



REPORT ON OPERATIONS AND MAINTENANCE ACTIVITIES ON MUNICIPAL COLLECTION SYSTEMS

Section 1 – Collection System Maintenance

Municipality: _____

Reporting Period: _____ to _____

Licensed Operator of Record: _____

Total Feet of Sewer Line Operated and Maintained: _____ ft.

Date: _____

1. Sewer Line Cleaning: _____

| Date | Location | Length (feet) | Debris removed (tons) |
|--------|----------|---------------|-----------------------|
| 1. | | | |
| Notes: | | | |
| 2. | | | |
| Notes: | | | |
| 3. | | | |
| Notes: | | | |

2. Manhole and Sewer Line Inspection: _____

| Date | Location | Length (ft) | CCTV(√) |
|--------|----------|-------------|---------|
| 1. | | | |
| Notes: | | | |
| 2. | | | |
| Notes: | | | |
| 3. | | | |
| Notes: | | | |

3. Other Collection system preventive maintenance
(ex: manhole repair, sewer spot repair, easement clearing, etc.):

| Date | Location | Remedial Action and Cost (\$) |
|--------|----------|-------------------------------|
| 1. | | |
| Notes: | | |
| | | |
| 2. | | |
| Notes: | | |
| | | |

4. Blockages:

Main Blockages

| Date | Location | Cause and Remedial Action |
|------|----------|---------------------------|
| | | |
| | | |
| | | |
| | | |
| | | |

Lateral Blockages

| Date | Location | Cause and Remedial Action |
|------|----------|---------------------------|
| | | |
| | | |
| | | |
| | | |
| | | |

5. Sanitary Sewer Overflows (SSO's): Attach copy of report sent to NJDEP

| Date | Location | SSO Amount (gals) |
|------|----------|-------------------|
| | | |
| | | |
| | | |
| | | |
| | | |

6. Odor Complaints:

| Date | Location | Cause and Remedial Action |
|------|----------|---------------------------|
| | | |
| | | |
| | | |

7. New Connection and/or change in use of building:

| Address | Block & Lot | Use | GPD | Date Connected |
|---------|-------------|-----|-----|----------------|
| | | | | |
| | | | | |
| | | | | |

Section 2 - Pump Station Maintenance

1. List any Non-Preventable Maintenance Activities (Unscheduled alarms, Emergencies):

| Pump Station | Problem & Repair/ Maintenance/ Corrective Action Made |
|--------------|---|
| | |
| | |
| | |

2. List any Major Equipment (Pumps, Motors, etc.) out-of-service during the month:

| Pump Station | Equipment Name | Out Of Service Date | Back In Service Date |
|--------------|----------------|---------------------|----------------------|
| | | | |
| | | | |
| | | | |

Section 3 – Extraneous Flow (I/I) Investigation

Dry weather investigation

| Date | Location of Monitoring Manhole | Length of Tributary sewers (inch-miles) | Total Flow (gpd) | Extraneous Flow (gpd) |
|--------|--------------------------------|---|------------------|-----------------------|
| 1. | | | | |
| Notes: | | | | |
| 2. | | | | |
| Notes: | | | | |
| 3. | | | | |
| Notes: | | | | |

Wet weather investigation

| Date | Location of Monitoring Manhole | Length of Tributary sewers (inch-miles) | Total Flow (gpd) | Extraneous Flow (gpd) |
|--------|--------------------------------|---|------------------|-----------------------|
| | | | | |
| Notes: | | | | |
| | | | | |
| Notes: | | | | |
| | | | | |
| Notes: | | | | |

