Sources Other Than FOG | 0         | 9          | SSOs due to grease blockage |
| H. Number of Overflows Caused By Pipe/Equipment Failures | 0         | 4          |                           |
| I. Number of Overflows Caused By Damage | 0         | 0          | SSOs due to vandalism, contractor misconduct, etc. |
| J. Monthly Average Treatment Plant Flow Rate (gallon per capital-day [gpcd]) | 179       | 142        | Goal is defined in the 2013 water and sewer allocation report |
| K. Number of By-Passes at Treatment Plant | 0         | 0          |                           |
## I. CMOM Programs Recent Performance Summary

<table>
<thead>
<tr>
<th>Performance Measures for Year 2019</th>
<th>Year 2019</th>
<th>Month July</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Goal</td>
<td>Actual</td>
</tr>
<tr>
<td>L. Volume of Treatment Plant By-Pass</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>M. Miles of Sewer Line CCTV'd</td>
<td>49</td>
<td>25.4</td>
</tr>
<tr>
<td>N. Miles of Sewer Line Cleaned</td>
<td>195</td>
<td>139</td>
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<tr>
<td>O. Linear Feet of Sewer Line Repaired</td>
<td>179</td>
<td>611</td>
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<tr>
<td>P. Number of Manholes Inspected</td>
<td>6000</td>
<td>1977</td>
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<tr>
<td>Q. Number of Manholes Repaired</td>
<td>300</td>
<td>25</td>
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<tr>
<td>R. Number of Grease Interceptors Inspected</td>
<td>969</td>
<td>608</td>
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<td>S. Miles of Sewer Line Smoke Tested</td>
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<tr>
<td>T. Number of Pumps Stations Repaired</td>
<td>N/A</td>
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Appendix C

Sewer System Overflows (SSO’s) Report
<table>
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<tr>
<th>LOCATION</th>
<th>DATE</th>
<th>CAUSE</th>
<th>GREASE BLOCKAGE (RESTAURANT)</th>
<th>GREASE BLOCKAGE</th>
<th>DEBRIS OBSTRUCTION</th>
<th>ROOTS</th>
<th>Vandalism</th>
<th>INGROUND - STORM FLOWS</th>
<th>PIPE / EQUIP FAILURE</th>
<th>DAMAGED BY OTHERS</th>
<th>POWER FAILURE</th>
<th>DURATION in hours</th>
<th>ESTIMATED AMOUNT - GALLONS</th>
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<td>3136 Pine Orchard Ln</td>
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<td></td>
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<td>Location Ave, Elkridge</td>
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<td>1.0</td>
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<td>2740 Old Landing Road</td>
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<td>3674 View Top Rd</td>
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<td>Outfall behind 5005 Wheelafield Way</td>
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<td>9407 Red Branch Rd Private</td>
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| CASES | 0 | 0 | 0 | 4 | 0 | 0 | 10 | 0 | 0 | 102.29 | 49,530 |
Appendix D

Action Planned and/or Implemented in 2019
<table>
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<tr>
<th>Drain/Basin</th>
<th>Completed</th>
<th>Maps</th>
<th>Clean</th>
<th>CCTV</th>
<th>Smoke</th>
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<tr>
<td>Allenford</td>
<td>2020</td>
<td>Done</td>
<td>Dec-2020</td>
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<td>Bonnie Branch 1</td>
<td>2018</td>
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<td>Jan-2021</td>
<td>Jan-2018</td>
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<td>2018</td>
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<td>Jan-2021</td>
<td>Jan-2018</td>
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<td>Chamberlea</td>
<td>2016</td>
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<td>Jun-2016</td>
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<td>College Ave</td>
<td>2017</td>
<td>Done</td>
<td>Mar-2017</td>
<td>May-2018</td>
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<td>Deep Run 1</td>
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<td>Deep Run 2</td>
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<tr>
<td>Dorsey</td>
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<tr>
<td>Edgar Horse Farm</td>
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<td>Frederick Road</td>
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<td>Jun-2016</td>
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<tr>
<td>Hammond</td>
<td>2016</td>
<td>Need</td>
<td>Mar-2016</td>
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<td>Little Patuxent 3</td>
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<tr>
<td>Little Patuxent 7</td>
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<td>Oct-2018</td>
<td>Oct-2018</td>
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<td>Long Reach 1</td>
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<td>Need</td>
<td>Nov-2019</td>
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