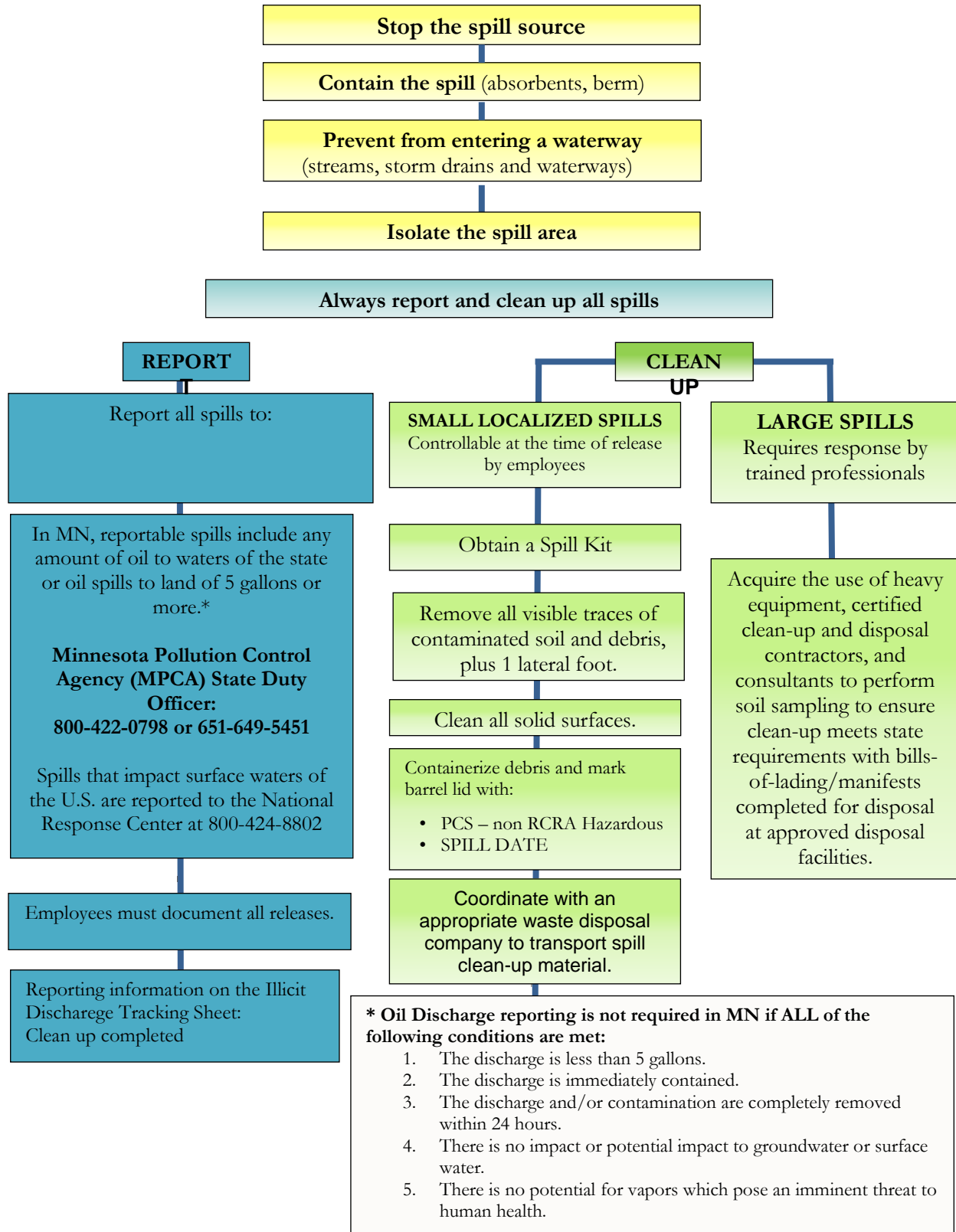


**Spill Response/Control** Note: for specific chemicals, refer to MSDS for guidance.

**Spill Response Flowchart**



## **General**

For quick reference, an oil spill response flow chart has been developed and is provided in the previous section of this document. The procedures include internal and external notification procedures for initiating a response, and control and countermeasures for handling spills. The following actions are recommended for mitigating the release of oil products:

1. Assess and evaluate health, safety and fire hazards.
2. If at all possible, stop the source of the spill immediately. Close the valves, shut down the pump, or take whatever actions are possible to stop a release and/or prevent further contamination. If conditions are hazardous (for example, fire or potential explosion), do not approach. If safety is not an issue, call other nearby employees for assistance in stopping the release.
3. Confine the release to the smallest area possible.
  - a. Use booms or sandbags, dig small trenches, or place absorbent pads to stop the spread.
  - b. Take immediate action to prevent the spill from exiting the plant or reaching surface waters.
  - c. If the release reaches water, attempt to place booms to contain the release, or, if necessary, block drainage downstream of the spill to prevent further spread.
4. Properly store and dispose of contaminated soils.

