SPILL PREVENTION, CONTROL, AND COUNTERMEASURE PLAN

Prepared for:

Delta County Airport
3300 Airport Road
Escanaba, Michigan 49829

Prepared by:

URS Corporation
Grand Rapids, Michigan 49546

Project No. 12940922

March 2009

SPCC PLAN CONTENTS

LIST OF APPENDICES

LIST OF FIGURES

LIST OF TABLES

LIST OF ACRONYMS

AST	Aboveground Storage Tank
CFR	Code of Federal Regulations
EPA	United States Environmental Protection Agency
FAA	Federal Aviation Administration
LEPC	Local Emergency Planning Committee
NRC	National Response Center
SPCC	Spill Prevention, Control, and Countermeasure
SRE	Snow Removal Equipment
STI	Steel Tank Institute
UST	Underground Storage Tank

ENGINEER'S CERTIFICATION

I hereby certify that I am familiar with the requirements of 40 CFR 112 and that I or my agent have visited and examined the facility. This Plan has been prepared in accordance with good engineering practice, including consideration of applicable industry standards, and in accordance with the requirements of 40 CFR 112. Procedures for required inspections and testing have been included in this Plan. This Plan is adequate for the facility.

Diane D. McCarty
Printed Name of Registered Professional Engineer

Signature of Registered Professional Engineer

Date _____ Registration No. 6201049598 State Michigan

MANAGEMENT ENDORSEMENT

This Spill Prevention, Control, and Countermeasure Plan for the Delta County Airport has my full endorsement and I am at a level of authority to commit the necessary resources to implement this Plan as herein described.

Thomas C. Elegeert Date
Chairman of Delta County Board of Commissioners
Delta County
310 Ludington Street
Escanaba, Michigan 49829

40 CFR 112 CROSS-REFERENCE TABLE

Final SPCC Rule	Description of Section	Location in Plan (Section)
§ 112.3(d)	Professional Engineer certification.	Engineer's Certification, pg. iii
§ 112.3(e)	Facility maintains copy of plan.	1.0
§ 112.4(a)	Submittal requirements to the regional administrator.	4.1
§ 112.5(a)	Updating requirements.	4.1
§ 112.5(b)	Less than five year-old plan.	4.1
§ 112.7	Cross-reference table to the parts of the regulation.	Cross-Reference Table, pg. iv
§ 112.7	Facility management signature.	Management Endorsement, pg. iii
§ 112.7(a)(1,2)	Conformance with the regulations, details on equivalent environmental protection.	4.2
§ 112.7(a)(3)	Plot plan showing the location and contents of each container, exempted underground storage tank, piping, and transfer station.	Figure 2-2
§ 112.7(b)	Discharge from equipment failure.	5.6
§ 112.7(c)	Secondary containment.	5.4
§ 112.7(d)	Contingency planning.	NA
§ 112.7(e)	Inspections, tests, and records.	5.7
§ 112.7(f)(1)	Personnel training program requirements.	4.4
§ 112.7(f)(2)	Accountability for discharge prevention.	1.0
§ 112.7(g)	Security (excluding oil production facilities).	4.5
§ 112.7(h)	Loading/unloading.	5.3
§ 112.7(i)	Brittle fracture evaluation requirements.	NA
§ 112.7(j)	Conformance with State requirements.	4.2
§ 112.8(b)	Facility drainage.	2.0
§ 112.8(c)	Bulk storage containers.	5.2
§ 112.8(d)	Facility transfer operations, pumping, and facility process.	5.0

NA = Not Applicable

1.0 INTRODUCTION

The Oil Pollution Prevention regulations, administered under the authority of the U.S. Environmental Protection Agency (EPA), require certain facilities to prepare and implement a Spill Prevention, Control, and Countermeasure (SPCC) Plan to reduce or eliminate oil discharges to navigable waters of the United States. SPCC plans document regulated containers at a facility and the inspection, testing, and maintenance procedures for those containers. Emergency response actions are also defined in this Plan.

This document is the SPCC Plan (or Plan) for the Delta County Airport located in Escanaba, Michigan. This Plan has been prepared in accordance with Title 40 of the Code of Federal Regulations (CFR) Part 112 or 40 CFR 112. This Plan includes references to industry standards that apply to containers at the facility, and has been certified by a Professional Engineer registered in the State of Michigan. The Delta County Airport stores and uses aviation fuel which is a refined petroleum product. According to 40 CFR 112, oil and petroleum oil are defined as follows:

- Oil - oil of any kind or in any form, including, but not limited to: fats, oils, or greases of animal, fish, or marine mammal origin; vegetable oils, including oils from seeds, nuts, fruits, or kernels; and, other oils and greases, including petroleum, fuel oil, sludge, synthetic oils, mineral oils, oil refuse, or oil mixed with wastes other than dredged spoil.

- Petroleum oil - petroleum in any form, including but not limited to crude oil, fuel oil, mineral oil, sludge, oil refuse, and refined products.

Therefore, the term oil, as used in this Plan, is used interchangeably with aviation fuel.

Facility contacts are located in Section 4.6, which describes spill response procedures. The Airport Manager is accountable for discharge prevention and maintaining this Plan. A copy of this Plan is maintained at Delta County Airport. All oil-handling personnel are familiar with the contents of this Plan.

Section 2.0 describes the Delta County Airport and its oil storage containers; Section 3.0 describes the applicability of the SPCC regulations; Section 4.0 contains general plan requirements; and Section 5.0 provides information on the regulated containers.

2.0 FACILITY DESCRIPTION

The Delta County Airport (Airport) is located at 3300 Airport Road, Escanaba, Delta County, Michigan. The Airport is situated on an approximately 918-acre plot (owned in fee by Delta County), and is bounded by Airport Road to the south, by S. Lincoln Road/M-35 to the east, and the Escanaba Wastewater Treatment Plant and a trailer park to the north. To the west the Airport bisects M-5 Lane followed by vacant, open land. The site consists of the main terminal building and approximately 18 other structures associated with airport operations. These include box hangars, T hangars, storage buildings, and a maintenance building. The primary activity at the Airport is corporate, transient, and local general aviation.

A Site Vicinity Map for the facility is provided in Figure 2-1. Figure 2-2 is the Site Plan for the Delta County Airport. Facility contacts are identified in Section 4.6, which describes spill response procedures. General facility information is as follows:

Name of Facility:	**Delta County Airport**
Type of Facility:	**Airport**
Location of Facility:	**3300 Airport Road** **Escanaba, MI 49829**
Owner of Facility:	**Delta County**
Operator of Facility:	**Delta County**
Person Responsible for Implementation of SPCC Plan:	**Connie Ness** **Airport Manager** **(906) 786-4902**

Table 2-1 lists specific information for the SPCC-regulated oil containers at this facility, all of which are designed to operate at ambient temperatures and pressures. Delta County Airport has four stationary aboveground fuel tanks and one 2,000-gallon mobile fuel truck located in the Terminal Ramp area where most of the refueling activities are completed. A 15,000-gallon double-walled aboveground storage tank (AST) containing Jet A fuel is located northwest of the terminal. West of the Jet A fuel tank are two 1,000-gallon aboveground storage tanks. One contains diesel fuel, while the other contains

unleaded gasoline. Along the west side of the Terminal Ramp is a 12,000-gallon double-walled aboveground 100LL (low lead aviation fuel) tank. All the fixed tanks are constructed from steel, while the fuel truck is constructed of aluminum.

Inside the Snow Removal Equipment (SRE) and Crash Building, the Airport typically stores four 55-gallon drums of new oil. The Sand Storage Building contains a 250-gallon tank of used oil and a 275-gallon plastic tote of waste Jet A fuel. One 55-gallon drum of waste Jet A fuel is maintained at the FedEx Hangar, located within the box hangar east of the terminal. All of these products are used and accumulated through the routine maintenance of vehicles and equipment operated at the Airport. West of the Terminal is an emergency generator that holds 160 gallons of diesel fuel.

Table 2-1. SPCC-Regulated Containers

Container Type	Location	Capacity (gallons)	Quantity	Construction Material	Installation Date	Product Stored	Secondary Containment Type
AST	Terminal Ramp	1,000	1	Steel	2000	Gasoline	None
AST	Terminal Ramp	1,000	1	Steel	2000	Diesel Fuel	None
AST	Terminal Ramp	15,000	1	Steel	1980's	Jet A Fuel	Double-walled
AST	Terminal Ramp	12,000	1	Steel	2008	100LL Fuel	Double-walled
AST	Sand Storage Building	250	1	Steel	-	Used Oil	Indoor Concrete Floor
Mobile Refueler	Terminal Ramp	2,000	1	Aluminum	-	Jet A Fuel	Active Containment Measures
Generator	West of Terminal	160	1	Steel	2004	Diesel Fuel	None
Drums	SRE and Crash Building	55	4 (typical)	Steel	-	New Oil	Indoor Concrete Floor
Drum	FedEx Hangar	55	1 (typical)	Steel	-	Waste Jet A Fuel	Indoor Concrete Floor
Tote	Sand Storage Building	275	1	Plastic	-	Waste Jet A Fuel	Indoor Concrete Floor

Aircraft refueling is completed in the Terminal Ramp area, either directly from the tanks to the planes for the 100LL fuel or via the fuel truck for the Jet A fuel.

Consequently, the nearby storm drains have the greatest opportunity to be impacted by a release or spill of oil.

