

# Village of Indiantown

Where Great Things Grow



Bi-Monthly Report and update: Saturday, January 8, 2021

**To:** Honorable Mayor & Members of the Village Council

**Thru:** Howard W. Brown, Jr., Village Manager

**From:** Daniel W. Eick, Management Analyst/PIO CC: D. W. E

Village Staff

**Date:** January 7, 2022

In the interest of keeping the public informed of administrative matters on a regular basis, I am providing this report for your review and consideration:

## Administration

- According to our SRF Consultant, there's a need to delay our application for design loan funding for waste water improvements until August 2022. If the Village makes application for the February funding cycle, it is not likely we will receive principal forgiveness. Principal forgiveness is a very important component of these loans. Therefore, I am recommending that we make application for waste water design improvement funding in August 2022. Our applications for drinking water design loan funding is still proceeding on schedule.
- Mr. Mark Parks will replace Mr. Robert Busch as Interim Financial Services Director. This change was made by Aclarian, Inc. Robert will continue to provide support to the Auditing Committee and handle certain special projects.
- Our service delivery is being severely affected because of the COVID-19 pandemic. We have several key employees and staff out at this time. However, you might notice delay in responding to requests or complaints. These employees should return to work sooner than later based in part of new CDC COVID guidelines.

## Village Manager's Office

### Village Schedule

A schedule of upcoming events is included below:

- The Village's next Regular Council Meeting is scheduled for Thursday, January 13, at 6:30 PM. The meeting will be held in the Village's Council Chambers at Village Hall in Suite C.
- Please note, Village Hall offices will be closed on Monday, January 17, in observance of Martin Luther King Jr.'s Birthday.
- The Village's next Special Magistrate Hearing is scheduled for Tuesday, January 18, at 10:00 AM. The meeting will be held in the Village's Council Chambers at Village Hall in Suite C.

Members of the public are encouraged to attend meetings. For a closer look at upcoming events, or for further information on meetings and attendance, please click the image to the right or contact the Deputy Village Clerk at [dhamberger@indiantownfl.gov](mailto:dhamberger@indiantownfl.gov).



### Important Information

On Monday, December 27, a letter was transmitted by staff on behalf of Councilman Guyton Stone to the Martin County School Board. The letter outlined comments made by residents during Regular Council Meeting on Thursday, December 9, 2021, regarding bus safety and seating availability. A copy of that letter is included below.

Staff has been coordinating with Ms. Phyllis Brown to plan for the upcoming E. Thelma Waters Community Cleanup Event. The event is scheduled for Saturday, January 29, from 8:00 AM to 2:00 PM and volunteers and donations are welcome. For more information, please contact Ms. Phyllis Brown at [phylfitt@yahoo.com](mailto:phylfitt@yahoo.com) or by calling 407-694-4816.

On Tuesday, January 4, Village Manager Howard Brown received a letter from the Florida Department of Environmental Protection (FDEP) verifying the Village's Wastewater Treatment Facility follows state and federal compliance rules. This letter was drafted pursuant to a recent FDEP inspection of the facility conducted on Thursday, December 9, and is attached below.

Additionally on Tuesday, January 4, Village Manager Howard Brown received a State Revolving Loan Fund (SRF) update from Daniel Magro of Aclus Engineering, LLC. This update laid out plans and recommendations for the Village's Wastewater Improvement Design Loans. The memorandum is attached below.

Finally, the November/December 2021 Martin County Fire Rescue (MCFR) Incident Report delivered by MCFR and prepared by Village staff is included below.

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## Village Clerk's Office

### Human Resources Updates

Updates regarding hiring and position vacancies can be found below. If you have questions or concerns, please contact the Assistant to the Village Clerk, Jennifer Norris, at [jnorris@indiantownfl.gov](mailto:jnorris@indiantownfl.gov).

The Village is currently conducting interviews for three (3) job openings. These positions include:

- Financial Services Director
- Public Works Director / Public Utilities Director
- Part-Time Park Rangers



Finally, conditional offers of employment have been extended for two of the three Water/Wastewater Technician trainee positions as well as for the Parks & Recreation Director Position.

### Procurement Updates

On Tuesday, December 28, 2021, the Village Clerk's Office released a Request for Proposals (RFP) regarding the Village's Financial Auditing Services. The RFP is currently listed on DemandStar with bids due by Friday, January 21, 2022.

Please note, all bids must be made to the Village through the DemandStar platform. Bids made outside of DemandStar will not be accepted. For more information visit [www.demandstar.com](http://www.demandstar.com) or contact the Village Clerk's Office at [dhamburger@indiantownfl.gov](mailto:dhamburger@indiantownfl.gov) with questions.



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## Community and Economic Development Department

The most recent monthly Report provided by Community and Economic Development Director, Althea Jefferson, is attached to this document below.

### Planning & Zoning

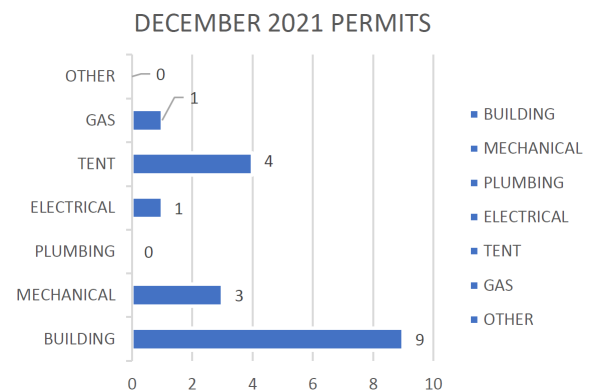
The Planning Zoning and Appeals Board (PZAB) Meeting originally scheduled for Thursday, January 6, at 6:00 PM was cancelled. As such, the meeting will be rescheduled to a future date to be determined.

Staff have been working with Bob's Barricades to coordinate services for the Afro-American Citizens of East Stuart's (AACES) Dr. Martin Luther King Jr. Celebration. The event is scheduled for Saturday, January 15, and will be held in Booker Park in the Village of Indiantown.

### Business Services Division

Division staff continue working to inform businesses about the Village's Certificate of Use (COU) requirements and the need to update these certificates annually. Thus far:

- Three (3) COU renewal payments have been received.
- Two (2) COU's have been successfully issued.
- Three (3) COU renewals are pending Martin County Business Tax Receipt (BTR) license renewal verification.



## Code Compliance Division

The Code Compliance Division has nothing to report currently.

## Building Services Division

The building Services Division has nothing to report currently.

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## **Financial Services Department**

The Village's new Interim Finance Director, Mr. Mark Parks, has officially moved into his position at Village Hall. Mr. Parks is appointed by Aclarian, the Village's Financial Services Consultant, and is taking over for Mr. Robert Busch.

Additionally, the most recent Monthly Report provided by Grants Writer and Administrator, Tracy Bryant, is attached to this document for review.

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## **Parks and Recreation Department**

The Village's Interim Parks Superintendent, Luis Perez, has several items to highlight. If you have questions, concerns, or wish to report a Parks related issue, please contact [lperez@indiantownfl.gov](mailto:lperez@indiantownfl.gov) or Katina Joy, Parks Administrative Assistant, at [kjoy@indiantownfl.gov](mailto:kjoy@indiantownfl.gov).

- As of Friday, January 7, the Village's contractor has finished painting a mural of the Village seal on the racquetball court wall at Post Family Park.
  - Departmental staff continue working with the Community and Economic Development Department to coordinate the upcoming AACES Martin Luther King Jr. Celebration scheduled for Saturday, January 15, in Booker Park.
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## **Public Works and Engineering Department**

The Village's Public Works Director, William Archebelle, has several items to highlight. If you have questions, concerns, or wish to report a public works related issue, please contact [publicworks@indiantownfl.gov](mailto:publicworks@indiantownfl.gov).

- Departmental staff is coordinating with Aclus Engineering and Captec engineering to finalize the Village's Wastewater Design SRF submittal. Master planning comments have been provided to contractors and a final draft is anticipated for the week of Monday, January 10, 2022.
  - Staff is working with Captec engineering to finalize agreements for the Seminole Drive improvement project and the Florida Department of Transportation (FDOT) funded Booker Park improvements. Contractors are expected to begin construction on the Booker Park project by Monday, January 17, 2022.
  - PRP Construction recently completed roadway asphalt repairs along the east end of Osceola Street and several locations throughout Booker Park.
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## **Water + Wastewater Utilities Department**

The Village's Utility Manager, Patrick Nolan, has several items to highlight. If you have questions, concerns, or wish to report a Utilities related issue, please contact [utilitybilling@indiantownfl.gov](mailto:utilitybilling@indiantownfl.gov).

- The Water Plants replacement high service pumps have been delivered to the Village. The department plans to install the first pump the week of Monday, January 3, 2022.
- Departmental staff has finished the Wastewater Plants grit removal project. All total, roughly 52 tons of grit were cleaned from the relevant tanks.
- As of Monday, January 3, 2022, a scheduled Free Chlorine Burn-Off has commenced within the Village. The burn-off will continue until Monday, January 17, 2022. A letter was sent to Village Utility customers in advance of this burn-off and is included below.
- Finally, on Wednesday, December 29, the Village's utility Manager, Patrick Nolan, passed his FDEP Wastewater Certification test. As a result, he is now certified by the FDEP as a Water and Wastewater Treatment Plant Operator. Please take a moment to congratulate Mr. Nolan on a job well done.

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## Village of Indiantown

Village Hall:

15516 SW Osceola Street,

Indiantown, FL 34956

Mailing Address:

PO Box 398

Indiantown, FL 34956



Digital copies of this, and previous, Manager Reports can be found by [clicking here.](#)

To sign up for e-notices and alerts from the Village via Constant Contact please [click here.](#)

Questions or comments? E-mail us at [villagehall@indiantownfl.gov](mailto:villagehall@indiantownfl.gov) or call 772-597-9900

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# FLORIDA DEPARTMENT OF Environmental Protection

Southeast District Office  
3301 Gun Club Road, MSC 7210-1  
West Palm Beach, FL 33406  
561-681-6600

**Ron DeSantis**  
Governor

**Jeanette Nuñez**  
Lt. Governor

**Shawn Hamilton**  
Secretary

January 4, 2022

Mr. Howard Brown, Village Manager  
Village of Indiantown, FL  
P.O. Box 398  
Indiantown, FL 34956  
[hbrown@indiantownfl.gov](mailto:hbrown@indiantownfl.gov)

Re: Village of Indiantown Wastewater Treatment Facility  
DW - Facility ID No. FLA029939  
Martin County

Dear Mr. Brown:

Department personnel conducted a Compliance Evaluation Inspection at the above-referenced facility on December 9, 2021. Based on the information provided during the inspection the facility was determined to be in compliance. A copy of the report is attached for your records.

The Department appreciates your efforts to maintain this facility in compliance with state and federal rules. Should you have any questions or comments, please contact Konstantin Dubov at (561) 681-6694, or via e-mail at: [Konstantin.Dubov@FloridaDEP.gov](mailto:Konstantin.Dubov@FloridaDEP.gov).

Sincerely,

*Bridgette Bucell*

Bridgette Bucell  
Environmental Manager, Southeast District  
Compliance Assurance Program

Enclosures: Inspection Report

cc: Kent Davis, DESF, Inc. [dkdavis56@gmail.com](mailto:dkdavis56@gmail.com)



# FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION

## WASTEWATER COMPLIANCE INSPECTION REPORT

### Facility Details

<b>Facility Name</b>	Village of Indiantown			<b>WAFR ID</b>	FLA029939		
<b>Physical Address</b>	14843 South West 168 <sup>th</sup> Avenue			<b>City, State, Zip</b>	Indiantown, FL 34956		
<b>County</b>	Martin			<b>Facility Phone #</b>	772-597-2201		
<b>Permit Issued:</b>	8/16/2017			<b>Permit Expiration:</b>	8/30/2022		
<b>Facility Type</b>	Domestic Wastewater			<b>Is the Facility NPDES (Y/N)</b>	No		
<b>Latitude</b>	<b>Degrees °</b>	27	<b>Minutes ‘</b>	1	<b>Seconds “</b>	31.53	
<b>Longitude</b>	<b>Degrees °</b>	80	<b>Minutes ‘</b>	28	<b>Seconds “</b>	52.41	

### Inspection Details

Inspection Type		Entry Date		Exit Date		
CEI  Choose an item.		12/9/2021		12/9/2021		
		Entry Time (HH:MM AM/PM)		Exit Time (HH:MM AM/PM)		
		10:44 AM		1:04 PM		
Sampling Taken (Y/N)	No	RQ#	N/A		QA Conducted (Y/N)	No
Name(s) and Title of Field Representatives(s)		Operator Certification		Email		Phone Number
Patrick Nolan, Plant Superintendent Jaime Andres		Click or tap here to enter text. #27797		<a href="mailto:PNolan@indiantownfl.gov">PNolan@indiantownfl.gov</a> <a href="mailto:jandres@indiantownfl.gov">jandres@indiantownfl.gov</a>		772-341-3098 772-2853954
Name(s) and address of Permittee / Designated Rep.		Title		Email		Phone Number
Howard Brown Village of Indiantown P.O.Box 398 Indiantown, FL 34956 Click or tap here to enter text.		Village Manager    Click or tap here to enter text.		<a href="mailto:hbrown@indiantownfl.gov">hbrown@indiantownfl.gov</a>    Click or tap here to enter text.		772-597-9900    Click or tap here to enter text.