For small localized spills that are controllable at the time of release by personnel (such as small equipment leaks) promptly control, contain and clean up any discharge using a spill response kit. All visible traces of contaminated soil and debris will be removed. All solid surfaces will be cleaned. Waste will be properly collected, stored, and disposed.

For large spills, personnel will attempt to control and contain any discharge using a spill response kit or other control equipment. Clean-up of large spills may require the response by trained professionals. When necessary, acquire the use of heavy equipment, certified clean-up and disposal contractors and consultants to perform soil sampling to ensure clean-up measures have met state requirements. Waste will be properly disposed of properly.

## **Petroleum**

1. Upon discovery of a petroleum spill, the first step is to stop the spill or leak if this can be done safely. Turn off nozzles or close valves from the leaking container or system. Use a wooden plug, bolt, band or putty on a puncture-type hole.
2. Sand, kitty litter, ground corn cobs, and other sorbent can control the spread of oils until it can be picked up. Synthetic sorbent pads and booms can be lowered into sewers, placed at sewer outfalls or placed across waterways to catch oil. A temporary berm should be built around flowing liquid.
3. Petroleum sheen can usually be distinguished by attempting to break up the sheen. When disturbed, a petroleum sheen will quickly try to reform, whereas a bacterial sheen will typically break into small platelets. Odor can also help determine if the spilled substance is a petroleum product.

## **Fertilizers and Pesticides**

For fertilizers and pesticides spills, stay upwind, out of low areas, and ventilate closed spaces before entering. Shut off ignition sources; keep flares, smoking or flames out of hazard area. For small spills, take up with a

sorbent material. Avoid the use of sawdust or sweeping compounds if the pesticide is a strong oxidizer, as it could create a fire hazard.

### **Reporting**

An Emergency Release Follow-Up Report must be submitted to the Minnesota Emergency Planning and Community Right-to-Know Act (EPCRA) Program within seven days of a release.

### **Internal Notification**

Report all spills to the Public Works Director.

### **Immediate External Notification**

1. Report spills that may cause pollution, such as spills of toxic, flammable, corrosive and dangerous industrial chemicals. Also report spills of environmentally damaging materials, including milk, coal, animal parts, batteries, etc.
2. Notification is not required for a discharge of five gallons or less of petroleum.
3. All reportable spills should be directed to the Minnesota Duty Officer by calling (651) 649-5451 or (800) 422-0798. This is a 24 hour service.
4. Call 911 if fire or public safety hazards are created.
5. The National Response Center must be notified immediately if a discharge of oil violates an applicable water quality standard, or causes a sheen on the surface of a water. Call 800-424-8802 (24 hours).

### **Spill Disposal**

Note: MPCA will likely suggest a disposal protocol for the specific spill when it is reported.

### **Petroleum**

Used sorbent materials can be thin-spread on acceptable ground for bacterial degradation. Or, they can be sent to an asphalt plant or incinerator that has the proper air pollution controls and permits. Manufactured fabric sorbents can be disposed of in the permitted incinerators. The MPCA maintains lists of permitted treatment facilities and incinerators in the state that can treat or dispose of contaminated sorbent.

### **Fertilizers and Pesticides**

Disposal should be handled by a professional waste contractor. Contact MPCA for guidance.

### **MPCA Recommended Emergency Response Contractors**

#### **Full Service**

Bay West Environmental

5 Empire Dr.

Saint Paul, MN 55103-1867

Contact: Bill Lazarz (williaml@baywest.com) or ER Lead On-call

Contracting inquiries: Bill Lazarz (williaml@baywest.com) or Bryan Murdock (bryanm@baywest.com)

24-hour emergency spill response: (800) 279-0456

Office phone: (651) 291-0456 or (800) 279-0456

Fax: (651) 291-0099

#### **Limited Service**

Midamerica Technical & Environmental Services, Inc.

6989 N. 55th St., Suite C2

Oakdale, MN 55128

Contact: Jim Harms (jim@midamericaenv.com)

Office phone: (651) 779-1900 or (888) 314-2042

24-hour phone answering: (888) 314-2042

### **Record Keeping**

All records generated with this plan (spill notifications, inspection worksheets, integrity testing results, repair records, and training records) must be maintained for a minimum of 3 years. These records are filed in the SPC records or in the facility operating records. A copy of this SPC Plan is kept at the public works facility.

### **Training**

Training is required for oil-handling employees and employees that perform inspections under this plan. Personnel at the public works facility will be trained in the following areas:

- Laws and regulations regarding spills, releases, and pollution control
- Contents of the Spill Plan
- Operation and maintenance of equipment to prevent discharges
- General plant operations.
- Discharge procedure protocols
- Known discharges or failures and malfunctioning components
- Recently developed precautionary measures



If you'd like to use this document, leave a reference that this was created by the City of Elk River.