All surface runoff at the airport ultimately discharges into Portage Creek. Portage Creek enters the airport from the north and flows south under the Runway 9/27 before exiting airport property. Portage Creek is approximately seven miles long and drains approximately 30 square miles, which is mostly wetland area but also includes the western portions of the City of Escanaba. The creek eventually empties into Portage Marsh, a 600-acre coastal wetland complex on the shores of Lake Michigan approximately one mile south of airport property.

Storm water flows through a series of drainage ditches and discharges through eight outfalls at the airport. Six of the outfalls discharge directly into Portage Creek and are located both north and south of Runway 9/27 within the property boundaries of the airport (Outfalls 1-6). The two remaining outfalls (Outfalls 7 and 8) consist of locations on the east side of the facility where drainage ditches leave airport property. These drainage ditches ultimately discharge into Portage Creek also.

Only one of the facility outfalls (Outfall 4) is likely to receive discharge from any of the fixed aboveground oil storage tanks. Only in the event of a leak from a malfunctioning airport vehicle would the discharge from the remaining seven outfalls be impacted.

- Outfall 1 – Discharges surface runoff from open fields and wetlands along the northern boundary of the airport property. The ditch that receives the runoff enters the airport property from the north after running along the sewage treatment plant and flows west before emptying into Portage Creek.

- Outfalls 2 – Discharges storm water from a ditch located north of Runway 9/27 and south of the sewage treatment plant. The ditch has two branches that flow west where they connect and empty into Portage Creek through one outfall. One branch of the ditch enters airport property from the north after running along the east side of the nearby trailer park and receives runoff from open grassy areas of the airport. It connects to another branch that flows west and originates west of Runway 18/36. Both branches receive storm water via sheet flow from the runways and open, grassy fields of the airport.

- Outfall 3 – Discharges storm water collected in a long continuous ditch that starts offsite, west of Runway 9/27 and continues east along the south side of the runway before entering Portage Creek. This ditch receives storm water via sheet flow from the runway and open, grassy fields of the airport.

- Outfall 4 – Discharges storm water from the drain south of Runway 9/27 that runs under the taxiway and along the west side of the Terminal Ramp before it flows into Portage Creek. Fuel tanks are located at the Terminal Ramp. Consequently, this area provides the greatest opportunity for oil to reach a storm drain. Storm drains located on the Terminal and General Aviation (GA) Ramps also empty into this storm water ditch.

- Outfall 5 – Discharges storm water collected in a ditch that runs along the north side of Airport Road and flows onto airport property before emptying into Portage Creek. Storm water enters the ditch via sheet flow from the open, grassy fields south of the runway and from Airport Road. This portion of Airport Road is not regularly traveled.

- Outfall 6 – Discharges storm water from the ditch that runs along the southern edge of the parking lot that is also connected to Portage Creek. The parking lot services personal automobiles.

- Outfalls 7 and 8 – Discharge storm water collected in a long ditch that begins offsite and runs along the eastern boundary of airport before it connects with a smaller ditch and drains into Portage Creek south of airport property. These are the only two waterways with outfalls that are not hydrologically connected to Portage Creek on airport property.

Floor drains are located in the SRE and Crash Building, which lead to the city sanitary sewer system. Any spill of oil inside the building would be small in nature and associated with the maintenance of vehicles. All precautions are taken when servicing vehicles including the use of drip pans. The electrical transformers on site are owned by Delta County Airport and serviced by the local power company; however, they contain no oil.

FIGURE 2-1
SITE VICINITY MAP

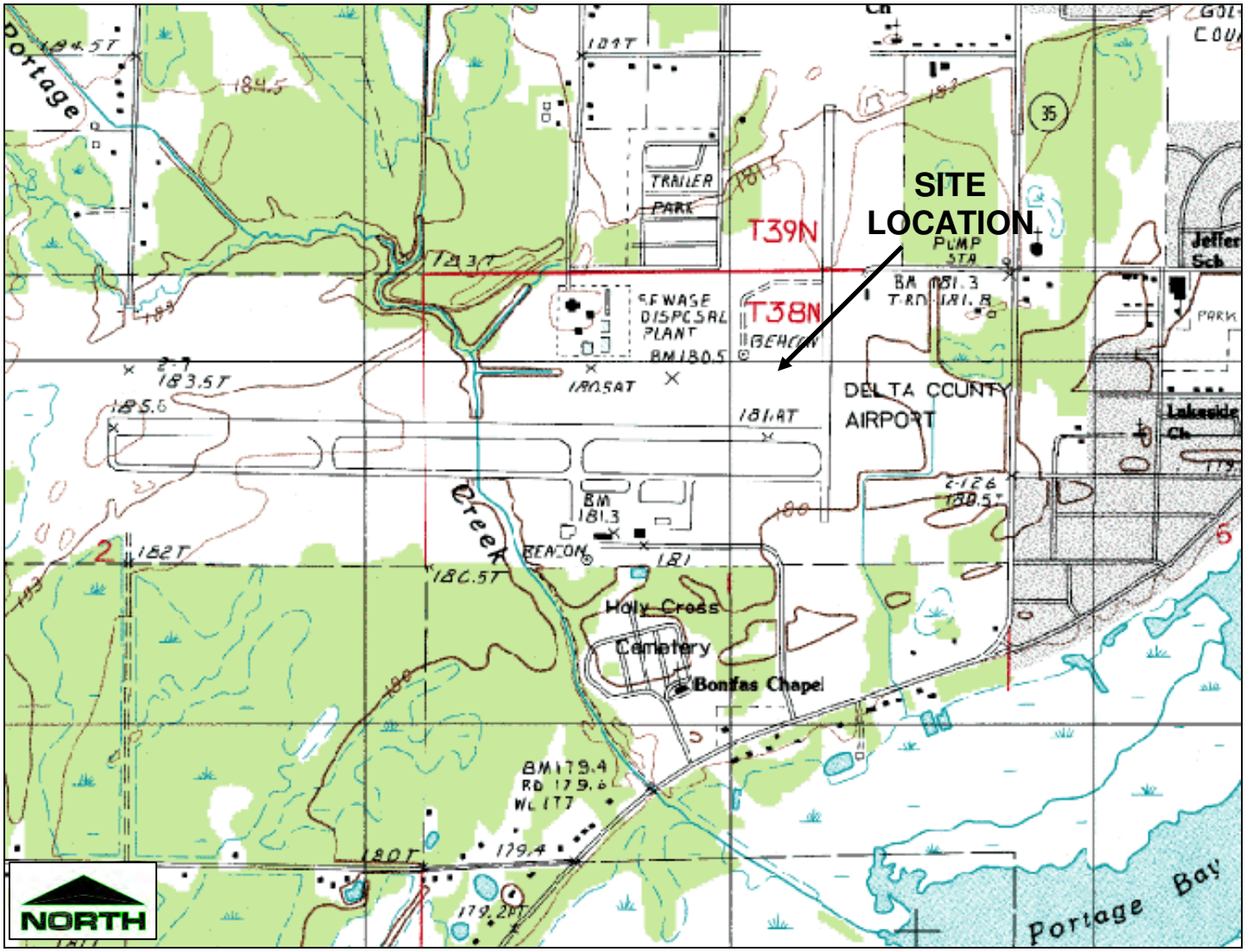
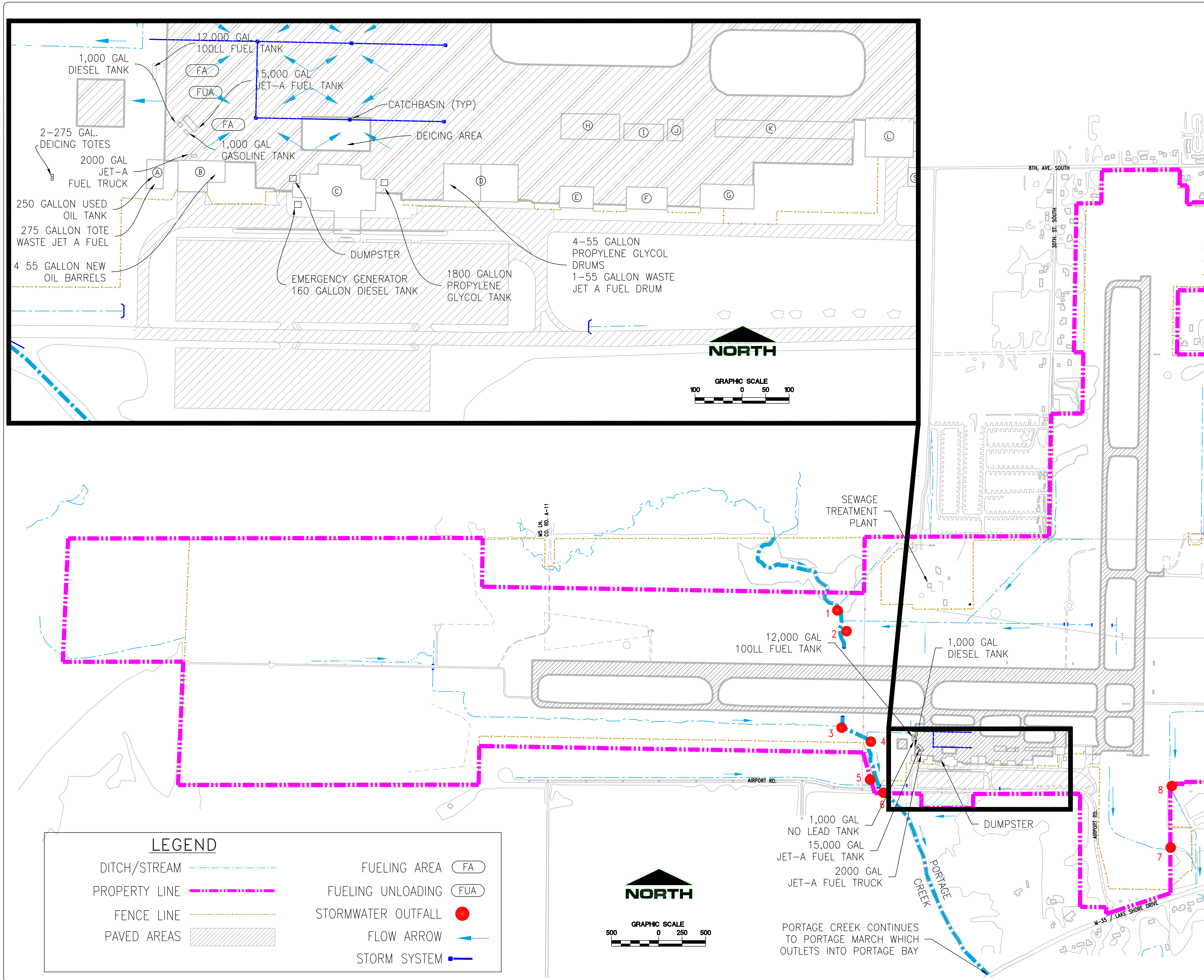