### Inspector Information

<b>Name(s) and Signature(s) of Inspectors(s)</b>	<b>District Office/Phone Number</b>	<b>Date</b>
Konstantin Dubov	SED/561-681-6694	12/22/2021
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap to enter a date.
<b>Name and Signature of Reviewer</b>	<b>District Office/Phone Number</b>	<b>Date</b>
Lisa M. Self	SED/561-681-6699	Click or tap to enter a date.

### Facility Compliance Eval Areas

<b>IC = In Compliance; MC = Minor Out of Compliance; NC = Out of Compliance; SC = Significant Out of Compliance;</b> <b>NA = Not Applicable; NE = Not Evaluated</b> <i>Significant Non-Compliance Criteria Should be Reviewed when Out of Compliance Ratings Are Given in Areas Marked by a “*”</i>							
<b>Overall Compliance Determination</b>				In-Compliance			
IC	*Permit	IC	Laboratory	IC	Facility Site Review	IC	*Effluent Quality
NA	*Compliance Schedules	IC	Sampling	IC	Flow Measurement	IC	*Effluent Disposal
IC	*Records & Reports	IC	Biosolids	IC	*Operation & Maintenance	IC	*Groundwater
IC	SSO Survey	NA	Other	NA	Nutrient Management Plan	NA	Access Control
NA	Site Restrictions & Setbacks	NA	Odor/Nuisance	NA	Site Monitoring	NA	MLPW Disposal
NA	Manure Solids						

<b>Clear Report</b>	<b>Hide/Unhide Placeholders</b>	<b>Generate Blank Rows (for field paper setup)</b>	<b>Generate Deficiency &amp; Observation</b>	<b>Finish Inspection Report Form</b>
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## Single Event Violations (“\*” SNC SEVs)

Check for Yes	Evaluation Area	Description	Finding Description	Finding ID
<input type="checkbox"/>	Permit	Effluent Violations - Unapproved Bypass	Wastewater was diverted from a portion of the treatment process without department approval.	UNBY
<input type="checkbox"/>	*Permit	Permit Violations - Discharge Without a Valid Permit	The facility was operating without a permit or with an expired permit.	UPHI
<input type="checkbox"/>	Permit	Permit Violations - Failure to Submit Timely Permit Renewal Application	The permittee failed to submit an application to renew the existing permit at least 180 days prior to expiration.	PFSA
<input type="checkbox"/>	Laboratory	Management Practice Violations - Laboratory Not Certified	The laboratory was not certified by the National Environmental Laboratory Accreditation Conference (NELAC).	LNCE
<input type="checkbox"/>	Sampling	Monitoring Violations - Analysis not Conducted	The facility failed to collect and/or analyze samples as required by permit or enforcement action.	ANCV
<input type="checkbox"/>	Sampling	Monitoring Violations - Failure to Monitor for Toxicity Requirements	The facility failed to collect and/or analyze routine or follow-up toxicity samples.	FTOX
<input type="checkbox"/>	Records and Reports	Management Practice Violations - Failure to Develop Adequate SPCC Plan	The facility failed to develop or maintain their Spill Prevention Control and Countermeasures (SPCC) plan.	FSPC
<input type="checkbox"/>	Records and Reports	Management Practice Violations - Failure to Maintain Records	The facility failed to maintain records for the required retention period.	FMRR
<input type="checkbox"/>	Records and Reports	Reporting Violations - Failure to Notify	The permittee failed to notify the department of any event or activity that requires notification as required by permit or rule.	RSWP
<input type="checkbox"/>	Records and Reports	Reporting Violations - Failure to Submit DMRs	The permittee failed to submit any DMR required by rule, permit, or enforcement action in a timely manner.	FDMR
<input type="checkbox"/>	Records and Reports	Reporting Violations - Failure to submit required report (non-DMR, non-pretreatment)	The facility failed to submit any report required by rule, permit, enforcement action or inspection activity except for DMRs.	FRPT
<input type="checkbox"/>	Facility Site Review	Management Practice Violations - Improper Land Application (non-503, non-CAFO)	The land application system was not being maintained.	LASN
<input type="checkbox"/>	Flow Measurement	Monitoring Violations - No Flow Measurement Device	The facility failed to install a flow measurement device, an approved flow measurement device, or a working flow measurement device.	NOFL
<input type="checkbox"/>	Operation and Maintenance	Management Practice Violations - Improper Operation and Maintenance	The facility failed to follow their operation and maintenance plan/manual.	IONM
<input type="checkbox"/>	Operation and Maintenance	Management Practice Violations - Inflow/Infiltration (I/I)	The facility had an inflow and infiltration problem causing collection system issues and/or operational issues.	ININ
<input type="checkbox"/>	Operation and Maintenance	Management Practice Violations - No Licensed/Certified Operator	The facility was being operated without a certified operator or by an operator that is not licensed for the size of plant.	ONCO
<input type="checkbox"/>	*Effluent Quality	Effluent Violations - Failed Toxicity Test	Persistent acute toxicity has been documented through follow-up tests.	EATX
<input type="checkbox"/>	*Effluent Quality	Effluent Violations - Failed Toxicity Test	Persistent chronic toxicity has been documented through follow-up tests.	ECTX
<input type="checkbox"/>	*Effluent Quality	Effluent Violations - Failed Toxicity Test	Persistent acute or chronic toxicity has been documented in the effluent through the use of routine and follow-up tests.	ETOX
<input type="checkbox"/>	Effluent Quality	Effluent Violations - Narrative Effluent Violation	The facility violated a permit or enforcement narrative effluent limit.	XNEV
<input type="checkbox"/>	Effluent Quality	Effluent Violations - Reported Fish Kill	The facility had a discharge of wastewater that resulted in a fish kill.	XFSH
<input type="checkbox"/>	Sanitary Sewer Overflow Survey	WW SSO - Discharge to Waters	A sewage spill from any components of a collection/transmission system or from a treatment plant reached surface waters including stormwater conveyance system or drainage ditch.	SSO1
<input type="checkbox"/>	Sanitary Sewer Overflow Survey	WW SSO - Failure to Maintain Records or Meet Record Keeping Requirements	The facility failed to keep routine documentation and reporting records of spills, and/or operation and maintenance activities on the collection/transmission system.	SSO2
<input type="checkbox"/>	Sanitary Sewer Overflow Survey	WW SSO - Failure to monitor	The facility failed to collect and/or analyze bacteriological samples for sewage spills that reached surface waters.	SSO3
<input type="checkbox"/>	Sanitary Sewer Overflow Survey	WW SSO - Failure to report violation that may endanger public health 122.41(I)(7)	The facility failed to report a sewage spill within 24 hours of discovery.	SSO4
<input type="checkbox"/>	Sanitary Sewer Overflow Survey	WW SSO - Improper Operation and Maintenance	The facility failed to perform routine preventative maintenance to keep the collection/transmission system in good working order.	SSO5
<input type="checkbox"/>	Sanitary Sewer Overflow Survey	WW SSO - Overflow to Dry Land	A sewage spill from any part of a collection/transmission system or treatment plant that did not make it to surface waters, i.e., stormwater collection system, drainage ditch, stream, pond, or lake.	SSO6



## Permit

<b>Compliance Rating</b>	In Compliance
<b>Does this section apply to the facility?</b>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<b>Questions</b>	
*Is the permit current?	Yes
Is a copy of the permit available onsite?	Yes
Is the facility operated in accordance with the permit?	Yes
*Was the facility constructed or modified with an appropriate or valid permit issued by the Department?	Yes
Has the facility submitted the permit renewal application 180 days prior to the expiration date?	Yes
If the permittee for the facility has changed did the department receive notification of this change?	Yes
If the permit is accompanied by a Consent Order or Administrative Order are, they abiding by the conditions of the order?	N/A
Is wastewater from a portion of the treatment process diverted with Department approval?	N/A
*Is the facility discharging to waters of the state with an appropriate FDEP permit?	N/A
*Was the facility free from unpermitted discharge, bypass, collection system, or residuals with a high potential for water quality or health impacts?	Yes
Is the facility free from any Permit violation not listed above that needs to be addressed?	Yes
<ul style="list-style-type: none"> <li>Significant Non-Compliance Criteria per Program Guidance Memo OWM-00-01 Should be Reviewed when Checklist Items Deficiencies are Noted and Marked by a "*"</li> <li>Questions with "No" responses indicate deficiencies</li> <li>Questions with "N/A" responses do not apply to the facility</li> </ul>	
<b>Observations:</b>	
Facility's permit is current, and it was available at the time of the inspection. The permit renewal application will be due 2/28/2022. No deficiencies observed.	

## Compliance Schedule

<b>Compliance Rating</b>	Not Applicable
<b>Does this section apply to the facility?</b>	<input type="radio"/> Yes <input checked="" type="radio"/> No
<b>Questions</b>	
If the facility has a compliance schedule in a permit, Administrative Order or Enforcement Action are they in compliance with the schedule?	N/A
*Are the Compliance Date(s), Construction Milestone(s), Enforcement Order Schedule(s) or Final Compliance Date started/completed within 90 days of the due date?	N/A
Has the facility completed construction and submitted a Notification of Completion of Construction for Wastewater Facilities or Activities (Form 62-620.910(12)), if required?	N/A
Has the Notification of Availability of Record Drawings and Final Operation and Maintenance Manuals (Form 62-620.910(13)) been submitted as required?	N/A
If the facility is under a Toxicity Corrective Action Plan, are they in compliance with the plan?	N/A
Is the facility free from any Compliance Schedule violation not listed above that needs to be addressed?	N/A
<ul style="list-style-type: none"> <li>Significant Non-Compliance Criteria per Program Guidance Memo OWM-00-01 Should be Reviewed when Checklist Items Deficiencies are Noted and Marked by a "*"</li> <li>Questions with "No" responses indicate deficiencies</li> <li>Questions with "N/A" responses do not apply to the facility</li> </ul>	
<b>Observations:</b>	



Not applicable.

