

Catch Basin Inspection and Cleanout Policy

The Clinton County Drain Commissioner's Office understands that maintenance of its infrastructure is important to reduce risks of flooding and for the improvement of water quality. This policy is intended to document policies and procedures related to cleaning of catch basins within its jurisdiction.

Currently the office does not have unique identifiers for the individual manhole and catch basin structures on county drains. As the office moves towards a more robust asset management system in 2015, an identification system will be developed to track inspection and maintenance activities at a per structure level.

Each catch basin will be prioritized for inspection based on the site conditions specific to its catchment area. One of three priority levels will be assigned to each basin depending on the site characteristics of its catchment area.

Priority Level	Characteristics of catchment area	Inspection Frequency	Threshold for Cleanout
1	Industrial or active construction	Twice annually	Sump > 50% full of solids or visual presence of contaminants
2	Parking lots and streets	Annually	Sump > 50% full of solids or visual presence of contaminants
3	Well vegetated	Bi-annually	Sump > 50% full of solids or visual presence of contaminants

At minimum, catch basins will be inspected in accordance with the table above. Inspections and cleanouts may be scheduled more frequently if site conditions warrant. Citizen complaints will be cause to make an inspection within one working day.

Catch basin cleaning will involve the removal of accumulated sediment and debris from the sumps. All cleanout work will be done by a qualified contractor. Solids will be removed within 60 days of inspection. Immediate cleanout will be scheduled if other contaminants are visually present.

This Policy will be evaluated annually and revised as necessary.