SITE LOCATION
T39N
T38N
DELTA COUNTY AIRPORT
TRAILER PARK
SEWAGE DISPOSAL PLANT
PUMP STA
BEACON
Holy Cross Cemetery
Bonifas Chapel
Portage Bay
Creek
NORTH

FIGURE 2-2
SITE PLAN



	BUILDING OR STRUCTURE	ELEV.
A	SAND STORAGE BUILDING	620'
B	SRE BUILDING	615'
C	TERMINAL & AWOS	616'
D	BOX HANGAR	630'
E	BOX HANGAR	617'
F	BOX HANGAR	618'
G	BOX HANGAR	619'
H	G.A. BLDG	612'
I	T HANGAR	618'
J	BOX HANGAR	619'
K	T HANGAR	617'
L	BOX HANGAR	629'
M	BOX HANGAR	618'
N	BOX HANGAR	619'
O	BOX HANGAR	620'
P	ILS BUILDING	608'
Q	MIDDLE MARKER	619'
R	LOCALIZER TRANS. BUILDING	603'
S	CIVIL AIR PATROL BUILDING	609'

DATE	ISSUED FOR
10/29/07	FAA AND BOA REVIEW
04/10/07	SPONSOR REVIEW

D/E JW
PM WMM
SQC DR
QC WMM
W. MALINOWSKI
IN CHARGE

URS
GRAND RAPIDS, MI., 3950 SPARKS DR. S.E. 616 574-8500

SITE PLAN

ESCANABA, MICHIGAN

Delta County Airport
FLY FROM NEARBY

SPCC FIGURE 2-2

MICHIGAN SITE NO. 21-1
LOC ID ESC

DRAWING 2-2

12939541

3.0 APPLICABILITY DETERMINATION

According to the applicability criteria contained in 40 CFR 112.1, a SPCC plan is required for Delta County Airport. Delta County Airport is not a transportation–related facility (as defined in 40 CFR 112), is not involved in the bulk transport of petroleum, and has no underground storage tanks. However, the facility-wide aboveground oil storage capacity totals more than 1,320 gallons in regulated containers and oil discharges from the facility could potentially reach navigable waters. For these reasons, the facility must prepare an SPCC Plan.

40 CFR 112.20(f) requires that SPCC-regulated facilities determine their potential for substantial to the environment. If a facility poses a risk of substantial harm, it is required to prepare and file a Facility Response Plan with the EPA Regional Administrator. Delta County Airport is not required to prepare a Facility Response Plan because the facility does not transfer oil over water nor does the total oil storage capacity exceed 1 million gallons. As required by Appendix C of 40 CFR 112, the Certification of the Applicability of the Substantial Harm Criteria for the Delta County Airport is included in Appendix A of this Plan.

4.0 GENERAL PLAN REQUIREMENTS

4.1 Plan Review and Submittal

This Plan must be reviewed and evaluated at least once every five years. If there are any technical amendments to the Plan, then a Professional Engineer must re-certify the Plan. Technical amendments include changes to the Plan that require engineering practice such as physical modifications or changes in facility procedures. If the changes are non-technical in nature (e.g., contact names, phone numbers, container identification numbers, etc.), then the facility owner may revise the Plan and indicate that no technical changes were made. This Plan must be amended within six months of the review if more effective, field-proven prevention and control technologies that would significantly reduce the likelihood of a discharge are available at the time of the review.

This Plan must be updated when there is a change in the facility design, construction, operation, or maintenance that materially affects its potential for a discharge. Examples of changes that may require amendment of the Plan include, but are not limited to: commissioning or decommissioning containers; replacement, reconstruction, or movement of containers; reconstruction, replacement, or installation of piping systems; construction or demolition that might alter secondary containment structures; changes of product or service; or revision of standard operation or maintenance procedures at a facility. An amendment made to the Plan must be prepared within six months, and implemented as soon as possible, but not later than six months following preparation of the amendment.

The completion of reviews and evaluations will be summarized and documented, and a statement as to whether the plan will be amended will be provided. Examples of Documentation of Plan Review and Record of Plan Revisions, respectively, are provided in Appendix B.

A report must be submitted to the EPA Regional Administrator and the Michigan Department of Environmental Quality (MDEQ) only if the facility has:

- Discharged more than 1,000 gallons of oil in a single discharge; or
- Discharged more than 42 gallons of oil in each of two discharges, occurring within any 12-month period.

40 CFR 112.4(a) lists the information that must be submitted to the EPA Regional Administrator no less than 60 days from the date of the discharge that required the submittal. The Regional Administrator or state agency may also require that the SPCC Plan be submitted.

4.2 Conformance with Federal and State Regulations

This Plan is in conformance with applicable federal and state oil discharge prevention regulations. Applicable federal regulations include 40 CFR 112 and 40 CFR 110. The Delta County Airport has determined that the use of inspections and testing, as well as, readily available spill equipment to prevent discharged oil from reaching navigable waters, is practical and effective.

The applicable state regulations are contained in Michigan's Natural Resources and Environmental Protection Act 1994 PA 451, Part 5 Spillage of Oil and Polluting Materials (R324.2001 through R324.2009) promulgated pursuant to Part 31 Water Resources Protection. As an oil storage facility that meets the threshold management quantity (TMQ), the facility complies with the surveillance requirements in Rule 4, use and indoor storage requirements in Rule 5(3) and release reporting requirements in Rules 2 and Rule 7. These requirements do not apply to electrical equipment in active use.

4.3 Procedures and Equipment Not Yet Fully Operational

The facility is not yet compliant with the secondary containment provision of 40 CFR 112.7(c) for the 1,000-gallon gasoline and diesel ASTs and the 160-gallon diesel tank associated with the emergency generator. No secondary containment is provided for these tanks. Within six months of the effective date of this plan, Delta County Airport will either: 1) Construct a concrete dike to contain the entire capacity of the largest single container with sufficient freeboard to contain precipitation, or 2) Replace the single-walled tanks with double-walled tanks.

4.4 Personnel Training

As required by 40 CFR 112.7(f)(1 and 3), the Airport Manager conducts annual training for Delta County Airport personnel who handle oil. Delta County Airport spill prevention and response training includes a review of this SPCC Plan.

The following training outline is used to provide the training:

- Review of SPCC Plan;
- Walk through fuel truck unloading procedures;
- Manual check of tank level(s);
- Review of deicing procedures;
- Spill response materials;
- Review spill-reporting procedure; and
- Review inspection checklists.

Discharge prevention briefings for oil-handling personnel are conducted at least once a year to assure adequate understanding of the SPCC Plan for the airport. These briefings highlight and describe known discharges or failures, malfunctioning components, and any recently developed precautionary measures. Oil-handling personnel also receive specific training in petroleum product handling procedures and equipment maintenance and operation.

Training records are approved and maintained by the Airport Manager. Included in the documentation are the date of training, names and signatures of employees receiving training, and topics covered. An example training record is included in Appendix C.

4.5 Security

The airport property is surrounded on all sides by security fencing with locked or guarded access gates. There are two access gates at the Airport located east and west of the terminal. The gate west of the terminal is accessible by only approved airport personnel through the use of a security card. Airport personnel can also allow access or "buzz in" approved visitors through this gate when the Airport is open. The hours of operation at Delta County Airport are 0600-2200 hours. Private pilots have 24 hour access through the east gate with the use of a separate security card. Lighting is also located in key areas to aid in discharge discovery and protect against vandalism or terrorism.

Use of the 15,000-gallon Jet A fuel tank is controlled at all times. A key is required to energize the control panel. Once energized, four manual valves must be opened before the fuel is dispensed. The control panel access key is only carried by authorized personnel who are required to be present when the fuel dispenser is in use.

Use of the 12,000-gallon 100LL tank requires a credit card or access key.

4.6 Inspection and Testing Recordkeeping as per Industry Standards

In accordance with industry standards, Delta County Airport will maintain inspection and testing records for the aboveground storage tanks. Records of any certified tank inspections will be maintained for the life of the tank. As required by 40 CFR 112.7(e), Delta County Airport maintains other periodic inspection records for three years. Inspection and testing procedures for each container are described in more detail in Section 5 of this Plan.

4.7 Spill History and Response

No reportable oil spill/release incidents have occurred at the airport. If a spill occurs, Delta County Airport personnel follow the response, reporting, and cleanup procedures appropriate to the volume of the spill. Table 4-1 summarizes the response procedures for various spill scenarios. The Primary Spill Response Contact and alternates have complete authority to commit all resources in the event of a spill (see Table 4-2). If none of the spill response contacts are available, Delta County Airport personnel should contact the local fire department (see Table 4-3).