## Laboratory

<b>Compliance Rating</b>	In Compliance
<b>Does this section apply to the facility?</b>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<b>Questions</b>	
Is there a current copy of the laboratory certification onsite?	N/A
If the facility has an onsite laboratory does it have a Florida Department of Health Environmental Laboratory Certification Program certification?	N/A
Facility DOH Certification #	Not applicable N/A
Contract Lab Name and DOH Certification #	Pace Analytical E84129 Yes
Does the onsite laboratory use sample analysis methods prescribed in 40 CFR part 136 or a test method that has gone through the EPA alternative method approval process?	N/A
Does the facility have standard operating procedures that follow the methods set in 62-620.10(18) F.A.C. including 40 CFR Part 136; including required instrumentation, glassware cleaning, reagent/standard use, and troubleshooting procedures?	N/A
Does the facility have a QA/QC program with a written QA/QC manual as required by 40 CFR 122.41 that is up to date and available for review?	N/A
Does the facility follow the procedures set in the QA/QC manual; including instrument calibration/maintenance, checks on standard solutions, sample analysis precision/accuracy limits on a prescribed bases and QC samples (duplicate, spiked, blank in at least 10%)?	N/A
Is the detailed record complete and available for review for each set of analyses performed including the order of calibration, QA/QC, bracketing, and samples analyzed?	N/A
Does the facility have QA/QC records on the reagent preparation, instrument calibration/maintenance, incubator temperature and purchase of laboratory supplies?	Yes
Does the facility's laboratory documentation of the sample results use qualifier codes when sample QA/QC fall outside acceptable precision and accuracy limits set in the QA/QC manual?	N/A
Does the facility's laboratory take and record corrective actions or trouble shooting steps when data falls out of the precision and accuracy limits?	N/A
Are records of standard(s) and reagent(s) preparation maintained at the laboratory?	N/A
Is the laboratory maintaining adequate records for reagent preparation(s)?	N/A
Does the laboratory have a system for uniformly recording, correcting, processing and reporting data; including formulas, significant figures, rounding rules, units, cross-checking calculations?	N/A
Is the facility's laboratory adequate for analyzing samples; including pure water, clean bench space for instrument use/storage free of contamination, necessary equipment, vibration free area, ventilation, humidity and temperature control?	N/A
Does the Laboratory meet NELAC and EPA standards including; dry and clean sample storage locations, sample custodian(s) to ensure upon receipt of samples, proper sample storage, preservation and custody documentation?	N/A
Does the facility use appropriate standards that are prepared in volumetric glassware, checked against reliable primary standards, labeled properly, stored in clean containers, and discarded when expired or degraded?	N/A

Does the facility's laboratory analyst(s) demonstrate competency and appropriate training; including ability to follow procedures, ability to meet precision and accuracy limits, knowledge of equipment and analytical methods.	N/A
If the facility test requires temperature measurement, is there a thermometer present that is routinely calibrated against NIST thermometer within calibration date range?	N/A
Is the sample refrigerator temperature correct to meet the preservation requirements for the samples stored within?	N/A
Is the facility free from any Laboratory violation not listed above that needs to be addressed?	Yes
<ul style="list-style-type: none"> <li>Significant Non-Compliance Criteria per Program Guidance Memo OWM-00-01 Should be Reviewed when Checklist Items Deficiencies are Noted and Marked by a "*"</li> <li>Questions with "No" responses indicate deficiencies</li> <li>Questions with "N/A" responses do not apply to the facility</li> </ul>	
<b>Observations:</b>	
Facility is contracted with PACE Analytical E84129. Certifications expire on 6/30/2022. No deficiencies observed	

## Sampling

Compliance Rating	In Compliance			
Does this section apply to the facility?	<input checked="" type="radio"/>	Yes	<input type="radio"/>	No
Questions				
In facility log books or other documentation, are the daily records appropriately recorded, including composite sampler or other temperatures, and daily calibration of meters.	Yes			
Does the facility maintain records of their daily calibration of their pH meter, chlorine meter, dissolved oxygen meter?	Yes			
Does the facility maintain records of their daily checks of their in-line meter(s) with their field meter(s)?	Yes			
Do field sheets document that the collection and analysis of field tests were analyzed within the 15-minute holding time.	Yes			
Are meters calibrated and sample analysis conducted at the facility done in accordance with DEP SOP and NELAC guidelines? (calibration frequency and sample bracketing for pH, total residual chlorine (TRC), turbidity, DO)	Yes			
Are all the primary and secondary standards used to calibrate and verify meters, used prior to expiration dates and verified against primary standards appropriate for pH, TRC, turbidity, DO?	Yes			
Are the inline meters reading within established limits compared to the bench meters? (TRC ≤ 20%, Turbidity ≤ 20%, pH 0.2 SU)	Yes			
Were safe access points for obtaining representative influent/effluent samples available?	Yes			
Are influent sampling points put prior to internal facility return lines including supernatant, filter backwash and return activated sludge (RAS)?	Yes			
Are samples being collected and analyzed as required by the permit or enforcement action; including location, type (grab/composite), time, and frequency?	Yes			
Are samples being collected in the proper containers, preserved and analyzed in appropriate hold times in accordance with 40 CFR Part 136, Table II?	Yes			
If the facility has a composite sampler with cooling system at the influent/effluent sampling location is there a thermometer present in the sampler that is annually checked against NIST thermometers?	Yes			
Is composite sampling being conducted appropriately; including purging, sampling velocity at least 2fps, clean tubing, individual sample volume of at least 100 mL, sample storage of <6°C preservation, hold times and representative samples?	Yes			
Did the facility have their Chain of Custody records?	Yes			

If sampling was conducted and observed during the inspection did the sampling follow DEP SOP requirements?	N/A
Did the facility collect and/or analyze routine or follow-up toxicity samples as required by permit or enforcement action?	N/A
Is the facility free from any Sampling violation not listed above that needs to be addressed?	Yes
<ul style="list-style-type: none"> <li>Significant Non-Compliance Criteria per Program Guidance Memo OWM-00-01 Should be Reviewed when Checklist Items Deficiencies are Noted and Marked by a “*”</li> <li>Questions with “No” responses indicate deficiencies</li> <li>Questions with “N/A” responses do not apply to the facility</li> </ul>	
<b>Observations:</b>	
Wastewater compliance sample types were in conformance with permit requirements. No deficiencies observed.	

## Records and Reports

<b>Compliance Rating</b>	In Compliance
<b>Does this section apply to the facility?</b>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<b>Questions</b>	
Are the entries in the operator logbook clear, concise, informative and relevant?	Yes
Was copy of the current O&M manual available at the time of the inspection?	Yes
Is there a current operator license?	Yes
Is there a current RPZ certification?	Yes
Is there a copy of the current Operating Protocol for Part 3 Reuse?	N/A
Does the facility have and maintain their Spill Prevention Control and Counter measurement (SPCC) Plan?	Yes
Are all required documents and reports available at the plant well organized and complete?	Yes
Does the facility maintain the records onsite for the required retention period?	Yes
Discharge Monitoring Reports (DMRs) Review Period	9/1/2019-10/31/2021 Yes
Are the discharge monitoring reports completed properly?	Yes
Are the DMRs submitted on the proper form?	Yes
Is an authorized representative signing the DMRs?	Yes
Has the permittee submitted an annual Reclaimed Water and/or Effluent Analysis Report?	Yes
Does the facility submit their monitoring results for Giardia and Cryptosporidium in a timely manner?	Yes
A review of the last toxicity test did not reveal any deficiencies?	N/A
Has the facility submitted all report(s) during the review period that are required by rule, permit, enforcement action or inspection activity, other than DMRs?	Yes
*Has the facility timely submitted DMRs as required by rule, permit, or enforcement action? (If either reports are >30 days late meets SNC criteria)	Yes
Has the facility submitted all final compliance schedule reports as required by rule, permit, or enforcement action?	Yes
Has the permittee notified the Department of any event or activity that requires notification as required by permit or rule?	N/A
*Are records or reports free from falsified data?	Yes
Is the facility free from any Records and Reports violation not listed above that needs to be addressed?	Yes
<ul style="list-style-type: none"> <li>Significant Non-Compliance Criteria per Program Guidance Memo OWM-00-01 Should be Reviewed when Checklist Items Deficiencies are Noted and Marked by a “*”</li> </ul>	

- Questions with “No” responses indicate deficiencies
- Questions with “N/A” responses do not apply to the facility

**Observations:**

Copies of all pertinent permits were on site and accessible. Daily Operations & Maintenance Log was maintained at the site to record daily activities. No deficiencies observed.

## Facility Site Review

<b>Compliance Rating</b>	In Compliance			
<b>Does this section apply to the facility?</b>	<input checked="" type="radio"/>	<b>Yes</b>	<input type="radio"/>	<b>No</b>
<b>Questions</b>				
The headworks was free from excessive corrosion.	<b>Yes</b>			
The headwork is free from evidence of recent overflows.	<b>Yes</b>			
Is the odor control system operational at the headworks?	<b>Yes</b>			
Is the comminutor operational at the headworks?	<b>N/A</b>			
Is the grit separator operational at the headworks?	<b>Yes</b>			
Is the bar screen cleaned on a routine basis?	<b>Yes</b>			
Is the mechanical bar screen functioning as intended?	<b>N/A</b>			
Are screenings and grit being collected from the headworks in suitable containers?	<b>Yes</b>			
Rags, grit and/or screening are being disposed of properly.	<b>Yes</b>			
Are screenings and grit from the headworks being disposed at a Class I Landfill?	<b>Yes</b>			
Are records of the disposal of the screenings and grit collected at the headworks available?	<b>Yes</b>			
The leachate from the screening dumpster(s) is piped to the headworks and not onto the ground.	<b>N/A</b>			
Is the clarifier free from solids discharging over the weir(s)?	<b>Yes</b>			
Is the clarifier free from excessive sand and/or grit accumulation?	<b>Yes</b>			
Is the clarifier free from excessive scum, algae and/or trash overflowing the weir?	<b>Yes</b>			
Does the skimmer appear to be functional in the clarifier?	<b>Yes</b>			
Is the sludge collector and pump functional in the clarifier?	<b>Yes</b>			
Are the clarifier weir(s) level?	<b>Yes</b>			
Is the clarifier free from short circuiting with loss over the weir?	<b>Yes</b>			
Are the aeration basins diffusers free from clogs and providing adequate mixing?	<b>Yes</b>			
Was the time clock or manual controls for the aeration system operational at the time of the inspection?	<b>Yes</b>			
Is the RAS line properly located?	<b>Yes</b>			
The RAS line was free from excessive splashing that could cause solids to be discharged outside the tank.	<b>Yes</b>			
The mixed liquor (MLSS) in the oxidation ditch was appropriately colored with no black coloring.	<b>N/A</b>			
Is even distribution of air observed in the aeration basin?	<b>Yes</b>			
Are the air line(s) to the aeration basin(s) free from leaks?	<b>Yes</b>			
The brushes and paddles in the oxidation ditch were all in good working order.	<b>N/A</b>			
Is the velocity in the oxidation ditch sufficient to prevent settling of solids?	<b>N/A</b>			
Are dual blower motors present as required by rule?	<b>Yes</b>			
Are the blower motors equipped with belt guards?	<b>Yes</b>			
The blower motors are free from excessive noise.	<b>Yes</b>			
Are all the blower motors present and operational at the time of the inspection?	<b>Yes</b>			
Are spare parts and a second standby blower motors stored onsite?	<b>Yes</b>			
Is the electrical box wiring for the blower motors adequately protected?	<b>Yes</b>			

Were the tank contents in the aerobic digester(s) well mixed?	Yes
Are the digester(s) free from excessive odors and/or foaming?	Yes
Is the digester at the appropriate operational capacity?	Yes
Are there two functioning pumps in the surge tank(s)?	Yes
What was the biomass color of the trickling filter at the time of the inspection?	Not applicable N/A
Is trickling filter media free from excessive ponding?	N/A
Are center columns and distribution arms of the trickling filter free from leaks?	N/A
Are the distribution arm orifices free from clogs, trash and/or scum resulting in uneven distribution of flow on the trickling filter media?	N/A
Is the RBC free from black biomass indicating solids and/or BOD loading?	N/A
Is the RBC free from white biomass indicating the presence of bacteria, which feed on sulfur compounds?	N/A
Is the RBC free from excessive grinding/whining noise(s) from the motor, drive shaft, and bearings?	N/A
Are all RBC rotating disks and/or paddles present and in good working?	N/A
Is the RBC unit drive shaft free from excessive vibration?	N/A
Are all the aerators in the lagoon operational at the time of the inspection?	N/A
Is the base of the lagoon free from lateral seepage at the time of the inspection?	N/A
Does the treatment lagoon have adequate freeboard space?	N/A
Is the treatment lagoon properly secured to prevent unauthorized access?	N/A
Is the treatment lagoon free from excessive foaming?	N/A
Are the treatment lagoon berms properly stabilized?	N/A
Is the Chlorine Contact Chamber (CCC) effluent clear and free from scum, solids accumulation and debris?	Yes
Are the baffles in the CCC functioning as intended?	Yes
Does the chlorine injection point provide optimal mixing to occur in the CCC?	Yes
Is the CCC chlorine pump operational, providing adequate chlorine supply for disinfection and at the permitted location?	Yes
Is the chlorine storage area protected from the elements?	Yes
Is the alarm indicator for the chlorine system operational?	N/A
Is the chlorine supply covered in frost indicating an issue with the system?	N/A
Is the fan inside the chlorine room operational?	N/A
Are the chlorine scales operational?	N/A
Is an operational Self-Contained Breathing Apparatus (SCBA) available for the chlorine room?	N/A
Are the chlorine gas cylinders properly secured?	N/A
Is a fresh supply of ammonia available to test for leaks in the gas chlorination system?	N/A
Do the UV ballast control boxes have adequate ventilation?	N/A
Does the plant staff have access to UV protective eyeglasses?	N/A
Is the facility maintaining adequate records of UV lamp operating hours?	N/A
Are the UV lamps and ballast being cleaned in accordance with the manufacturer's recommendation?	N/A
Does the facility have an adequate inventory of spare parts for the UV system?	N/A
Is the facility conducting routine performance checks on the UV system?	N/A
Is the UV intensity monitoring equipment operational?	N/A
Is the stilling well free from a thick layer of sludge and/or trash?	Yes
Is the chlorine contact chamber providing a minimum contact time of 15 minutes?	Yes
Chlorine and SO2 cylinders marked with empty/full tags?	N/A
Is the automatic SO2 feed operational within de-chlorination process?	N/A
Is the SO2 system free from frost within de-chlorination process?	N/A

