Spill Prevention, Control and Countermeasure (SPCC) Plan

Marina Name: Washburn Marina
Address: 1 Marina Drive, Washburn, WI 54891
Contact: Michelle Shrider
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Self-Certification: I hereby certify that I have examined the facility, and, being familiar with the provisions of 40 CFR part 112, attest that this SPCC plan has been prepared in accordance with accepted and sound industry practices and standards, and with the requirements of 40 CFR §112.3 and §112.6

The facility described herein is qualified to self-certify this Plan in lieu of using a Professional Engineer and is opting to do so. I attest this facility is a "qualified facility" as defined in 40 CFR Part 112.3 (g) which indicates the facility: 1) has an aggregate aboveground storage capacity of 10,000 gallons or less and (2) has had no single discharge as described in § 112.1 (b) exceeding 1,000 U.S. gallons or not two discharges as described in §112.1(b) each exceeding 42 U.S. gallons within any twelve month period in the three years prior to the SPCC Plan self-certification date, or since becoming subject to this part if the facility has been in operation for less than three years (other than discharges as described in §112.1(b) that are result of natural disasters, acts of war, or terrorism). http://www.epa.gov/oilspill/spcc.htm

In self-certifying this plan I also attest that:

(1) I am familiar with the requirements of 40 CFR part 112;
(2) I have visited and examined the facility;
(3) The Plan has been prepared in accordance with accepted and sound industry practices and standards, and with the requirements of 40 CFR §112.6;
(4) Procedures for required inspections and testing have been established;
(5) The Plan is being fully implemented;
(6) The facility meets the qualification criteria set forth under § 112.3(g);
(7) The Plan does not deviate from any requirement of this part as allowed by §§ 112.7(a)(2) and 112.7(d), except as provided in paragraph (c) of this section; and
(8) The Plan and individual(s) responsible for implementing the Plan have the full approval of management and the facility owner or operator has committed the necessary resources to fully implement the Plan.

This plan has been self-certified by:
Name: Michelle Shrider
Title: General Manager of Washburn Marina
Address: 1 Marina Drive, Washburn WI 54891
Date of certification: October 12, 2016

FACILITY INFORMATION

Facility Name: WASHBURN MARINA
Mailing Address: PO BOX 482
Physical address, if different: 1 MARINA DRIVE
Owner Name: CITY OF WASHBURN WISCONSIN
Owner Address: PO BOX 638
Primary Contact Name: Michelle Shrider, Marina General Manager
Work Phone Number: 715 373 5050
Home Phone Number: 715 779 3674
Mobile Phone Number: 715 209 7455
Secondary Contact Name: Scott Kluver, Washburn City Administrator
Work Phone Number: 715 373 6160

Date of Initial Operation: 1982

SITE ASSESSMENT

Location:
Adjacent Water Body: Chequamegon Bay of Lake Superior, Wisconsin, USA
Nearest Confluence: NA
Mile Marker: Latitude: 46 40" 14.8764" Longitude: -90 53' 10.3452"
County: Bayfield County, Wisconsin

FACILITY DESCRIPTION

Acres of land: 11 acres

Facilities and Equipment:
Wet slips: 138
Maintenance building: 1 qty – 8500 square feet
Ships store: 1 qty – 2000 square feet
Restrooms: 2 shower rooms with toilet stalls (men and women), 2 public restooms (men and women), 2 staff restrooms (men & women)
Offices: 1 qty – 1500 square feet
Pavilion/picnic area – 3 qty, 1 covered
Pump-out station: at fuel dock
Commercial fuel dock: gasoline & diesel
Travel lift: 150 ton capacity
Hydraulic trailer – 2 qty - 20 ton each; 1 qty – 35 ton
Crane – 1 qty, 12 ton
Man Lift – 1 qty – 45 feet reach

Services:
Place an X beside all that apply.

__X__ general maintenance
__X__ commissioning
__X__ winterization
__X__ pressure washing
__X__ cleaning and waxing
__X__ engine repair/tuning
__X__ propeller repairs
__X__ oil changes
__X__ parts cleaning
__X__ painting
__X__ blasting
__X__ sanding
__X__ canvas
__X__ rigging
__X__ fiberglass
__X__ blister repair
__X__ carpentry
__X__ air conditioning repair and service
__X__ refrigeration
__X__ electrical
__X__ plumbing
___ other services. Please list: _____
_____

Fixed Storage:
One 2,000-gallon above-ground tank containing diesel fuel.
One 2,000-gallon above-ground tank containing diesel fuel.
Non-Fixed Storage:
One 200-gallon above-ground tank for waste oil
One 200-gallon above-ground tank for waste antifreeze
One 55-gallon drum for waste oil filters
One 55-gallon drum for waste oil absorbent material

Total quantity of stored materials:
The combined quantity of the materials listed above: __4,510__ gallons

OIL SPILL HISTORY

Place an X on the appropriate line and proceed accordingly.