In the event of a spill, personnel are trained to respond in a safe and effective manner. It is likely that employees will determine that a spill or release has occurred through obvious visible signs, such as a substance on the ground or leaking out of a container, a visible sheen on the water, and/or through odor detection. While maintaining personal safety, the immediate objectives are stopping the release of the oil and containing the release to prevent its migration to a pathway off the property. Any catch basins in the immediate vicinity will be covered. Personal protective equipment shall be worn during all spill response efforts.

The following procedures will be followed:

- Small spills (1 gallon or less) of oil will be immediately cleaned up. The prompt correction of visible discharges from containers, including but not limited to seams, gaskets, piping, pumps, valves, rivets, and bolts, is required. Any accumulation of oil will be removed promptly. The employee will notify the spill response contact(s) of any spills.

- In the event of a minor spill of oil (between 1 and 25 gallons), the first employee on the scene will attempt to identify the source of the spill and

the apparent rate of release. If the spilled quantity can be cleaned up immediately without assistance, the employee will take appropriate action to stop the release and contain the spilled substance. Containment of any oil spill will include surrounding the complete perimeter of the spill area with sorbent materials or other means of preventing flow. Special attention will be given to the storm conveyances, which will be protected using appropriate spill response materials. When the spill has been contained, the employee will notify the spill response contact(s). Notification will be made in person or by phone. If the spilled quantity of oil can be cleaned up immediately without assistance from outside contractors the spill response contact(s) will take appropriate action to stop, contain, and clean up the oil.

- If the spill volume is more than 25 gallons, the employee will take no action at the scene, but will immediately notify the spill response contact(s). Notification will be made in person or by phone. The spill response contact will direct efforts to stop and contain the spill, if possible. Sand from the Sand Storage Building can be used to contain the spill using a front-end loader, if necessary. Special attention will be given to the storm water conveyances and catch basins, which will be protected using appropriate spill response materials. Catch basins should be surrounded by absorbent material to prevent the spill from entering the basin and flowing into the storm water drains. If a spill were to reach the Terminal Ramp storm drain, sand should be used to block the exit of the drain where it enters the drainage ditch to Portage Creek. Contaminated sand should be stored in empty drums or segregated in the sand storage building until proper disposal can be arranged.

If needed, the spill response contact(s) will call an emergency response contractor. Delta County Airport has the ability to engage an emergency response contractor to respond to significant spills, including those that require cleanup beyond routine operations. The emergency response contactor's personnel will determine the best absorbent material to use on liquids, clean up all solids, place the materials into a waste container, and remove all materials from airport property for appropriate disposal. Delta County Airport will keep copies of all waste manifests.

Spill equipment is located in the SRE and Crash Building. Appendix D includes a list of the typical materials contained within a spill kit. Dispersants or emulsifiers should not be used during response activities. All residual materials generated during spill response activities will be collected and disposed of in accordance with applicable regulations.

4.8 Spill Reporting

After a spill, Delta County Airport personnel will estimate the volume of material released and then follow the corresponding response as described above and detailed in Table 4-1. A summary of spill response procedures and a list of the spill response contacts are provided in Tables 4-1 and 4-2 below.

A spill is deemed to be reportable to the National Response Center (NRC) if the discharge of oil is in such a quantity that the EPA has determined may be harmful to the public health or welfare or the environment. Discharges that are considered harmful by EPA include discharges of oil that: (a) Violate applicable water quality standards; or (b) Cause a film or sheen upon or discoloration of the surface of the water or adjoining shorelines or cause a sludge or emulsion to be deposited beneath the surface of the water or upon adjoining shorelines.

The spill response contact will, as soon as he has knowledge of any reportable discharge of oil from the facility, immediately notify the NRC at 1-800-424-8802. Table 4-3 lists phone numbers for agencies that may need to be notified of spills, releases and other emergencies. The spill response contact will need to be ready to relate the following information:

- Name, location, organization and telephone number of the person submitting the report;
- Exact address or location and phone number of the responsible facility;
- Location of the incident;
- The date and time of the discharge;
- The type of material discharged;
- Estimates of the total quantity discharged;
- Estimates of the reportable quantity discharged;
- The source of the discharge;
- A description of all affected media;
- The cause of the discharge;

- Any damages or injuries caused by the discharge;
- Danger or threat posed by the discharge;
- Actions being used to stop, remove, and mitigate the effects of the discharge;
- Weather conditions at the incident location;
- Whether an evacuation may be needed;
- The names of individuals and/or organizations that have also been contacted; and
- Any other information that may help emergency personnel respond to the incident.

As soon as practicable after detection of a release of oil in excess of the threshold reporting quantity during any 24-hour period, the spill response contact will notify MDEQ by contacting the Pollution Emergency Alerting System (PEAS) at 1-800-292-4706 and the primary public safety answering point via 911. The spill response contact will also notify the NRC and the Local Emergency Planning Committee (LEPC). The threshold reporting quantity for oil to the ground surface is 50 pounds. For releases of oil to the waters of the state, the threshold reporting quantity is any quantity that causes unnatural turbidity, color, visible sheens, oil films, foams, solids, or deposits in the receiving waterbody.

Within 10 days after the release, the spill response contact will file a written report with the MDEQ outlining the cause of the release, discovery of the release, and the response measures taken or a schedule for completion of measures to be taken, or both, to prevent recurrence of similar releases.

Whenever the airport discharges more than 1,000 U.S. gallons of oil in a single discharge, or discharges more than 42 U.S. gallons of oil in each of two discharges, occurring within any twelve month period, the airport will submit the following information in writing to the EPA Regional Administrator within 60 days from the time the airport triggers the reporting threshold:

- Name of the facility;
- Name of the person submitting the report;
- Location of the facility;
- Maximum storage or handling capacity of the facility and normal daily throughput;
- Corrective action and countermeasures taken, including a description of

equipment repairs and replacements;

- An adequate description of the facility, including maps, flow diagrams, and topographical maps, as necessary;
- The cause of such discharge, including a failure analysis of the system or subsystem in which the failure occurred;
- Additional preventive measures taken or contemplated to minimize the possibility of recurrence; and
- Such other information as the EPA Regional Administrator may reasonably require pertinent to the Plan or discharge.

An example spill or release report form is provided in Appendix E.

Table 4-1. Spill Response and Cleanup Procedures

Spill Volume (gallons)	Response	Cleanup
Small (less than 1 gallon)	Spill kit, notify spill response contact	Dispose of response materials in accordance with regulations
Minor (between 1 and 25 gallons)	Spill kit, notify spill response contact, contact spill response contractor if needed	Dispose of response materials in accordance with regulations
Major (more than 25 gallons)	Notify spill response contact, stop and contain release if possible, call spill response contractor	Dispose of response materials in accordance with regulations

Table 4-2. Delta County Airport Spill Response Contacts

Name	Position/Title	Office Phone	Cell Phone
Connie Ness	Airport Manager	906-786-4902	906-280-7558
Kelly Smith	Assistant Airport Manager	906-786-4902	906-399-8673

Table 4-3. Other Spill Response Contacts

Agency	Phone
LEPC - Delta County Emergency Management Office	906-786-5911
MDEQ – Pollution Emergency Alerting System (PEAS)	800-292-4706
MDEQ District Office, Upper Peninsula	906-346-8300
National Response Center	1-800-424-8802
U.S. EPA Region 5 (OSC)	312-353-2318
Michigan State Police – Fire Marshall Division	517-322-1924 1-888-684-FIRE (24 hr)
Escanaba Public Safety Department (Police and Fire)	911 or 906-786-5911
Delta County Sheriff's Office	911 or 906-786-3633

5.0 CONTAINER-SPECIFIC INFORMATION

Delta County Airport maintains adequate surveillance of all areas so that any spill of oil can be detected in a timely manner and procedures implemented to prevent discharges. Additionally, all use/operating areas and indoor oil storage areas are designed, constructed, maintained, and operated to prevent the release of polluting materials through catch basins, ditches, drains, or otherwise directly or indirectly into any public sewer system or to the surface or groundwater of Michigan.

General oil-handling procedures implemented, and equipment and structures present at the facility include:

- Manually operated drainage controls for containers, areas, and other significant potential sources of releases are provided;
- All buildings are fixed roof permanent structures;
- Containers are stored inside on spill containment pallets;
- Oil products are stored away from direct traffic routes;
- Filling of the storage tank and aircraft refueling does not occur during periods of significant rainfall;
- Flow and drain valves and any other valves permitting direct outward flow of a container's contents to the surface have adequate security measures so that they remain in the closed position when in non-operating status;
- Power is turned off to the control panel of the 15,000-gallon Jet A fuel tank at the end of each day;
- The loading/unloading connections of piping and storage tanks are securely capped or sealed when not in service;
- Pipe supports are designed to minimize abrasion and corrosion and allow for expansion and contraction;
- All aboveground valves, piping and appurtenances are regularly inspected;
- All vehicles entering the facility are warned to be sure that no vehicle will endanger storage tanks, fuel dispensers, or oil transfer operations.
- Safety posts, barriers or fences are installed around high risk areas to help eliminate accidental spills due to operator error;
- Legible and visible signs and labels are used throughout the facility to prevent releases; and
- Containers are labeled accurately to assist personnel in identifying the type of material released.

5.1 Containers

Portable containers (see Table 5-1) may be utilized for the storage and transfer of oil at the airport. Types of materials stored and used at the airport include waste jet fuel and new oil.