Are the bisulfite (SO <sub>2</sub> ) gas cylinders properly secured for de-chlorination?	N/A
Was there adequate ventilation in the SO <sub>2</sub> room?	N/A
Is the filter media free from solids that could cause plugging and/or overflow?	N/A
Is the land application system being maintained?	Yes
If an injection well was plugged or abandoned, was it completed appropriately with DEP approval?	N/A
If a well was constructed, was it permitted prior to beginning construction and constructed as required by permit?	N/A
Is the injection well Operation and Maintenance done satisfactorily?	N/A
Is there adequate access to all monitoring locations?	Yes
Is the exterior of the tanks, wall, and/or pipes of the facility free from leaks?	Yes
Are the facility grounds clean and well maintained?	Yes
Is the required signage adequate?	Yes
The facility was free from odors emanating from the facility.	Yes
The facility was free from excessive noise which could be heard beyond the boundaries of the facility.	Yes
Is the facility providing safety measures at all times including adequate lighting?	Yes
The facility is disposing of sludge appropriately, with no sludge being disposed of on the facility grounds.	Yes
Was an alternative power source available at the facility?	Yes
Is the onsite generator tested under load on a monthly basis?	Yes
Are records available for the testing of the generator?	Yes
Is the area around the lift station(s) maintained?	Yes
Are there warning signs with emergency contact information on and/or around the lift station(s)?	Yes
Does the facility have a fence around their lift station(s)?	Yes
Is the gate around the lift station and the cover to the lift station locked?	Yes
Is the cover to the lift station(s) free from safety hazards?	Yes
Are there two functioning pumps that alternate?	Yes
Is the electrical panel in good working order and free from needed repair and/or replacement?	Yes
Was the collection system or lift station free from offsite objectionable odors?	Yes
The lift station visual and audio alarm operating satisfactory?	Yes
Are the potable water supply lines and the facility free from cross connections?	Yes
Is an RPZ in place and free of leaks on all potable water supply lines?	Yes
Is there a record of testing available on the RPZ?	Yes
Is the facility free from any Facility Site Review violation not listed above that needs to be addressed?	Yes
<ul style="list-style-type: none"> <li>Significant Non-Compliance Criteria per Program Guidance Memo OWM-00-01 Should be Reviewed when Checklist Items Deficiencies are Noted and Marked by a “*”</li> <li>Questions with “No” responses indicate deficiencies</li> <li>Questions with “N/A” responses do not apply to the facility</li> </ul>	
<b>Observations:</b>	
The facility grounds were secured properly, clean, and well maintained. Safety equipment was available. No deficiencies noted.	





*Influent Lift Station*



*Inf LS prelim screening*



*Inf LS 2<sup>nd</sup> main well*



*Blowers @package plant*



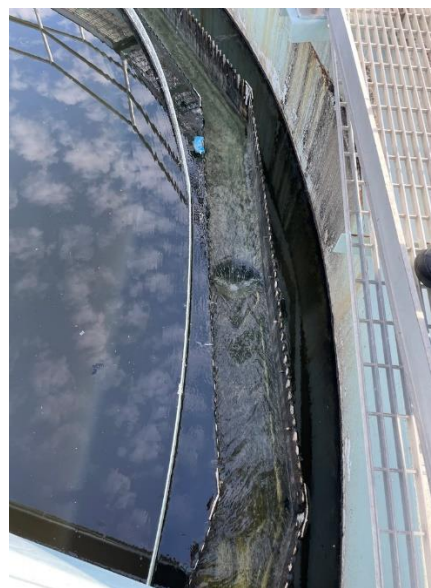
*Bar screen*



*Aeration Tank*



*Digester*



*Clarifier*



*Chlorine Contact Chamber*





CI storage

## Flow Measurement

<b>Compliance Rating</b>	In Compliance			
<b>Does this section apply to the facility?</b>	<input checked="" type="radio"/>	Yes	<input type="radio"/>	No
<b>Questions</b>				
Is there easy access to flow meter?	Yes			
Is the flow meter in the correct location?	Yes			
Is the flow measuring device installed properly?	Yes			
Is the flow meter calibrated at least annually and is it current?	Yes			
When was the flow meter last calibrated?	Last calibration performed on 6/24/2021 Yes			
Is the flow measurement device operating within +/- 10% of the actual flow?	Yes			
Is the flow meter operating properly at the time of the inspection?	Yes			
The chart recorder and/or totalizer for the flow meter was operational at the time of the inspection.	Yes			
The elapsed time meters on the lift station pumps were functioning.	Yes			
The flow entering the convergence section of the Parshall Flume was free of excessive turbulence.	N/A			
Is the facility free from any Flow Measurement violation not listed above that needs to be addressed?	Yes			
<ul style="list-style-type: none"> <li>Significant Non-Compliance Criteria per Program Guidance Memo OWM-00-01 Should be Reviewed when Checklist Items Deficiencies are Noted and Marked by a "*"</li> <li>Questions with "No" responses indicate deficiencies</li> <li>Questions with "N/A" responses do not apply to the facility</li> </ul>				
<b>Observations:</b>				
Facility's flow meters were calibrated on 6/24/2021. The calibration reports were available. No deficiencies noted.				

## Operations and Maintenance

<b>Compliance Rating</b>	In Compliance			
<b>Does this section apply to the facility?</b>	<input checked="" type="radio"/>	Yes	<input type="radio"/>	No
<b>Questions</b>				
Does the facility have adequate plant staffing?	Yes			
Is a certified operator operating the wastewater treatment facility with the appropriate license level for the size of the plant?	Yes			
Is the operator performing treatment plant operation and maintenance duties in a responsible and professional manner?	Yes			
Is the plant O&M log maintained in a hard-bound book with consecutive page numbering, or another approved format?	Yes			
Does the facility have an O&M manual, and does the facility's O&M manual reflect the current configuration of the facility?	Yes			
*Is the facility operated in accordance with the O & M Manual? (If there is a high potential for water quality or health impacts meets SNC criteria)	Yes			
Is the facility maintaining a log that documents routine equipment maintenance?	Yes			
Is the plant free of any treatment components that are in disrepair that would provide for unsafe operation?	Yes			
Is the facility without an inflow and infiltration problem which would cause collection system and/or operational issues?	Yes			
*Does the facility replace malfunctioning equipment, which can result in a high potential for water supply quality or health impacts?	Yes			
Dike berms appeared to be in satisfactory condition.	Yes			
Hand rails/catwalks/ladders were in good working order providing for safe conditions.	Yes			
The liner(s) in the containment pond(s) appeared to be functioning as intended.	N/A			
The plant operator is fulfilling the minimum site requirements as required by the Permit.	Yes			
Preventative maintenance is being performed in the accordance with the manufacturer's recommendations.	Yes			
The facility maintains an adequate spare parts inventory.	Yes			
Swales were being maintained.	N/A			
Is the facility free from any Operations and Maintenance violation not listed above that needs to be addressed?	Yes			
<ul style="list-style-type: none"> <li>Significant Non-Compliance Criteria per Program Guidance Memo OWM-00-01 Should be Reviewed when Checklist Items Deficiencies are Noted and Marked by a "*"</li> <li>Questions with "No" responses indicate deficiencies</li> <li>Questions with "N/A" responses do not apply to the facility</li> </ul>				
<b>Observations:</b>				
On the day of the inspection, the facility appeared to be operating in accordance with the permit requirements. Certified operator was on site as required by the Permit. Access to the facility was adequate for the inspection. The Facility was well maintained. No deficiencies noted.				


## Effluent Quality

<b>Compliance Rating</b>	In Compliance			
<b>Does this section apply to the facility?</b>	<input checked="" type="radio"/>	Yes	<input type="radio"/>	No
<b>Questions</b>				
DMR review period:	9/1/2019-10/31/2021 Yes			

A review of the Discharge Monitoring Reports revealed the following effluent exceedance(s).	No exceedances reported <b>N/A</b>
*Did the effluent limits exceed the Technical Review Criteria less than two times in six months?	<b>N/A</b>
*Are the effluent limits without exceedances four out of six months (chronic criteria)?	<b>Yes</b>
*Did the total residual chlorine levels meet disinfection limits? (If below required minimum 10% or more of the time in a rolling 6 month period, meets SNC criteria)	<b>Yes</b>
Was the facility free of a discharge of wastewater that resulted in a fish kill?	<b>Yes</b>
*Is persistent acute toxicity documented through follow-up tests?	<b>N/A</b>
*Is persistent chronic toxicity documented through follow-up tests?	<b>N/A</b>
*Is persistent acute or chronic toxicity documented in the effluent through the use of routine and follow-up tests?	<b>N/A</b>
Does the facility meet the permit or enforcement narrative effluent limitation(s)? (Non-DMR visible sheen defined as iridescence present so as to cause taste or odor, or otherwise interfere with the beneficial use of the receiving water)	<b>Yes</b>
Is the effluent free from excessive (suspended solids, foam, grease, scum) in the discharge stream?	<b>Yes</b>
*Was the facility free from any other violation with a high potential for water quality or health impacts?	<b>Yes</b>
Is the facility free from any Effluent Quality violation not listed above that needs to be addressed?	<b>Yes</b>
<ul style="list-style-type: none"> <li>• <i>Significant Non-Compliance Criteria per Program Guidance Memo OWM-00-01 Should be Reviewed when Checklist Items Deficiencies are Noted and Marked by a “*”</i></li> <li>• <i>Questions with “No” responses indicate deficiencies</i></li> <li>• <i>Questions with “N/A” responses do not apply to the facility</i></li> </ul>	
<b>Observations:</b>	
No exceedances observed for reviewed period. No deficiencies noted.	

