

## **Pollution Prevention/Good Housekeeping for Municipal Operations- MCM #6**

Part II.C.7.f.

### **Responsible Person(s):**

Identify the responsible person(s) for implementing this MCM. There may be more than one person or different departments responsible for various projects. If so, discuss.

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20.b. Title: Stormwater Specialist  
20.c. Department: Environmental Health and Safety  
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20.a. Name: Gayle Fratto  
20.b. Title: Assistant Director  
20.c. Department: Environmental Health and Safety  
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20.g. Is another entity sharing responsibility for this MCM? If so, who?  
No, Environmental Health and Safety will oversee the implementation of the Pollution Prevention/Good Housekeeping Program. Other WVU departments that may play a role in implementation include, but are not limited to Dining Services, Athletics, Roads and Grounds, Facilities Management, Transportation Services, and Parking Management.

### **Control Objectives and BMPs**

20.h. State your overall objective for this MCM.  
To create and implement a program focused on proper facilities management and adequate employee training for WVU facilities to prevent or reduce polluted runoff.

20.i. State and describe your BMPs. Indicate if any BMPs are part of your existing program. Table 6.1 describes the actions WVU will carry out to implement its Pollution Prevention/Good Housekeeping Program. Successful implementation of these BMPs will prevent or reduce polluted runoff from WVU facilities where operations and stored materials could potentially discharge pollutants to the MS4.

Table 6.1. Pollution Prevention/Good Housekeeping BMPs.

ID #	BMP (section references point to §Part II.C.7.f of the General Permit)	Measurable Goals and Milestones	Months After SWMP Approval
6-1	<p><b>Operation and Maintenance of WVU Facilities.</b> Review and update ongoing written programs to prevent or reduce the discharge of pollutants from industrial facilities. (BMP 3-3 and BMP 3-5)</p>	<p>Update SWPPP for the facilities listed in Table 6.2 that have the potential to discharge contaminated runoff.</p> <p>Update Standard Operating Procedures (SOP) for WVU activities where there is strong potential to contaminate runoff.</p> <p><i>Milestone - Prioritize WVU facilities that have potential to contaminate runoff (§Part II.C.7.f.18 of the General Permit) Table 6.2.</i></p> <p><i>Milestone – Identify pollutants of concern.</i></p>	<p>12</p> <p>9</p> <p>3</p> <p>6</p>
6-2	<p><b>Inspections.</b> Continue implementing an inspection schedule for all facilities and activities.</p>	<p>Inspect each facility and activity annually</p> <p>Milestone - Maintain and post annual inspection on website.</p> <p><i>Milestone – Review and update inspection procedures or checklists.</i></p>	<p>Annually</p> <p>Annually</p> <p>9</p>
6-3	<p><b>Staff Training.</b> Review and update an ongoing training program for WVU staff and other employees whose functions may impact stormwater quality.</p>	<p>Provide refresher training.</p> <p><i>Milestone – Obtain and compile training materials to use for training staff about the Pollution Prevention/Good Housekeeping Program.</i></p> <p><i>Milestone - Identify the staff and their roles for participating in the Pollution Prevention/Good Housekeeping Program.</i></p> <p>Update a schedule for providing initial and refresher training.</p>	<p>Annually</p> <p>3</p> <p>4</p> <p>6</p>
6-4	<p><b>Sweeping.</b> Sweep streets and parking lots to reduce pollutants flowing into the MS4 (BMP 5-4).</p>	<p>Review and update street sweeping plan.</p> <p><i>Milestone – Update the street and parking lot sweeping plan for WVU-owned parking lots and streets.</i></p>	<p>Annually</p> <p>9</p>

## MCM Components

Part II.C.7.f.14

20.j. List the municipal facilities and their locations owned by your MS4.

Table 6.2 lists the facilities that have a relative potential to discharge contaminated runoff. These locations are also presented in the map in Appendix A. BMP 6-1 describes the measurable goals WVU will pursue to develop effective SWPPP.

Table 6.2. Facilities that utilize materials that could discharge pollutants to the MS4.