A container is not used unless its material and construction are compatible with the material stored and are appropriate for the conditions of storage such as pressure and temperature. Procedures implemented at the facility for the storage and handling of drums include:

- Containers of oil are stored inside;
- Containers are stored in the upright position;
- 55-gallon containers are stored indoors on spill containment pallets;
- Containers are stored in areas protected from vehicular traffic; and
- Bungs are kept in place except during material addition or removal.

Table 5-1. Oil Containers

Material	Container Type	Volume(s) (gal)	Typical Number Present*	Location	Owner
New Oil	Drum	55	4	SRE	Delta Co.
Waste Jet A Fuel	Drum	55	1	FedEx Hangar	FedEx
Waste Jet A Fuel	Tote	275	1	Sand Storage Building	Delta Co.

* Based on usage and replacement schedules at the facility, the listed materials may not always be present in the listed quantities.

5.2 Storage Tanks

Delta County Airport has four fuel tanks located in the Terminal Ramp area where the majority of refueling activities are completed. A 15,000-gallon aboveground fuel tank containing Jet A fuel is located northwest of the terminal. West of the jet fuel tank are two 1,000-gallon aboveground storage tanks; one contains diesel fuel, while the other contains unleaded gasoline. Also west of the Terminal Ramp is a 12,000-gallon aboveground tank containing 100LL fuel tank.

All tanks are of steel construction undergo daily visual inspections. The Jet A and 100LL storage tanks are double-walled. Only authorized personnel can operate the Jet A fuel tank dispenser through the use of an access key to energize the control panel

and after opening four manual valves. 100LL fuel transactions are allowed with the use of a credit card. Fueling of aircraft at any location other than the Terminal Ramp is not allowed. The Jet A and 100LL storage tanks are equipped with a liquid level gauges, overfill alarms/automatic stops, leak detection, and interstitial monitoring. These systems are monitored during operating hours only. Tank gauging may also be performed manually. The two 1,000-gallon tanks have liquid level gauges and pump meters, which record the number of gallons pumped.

A 2,000-gallon fuel truck receives Jet A fuel from the 15,000-gallon tank and transfers it to aircraft as needed. The tank on the fuel truck is equipped with a level gauge. When not in use, the truck is parked on the Terminal Ramp north of the SRE and Crash Building. Monthly visual inspections are performed on the fuel truck.

A 250-gallon used oil tank is located within the Sand Storage Building. There are not gauges or alarms on this tank. The tank is inspected on a monthly basis. Since filling of the used oil tank airport personnel, the oil level is checked visually before the transfer of used oil occurs from a small collection container directly into the tank.

An emergency generator is located west of the Terminal Building. Within the generator, there is a 160-gallon tank with diesel fuel. There is a liquid level gauge present to assist with filling the tank. The generator is inspected on a monthly basis and loading of the tank only occurs on an as needed basis.

5.3 Airport Fuel Transfer Operations

Fuel is provided to Delta County Airport by local suppliers. The Jet A and 100LL tanks are filled from an 8,000-gallon tank truck. Gasoline and diesel fuel for the 1,000-gallon tanks and the generator are delivered by SemFuels using a smaller vehicle equipped with a 1,500 to 2,000-gallon tank. A local vendor removes used oil from the 250-gallon tank located in the Sand Storage Building.

Drivers of fuel trucks must notify airport personnel when they arrive at the facility to gain access to the facility. Airport personnel escort the truck at all times. Fuel delivery occurs only during normal business hours on an as-needed basis. Facility fuel loading/unloading procedures require:

- A Delta County Airport employee be present at all times to supervise fuel and used oil transfer operations;

- Spill response materials are readily available;
- For the aviation fuel tanks, airport personnel must perform appropriate FAA inspections on fuel tanks, fueling equipment, and vehicles (forms and procedures located in Appendix F)
- A drip pan be placed beneath the hose connection to the truck;
- An airport employee must inspect the truck hose, lowermost drain, and all outlets for deficiencies, cleanliness, leaks and proper connection prior to filling;
- An interlocked warning light or physical barrier system, warning signs, wheel chocks, or vehicle brake interlock system is provided at loading/unloading areas to prevent vehicles from departing before complete disconnection of flexible or fixed transfer lines;
- An airport employee looks for and contains leaks during transfer; and
- When fuel transfer operations are complete, airport personnel must verify that the lower truck drain is closed and that the transfer lines are properly disconnected. Prior to departure of any tank truck, the lowermost drain and all outlets of the vehicle are inspected for leaks, and if necessary, drains and outlets are tightened, adjusted, or replaced to prevent liquid discharge while in transit. Airport personnel then escort the truck off property.

Before the transfer of fuel begins, Delta County Airport personnel manually gauge the tank level to verify available tank volume. A more detailed account of aviation fuel transfer procedures for Delta County Airport is included in Appendix F. Also included in Appendix F are fueling service inspection forms approved by the Federal Aviation Administration (FAA), which are used when fueling the Jet A and 100LL tanks. Records of all fuel receipts are maintained by the Airport Manager and a fuel inventory record is completed (Appendix G). Although not required by the regulations, fuel inventory records are maintained when the tank level is checked or when fuel is received.

Similar measures are followed when emptying the 250-gallon used oil tank, including supervision by airport personnel, using drip pans, and having spill equipment available. When close to full, the oil is pumped out and hauled away by an independent contractor, Safety-Kleen.

5.4 Secondary Containment

The 15,000-gallon and 12,000-gallon ASTs are double-walled. The two 1,000-gallon tanks and the generator have no secondary containment (See Section 4.3).

Since the fuel truck is considered a mobile refueler, it is exempt from federal regulations requiring sized secondary containment. Active containment measures are utilized to meet the requirements of 40 CFR 112.7(c). Drip pans and/or absorbent material under and around the main valves and hoses are used during transfer operations. In addition, the site is designed in such a way to prevent the release of oil. The fuel truck is usually parked near the Sand Storage Building along the edge of the pavement. Any release of oil would most likely flow off the pavement into a vacant grassy areas and not leave the site. The success of the active containment measures is ensured by frequent visual inspections of the fuel truck. The mobile refueler is included in the monthly preventative maintenance inspections and continually observed during the normal operations of the airport.

Inside the SRE and Crash Building are four 55-gallon drums of new oil. One 55-gallon drum of waste Jet A fuel is located in the FedEx Hangar. The drums are stored on spill containment pallets with the buildings.

The Sand Storage Building contains a 250-gallon tank of used oil and a 275-gallon plastic tote of waste Jet A fuel. There are no floor drains in this building. The building provides the required secondary containment.

5.5 Overfill Protection

Under 40 CFR 112.8(c)(8) each bulk storage container must be equipped with a device to prevent overfilling. The 12,000-gallon 100LL fuel tank and 15,000-gallon Jet A tank are equipped with a liquid level gauges and overfill alarms/automatic stops. Audible and visual signals are also used to communicate between the container gauger and pumping personnel.

For filling of the 15,000-gallon Jet A tank, the 12,000 100LL tank, and the two 1,000-gallon tanks, and the generator, the close proximity of the storage tanks to the fuel truck during filling operations allows for direct audible and visual signals between the container gauger and pumping personnel. These audible and visual signals allow for quick and clear communication to prevent overfilling.

The 2,000-gallon tank on the fuel truck has a Jet fuel sensor that automatically stops the flow of fuel when the tank level is high, which prevents overfilling of the tank. The sensor is checked for proper operation before fuel transfer. In addition, the close proximity of the fuel truck to the aircraft during filling operations allows for direct audible and visual signals between the container gauger and pumping personnel.

5.6 Potential Spill Scenario

The direction of flow is identified in Figure 2-2. A prediction of the direction, rate of flow, and total quantity of oil that could be discharged from the bulk storage tanks as a result of failure is provided in Table 5-2 and described below. A release from the double-walled fuel storage tanks would first be contained within the secondary wall surrounding each tank. Fuel transfer and spill response procedures significantly reduce the impact of a spill at Delta County Airport.

A release from either of the 100LL or Jet A storage tanks would first be contained within the secondary wall surrounding each tank. Each interstitial space is monitored and alarmed.

Minor spills from disconnection of hoses, hose or fitting leakage or failure, overfilling of the tank and dispensing may occur. The amount of fuel spilled may range up to 10 gallons. These types of spills would normally be limited to the immediate area and could be cleaned up by facility personnel or contractors.

As a worst-case scenario, it is assumed that a tank truck (estimated 8,000-gallon capacity) is fueling the largest storage tank (15,000 gallons) and the refueling line ruptures. Allowing time for the spilled fuel to flow over ground, and, accounting for Delta County Airport personnel response time, it is estimated that one-tenth of the spilled amount (800 gallons) could reach the Terminal Ramp ditch (approximately 3 feet in width). If any portion of the spill enters a catch basin or the ditch, it would flow west/southwest approximately 500 feet where it would be discharged into Portage Creek. Any point along the Terminal Ramp ditch where the catch basins lead, spill response material would be utilized. A spill of this nature during dry weather conditions is not likely to flow into Portage Creek. According to the airport's operating procedures, transfer operations typically do not occur during periods of heavy rainfall.