## Effluent Disposal

<b>Compliance Rating</b>	In Compliance
<b>Does this section apply to the facility?</b>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<b>Questions</b>	
Are discharge location(s) as per permit?	<b>Yes</b>
What type of reuse is the facility approved for?	Rapid infiltration basins system R-001 <b>Yes</b>
Has a cross connection control program been implemented within the areas where reclaimed water is provided for use (Part III, VII)?	<b>N/A</b>
Is all reclaimed water piping and equipment color-coded Pantone purple (522C)?	<b>N/A</b>
Hose bibbs met access restrictions and other requirements.	<b>N/A</b>
Reclaimed water valves and outlets were appropriately tagged and /or labeled.	<b>N/A</b>
Are advisory signs posted in English and Spanish in areas where non-potable Public Access Reuse water is being applied (Part III, VII)?	<b>N/A</b>
Is the reclaimed water retained on the application site?	<b>N/A</b>
No significant ponding was observed on the reclaimed water application site.	<b>N/A</b>
There was no aerosol mist leaving the boundaries of the land application?	<b>N/A</b>

There was no evidence of solids loss in the treatment process or from the plant?	Yes
The RIBs and/or percolation ponds were free from excessive vegetation and sludge?	Yes
The percolation ponds were free from accumulated sludge.	Yes
Does the percolation ponds have at least 3 ft of freeboard?	Yes
The absorption field was free from excessive vegetation.	Yes
Do the reclaimed water storage ponds have adequate freeboard?	Yes
Are RIBs well maintained and free from excessive vegetation?	Yes
There was no evidence of a bypass or failure at the effluent storage and/or disposal site(s)?	Yes
Are all effluent disposal areas such as RIBs, ponds, and sprayfields being loaded and rested per permit conditions?	Yes
The disposal pond berms were free from excessive growth or vegetation.	Yes
There was no evidence of a bypass or failure from the storage ponds observed during the inspection.	Yes
No unauthorized discharge to waters of the state was observed during the inspection.	Yes
Are the sprinklers functioning as intended for the absorption field(s) or sprayfield(s)?	N/A
The facility is meeting the minimum setback distances.	Yes
Does the facility maintain a supply of spare parts for the absorption field(s) or sprayfield(s)?	N/A
The effluent disposal and/or storage area was free from sinkholes.	Yes
Are the sprayfields free from grazing dairy cattle?	N/A
The sprayfield was free from ponding.	N/A
The sprayfield was free from excessive vegetation.	N/A
Edible food crops were being properly irrigated with reclaimed water.	N/A
What cover crop and/or vegetation is planted on the reclaimed water area(s)?	Not applicable N/A
*The disposal system was being operated as designed with a low potential for water quality or health impacts.	Yes
*There was no unauthorized operation or modification of the disposal system.	Yes
Fencing around the effluent disposal site for access control was complete and in good repair.	Yes
There were no dead animals observed in the discharge stream.	Yes
Is the facility free from any Effluent Disposal violation not listed above that needs to be addressed?	Yes
<ul style="list-style-type: none"> <li>• <i>Significant Non-Compliance Criteria per Program Guidance Memo OWM-00-01 Should be Reviewed when Checklist Items Deficiencies are Noted and Marked by a “*”</i></li> <li>• <i>Questions with “No” responses indicate deficiencies</i></li> <li>• <i>Questions with “N/A” responses do not apply to the facility</i></li> </ul>	
<b>Observations:</b>	
RIB appeared to be functioning properly. Vegetation is being maintained. No deficiencies noted	
	
<i>Rapid Infiltration Basins</i>	

## Biosolids

<b>Compliance Rating</b>	In Compliance			
<b>Does this section apply to the facility?</b>	<input checked="" type="radio"/>	Yes	<input type="radio"/>	No
<b>Questions</b>				
Does the facility's method of biosolids use or disposal match what is allowed in the facility permit (i.e., landfill, land application, distribution and marketing, transfer to another facility, biofuel/bioenergy)?	Yes			
Does the permittee keep records of biosolids quantities for five years, as applicable (quantities generated, received from source facilities, treated, distributed and marketed, land applied, used as a biofuel or for bioenergy, transferred to another facility, or landfilled)?	Yes			
Are biosolids quantities reported on the facility RMP-Q DMR?	Yes			
Are the biosolids quantities reported on the RMP - Q DMRs correct and accurate?	Yes			
The facility's treatment, management, transportation, use, land application, or disposal of biosolids does not result in objectionable odors, i.e., does not result in a violation of the odor prohibition in subsection 62-296.320(2)	Yes			
If there is an objectionable odor, please describe the odors characteristics, frequency, duration, and migration, etc.	No odor noticed N/A			
Is the storage of biosolids or other solids at this facility in accordance with the Facility Biosolids Storage Plan?	Yes			
Does the treatment facility ensure no biosolids are spilled from or tracked off the treatment facility property by the hauling vehicle?	Yes			
The biosolids for this facility are classified as _____: (AA, A, and/or B)	Not applicable N/A			
Does the class of biosolids produced for beneficial use match the authorized class in the facility permit (Class AA, A, or B)?	N/A			
Does the facility use the biosolids pathogen reduction alternative option identified in the permit?	Yes			
Are all the operational and process parameters monitored to demonstrate compliance for pathogen reduction?	Yes			
Do the biosolids meet the treatment requirements for pathogen reduction option used?	Yes			
Does the facility use the biosolids vector attraction reduction option identified in the permit?	Yes			
Are all the operational and process parameters monitored to demonstrate compliance for vector attraction reduction?	Yes			
Do the biosolids satisfactorily meet the treatment requirements for vector attraction reduction?	Yes			
If the Specific Oxygen Uptake Rate (SOUR) test is used for vector attraction reduction, is it conducted within 15 minutes of sample collection by a certified laboratory or under the direction of an operator certified in accordance with Chapter 62-602, F.A.C?	N/A			
Does treatment of biosolids or septage for the purpose of meeting pathogen reduction or vector attraction reduction requirements take place at the permitted facility (e.g., not in the tank of a hauling vehicle)?	N/A			
Are the biosolids monitored at the frequency required by the permit?	N/A			
Are the biosolids monitoring results reported on the facility DMR (RMP-AA, RMP-A, or RMP-B)?	N/A			
Are the biosolids monitored for all the required parameters for the class of biosolids?	N/A			
Do the Class AA, A, or B biosolids comply with the ceiling pollutant limits?	N/A			
Are the correct analysis methods used for biosolids?	N/A			
Is a certified laboratory used for the analysis of the biosolids?	N/A			
Are all biosolids samples representative and taken after final treatment of the biosolids but before land application or distribution and marketing, unless otherwise approved?	N/A			
Are all biosolids samples taken at the location specified in the facility permit?	N/A			

Are the correct sample types properly taken for the type of biosolids (POTW Sludge Sampling Manual)?	N/A
Are the Class AA biosolids monitored monthly?	N/A
Do the Class AA biosolids meet the Class AA parameter limits?	N/A
Are Class AA biosolids that are stored for more than 45 days re-sampled for fecal coliform or Salmonella sp. at the frequency specified in the permit, if required?	N/A
For distribution and marketing, does the facility have a fertilizer license, sell or given-away to someone with a fertilizer license, or is enrolled in the US Composting Council's Seal to Testing Assurance program (USCC STA program does not apply in the Lake Okeechobee, St. Lucie River, and Caloosahatchee River watersheds)?	N/A
If the facility discovered that distributed and marketed biosolids did not meet Class AA standards, did the facility notify, within 24 hours, the Department and all persons to whom they delivered or distributed and marketed the Class AA biosolids?	N/A
Does the facility make available to users by product labels or other means the following information - fertilizer label or equivalent information; name and address of the facility; statement that the biosolids meet subsection 62-640.700(5), F.A.C.; recommend application rates; and, recommendations for storage (including the more than one dry ton/seven-day provision)?	N/A
Are all the sites where biosolids are land applied listed on the Treatment Facility Biosolids Plan form (DEP Form 62-640.219(2)(a))?	Yes
If a permitted site not listed in the Treatment Facility Biosolids Plan was used, did the permittee notify DEP at least 24 hours prior to land application at the site and submit a revised form within 30 days after using the site?	Yes
Did the facility only used permitted sites - i.e., no unpermitted sites were used for land application (i.e., the site did not have a valid DEP permit)?	Yes
Does the permittee maintain hauling records for shipments to land application sites and do they contain the required information?	Yes
Does the permittee provide a copy of the hauling records to the biosolids site manager, were records free of any discrepancies regarding the quantities delivered, and any discrepancies were reported to DEP within 24 hours of discovery?	Yes
Did all biosolids sent to sites meet pathogen reduction, vector attraction reduction, and pollutant limits?	Yes
If biosolids not meeting standards were sent to a site, did the permittee notify DEP, the site manager, the site permittee within 24 hours of discovery?	N/A
Does the permittee maintain copies for each site used of the Biosolids Application Site Annual Summary forms received from the site permittees indefinitely?	Yes
Has the permittee submitted Treatment Facility Biosolids Annual Summary reports to DEP by February 19 each year?	Yes
Was the information in the Treatment Facility Biosolids Annual Summary accurate?	Yes
Is any incineration or use of biosolids as a biofuel or for bioenergy in accordance with DEP's air regulations and RCRA?	N/A
Does the permittee keep the required hauling records to track transport of biosolids between facilities?	Yes
If the facility receives biosolids from a source facility, did the permittee report any discrepancies in the quantities of biosolids to DEP within 24 hours of discovery?	N/A
If the facility is a source facility and sends biosolids to another facility, does the permittee provide a copy of their hauling records for each shipment to the receiving facility?	Yes
If the facility receives biosolids from a source facility, does the receiving facility permit allow receipt of biosolids from other facilities?	N/A
Does the facility have copies of the required written agreement(s) between the receiving and source facility?	Yes
Did the permittee (source or receiving facility) submit all new written agreements to DEP within 30 days before transporting biosolids (unless approval given otherwise)?	Yes



Is operator staffing requirements met?	Yes
Are the biosolids receiving and handling operations satisfactory?	Yes
Are grit and screenings, etc., from the headworks properly disposed of in a landfill?	Yes
Is the facility free from any Biosolids violation not listed above that needs to be addressed?	Yes
<ul style="list-style-type: none"> <li>Significant Non-Compliance Criteria per Program Guidance Memo OWM-00-01 Should be Reviewed when Checklist Items Deficiencies are Noted and Marked by a "*"</li> <li>Questions with "No" responses indicate deficiencies</li> <li>Questions with "N/A" responses do not apply to the facility</li> </ul>	
<b>Observations:</b>	
Biosolids have been hauled to landfill in accordance with Facility's Biosolids Plan & Permit requirements. No deficiencies noted.	

## Groundwater

<b>Compliance Rating</b>	In Compliance			
<b>Does this section apply to the facility?</b>	<input checked="" type="radio"/>	Yes	<input type="radio"/>	No
<b>Questions</b>				
DMRs review period	9/1/2019-10/31/2021 Yes			
Are the groundwater monitoring results sent to the Department on Discharge Monitoring Report, Form 62-620.910(10), F.A.C. and submitted by the DMR due date?	Yes			
After a review of the Discharge Monitoring Reports, are the compliance well parameters meeting the groundwater standards in the time period reviewed (12 months or greater)?	Yes			
A review of the Discharge Monitoring Reports revealed the following effluent exceedance(s).	No exceedances reported N/A			
Do the facilities purging logs on DEP Form FD 9000-24 indicate that purging was done properly; including sufficient volume, purge rate, depth to water, and stability criteria (pH, Temperature, Conductivity, Dissolved Oxygen, Turbidity)?	Yes			
Is the groundwater monitoring report complete and accurate, including analysis method, laboratory method detection limits, static water level, purging logs, sample collection procedures and treatment?	Yes			
Do the groundwater monitoring wells meet DEP requirements including; tamper-proof locks, unique well label(s), concrete well pad with protective bumpers not containing numerous cracks, and is free of clutter for sampling purposes?	Yes			
If or when new well construction was completed did the facility plug and properly abandoned the existing well and submit Monitoring well completion Report, Form 62-520.900(3) to DEP within 60 days?	N/A			
If a monitoring well became damaged or inoperable was maintenance conducted and notification sent to DEP within 2 days of discovery?	N/A			
Is the well(s) that the facility is sampling at part of the approved groundwater monitoring plan?	Yes			
Are the monitoring wells operable to the extent that sampling is possible?	Yes			
Are groundwater samples being collected and analyzed as required by the permit or enforcement action; including location, well type, sample type (grab/composite), time, and frequency?	Yes			
If sampling was observed were the sample collection activities being performed in accordance with DEP SOP FS 2200?	N/A			
If sampling was observed was equipment in satisfactory condition?	N/A			



If sampling was not observed is the description of sample collection activities being performed in accordance with DEP SOP FS 2200?	<b>Yes</b>
Is the facility free from any Groundwater violation not listed above that needs to be addressed?	<b>Yes</b>
<ul style="list-style-type: none"> <li>Significant Non-Compliance Criteria per Program Guidance Memo OWM-00-01 Should be Reviewed when Checklist Items Deficiencies are Noted and Marked by a "*"</li> <li>Questions with "No" responses indicate deficiencies</li> <li>Questions with "N/A" responses do not apply to the facility</li> </ul>	
<b>Observations:</b>	
DMRs review period 7/1/2021-10/31/2021 No exceedances observed for reviewed period. On the day of the inspection labels were missing on compliance and background monitoring wells. Labels have been put back on and photographs submitted on 12/21/2021. No deficiencies noticed.	

