

# Vehicle and Equipment Maintenance

## Best Management Practices Fact Sheet

### Goal/Purpose:

#### *Short Term*

Minimize the discharge of pollutants into storm water runoff from vehicle and equipment maintenance operations by containing potential pollutants and preventing release to the storm water conveyance system.

#### *Long Term*

Only emergency maintenance and repairs will be conducted without cover.

Use drip pans under leaking vehicles to contain drips and prevent contamination of groundwater and storm water.

Check pans regularly and empty as needed to prevent overflows.

Using containers that can be placed directly under the engine to collect fluids can significantly reduce spills. These containers also allow the waste to be transferred to other accumulation tanks with little effort via a nozzle at the bottom of the unit.

Setting up automated systems to deliver fluids will save employee time and reduce the potential for spills in the shop. Secondary containment for the storage containers (e.g., curbs or double-walled tanks) is required for hazardous chemicals.

Carefully pick cleaning systems and products to maximize operations while minimizing waste generated and reducing employee exposure to toxic chemicals.

### Selection of Best Management Practice Activities

To comply with the city's Storm Water Pollution Prevention Program (SWPPP), specific best management practices (BMPs) must be implemented at municipal facilities and should be selected or developed on a case-by-case basis as required.

### Activity

1. Conduct maintenance and repair operations indoors or under cover, whenever possible.
2. Periodically throughout the day, clean up your work area to prevent the tracking of pollutants around the work site and outside.
3. Use shop rags and damp mop for general cleanup; never hose down a work area. The mop water must be emptied into a drain connected to the oil/water separator. Know where oil/water separator is located; train staff.
4. Use drip pans to collect and transfer liquids or transport parts.

5. Everyday, carefully empty collection pans. Use funnels to transfer liquids when appropriate. Clean up drips immediately.
6. Check vehicles and equipment awaiting maintenance, repairs, or disposal for leaks. Clean up any releases immediately and dispose of appropriately. Place collection pans to collect any further releases regardless if all such vehicles are gathered in a specific waiting area or not.
7. Cover engines and other parts to prevent contact with storm water; use hood, tarp, shed, or building.
8. Drain fluids from equipment or parts that are to be scrapped.
9. The scrap metal stockpile will be minimized by disposal periodically. Keep the stockpile covered.
10. Do not use drains without knowing whether they flow to the sanitary sewer, storm system, or an internal sump. Confirm connections before using drains to ensure proper disposal.
11. When working outside, always protect the storm drain system from accidental releases. One way to protect the storm drain system is by putting portable dikes around the work area and/or placing storm drain mats over the storm drains. Use the most appropriate method to contain any potential spills.
12. Regularly inspect oil/water separator and sumps; conduct maintenance and repairs promptly. Contact wastewater treatment plant staff to address any discharge concerns you may have.
13. Keep vehicle and equipment painting confined to small touch-ups. Using greater amounts of paint or other coatings requires the use of a spray.
14. Consider using a water-based parts-cleaning system instead of petroleum solvents, if potential for contact with storm water cannot be eliminated.
15. Maintain labels on all containers; correct identification is important for employee safety and correct disposal. OSHA mandates labels for all containers holding a substance.
16. Maintain an organized inventory of chemical products on-site along with their Material Safety Data Sheets.
17. Conduct preventive maintenance on secondary containment structures, pipes, valves, pumps, and other equipment to ensure proper operation and identify potential leaks.

### Contractor Requirements

1. Ensure that contractors provide the city with a copy of their storm water awareness training and procedures for protecting the storm water system.
2. Include specific contract language to inform contractors that they must comply with federal, state, and local storm water rules and regulations as required by the Clean Water Act. Amend existing contracts to include this language, if not already included.

### Employee Training

Staff training may include regular tailgate sessions at those facilities that load and unload significant amounts of chemicals or raw materials. Tailgate sessions should provide information on the selected storm water BMPs and methods for preventing discharge of pollutants into the storm drain system. Encourage employees to suggest modifications for existing BMPs and to create new BMPs; their suggestions will likely reduce labor and increase storm water runoff protection. If the above-suggested BMPs require some modification to work for you or do not cover some aspect of your operations or facility, call the city storm water representative at (XXX) XXX-XXXX for assistance.

Storm water BMP training may be incorporated with other training sessions such as safety training. Records of the training sessions should be kept for at least three years. These records should include who conducted the training, who attended, subjects discussed, and the date(s) of the training.

For additional information on this and other BMPs or the city's responsibilities under the National Pollutant Discharge Elimination System (NPDES) Phase II federal regulations for storm water discharges, see <http://www.XXXX.XXXX> or contact the city storm water representative at (XXX) XXX-XXXX for assistance.