Table 5-2. Spill Prediction Information for Bulk Storage Tanks

Material	Location	Capacity (gallons)	Type of Failure	Rate of Flow (gal/min)	Maximum Release (gallons)	Direction of Flow	Containment
Gasoline	Terminal Ramp	1,000	Vessel/Piping Rupture/Dispenser		1,000	Gravel, Pavement, Storm Water Piping, Ditch, Outfall 1	None
Diesel Fuel	Terminal Ramp	1,000	Vessel/Piping Rupture/Dispenser		1,000	Gravel, Pavement, Storm Water Piping, Ditch, Outfall 1	None
Jet A Fuel	Terminal Ramp	15,000	Vessel/Piping Rupture/Dispenser		15,000	Containment, Gravel, Pavement, Storm Water Piping, Ditch, Outfall 1	Double-walled
100LL Fuel	Terminal Ramp	12,000	Vessel/Piping Rupture/Dispenser		12,000	Containment, Ground, Ditch, Outfall 1	Double-walled
Used Oil	Sand Storage Building	250	Vessel/Piping Rupture	NA	250	Indoor Concrete Floor, Pavement, Storm Water Piping, Ditch, Outfall 1	Indoor Concrete Floor
Jet A Fuel	Mobile Refueler on Terminal Ramp	2,000	Vessel/Piping Rupture/Dispenser		2,000	Pavement, Storm Water Piping, Ditch, Outfall 1	Active Containment Measures
Diesel Fuel	Generator West of Terminal	160	Vessel/Piping Rupture	NA	160	Pavement, Ground	None

5.7 Inspections and Testing

This plan requires the Airport to conduct monthly visual inspections of the facility. A form to be used for completing inspections is provided in Appendix F and records of inspections must be kept by the Airport for three years. The scope of the monthly inspection includes:

- Storage tanks – the presence and cause of any leaks or spilled product, the presence of any condition that could result in a leak or spilled product, and signs of deterioration or discharges;
- Storm water ditches and Portage Creek – signs of degradation, contamination, or discharge;
- Equipment - the presence and cause of any leaks or spilled product, and the presence of any condition that could result in a leak or spilled product; and
- Oil storage containers – signs of leaks, corrosion, or deterioration, proper use of spill containment pallets.

5.7.1 Tank and Piping

Delta County Airport conducts visual inspections of the storage tanks, tank supports, transfer piping, valves, meters, and controls to ensure proper operation. Routine daily inspections are performed during normal fueling activities and documented visual inspections are performed monthly or when repairs are made. FAA-required fueling service inspections are also performed periodically using the forms found in Appendix F. Formal inspections performed on the facility's bulk storage tanks are conducted in accordance with the Plan and the Steel Tank Institute's (STI) Tank Inspection Procedure SP001. Table 5-3 summarizes inspections performed on bulk oil storage containers. Inspection records relating to oil storage and handling are maintained as described in Section 4.5.

Gauges on all of the storage tanks are visually tested every two years. During this test, the gauge is observed during loading or unloading to ensure an increase or decrease is registered as expected and the results of the observation are recorded. Supports and foundations are inspected as well.

Piping leaks account for a majority of hydrocarbon releases from oil storage systems. There is minimal oil-containing piping at the facility. All piping in oil service

is aboveground. Special attention shall be given to dispensing filters and flexible hoses during inspection and maintenance activities.

Integrity testing of drums and totes is not performed. All portable containers at the facility meet U.S. Department of Transportation requirements. Industry standards require only visual examination by the owner/operator for containers of this nature. Integrity testing is not required. Good engineering practices for containers are outlined in Section 5.1. The storage and use of these containers within a building reduces the potential of corrosion or other conditions that may compromise their integrity. The majority of shop-built containers are single-use and are not maintained on site long enough to experience degradation and deterioration. Containers are visually inspected during the monthly facility inspection. Any drums and totes observed to be damaged or no longer capable of properly containing their contents, will be taken out of service immediately and disposed as waste, most likely via recycling.

Records are maintained of all inspections and testing as described in Section 4.5.

5.7.2 Spill Response Equipment

Spill response equipment located on site is inspected to ensure that all items are in place, in sufficient quantity to control a minor release, and in good condition. Used, broken, damaged, missing or inoperative items are replaced. Spill response equipment is stored at the SRE and Crash Building near the fueling area. These items are inspected during the monthly inspection.

5.7.3 Records of Preventive Maintenance

The fuel storage tanks are maintained in accordance with manufacturer's recommendations. A record of repairs, formal inspections, or any other activity will be generated and retained for a minimum of three years at the facility.

Table 5-3. Scope and Frequency of Storage Container Inspections and Tests

Tank ID	Jet A Fuel	100 Low Lead	Gasoline	Diesel	Fuel Truck	Used Oil	Generator	Waste Jet A Fuel
Date Installed	1980's	2008	2000	2000	Unknown	Unknown	2004	Unknown
Volume (gal)	15,000	12,000	1,000	1,000	2,000	250	160	275
Underground or aboveground?	Above ground	Above ground	Above ground	Above ground	Above ground	Above ground	Above ground	Above ground
Sits on ground or supports?	Supports	Supports	Supports	Supports	Supports	Supports	Supports	Supports
All sides visible?	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes
Inspection/ Test type(s)*	Visual Inspection/ Ultrasonic Testing	Visual Inspection	Visual Inspection	Visual Inspection	Visual Inspection	Visual Inspection	Visual Inspection	Visual Inspection
Periodic visual inspections by owner's inspector*	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly
External formal inspection schedule*	Every 20 years	Every 20 years	None	None	None	None	None	None
Internal formal inspection schedule*	NA	NA	NA	NA	NA	NA	NA	NA

* Inspection and testing schedule taken from the Steel Tank Institute (STI) Standard SP001

Appendix A
Certification of the Applicability of the Substantial Harm Criteria

FACILITY OWNER CERTIFICATION OF THE APPLICABILITY OF THE SUBSTANTIAL HARM CRITERIA

Facility Name: Delta County Airport
Facility Address: 3300 Airport Road
Escanaba, Michigan 49829

1. Does the facility transfer oil over water to or from vessels and does the facility have a total oil storage capacity greater than or equal to 42,000 gallons?
   Yes ____ No _____X__

2. Does the facility have a total oil storage capacity greater than or equal to 1 million gallons and does the facility lack secondary containment that is sufficiently large to contain the capacity of the largest aboveground oil storage tank plus sufficient freeboard to allow for precipitation within any aboveground oil storage tank area?
   Yes ____ No _____X__

3. Does the facility have a total oil storage capacity greater than or equal to 1 million gallons and is the facility located at a distance (as calculated using the appropriate formula in Attachment C-III to 40 CFR 112 or a comparable formula) such that a discharge from the facility could cause injury to fish and wildlife and sensitive environments?
   Yes ____ No _____X__

4. Does the facility have a total oil storage capacity greater than or equal to 1 million gallons and is the facility located at a distance (as calculated using the appropriate formula in Attachment C-III to this appendix or a comparable formula 1) such that a discharge from the facility would shut down a public drinking water intake 2?
   Yes ____ No _____X__

5. Does the facility have a total oil storage capacity greater than or equal to 1 million gallons and has the facility experienced a reportable oil discharge in an amount greater than or equal to 10,000 gallons within the last 5 years?
   Yes ____ No _____X__

CERTIFICATION

I certify under penalty of law that I have personally examined and am familiar with the information submitted in this document, and that based on my inquiry of those individuals responsible for obtaining this information, I believe that the submitted information is true, accurate, and complete.

Signature: _____ Date: _____
Name: Thomas C. Elegeert
Title: Chairman of the Delta County Board of Commissioners

Appendix B
Records of Plan Review and Revision

Documentation of Plan Review

Date	Employee Name (Printed)	Revision Required?	Comments	Signature/Title/Date[1]

[1] **I have completed review and evaluation of the SPCC Plan for Delta County Airport on the date indicated, and will or will not amend the Plan as indicated.**

Record of Plan Revisions

Date	Revision Number	Revision Author	Nature of Change	Re-certification Needed?	Revision Authorized By	Revision Approved By

Appendix C
Example SPCC Training Record

Example Employee Training Record

Type of Training: _____

Date of Session: _____ **Time:** _____

Trainer : _____ _____

(Printed) **(Signature)**

I certify that I have been trained in the items indicated below and have read and understand the SPCC Plan prepared for this facility.

Attendees (names, printed):	Signature:
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Topics Covered: _____

_____

_____

_____

Appendix D
Typical Spill Kit Materials

Typical Spill Kit Materials

1. 2 BAGS ABSORBENT
2. 1 SQUEEGIE
3. 2 PLASTIC SHOVELS
4. 70 MAT PADS
5. 8 SOCKS
6. 4 PILLOWS
7. 6 LABELS
8. 5 TEMPORARY DISPOSAL BAGS
9. 1 EMERGENCY RESPONSE GUIDE BOOK

Appendix E
Example Spill Report Form

MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY

SPILL OR RELEASE REPORT

NOTE: Some regulations require a specific form to use and procedures to follow when reporting a release. Those forms and procedures **MUST** be used and followed if reporting under those regulations. This report form is to aid persons reporting releases under regulations that do not require a specific form. This report form is not required to be used. **To report a release, some regulations require a facility to call the PEAS Hotline at 800-292-4706, or DEQ District Office that oversees the county where it occurred, and other regulating agencies and provide the following information. A follow-up written report may be required. Keep a copy of this report as documentation that the release was reported. If you prefer to submit this report electronically by FAX or e-mail, contact the regulating agency for the correct telephone number or e-mail address.** See the DEQ website on Spill/Release Reporting for more reporting information.

Please print or type all information.

NAME AND TITLE OF PERSON SUBMITTING WRITTEN REPORT

TELEPHONE NUMBER (provide area code)

NAME OF BUSINESS

STREET ADDRESS

CITY | **STATE** | **ZIP CODE**

BUSINESS TELEPHONE NUMBER (provide area code)

RELEASE LOCATION (provide address if different than business, if known, and give directions to the spill location. Include nearest highway, town, road intersection, etc.)

