

STANDARD OPERATING PROCEDURE

SUBJECT: Township Hall and Police Station Pollution Runoff Control

Date: June 25, 2019

1. REFERENCES:

- a. NPDES MS4 PERMIT for Grand Blanc Township
- b. Storm Water Management Program Plan (SWMP)

Genesee County's Stormwater and Flood Control Design Standard Requirements

2. PURPOSE: To deter pollution runoff from the Township Hall and Police Station parking lot and grounds to the two storm water outlets.

3. APPLICABILITY: This policy applies to vehicle maintenance, salt storage, and any new development that occurs on Township Hall or Police Station premises that would surface flow to one of the Township's two storm water outlets.

4. POLICY: The Township Hall and Police Station parking lot and grounds shall remain free of pollutants that can runoff into waters of the state. The following guidelines will be followed:

- a. All salt shall be stored in the salt barn.
- b. All salt trucks shall be stored inside.
- c. Any salt spilled on the Township parking lots shall be swept back into the salt barn after loading truck(s).
- d. Do not use oils, soaps, detergents, cleansers, degreasers, or solvents outside of the maintenance garage unless specifically authorized in writing.
- e. Disposal of excess materials or wastes such as oils, fuels, radiator flushing, solvents, and paint is prohibited.
- f. Vehicle or equipment maintenance outside of maintenance area is strictly prohibited.
- g. The Township shall sweep the entire parking lot facilities on an annual basis. They will contract the sweeping with a local parking lot maintenance company that uses large trucks with mechanical brooms and vacuums. The contracting company follows the street sweeper manufacturer's operating instructions for use of the equipment.
- h. Notify the DPW Director immediately of any discharges, leaks, blockage of drains.

5. DISCUSSION:

a. Washing and cleaning is an essential element of vehicle and equipment maintenance. However, wastewater from vehicle and equipment washing is typically contaminated with sediment (sand and mud) and petroleum (oil and fuel). Sediment and petroleum can pollute local waterways as well as interfere with the performance of Grand Blanc Township's wastewater collection and treatment systems.

6. RESPONSIBILITIES:

- a. The DPW will oversee the MS4 policy as outlined above.
- b. The DPW will inspect the two storm water outlets every six months to ensure there has been no pollutants exiting the outlets.

7. EFFECTIVE DATE: This policy is effective on the above-mentioned date of this memorandum.