Facility and Contact	Location (Map ID)	SIC Code	Materials and Activities
<p>Animal Science Farm</p> <p>John Yost, Farm Manager 1164 Agricultural Sciences Building PO Box 6108 Morgantown, WV 26506-6108 (304) 293-4421</p>	<p>Animal Science Farm Rd (1)</p> <p>Outlet # 002 Latitude: 39° 39' 44" Longitude: -79° 55' 57" River Mile: Unknown</p>	<p>0212 0213 0214 0241</p>	<p>Fueling station Herbicide/ pesticide fertilizer storage Manure management Maintenance garage</p>
<p>Campus Support Services</p> <p>Byron Smith, Assistant Director Facilities Management, Grounds and Labor PO Box 6570 Morgantown, WV 26505 (304) 293-6022</p>	<p>Puskar Blvd (2)</p> <p>Outlet # 003 Latitude: 39° 39' 27" Longitude: -79° 57' 27" River Mile: Unknown</p>	<p>0782 5169 5172 7539</p>	<p>Salt storage Maintenance garage Landscaping equipment  Fleet parking Landscaping materials  Fueling station Solid waste Landscaping waste storage</p>
<p>Facilities Management</p> <p>TBD, Assistant Vice President Facilities Management PO Box Morgantown, WV 26501 (304) 293-2330</p>	<p>Evansdale Dr (3)</p> <p>Outlet # 004 Latitude: 39° 39' 02" Longitude: -79° 58' 01" River Mile: Unknown</p>	<p>5172</p>	<p>Fueling station Vehicle storage</p>
<p>Transportation Services</p> <p>Keith Pyles Jr., Supervisor Transportation Services PO Box 6561 Morgantown, WV 26505 (304) 293-5627</p>	<p>Mileground Rd (4)</p> <p>Outlet # 006 Latitude: 39° 38' 21" Longitude: -79° 56' 05" River Mile: Unknown</p>	<p>5172 7539 7542</p>	<p>Fueling station Car Wash NPDES permit  Maintenance garage Fleet parking</p>

<p>Zone Shop</p> <p>Byron Smith, Assistant Director Facilities Management, Grounds and Labor PO Box 6570 Morgantown, WV 26505 (304) 293-6022</p>	<p>652 N High St (5)</p> <p>Outlet # 005 * Latitude: 39° 37' 60" Longitude: -79° 57' 06" River Mile: Unknown</p>		<p>All materials and equipment have been moved to the Downtown Facilities Support building.</p>
<p>Downtown Facilities Support</p> <p>Byron Smith, Assistant Director Facilities Management, Grounds and Labor PO Box 6570 Morgantown, WV 26505 (304) 293-6022</p>	<p>1424 University Ave (6)</p> <p>Outlet # *** Latitude: 39° 37' 55" Longitude: -79° 57' 22" River Mile: Unknown</p>		<p>All materials and equipment are stored indoors under a storm resistant shelter.</p> <p>Part II.C.7.f.18</p>
<p>PRT – Engineering Maintenance</p> <p>Arlie Forman, Associate Director PRT Personal Rapid Transit Morgantown, WV 26505 (304) 293-5011</p>	<p>Evansdale Drive (7)</p> <p>Outlet # 007 ** Latitude: 39° 38' 51" Longitude: -79° 58' 22" River Mile: Unknown</p>		<p>All materials and equipment are stored indoors under a storm resistant shelter.</p> <p>Part II.C.7.f.18</p>
<p>PRT – Main Maintenance</p> <p>Arlie Forman, Associate Director PRT Personal Rapid Transit Morgantown, WV 26505 (304) 293-5011</p>	<p>99 8<sup>th</sup> Street (8)</p> <p>Outlet # 008 Latitude: 39° 38' 32" Longitude: -79° 57' 51" River Mile: Unknown</p>		<p>Maintenance garage Fleet parking</p>
<p>WVU Tech</p> <p>Dale Heinze, Assistant Director Physical Plant Montgomery, WV 25136 (304) 826-0797</p>	<p>405 Fayette Pike (9)</p> <p>Outlet # Unknown Latitude: Unknown Longitude: Unknown River Mile: Unknown</p>	<p>5172 0782</p>	<p>Landscaping equipment Fleet parking Landscaping materials Fueling station</p>
<p>WVU Beckley</p> <p>Rob Moyer, Director President’s Office Beckley Beckley, WV 25801 (304) 929-0325</p>	<p>S. Kanawha St. (10)</p> <p>Outlet # Unknown Latitude: Unknown Longitude: Unknown River Mile: Unknown</p>	<p>5172 0782</p>	<p>Landscaping equipment Fleet parking Landscaping materials Fueling station</p>

Tip: List municipally owned or operated facilities that would reasonably be expected to discharge contaminated runoff and are not covered under a NPDES permit. For example; vehicle maintenance garages, vehicle fueling centers, waste transfer operations, golf courses, recreation areas with fertilizer or herbicide storage, salt or other materials storage, municipal construction activities, waste water treatment plant, potable drinking water treatment plant or open landfills.

\* The Zone Shop listed above and in the previous SWMP no longer exists as a facility. All materials and equipment that were previously stored at this location in a storm resistant shelter have been relocated to the Downtown Facilities Support building. This facility and Outlet need removed from the SWMP for sampling under the municipality requirements and submittal of DMRs.

\*\* The scope of activities has changed at the PRT engineering maintenance facility. The existing facility was removed and a new building constructed in the previous area. All previous activities at this facility will now be conducted indoors under a storm resistant shelter and a no exposure for the facility will be filed.