## SSO Survey

<b>Compliance Rating</b>	In Compliance			
<b>Does this section apply to the facility?</b>	<input checked="" type="radio"/>	<b>Yes</b>	<input type="radio"/>	<b>No</b>
<b>Questions</b>				
Does the facility have an Operation and Maintenance Manual for their collection system?	<b>Yes</b>			
How often is the Operation and Maintenance Manual updated?	annually <b>Yes</b>			
Does the O&M manual reflect the current collection system configuration?	<b>Yes</b>			
Are procedures available for minimizing spills in either the Operation and Maintenance Manual or in a separate document?	<b>Yes</b>			
Does the facility have a Sewer Overflow Response Plan/procedures for minimizing spills?	<b>Yes</b>			
Did the facility collect and/or analyze bacteriological samples as outlined in their SORP?	<b>Yes</b>			
Does the facility have a map of its collection system?	<b>Yes</b>			
Are the SORP and collection system maps immediately available to SSO response staff, including during power failures?	<b>Yes</b>			
Did the facility collect and/or analyze bacteriological samples for sewage spills that reached surface waters?	<b>N/A</b>			
Does the facility perform routine preventative maintenance to keep the collection/transmission system in good working order?	<b>Yes</b>			
Does the facility maintain a ready-to-use supply of equipment, tools and materials for responding to SSOs?	<b>Yes</b>			
How many lift stations have permanent emergency back-up power generators?	Portable generators only <b>N/A</b>			
In the last 12 months, was the facility free from sewage spills or abnormal event from any part of a collection/transmission system or treatment plant that discharged to the ground or did not make it to surface waters, i.e., stormwater collection system, drainage ditch, stream, pond, or lake?	<b>Yes</b>			
Does the facility report the spill(s) to the Department within 24 hours of discovery?	<b>Yes</b>			
Does the facility follow up on spills?	<b>Yes</b>			
Does the facility keep routine documentation and reporting records of spills, and/or operation and maintenance activities on the collection/transmission system(s)?	<b>Yes</b>			
In the last 12 months, was the facility free from sewage spills or abnormal events from any components of a collection/transmission system or from a treatment plant that reached surface waters including stormwater conveyance system or drainage ditch?	<b>Yes</b>			
Is the facility free from any SSO violation not listed above that needs to be addressed?	<b>Yes</b>			
<ul style="list-style-type: none"> <li>Significant Non-Compliance Criteria per Program Guidance Memo OWM-00-01 Should be Reviewed when Checklist Items Deficiencies are Noted and Marked by a "*"</li> </ul>				

- Questions with “No” responses indicate deficiencies
- Questions with “N/A” responses do not apply to the facility

**Observations:**

Facility’s collection system appeared to be operating in conformance with Permit requirements, SSORP and its Operation and Maintenance Manual for collection system. No deficiencies noted.

## Other

<b>Compliance Rating</b>	Not Applicable			
<b>Does this section apply to the facility?</b>	<input type="radio"/>	<b>Yes</b>	<input checked="" type="radio"/>	<b>No</b>
<b>Questions</b>				
*Is the facility free from any violation not listed above, or pattern of noncompliance, resulting in a high potential for water quality or health impacts <i>(Any violations considered significant by the Secretary, Deputy Secretary, Director of District Management, or the Division Director meet SNC criteria)</i>				<b>N/A</b>
Please describe any potential Non-wastewater violations (i.e. hazardous waste, stormwater, SLERP, Air and Storage Tanks) that were referred.				<b>N/A</b> <b>N/A</b>
<ul style="list-style-type: none"> <li>• Significant Non-Compliance Criteria per Program Guidance Memo OWM-00-01 Should be Reviewed when Checklist Items Deficiencies are Noted and Marked by a “*”</li> <li>• Questions with “No” responses indicate deficiencies</li> <li>• Questions with “N/A” responses do not apply to the facility</li> </ul>				
<b>Observations:</b>				
Not applicable. No deficiencies observed.				



# VILLAGE of INDIANTOWN

## WATER-WASTE WATER UTILITIES

EST. 2020

### Notice: Water Customers of the Village of Indiantown Service Area

In accordance with efforts to provide safe drinking water to the residents of Indiantown, we will be performing several water maintenance procedures during the **TWO-WEEK PERIOD STARTING on MONDAY, JANUARY 3<sup>RD</sup>, 2022 and ENDING on MONDAY, JANUARY 17<sup>TH</sup>, 2022.** During this period, staff will be switching our water disinfection method from one that uses chloramines, in the form of a disinfectant made from chlorine and ammonia, to one that uses free chlorine.

Free chlorine is a stronger germ-killer, but sometimes leaves a chlorine taste or smell in tap water. This temporary switch is a standard procedure to ensure potentially harmful microbes do not develop in the water system.

Free chlorine acts as a lethal agent against most stubborn types of bacteria and viruses. While it is generally not harmful to humans or pets, however, **please note it can harm tropical fish.** Switching to its use from time to time prevents these organisms from building a resistance to the chloramines we normally use.

These temporary conditions will not adversely affect your health. **If you are on kidney dialysis, however, you should consult your physician for special instructions.** If you have tropical fish or aquatic animals, you should contact your local tropical fish store for advice and take appropriate action to ensure that you have properly treated the water before adding it to your aquarium.

Please note, Village Utility personnel will be flushing hydrants during this time, which may cause water to discolor and become cloudy. This is a temporary condition and should not last more than a few hours. Some people may opt to temporarily switch to an alternative water source, such as bottled water, due to taste. Boiling water is one way to reduce chlorine taste and smell during this period. Additionally, filling a container with tap water will allow it to ventilate.

For further information or questions, please contact the Village of Indiantown Water-Wastewater Utility Department at 772-597-2121 and ask for Jim Hewitt or Ernie Watson.

Sincerely,

Pat Nolan  
Water & Wastewater Manager





# VILLAGE of INDIANTOWN

## WATER-WASTE WATER UTILITIES

EST. 2020

### Aviso: Clientes de Agua del Área de Servicio del Pueblo de Indiantown

De acuerdo con los esfuerzos para proporcionar agua potable a los residentes de Indiantown, realizaremos varios procedimientos de mantenimiento del agua durante el **PERIODO DE DOS SEMANAS QUE COMIENZA EL LUNES 3 DE ENERO DE 2022 Y TERMINA EL LUNES 17 DE ENERO DE 2022**. Durante este período, el personal cambiará nuestro método de desinfección de agua de uno que usa cloraminas, en forma de desinfectante hecho de cloro y amoníaco, a uno que usa cloro libre.

El cloro libre es un asesino de gérmenes más fuerte, pero a veces deja un sabor u olor a cloro en el agua del grifo. Este cambio temporal es un procedimiento estándar para garantizar que no se desarrollen microbios potencialmente dañinos en el sistema de agua.

El cloro libre actúa como un agente letal contra la mayoría de los tipos rebeldes de bacterias y virus. Si bien generalmente no es dañino para los humanos o las mascotas, **tenga en cuenta que puede dañar a los peces tropicales**. Cambiar a su uso de vez en cuando evita que estos organismos desarrollen una resistencia a las cloraminas que usamos normalmente.

Estas condiciones temporales no afectarán negativamente su salud. **Sin embargo, si está en diálisis renal, debe consultar a su médico para obtener instrucciones especiales**. Si tiene peces tropicales o animales acuáticos, debe comunicarse con su tienda local de peces tropicales para obtener asesoramiento y tomar las medidas adecuadas para asegurarse de haber tratado adecuadamente el agua antes de agregarla a su acuario.

Tenga en cuenta que el personal del Servicio Público del Pueblo lavará los hidrantes durante este tiempo, lo que puede hacer que el agua se decolore y se enturbie. Esta es una condición temporal y no debería durar más de unas pocas horas. Algunas personas pueden optar por cambiar temporalmente a una fuente de agua alternativa, como agua embotellada, debido al sabor. Hervir el agua es una forma de reducir el sabor y el olor a cloro durante este período. Además, llenar un recipiente con agua de la llave permitirá que se ventile.

Para obtener más información o preguntas, comuníquese con el Departamento de Servicios Públicos de Agua y Aguas Residuales del Pueblo de Indiantown al 772-597-2121 y pida por Jim Hewitt o Ernie Watson.

Atentamente,

Pat Nolan  
Water & Wastewater Manager



# 2021 Martin County Fire Rescue Nov/Dec Incident Summary

Prepared by: Village Staff

Source: MCFR

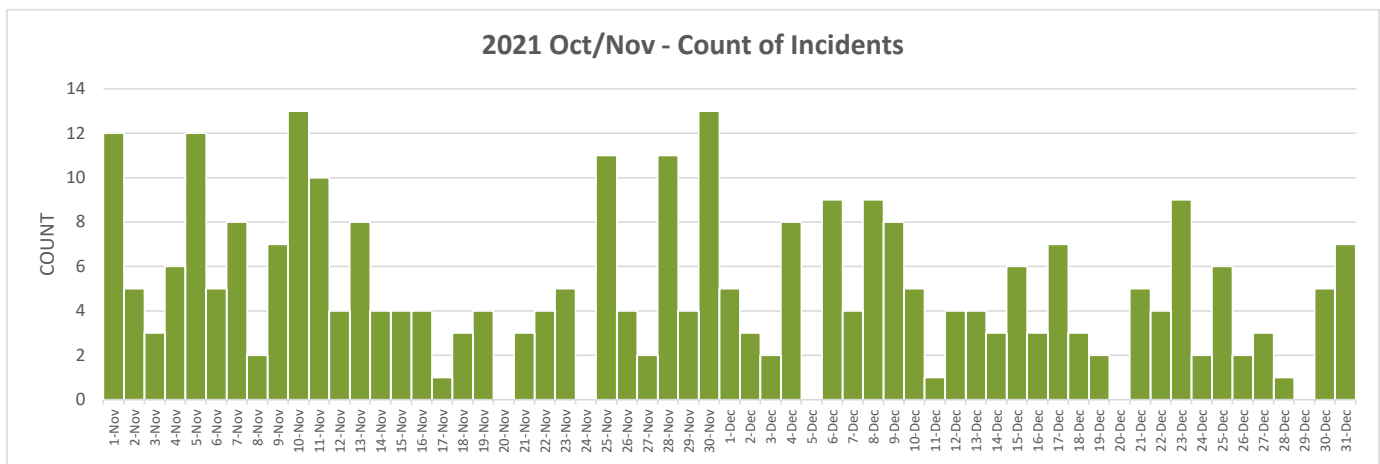
Date: 1/05/2022

## A. Basic Incident Stats:

	Nov	Dec	Overall
Count	172	130	302
Min	0	0	0
Max	13	9	13
Average	5.7	4.2	5.0

### Takeaway:

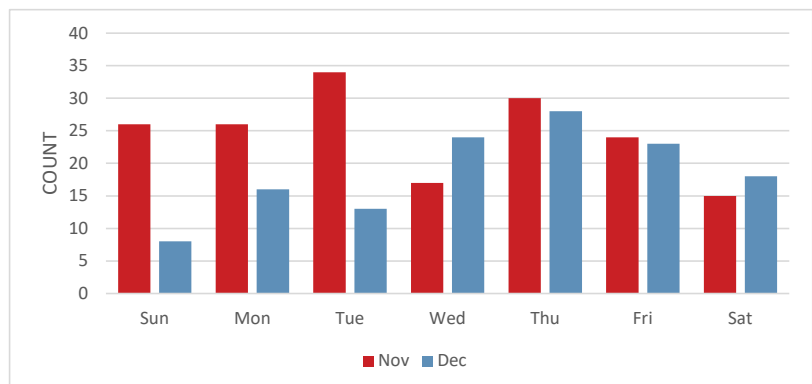
Overall 302 incidents in Nov and Dec 2021. Incidents ranged from 0-13 a day with the average being 5.0 per day.



