PURPOSE: The storm sewer system is designed to convey rainwater and snowmelt runoff. Any material entering the storm sewer other than stormwater (or flows authorized in Part I.A.2 of the permit) is considered an illicit discharge and is prohibited from entering the system. Whenever pollutants are detected in the stormwater system that threaten to cause the degradation of downstream beneficial uses of the waters, the University of Minnesota Duluth is responsible for identifying the source and removing the material from the system. This procedure is intended for use during immediate clean-up and removal of spilled material before it enters or leaves the storm sewer system.

Note: If material type is potentially hazardous, the City of Duluth Fire Department’s Haz Mat team should be contacted immediately by dialing 911

RESPONSIBLE PARTY: The Environmental Health specialist or his/her designee is responsible for insuring compliance with the procedure and validating that appropriate records and documentation are in place.

PROCEDURE:

Primary Ways of Reporting a Spill:
  a. UMD Environmental Health and Safety – Front Desk 218-726-7139 / ehso@d.umn.edu
  b. Facilities Management – Front Desk 218-726-8262 / facmgmt@d.umn.edu
  c. Erik Larson–UMD Storm Water Contact (UMDSWC) 218-726-6915/elarson@d.umn.edu

Alternate Ways of Reporting (response may not be as quick):
  b. UMD Sustainability – Twitter @UMDSustain / Facebook umdsustainability
  c. Duluth Area Storm Water Hotline – 218-730-4063

Note: If location and type of material are known, a clean-up crew should be dispatched immediately.

Receipt of Report: The person receiving the notification will ask for the person’s name and contact information as well as the location and description of the issue. The UMD Storm Water Hotline requests similar information and emails it directly to the UMDSWC.

Timing: Reports received shall be forwarded to the Environmental Health specialist and/or the UMDSWC as soon as possible, preferably immediately. The Environmental Health specialist and/or the UMDSWC shall review the reported information as soon as possible, preferably immediately.

Review: The Environmental Health specialist and/or the UMDSWC shall review the information to see if the project is within the MS4’s jurisdiction.
  • For spills within the UMD MS4 jurisdiction the Environmental Health specialist and/or UMDSWC will inspect
  • For spills outside the UMD MS4 jurisdiction the Environmental Health specialist and/or UMDSWC will forward the information to the appropriate jurisdiction.
Inspection: As quickly as possible, the following information will be gathered.
  a. Individual making the report and contact information
  b. Location of suspicious material or odor
  c. Time and date of observation
  d. Description of material
  e. If the investigator deems it necessary, water samples should be taken and tested

Cleanup:
  a. Inlet protection should be placed on downstream storm sewer inlets immediately if necessary
  b. Spill kits are located in Blue bins at RBMF, Chemistry Room 103, and near fuel oil fill locations (need a 31 Key)
  c. If University crews/staff are not available a contractor should be called
  d. All efforts should be made to recover the material before it enters the storm sewer. Dry clean-up or vacuuming methods are preferred.
  e. Notify the Minnesota State Duty Officer (if applicable) 1-800-422-0798

Release into Storm Sewer System:
  a. If the material has entered the storm sewer, notify the City of Duluth Public Works Director (730-4130)
  b. Utilize University storm sewer maps to locate the outfall of the storm sewer and place the appropriate absorbent BMPs at the outlet

Follow Up: The Environmental Health specialist and/or the UMDSWC or designee should attempt to determine who was responsible for the spill. DEHS and the UMDSWC will continue to monitor cleanup work orders until they are closed.

Documentation: All spill incidents should be documented by DEHS on the DEHS Spill Report and tracked actively until the problem is resolved. An annual summary report will be done to track results. A copy of the spill report and the annual Summary shall be filed in the 3b-1 Regulatory Control Program folder.

All Incidents will be handled in accordance with the University of Minnesota Duluth Contingency Plan

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