\*\*\* All materials and equipment previously stored at the Zone Shop Outlet # 005 have been relocated to the Downtown Facilities Support (DFS) building. All materials and equipment with the potential to containment runoff are stored indoors under a storm resistant shelter. The existing Outlet # 005 must be moved to the new location of the (DFS) and a no exposure for the facility will be filed.

#### Part II.C.7.f

20.k. Briefly describe your operation and maintenance program for each municipal facility.

All Operation and Maintenance (O&M) procedures are covered in the SWPPP.

#### Part II.C.7.f.2

20.l. Does each site have a pollution prevention plan? Is there a spill response plan included in the pollution prevention plan? If not, provide a time frame for developing pollution prevention plans at all MS4 owned municipal facilities, including mid-point and full completion dates.

Yes, WVU reviews and updates the SWPPP for each facility annually or as needed. WVU also incorporates the SPCC plan where applicable for spill response.

#### Part II.C.7.f.7

20.m. Have you identified all the lands owned or operated by your MS4? (Such as parks, road right-of-ways, maintenance yards, and water/sewer/stormwater infrastructure.)

Yes, all property owned by WVU in the Morgantown area is included in SRA Map. WVU will update this map (BMP 3-1) as required.

#### Part II.C.7.f.

20.n. Describe your overall pollution control approach policy and procedures for these lands.

All other activities on campus not covered under a SWPPP, have Standard Operating Procedures (SOPs) to manage materials that could result in polluted runoff into the MS4. Examples of these pollution control procedures include controlled storage areas for herbicides and fertilizer, containment pads around fuel tanks, fuel tanks, trash dumpsters, etc. with drainage areas that flow to the sanitary sewer, and accessible clean up kits for spills.

The Pollution Prevention/Good Housekeeping Program will include implementation of the BMPs listed in Table 6.1.

Tip: Your policy and procedures plan should address fertilizers, pesticides, and herbicides; sediment and erosion control; landscape maintenance and vegetation disposal; trash management; cleaning and maintenance of building exteriors;

chemical and material storage; street sweeping & cleaning of inlets/catch basins.

Part II.C.7.f.8 and Part II.C.7.f.10

20.o. Describe your training program including your target employees, and how often training occurs.

WVU has a variety of tools to provide in-depth training to employees about tasks specifically related to their job function. These tools include online training modules, toolbox safety meetings, and classroom sessions. WVU will develop and implement this training as detailed in (BMP 6-3).

20.p. For any industrial facilities owned or operated by your MS4, list each facilities registration number under the WV NPDES General Permit for Storm Water Discharges Associated with Industrial Activities or the individual WV NPDES permit number. If your industrial facilities are not covered under another NPDES permit, you must will prompted to provide additional information below. WVU maintains a Car Wash General Permit registration # WVG990105, under NPDES permit WV0078743 associated with activities at the Transportation Services facility listed in Table 6.2 above.

### **Schedule**

Part II.C.7.f

20.q. Describe how and when you will implement each component of your program for this minimum control measure. Include mid-point and full implementation dates.

See Table 6.1.

Part II.C.7.f

20.r. Describe the inspection schedule for ensuring municipal facilities are in compliance with pollution prevention plans.

See BMP 6-2.

### **Measurable Goals**

Part II.C.7.f

20.s. List and fully describe your measurable goals for this MCM.

See Table 6.1.

### **Tracking**

Part II.C.7.f.5 and Part II.C.7.f.6

20.t. Describe your plan for record keeping and tracking of facilities, employee training, pollution prevention plans, and inspections for this MCM.

See SRA §15.p and BMPs listed in Table 6.1

### **Evaluation**

Part II.B.7

20.u. Explain how you plan to gauge the effectiveness of your good housekeeping/ municipal operations program efforts?

WVU will compare site inspections and samples results to previous years, along with any requirements for TMDLs receiving streams to which the facilities discharge.

**Industrial Stormwater Coverage for Municipal Operations**

If your facility/s discharges stormwater from any industrial operation that is not covered under another NPDES permit, you must now obtain coverage for those discharges.

20.v. For each facility, provide the name and contact information of the operator if applicable.  
See Table 6.2.

20.w. For each outlet, list the latitude and longitude to the nearest second and the River Mile Point (if known).  
See Table 6.2.

20.x. List the Standard Industrial Classification (SIC) Code designated for your facility/s.  
See Table 6.2.

20.y. List the nature of activity at the industrial facility.  
See Table 6.2.

20.z. Is there a wet pond at your facility that collects runoff from areas on which industrial activities occur?  
If so, how many acres drain into it?  
No.

20.aa. Is there a dry pond at your facility that collects runoff from areas on which industrial activities occur?  
If so, how many acres drain into it?  
No.

20.bb. Do any of your storm water outlets discharge through an oil water separator? If yes, provide the outlet numbers.  
No.