## B. Incident by Day of the Week

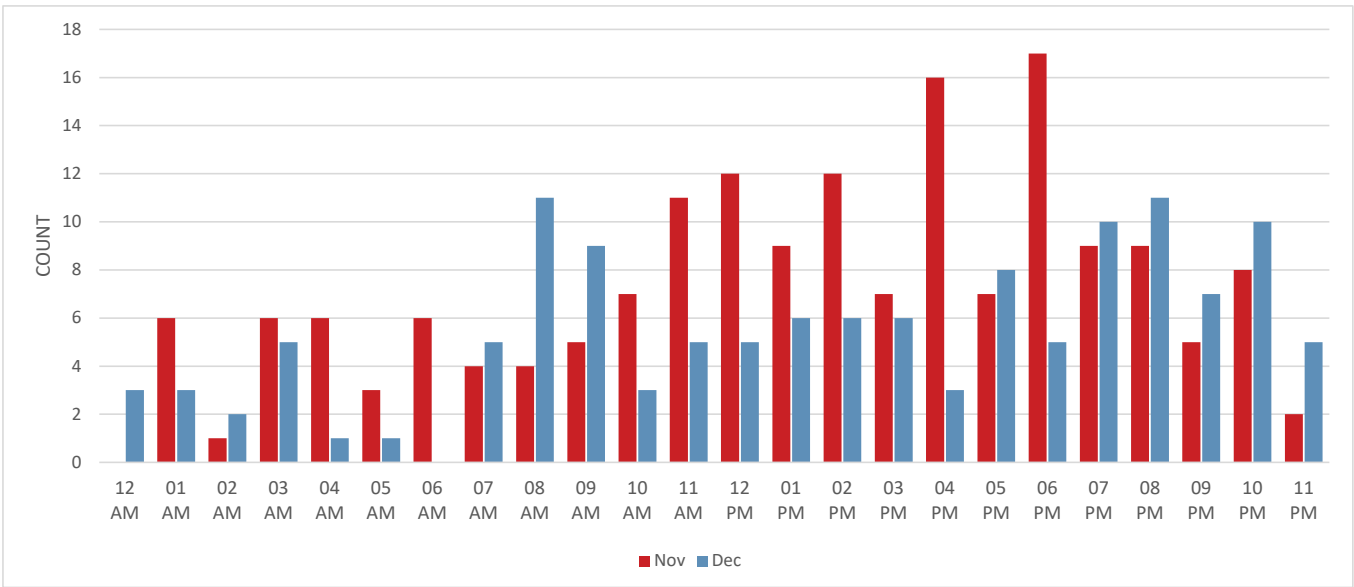
**Takeaway:** Overall, no significant pattern observed related to day of the week and count of incidents. No particular day stands out. No significant difference between weekends or weekdays.

	Nov	Dec	Total	Total %
Sun	26	8	34	11.3%
Mon	26	16	42	13.9%
Tue	34	13	47	15.6%
Wed	17	24	41	13.6%
Thu	30	28	58	19.2%
Fri	24	23	47	15.6%
Sat	15	18	33	10.9%
<b>Total</b>	<b>172</b>	<b>130</b>	<b>302</b>	<b>100%</b>



### C. Incident by Hour of Day

**Takeaway:** Overall, incidents are increasing throughout the day, peaking around early evening and then dropping to a low during the night




### D. Incident by Type

**Takeaway:** Overall The top 2 incident types ("Cover assignment, standby, moveup" and "EMS call, excluding vehicle accident with injury") make up 86.3% of all incidents

Basic Incident Type (FD1.21)	Nov	Dec	Total	Total %
Cover assignment, standby, moveup	77	43	120	39.7%
EMS call, excluding vehicle accident with injury	71	65	136	45.0%
Motor vehicle accident with injuries	5	4	9	3.0%
Dispatched and cancelled en route	4	3	7	2.3%
No incident found on arrival at dispatch address	3	1	4	1.3%
Rescue or EMS standby	1	0	1	0.3%
Smoke detector activation, no fire - unintentional	1	0	1	0.3%
Assist invalid	2	3	5	1.7%
Public service	2	2	4	1.3%
Forest, woods or wildland fire	0	1	1	0.3%
Dumpster or other outside trash receptacle fire	0	1	1	0.3%
Alarm system activation, no fire - unintentional	1	0	1	0.3%
Medical assist, assist EMS crew	1	0	1	0.3%
Motor vehicle accident with no injuries	1	1	2	0.7%
Public service assistance, other	1	1	2	0.7%
Ring or jewelry removal	1	0	1	0.3%
Smoke scare, odor of smoke	1	1	2	0.7%
blank	0	1	1	0.3%
Motor vehicle/pedestrian accident (MV Ped)	0	1	1	0.3%
Passenger vehicle fire	0	1	1	0.3%
Power line down	0	1	1	0.3%
Total	172	130	302	

Community & Economic Development Department Bi-Monthly Report January 5, 2022								
Planning & Zoning Services								
Approved			In Review			Under Construction		
Biomedical Industrial Park			Citrus Landing			Casa Bella- Construction Complete		
Green Carbon Solutions			RCC Construction			Tractor Supply Company		
Terra Lago (FKA Indiantown DRI)			River Oaks					
Seminole Junction								
Planning, Zoning, and Appeals Board Meeting TBD			Village Council Meeting January 13, 2022			Village Council Meeting January 27, 2022		
*Tentative agenda items for the month of January. All agenda items are subject to change.								
Regular Agenda Items			Public Hearing Item			First Reading Ordinance		
Property Rights Element CPA-22-005			ERP- Tyler Tech			Sidewalk Fund– ORD-22-012		
PZAB Quorum Ordinance LDR-22-010								
Home Occupations – Application No. LDR-22-006						Workshop Item		
PUD Ordinance – Application No. LDR-22-008						Special Events Ordinance– Application No. LDR-21-8122		
PLANNING & ZONING HIGHLIGHTS								
The PZAB meeting for January 6th will be rescheduled future date TBD.								
SPECIAL EVENTS								
SPECIAL EVENTS	EVENT NAME	Applicant	LOCATION	DATE RECEIVED	STATUS	Miscellaneous Notes	FEES	
1/15/2022	Dr. Martin Luther King Celebration	The Afro American Citizens of East Stuart, Inc. Nina Dooley	Booker Park	11/15/2021	Approved	n/a	Waived	
The Dr. Martin Luther King Jr. parade and celebration is scheduled for January 15th at Booker Park.								
Staff has coordinated with Bob's Barricades to secure services for the Dr. Martin Luther King Jr. parade and celebration.								
Business Services								
BUSINESS APPLICATIONS, CONSULTATIONS, AND OUTREACH								
Certificate of Use Applications		Zoning Verification Applications		Community/Joint/Business Development Board Meetings		Special Events Applications		
n/a		11		1		1		
Consultations		Building Services	Business Services In-Person		By Phone		Planning & Zoning In-Person	By Phone
		11	4		13		2	7



BUSINESS SERVICES HIGHLIGHTS					
3 - Certificate of Use (COU) renewal payments received. The Certificate of Use is required to be updated annually.					
2 - (COU) Certificates issued.					
3 - Certificate of Use (COU) renewals pending Martin County Business Tax Receipt (BTR) license renewal verification.					
Code Compliance Services					
CODE COMPLIANCE CASES					
<div><div></div><div><div>SPECIAL MAGISTRATE</div><div>HEARING DOCKET</div><div><div>Tuesday, January 18, 2022</div><div>10:00 AM</div><div>Village of Indiantown 15516 SW Osceola Street, Suite C Indiantown, Florida 34956</div></div></div><div><div>Special Needs: If anyone attending this hearing requires a reasonable accommodation, please contact Susan Owens, Village Clerk, by telephone at (772) 597-8268 or by email at <a href="mailto:sowens@indiantownfl.gov">sowens@indiantownfl.gov</a> at least 48 hours in advance.</div><div>Appeal of Decision: If a person decides to appeal any decision made by the Special Magistrate with respect to any matter considered at this hearing, he or she will need a record of the proceeding, and for that purpose, may need to ensure that a verbatim record of the proceeding is made, which record includes any testimony and evidence upon which the appeal will be based.</div></div></div>					
VIOLATION CASES					
TAB	CASE #	OWNER'S NAME	PROPERTY ADDRESS OR PIN	CODE INSPECTOR	VIOLATION(S)
1	22-001	MARGARITO GASPAR, & CARMELINA GONZALEZ	14881 SW SHAWNEE AVENUE	R. Perez	67.201.B. Trash, & 3-5.2. Animals and livestock
2	22-002	GRIFFIN GRACIE M ESTATE	14604 SW 169TH AVENUE	R. Perez	21.75.1. - Unsafe structure
3	22-003	JOHNSON ROOSEVELT ESTATE	15249 SW FOX STREET	R. Perez	91.32. Abandoned, salvage or junked property
4	22-004	FRANCISCO ALBERTO LOPEZ, & MARIA PEDRO	15194 SW YALAHA STREET	R. Perez	91.32. Abandoned, salvage or junked property
5	22-005	TUM DIEGO TOJIN, &WELASQUEZ ISAIAS TOJIN	15154 SW YALAHA STREET	R. Perez	91.32. Abandoned, salvage or junked property
6	22-006	JESUS MENDEZ, & DIANA G. MENDEZ	15143 SW YALAHA STREET	R. Perez	91.32. Abandoned, salvage or junked property
7	22-007	TOMAS TOMAS	15103 SW YALAHA STREET	R. Perez	91.32. Abandoned, salvage or junked property
8	22-008	ALBERT WALKER, & LAVERN WALKER	14777 SW 173RD AVENUE	R. Perez	67.201.A. Weeds, undergrowth
9	22-009	IRLANDE PHILIPPE, & ODETTE PHILIPPE	14718 SW 173RD AVENUE	R. Perez	67.201.A. Weeds, undergrowth
10	22-010	MELENDY TAYLOR JAMES	14735 SW 171ST AVENUE	R. Perez	67.201.A. Weeds, undergrowth

Building Services																											
BUILDING PERMITS																											
New Permit Applications Received 18	Certificate of Occupancy (CO) Issued for Residential 0	Certificate of Occupancy (CO) Issued for Non-Residential 0	Building Permit Application Trends December: 202120202019																								
Permits Issued 18	Inspections Completed 37		18	19	10																						
<div>DECEMBER 2021 PERMITS</div> <table><thead><tr><th>Category</th><th>Count</th></tr></thead><tbody><tr><td>BUILDING</td><td>9</td></tr><tr><td>MECHANICAL</td><td>3</td></tr><tr><td>TENT</td><td>4</td></tr><tr><td>ELECTRICAL</td><td>1</td></tr><tr><td>GAS</td><td>1</td></tr><tr><td>OTHER</td><td>0</td></tr></tbody></table>			Category	Count	BUILDING	9	MECHANICAL	3	TENT	4	ELECTRICAL	1	GAS	1	OTHER	0	<div>COMPARATIVE OF APPLICATIONS SUBMITTED DEC.:2019-2021</div> <table><thead><tr><th>Year</th><th>Count</th></tr></thead><tbody><tr><td>2019</td><td>10</td></tr><tr><td>2020</td><td>19</td></tr><tr><td>2021</td><td>18</td></tr></tbody></table>			Year	Count	2019	10	2020	19	2021	18
Category	Count																										
BUILDING	9																										
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OTHER	0																										
Year	Count																										
2019	10																										
2020	19																										
2021	18																										
BUILDING SERVICES HIGHLIGHTS																											
(3) Permits Issued for New Residential units in Sandy Oaks.																											
Notification Letters for expired permits have been mailed to property owners.																											