SITE IDENTIFICATION NUMBER AND OTHER IDENTIFYING NUMBERS (if applicable)

COUNTY | **TOWNSHIP** | **TIER/RANGE/SECTION (if known)**

RELEASE DATA. Complete all applicable categories. Check all the boxes that apply to the release. Provide the best available information regarding the release and its impacts. Attach additional pages if necessary.

DATE & TIME OF RELEASE (if known)

____/____/____

_____am/pm

DATE & TIME OF DISCOVERY

____/____/____

_____am/pm

DURATION OF RELEASE (if known)

_____ days

_____ hours

_____ minutes

TYPE OF INCIDENT

- ☐ Explosion
- ☐ Fire
- ☐ Leaking container
- ☐ Loading/unloading release
- ☐ Pipe/valve leak or rupture
- ☐ Vehicle accident
- ☐ Other _____

MATERIAL RELEASED (Chemical or trade name)

☐ **CHECK HERE IF ADDITIONAL MATERIALS LISTED ON ATTACHED PAGE.**

CAS NUMBER or HAZARDOUS WASTE CODE

ESTIMATED QUANTITY RELEASED (indicate unit e.g. lbs, gals, cu ft or yds)

PHYSICAL STATE RELEASED (indicate if solid, liquid, or gas)

FACTORS CONTRIBUTING TO RELEASE

- ☐ Equipment failure
- ☐ Operator error
- ☐ Faulty process design
- ☐ Training deficiencies
- ☐ Unusual weather conditions
- ☐ Other _____

SOURCE OF LOSS

- ☐ Container
- ☐ Railroad car
- ☐ Pipeline
- ☐ Ship
- ☐ Tank
- ☐ Tanker
- ☐ Truck
- ☐ Other _____

TYPE OF MATERIAL RELEASED

- ☐ Agricultural: manure, pesticide, fertilizer
- ☐ Chemicals
- ☐ Flammable or combustible liquid
- ☐ Hazardous waste
- ☐ Liquid industrial waste
- ☐ Oil/petroleum products or waste
- ☐ Salt
- ☐ Sewage
- ☐ Other_____
- ☐ Unknown

MATERIAL LISTED ON or DEFINED BY

- ☐ CAA Section 112(r) list (40 CFR Part 68)
- ☐ CERCLA Table 302.4 (40 CFR Part 302)
- ☐ EPCRA Extremely Hazardous Substance (40 CFR Part 355)
- ☐ Michigan Critical Materials Register or permit
- ☐ NREPA Part 31, Part 5 Rules polluting material
- ☐ NREPA Part 111 or RCRA hazardous waste
- ☐ NREPA Part 121 liquid industrial waste
- ☐ Other list _____
- ☐ Unknown

IMMEDIATE ACTIONS TAKEN

- ☐ Containment
- ☐ Dilution
- ☐ Evacuation
- ☐ Hazard removal
- ☐ Neutralization
- ☐ System shut down
- ☐ Diversion of release to treatment
- ☐ Decontamination of persons or equipment
- ☐ Monitoring
- ☐ Other _____

RELEASE REACHED

Distance from spill location to surface water, in feet_____

- ☐ Surface waters (include name of river, lake, drain involved) _____
- ☐ Drain connected to sanitary sewer (include name of wastewater treatment plant and/or street drain, if known) _____
- ☐ Drain connected to storm sewer (include name of drain or water body it discharges into, if known) _____
- ☐ Groundwater (indicate if it is a known or suspected drinking water source and include name of aquifer, if known) _____

_____

- ☐ Soils (include type e.g. clay, sand, loam, etc.) _____
- ☐ Ambient Air
- ☐ Spill contained on impervious surface

EXTENT OF INJURIES, IF ANY

WAS ANYONE HOSPITALIZED?
☐ Yes **NUMBER HOSPITALIZED:**____
☐ No

TOTAL NUMBER OF INJURIES TREATED ON-SITE:

DESCRIBE THE INCIDENT, THE TYPE OF EQUIPMENT INVOLVED IN THE RELEASE, HOW THE VOLUME OF LOSS WAS DETERMINED, ALONG WITH ANY RESULTING ENVIRONMENTAL DAMAGE CAUSED BY THE RELEASE. IDENTIFY WHO IMMEDIATELY RESPONDED TO THE INCIDENT (own employees or contractor — include cleanup company name, contact person, and telephone number). ALSO IDENTIFY WHO DID FURTHER CLEANUP ACTIVITIES, IF PERFORMED OR KNOWN WHEN REPORT SUBMITTED

☐ **CHECK HERE IF DESCRIPTION OR ADDITIONAL COMMENTS ARE INCLUDED ON ATTACHED PAGE**

ESTIMATED QUANTITY OF ANY RECOVERED MATERIALS AND A DESCRIPTION OF HOW THOSE MATERIALS WERE MANAGED (include disposal method if applicable)

☐ **CHECK HERE IF DESCRIPTION OR ADDITIONAL COMMENTS ARE INCLUDED ON ATTACHED PAGE**

ASSESSMENT OF ACTUAL OR POTENTIAL HAZARDS TO HUMAN HEALTH (include known acute or immediate and chronic or delayed effects, and where appropriate, advice regarding medical attention necessary for exposed individuals.)

☐ **CHECK HERE IF DESCRIPTION OR ADDITIONAL COMMENTS ARE INCLUDED ON ATTACHED PAGE**

MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY NOTIFIED:

INITIAL CONTACT BY: ☐ **Telephone** ☐ **Fax** ☐ **Email** ☐ **Other**

DATE/TIME INITIAL CONTACT:_____

☐ PEAS: 800-292-4706 Log Number Assigned _____

☐ DEQ District or Field Office

- ☐ Baraga
- ☐ Bay City
- ☐ Cadillac
- ☐ Crystal Falls
- ☐ Detroit
- ☐ Gaylord
- ☐ Grand Rapids
- ☐ Gwinn
- ☐ Jackson
- ☐ Kalamazoo
- ☐ Lansing
- ☐ Newberry
- ☐ Warren
- ☐ Wyoming

DEQ Office locations are subject to change

Divisions or Offices Contacted:

- ☐ Air Quality
- ☐ Land & Water Management
- ☐ Office Geological Survey
- ☐ Remediation and Redevelopment
- ☐ Waste and Hazardous Materials
- ☐ Water Bureau

NAME AND TITLE OF PERSON MAKING INITIAL REPORT:

_____

DEQ STAFF CONTACTED & PHONE NUMBER:

OTHER ENTITIES NOTIFIED:

	Date:	Time:
☐ National Response Center (NRC): 800-424-8802	_____	_____
☐ US Coast Guard Office: ☐ Detroit ☐ Grand Haven ☐ Sault Ste. Marie	_____	_____
☐ US Department of Transportation	_____	_____
☐ US Environmental Protection Agency	_____	_____
☐ 911 (or primary public safety answering point)	_____	_____
☐ Local Fire Department	_____	_____
☐ Local Police and/or State Police	_____	_____
☐ Local Emergency Planning Committee	_____	_____
☐ State Emergency Response Commission via MI SARA Title III Program	_____	_____
☐ Wastewater Treatment Plant Authority	_____	_____
☐ Hazmat Team	_____	_____
☐ Local Health Department	_____	_____
☐ Department of Labor & Economic Growth MIOSHA	_____	_____
☐ Department of Labor & Economic Growth Fire Safety	_____	_____
☐ Michigan Department of Agriculture: 800-405-0101		
☐ Other _____		

PERSON CONTACTED & PHONE NUMBER:

DATE WRITTEN REPORT SUBMITTED

SIGNATURE OF PERSON SUBMITTING WRITTEN REPORT

Appendix F
Fuel Transfer Procedures and Inspection Forms

C. Truck Deliveries

1. The facility operator shall prepare receiving tank(s) and facility items prior to delivery of product, i.e.: gauging, sumping, correct inlet and outlet valve positioning, etc.
2. The airport facility operator should receive a shipping document from the jet fuel supplier or shipping agent certifying product being delivered to airport meets all ASTM D1655 specification requirements with at least the following select property values listed as measured in specified ASTM test methods:
   a. Visual Appearance in White Bucket
   b. API Gravity, corrected to 60× F (15× C)
3. At time of delivery and prior to connecting truck discharge hoses, transport truck driver and facility operator should review and agree that fuel delivery documentation and procedures are in place to ensure satisfactory fuel receipt. Shipping document should include all delivery information, i.e.: destination; batch number; fuel grade or type; quantity to be shipped; API Gravity, corrected to 60× F (15× C).
4. Truck unloading hoses and fittings should be inspected for deficiencies, pending failures and cleanliness prior to connection to airport facility receiving connections.
5. Prior to testing and unloading of transport truck, allow truck to set for a minimum of 10 minutes with the tank internal valves open.
6. Facility operator should conduct the following tests on fuel samples received from highway transport truck tank compartments and record the results:
   a. Visual Appearance in White Bucket
   b. API Gravity, corrected to 60× F (15× C)

   Note: Use extreme care and vigilance when performing the Visual Appearance test. Slight traces of water, solids or color may indicate the presence of product mixes or other contaminants that could cause jet fuel to be off-specification and unacceptable for aircraft use. Any unusual results must be investigated.