2021 BUILDING PERMIT REPORT

Prepared by: Permit Technician.  
Date: December 2021

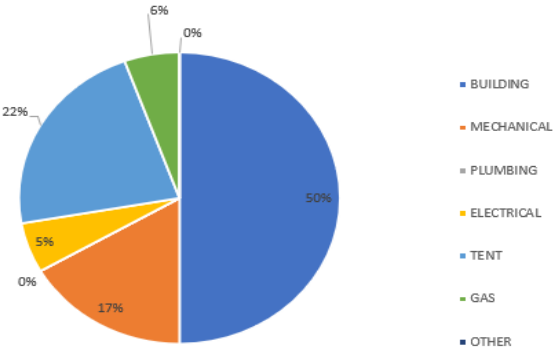
PERMIT NUMBER	FEE	CONSTRUCTION VALUE	ADDRESS	PARCEL NUMBER ID	DESCRIPTION	TYPE OF PERMIT	APPLIED	APPROVED	DATE OF LAST INSPECTION	COMPLETED DATE
<a href="#">290-2021</a>	\$416.85	\$11,000.00	15088 SW Manatee St.	05-40-39-004-020-00010-5	Re-Roof Shingle	B	12/1/2021	12/2/2021	12/21/2021	12/21/2021
<a href="#">291-2021</a>	\$144.59	\$0.00	15369 SW 153rd St	05-40-39-006-020-00020-1	Tent 20x30	T	12/2/2021	12/2/2021	12/9/2021	
<a href="#">292-2021</a>	\$139.59	\$6,400.00	14981 SW 172 Ave.	01-40-38-006-002-00080-7	A/C Change Out	M	12/3/2021	12/7/2021		
<a href="#">293-2021</a>	\$144.59		14604 SW 169 Ave	01-40-38-002-017-00210-2	Install new 150A meter main on exterior and a new 100A Panel in home	E	12/3/2021	12/7/2021	12/14/2021	
<a href="#">294-2021</a>	\$139.59	\$1,584.19	14692 SW Divot Dr.	31-39-39-001-004-00010-0	Connect into existing gas service line and extend to range location	G	12/6/2021	12/7/2021	12/21/2021	
<a href="#">295-2021</a>	\$139.59	\$0.00	15939 SW 150th St.	06-40-39-000-000-00011-8	Tents	T	12/6/2021	12/9/2021		
<a href="#">296-2021</a>	\$416.85	\$2,450.00	15157 SW Manatee Ave	05-40-39-004-019-00300-6	Roof Replacement to Metal Roof	B	12/9/2021	12/10/2021	12/28/2021	
<a href="#">297-2021</a>	\$277.90	\$8,462.00	16329 SW Indianwood Cir.	31-39-39-001-015-00310-0	Re-roof Shingle	B	12/10/2021	12/14/2021		
<a href="#">298-2021</a>	\$139.59	\$0.00	15212 SW Trail Cir.	05-40-39-002-004-00480-2	Tent 30x40	T	12/10/2021	12/21/2021		
<a href="#">299-2021</a>	\$139.59	\$1,000.00	16301 SW Indianwood Cir	31-39-39-001-015-00250-0	Add 12x22 wooden deck	B	12/14/2021	12/15/2021	12/28/2021	12/28/2021
<a href="#">300-2021</a>	\$421.85	\$7,500.00	14945 SW Lee Ave	05-40-39-003-011-00160-3	Reroof: Replace Shingles with Metal roof	B	12/14/2021	12/28/2021		
<a href="#">301-2021</a>	\$416.85	\$7,660.00	16263 SW Four Wood Way	31-39-39-001-011-00400-0	Re-Roof with Metal	B	12/15/2021	12/16/2021		
<a href="#">302-2021</a>	\$277.90	\$2,000.00	16256 SW Indianwood Cir	31-39-39-001-002-00360-0	Patio driveway	B	12/16/2021	12/20/2021		
<a href="#">303-2021</a>	\$416.85	\$9,000.00	14772 SW 175th Ct	01-40-38-001-003-00090-8	Re-Roof Shingle to Metal	B	12/16/2021	12/16/2021		
<a href="#">304-2021</a>	\$421.85	\$9,500.00	14607 SW Martin Ave	05-40-39-004-018-00190-1	Re-Roof with Metal	B	12/16/2021	12/16/2021		
<a href="#">305-2021</a>	\$139.59	\$0.00	14845 SW Seminole Dr.	05-40-39-004-017-00200-1	Tent 20x40	T	12/17/2021	12/21/2021		
<a href="#">306-2021</a>	\$139.59	\$4,500.00	Martin Basa & Minerva Galindo	05-40-39-004-020-00340-6	14513 SW Little Indian Ave	M	12/20/2021	12/21/2021		
<a href="#">307-2021</a>	\$139.59	\$8,100.00	Jentha Welch	01-40-38-002-002-00190-0	14836 SW 172nd Ave	M	12/29/2021	1/4/2022		
Grand Total	\$4,193.62	\$66,556.19								

Permits Application Submitted & Approved	
Building Permit (B) Total	9
Mechanical Permit (M) Total	3
Plumbing Permit (P) Total	0
Electrical Permit (E) Total	1
Tent Permit (T) Total	4
Gas Permit (G) Total	1
Other Permit (O) Total	0
Grand Total of Permits	18

Funds Received For Permits	
Village Building Permit Fee	\$4,193.62
Right of Way Use Permit - Surety Bond	
Grand Total	\$4,193.62

Construction Project Values For the Month	
Construction Value	\$66,556.19
Grand Total	\$66,556.19

DECEMBER 2021 PERMITS





# Village of Indiantown

December 27, 2021

The Honorable Chairperson and Board Members  
Martin County School Board  
1939 SE Federal Highway  
Stuart, FL 34994

**RE: Bus Seating Issue**

Dear Honorable School Board Members:

At our Village Council Meeting held on December 9, two residents expressed concerns about the school district's protocol for seating on buses. Apparently, there are three students assigned to a seat. One of our Council Members told the two residents that they should speak with the appropriate school board representatives directly to address their concerns.

I have also received several concerns from students and parents that have reached out to me prompting this letter. I wanted to make sure that I reached out to share the concerns of our constituents regarding the seating issue. Your attention in this matter is greatly appreciated.

Sincerely,

Guyton Stone  
Councilman

cc: Honorable Mayor and Members of the Village Council  
Dr. John Millay, Superintendent of Schools

## MEMORANDUM

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**To:** Howard W. Brown, Jr., ICMA-CM, Village of Indiantown  
**From:** Daniel Magro, P.E., Aclus Engineering, LLC  
**Project:** Village of Indiantown Grant Funding Assistance  
**Subject:** SRF Funding Update – **Wastewater Improvements Design Loan**  
**Date:** January 4, 2022  
**Project No.:** 372001

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The FDEP State Revolving Fund (SRF) allocates funding to projects during quarterly Hearings based on the number and type of applications received and available funding.

As we discussed during the December 9<sup>th</sup>, 2021 Council meeting, the next SRF hearing is on February 23<sup>rd</sup>, 2022, which is the date the Village was planning to apply for a \$1,087,000 design loan with principal forgiveness (grant). The funding is needed to design the projects included in the Wastewater Improvements Facilities Plan.

Yesterday we were notified by the SRF that the amount of available funding for this next Hearing is very limited and most likely the Village would obtain a loan without any principal forgiveness. The following SRF Hearing is in May 2022, and it is not expected to have any available funding. However, the August 2022 SRF Hearing is expected to have sufficient funding for the Village to obtain a design loan with principal forgiveness.

Due to elevated costs of the proposed wastewater projects and the Village's available wastewater system revenue to fund these projects, we recommend the Village postpone the design loan application to the August 2022 SRF Hearing to maximize the amount of principal forgiveness obtained.

We are available to discuss this in further detail if needed. Please confirm if our recommendation is acceptable to the Village at your earliest opportunity. The deadline to apply for the February 2022 Hearing is next Monday January 10<sup>th</sup>, 2022.

Thank you and feel free to call us at your convenience.

Copy: William F. Archebelle, Public Works Director, Village of Indiantown (via e-mail)



## Village of Indiantown Grant and Contract Tracking List

	Funder and Name of Grant	Purpose of Grant	Grant/Contract	Amount of Grant	Status	Comments
1	DEO - CDBG-2019	Uptown- Seminole	Grant	\$700,000	Open	01/4/22 - Submitted 4th quarter report to DEO
2	DEO - CDBG-CV	Pedestrian Master Plan	Grant	\$342,390	Applied	11/2/21 - Grant application submitted to DEO on 11/1/21.
3	DEO CDBG-MIT	Civic Center	Grant	\$350,000	Open	11/30/21 - Contacted PGAL architect group to work on a budget for the shelter. Working on new budget to submit to DEO.
4	Enterprise Florida - Site Preparedness Program	Reimbursement for construction of Village Hall	Grant	\$25,000	Closed	9/9/21 - payment received and posted. Closed
5	FDOT - HB 5001/SB2500 Appropriation Grant	Improvement for Booker Park along MLK Blvd and	Grant	\$2,000,000	Open	12/15/21 - Conference call w/FDOT. Bill Archabelle will be putting contractor services out for bid in January.
6	DEO - CPTA- Stormwater Master Plan	Stormwater Master Plan-2	Grant	\$50,000	Closed	9/9/21 - reimbursement received and posted. Closed
7	FDOT Public Transit Service Development	Saturday Bus Transportation	Grant	\$100,000	Open	9/14/21 - Finance sent copies of canceled payment checks to Bill for backup docs for reimbursement.
8	Enterprise Florida - CPTA- Consulting Services	Reimbursement for consultant fee for Strategic Planning	Grant	\$3,762	Closed	9/9/21 - payment received and posted. Closed
9	DEO CPTA-Mobility Plan	Reimbursement for Mobility Plan and Mobility Fee Project	Grant	\$50,000	Open	01/06/22 - Submitted Deliverable 1 and Invoice to DEO for reimbursement of \$6,500
10	T-Mobile Hometown Grant-playground resurfacing	Resurface the playground for 3 parks (Booker, Big Mound and Post)	Grant	\$50,000	Applied	Working with Albie to write a proposal to resurface the playground for 3 parks (Booker, Big Mound, and Post).
11	DEO - Competitive Partnership Grant #P0333	Economic Development Strategy/ Growth management implementation	Grant	\$25,000	Closed	This grant was from 7/1/18 to 6/30/19
12	DEO - Rural Infrastructure Extension Project	Citrus Blvd Corridor extension of water and sewer near Martin County Fairgrounds	Grant	\$150,000	Not Awarded	This grant was not awarded by the DEO. Need more solid job estimates from people along the corridor.
13	FDEM - Florida Recreation Development Assistance Program	Enhancement to Booker and Big Mound Park	Grant	\$200,000	Not Awarded	10/6/21- Did not receive grant

**Footnote:**

DEO - Department of Economic Opportunity  
 FDEM - Florida Department of Emergency Management  
 FDOT - Florida Department of Transportation  
 1- Loan - not included in total

**Applied:** Applied or applying  
**Open:** Awarded  
**Closed:** Awarded and completed  
**Not Awarded**

Prepared By: Tracy Bryant  
 Date:1/6/2022





## Village of Indiantown Grant and Contract Tracking List

14	<b>FMIT - Safety 50/50 Grant</b>	AED safety equipment	Grant	\$2,000	Open	<b>12/3/21</b> - Received check in the amount of \$2,000. grant approved for \$2,000 -application submitted for \$2,168.
15	<b>DEO - Uptown Area Road and Stormwater Improvements</b>	Focus on improving stormwater management in the Uptown area	Grant	\$13,564,623	Applied	<b>10/6/21</b> - Grant application submitted to DEO
16	<b>DEO - Wastewater Collections Improvements</b>	Various projects	Grant	\$9,865,039	Applied	<b>10/6/21</b> - Grant application submitted to DEO.
17	<b>FMIT - Safety Grant</b>	Emergency Satellite Phones	Grant	\$2,342	Applied	<b>12/15/21</b> - Applied for reimbursement grant for \$2,342 for safety satellite phones purchased.
18	<b>FDEP - Sand and Grit Removal</b>	Multi Tank & Lift Station Sand and Grit removal	Grant	\$59,776	Applied	<b>01/05/22</b> - Received email from FDEP that we will be receiving a draft agreement within a week.
19	<b>American Rescue Act</b>	Various projects	Grant	\$3,593,124	Open	1/5/22 - several projects are underway using these funds.
20	Captec Engineering <sup>1</sup>	Water Utility Master Plan	Loan	\$145,000	Open	Captec Engineering to provide professional engineering services for the Water Utility Master Plan
21	Kimley-Horn and Associates <sup>1</sup>	Water Treatment Plan	Loan	\$93,577	Open	Kimley-Horn to provide professional Water Treatment Plan
22	Holtz Consulting Engineers <sup>1</sup>	Wastewater Treatment Facility	Loan	\$83,975	Open	Holtz Consulting to work on a preliminary design evaluation for wastewater treatment facility
23	Captec Engineering <sup>1</sup>	Wastewater Utility Master Plan	Loan	\$160,700	Open	6/25/21 - New proposal not yet approved by Council. Captec Engineering to provide professional engineering services for the Water Utility Master Plan
24	Kimley-Horn and Associates <sup>1</sup>	Railroad Avenue Water Main	Loan	\$171,400	Applied	6/25/21 - New proposal not yet approved by Council. Engineering for replacement of water main along Railroad
25	Kimley-Horn and Associates <sup>1</sup>	SW 151st Street Water Main	Loan	\$59,800	Applied	6/25/21 - New proposal not yet approved by Council. Engineering for replacement of water main along SW 151st Street

### Grants Total:

**Applied: \$31,133,056**

**Awarded: \$6,898,886**

### Footnote:

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Prepared By: Tracy Bryant

Date: 1/6/2022