7. If visible contamination is observed in white bucket, more than one sumping may be required to clear it. If contamination remains after approximately five (5) one gallon individual samples from on tank truck compartment, the load must be rejected. If a load is rejected, Mesaba is to be notified if it is anticipated that such rejections may impact aircraft operations. A representative sample of the rejected product, including supporting documentation, should be retained in a clean container for future reference.
8. Those operators performing the API Gravity check must reject the fuel load if API Gravity, Corrected to 60× F (15× C) is not between 37× and 51× API. If a change of more than 1× API from source as shown on shipping document exists, discontinue fuel transfer or receipt and initiate an immediate investigation to determine if there is fuel contamination or a specification problem.

9. While receiving fuel into airport storage, facility operator should periodically monitor pressure differential of inlet filtration and check system for product leaks.
10. Upon completion of fuel receipt into airport storage, facility operator shall secure the receiving tank(s) and facility items, i.e.: gauging, record results of sumping tanks and filters, set inlet and outlet valves for correct positioning, etc. Tank and filter sump result records are to be retained for 12 months

Note: To help improve fuel purity, it is desirable to have one hour settling per vertical foot of product depth.

D. Railroad Tank Car Deliveries

Airport facility operator should follow the "Transport Truck Deliveries" section for guidance procedures.

E. Marine Vessel Deliveries

Airport facility operator should follow the "Pipeline Deliveries" section for guidance procedures.

DELTA COUNTY AIRPORT

MESABA AIRLINES
Fuel Service Manual - Volume 2:8
Chapter 5 - Forms

INTO-PLANE FUELING EQUIPMENT CHECKS (Refer To Section 2-6)	STATION ESC	EQUIPMENT ID# 1	MONTH_____YEAR_____

DAILY - USE APPLICABLE RATINGS	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
1 GENERAL CONDITION																														
2 FILTER SUMPS - RECORD RATINGS																														
3 FILTER DIFFERENTIAL PRESSURE - PSI																														
4 DEADMAN CONTROLS																														
5 BRAKE (SAFETY) INTERLOCKS																														
6 NOZZLE FUELING PRESSURE																														
7 HOSES, NOZZLES AND SWIVELS																														
8 STATIC REELS, CABLES AND CLAMPS																														
9 LIFT PLATFORMS N/A																														
10 FIRE EXTINGUISHERS																														
11 SURGE/WASTE TANKS N/A																														
12 AIR TANKS – Drain																														
13 TANKER TROUGHS																														
14 TANKER SUMPS - RECORD RATINGS																								–						
15 TANKER BOTTOM LOADING PRE-CHECK																														
16 Engine Oil Level																														
17 Fuel Tank Level																														
IDENTIFICATION OF PERSON PERFORMING TASKS OR PERSON ACCEPTING RESPONSIBILITY THAT TASKS WERE PERFORMED																														

RATINGS: S = SATISFACTORY, C = COMMENT (COMMENT REQUIRED IN REMARKS SECTION), N/U = NOT USED, N/A = NOT APPLICABLE
SUMP SAMPLE RATINGS: SOLIDS - 1 = CLEAN, 2 = SLIGHT, 3 = PARTICULATE, 4 = DIRTY; WATER - A = BRIGHT, B = HAZY, C = CLOUDY, D = WET

REMARKS:

AIN ON FILE FOR 12 MONTHS

Original Date NOVEMBER 1, 2000.
Revision Date _____

FAA Approval 11/30/2005

FORM 103 04A

1 of 2

INTO-PLANE FUELING EQUIPMENT CHECKS (REFER TO SECTION 2:4)		MONTHLY	
	RATING	DATE	SIGNATURE
1 FILTRATION TEST			
2 STATIC SYSTEM CONTINUITY TEST			
3 NOZZLE SCREENS			
4 FUEL HOSES			
5 SIGNS AND PLACARDS			
6 METER SEALS			
7 FIRE EXTINGUISHERS			
8 EMERGENCY SHUTDOWN SYSTEM / MARKED			
9 LIFT PLATFORMS			
10 TANK INTERIORS			
11 TANK VENTS AND DOME COVERS			
12 TANK TROUGH DRAINS			
13 FUEL VEHICLE PARKING / TRUCK CONDITION			
14 FUEL LEAKS			
15 GASKETED DOME COVERS			
16 VEHICLE EXHAUST SYSTEMS			
17 FILTER CHANGE			
18 BATTERY LEVEL			
19 RADIATOR LEVEL			
REMARKS			
GROUNDING RODS AVAILABLE			
FUELING PROCEDURES OBSERVED			
PERSONNEL TRAINING REQUIREMENTS			

Kenneth R. Tice III

EXHIBIT 9

FUEL FACILITY CHECKS														STATION						FACILITY						MONTH				
DAILY USE APPLICABLE RATINGS	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
1 GENERAL CONDITION OF TANKYARD																															
2 SECURITY FIRE & SAFETY DEFICIENCIES																															
3 FUEL LEAKS																															
4 HOSES, NOZZLES AND SWIVELS																															
5 BONDING REELS, CABLES AND CLAMPS																															
6 FIRE EXTINGUISHERS																															
7																															
8																															
IDENTIFICATION OF PERSON PERFORMING TASKS OR PERSON ACCEPTING RESPONSIBILITY THAT TASKS WERE PERFORMED.																															

MONTHLY - USE APPLICABLE RATINGS	DATE:	SIGNATURE:	MONTHLY - USE APPLICABLE RATING:	DATE:	SIGNATURE:	RATINGS:	
1 FILTRATION TEST			6 DEAD MAN CONTROLS			S	SATISFACTORY
2 BONDING CABLE COMPANY			7 EMERGENCY FUEL CUTOFFS / MARKED			C	COMMENT
3 NOZZLE SCREENS			8 METER CALIBRATION			N/U	NOT USED
4 SIGNS & PLACARDS (NO SMOKING / FLAMMABLE)			9 FILTER CHANGE			N/A	NOT APPLICABLE
5 FLOATING SUCTION			10 FIRE EXTINGUISHERS				

NOTE #1 - SUMP SAMPLE RATINGS: SOLIDS - (1) CLEAR (2) SLIGHT (3) PARTICULATE (4) DIRTY; WATER - (A) BRIGHT (B) HAZY (C) CLOUDY (D) WET (E) SURFACTANTS

NOTE #2 - MULTIPLE TANKS, FILTERS AND OTHER EQUIPMENT MUST HAVE SUPPORTING DOCUMENTATION SHOWING RESULTS OF REQUIRED CHECKS.

SIGNATURE OF PERSON PERFORMING ACTUAL CHECKS MUST BE ON SUPPORTING DOCUMENTS.

NOTE #3 - RECORD SUMP RESULTS & FILTER DIFFERENTIAL PRESSURE ON BACK OF FORM.

REMARKS:

Original Date NOVEMBER 1, 2000

Revision Date

Kenneth M. Taira 11/30/00
FAA Approval

Revision: 15
Date: April 2, 1997
Supersedes: All Previous

TANK SUMP RESULTS (Refer to Section 2-4)

SUMP TANKS DAILY - RECORD RESULTS-NOTE 1	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31

FILTER SUMP RESULTS (Refer to Section 2-4)

SUMP FILTERS DAILY-RECORD RESULTS-NOTE 1	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
100LL																															
Jet A																															

FILTER DIFFERENTIAL PRESSURE (Refer to Section 2-4)

RECORD DAILY	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Jet A																															

NOTE #1 - RATING OF SUMP SAMPLES SOLIDS - (1) CLEAR (2) SLIGHT (3) PARTICULATE (4) DIRTY; WATER - (A) BRIGHT (B) HAZY (C) CLOUDY (D) WET (E) SURFACTANTS

RETAIN ON FILE FOR 12 MONTHS

FORM 103.018

Kenneth M. Tice
11/20/2015

Appendix G
SPCC Inspection Form and Fuel Inventory Record

Monthly SPCC Inspection Form

Date: _____ Time: _____

Inspector: _____ Location: _____

Supervisor Signature: _____ Date: _____

	YES	NO		YES	NO
FUEL TRUCK UNLOADING AREA:			**SECURITY:**		
Spill response materials available			Lighting is working properly		
Drip pan available			Emergency contact information posted		
Warning signs present					
			EMERGENCY EQUIPMENT		
STORAGE TANKS:			Spill kit inventory		
Check welds, seams, nozzle connections (free of leaks)			Response materials in good condition		
General condition of tank is good			PPE available and in good condition		
Free of corrosion			Generator and tank in good condition		
Free of buckles and dents					
Vents not obstructed			**DRUMS/CONTAINERS:**		
Free of deterioration			General condition of container is good		
Free of malfunction (leaks, seepage, etc.)			Free of corrosion		
Level gauges working properly			Free of buckles and dents		
			Free of malfunction (leaks, seepage, etc.)		
PIPING & VALVES:			Free of deterioration		
Operating condition, free of leaks			Stored on a spill containment pallet		
No signs of corrosion damage to pipelines or supports					
			TERMINAL RAMP:		
FUEL TRUCK:			Free of spills and leaks		
General condition of truck is good			Free of staining or sheens		
Free of corrosion					
Free of buckles and dents			**DITCHES, CATCH BASINS, AND PORTAGE CREEK**		
Level gauges working properly			Free of sheens and staining		
Free of malfunction (leaks, seepage, etc.)			Free of odors		

Record any deficiencies observed and corrected:

_____
_____
_____
_____

Repairs needed:

_____
_____
_____
_____

Fuel Inventory Record

Facility Name	Delta County Airport		**Facility Location**	3300 Airport Road Escanaba, Michigan 49829	
Date		**Inspector**		**Product**	
Total Volume		**Units**			

Date	Final Volume	Initial Volume	Total Added

***Make entry for each fill event or when the tank level is checked.**