__X__ There has never been a significant spill at the above named facility.

___ There have been one or more significant spills at the above named facility. Details of such spill(s) are described below.

POTENTIAL SPILL VOLUMES AND RATES

Fill in all applicable blanks. Be prepared to show documentation of flow rates. **Your fuel vendor and the manufacturer of your storage and dispensing equipment should be able to provide this documentation.**

Potential Event	Volume Released	Spill Rate
Complete failure of a full tank*	2000 gallons	instantaneous
Partial failure of a full tank*	1 to 2000 gallons	gradual to instantaneous
Tank overflow**	1 to 2000 gallons	up to 40 gallons per minute
Leaking during unloading***	up to 2000 gallons	up to 40 gallons per minute
Pipe failure****	up to 2000 gallons	up to 15 gallons per minute
Leaking pipe or valve****	several ounces to gallons	up to 15 gallons per minute
Fueling operations****	several ounces to gallons	up to 15 gallons per minute
Oil and grease	several ounces to quarts	spotting

* Volume of largest tank

** Calculate using the rate at which fuel is dispensed from the delivery truck into your tank(s).

*** Calculate using the rate at which petroleum would be withdrawn from the tank if it should have to be emptied (*e.g.,* if it was being taken out of service).

**** Calculate based on the specifications of your equipment.

SPILL PREVENTION AND CONTROL

Spill Prevention:

Provide specific descriptions of containment facilities and practices. Include description of items such as double-walled tanks, containment berms, emergency shut-offs, drip pans, fueling procedures and spill response kits. Also, describe how and when employees are trained in proper handling procedures and spill prevention and response procedures.

2000 gallon fuel tanks are double walled and in catch basin. Emergency shut off switch to fuel pumps is visible and near tanks. All fueling is done by marina staff at fuel dock only. Spill response kit is located at head of fuel tank. Employees are trained from custom Emergency Response Procedure Manual in April of each year (see attached). Partnerships have been created with other local marinas for sharing of water deployed boom material when necessary. 200 gallon recycling tanks and 55 gallon drums are in containment basin

Description of where a spill would go:

The 2000 gallon diesel and gasoline tanks are double lined and capable of containing up to 25% of the total volume. A catastrophic spill would release fuel into grass and gravel prior to seeping to water. Containment booms are readily available.

A spill inside the containment of the recycling barrels is capable of holding over 200 gallons. It is sealed to prevent leaking.

Minor spills are prevented by utilization of catch pans equivalent to or greater than the volume involved. Modest spills are quickly absorbed with oil absorbents and handled as hazardous waste.

Describe actions that would be taken in the event of a spill:
See attached Emergency Response Procedure manual for all information

FACILITY INSPECTIONS

A. Name facilities and the frequency with which they are inspected. For example, "The fuel pumps are inspected daily. The materials storage area is inspected monthly." Name the person who has responsibility to implement preventative maintenance programs, oversee on-site inspections, coordinate employee training, maintain records, update the plan as necessary, and ensure that reports are submitted to the proper authorities.

Fuel pumps and tanks are inspected daily by marina staff, WI state inspection done annually in the spring of each year. Daily fuel records are kept and compared monthly to actual. All logs and records are stored digitally, with secure back up, available for inspection at all times. Preventative maintenance is scheduled on fuel pumps, valve access plate and electrical monthly by Harbor Master.

B. Include a description of annual comprehensive inspections. For example, "A site inspection is also conducted annually by appropriate responsible personnel to verify that the description of potential pollutant sources are accurate, that the map reflects current site conditions, and that the controls to reduce the pollutants identified in this plan are being implemented and are adequate. This annual inspection will be conducted above and beyond the routine inspections done focusing on designated equipment and areas where potential sources are located."

Complete facility inspection, emergency response training records update is done annually in spring of each year by Marina Manager and Harbor Master. Records of inspections are reviewed by Washburn Harbor Commission and accompanied by an onsite visit.

RECORD KEEPING

Describe record keeping procedures. For example, "Record keeping procedures consist of maintaining all records a minimum of three years. The following items will be kept on file: current SPCC plan, internal site reviews, training records, and documentation of any spills or maintenance conducted in regards to these sites."

All records are retained permanently in a digital form on the Washburn Marina server, which is backed up daily to a secure site.

MARINA MANAGEMENT APPROVAL

I certify 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, the information submitted is true, accurate and complete.

_____	_____
Signature	Title
_____	_____
Printed name	Date

MAINTENANCE INSPECTIONS

Maintenance Coordinator: _____. Maintenance Coordinator responsibilities include implementation of preventative maintenance programs and oversight of on-site inspections.

Use this table to record inspections:

Facility Inspected	Date of Inspection	Name of Inspector	Result Pass/Fail	Comments

EMPLOYEE TRAINING

Employee Training Coordinator: _____

Use this table to record spill prevention and response training.

Name of Employee	Date of Training	Type of Training/Topics Addressed

RECORD KEEPING OF INCIDENTAL SPILLS

Record Keeper: _____. Record Keeper responsibilities include maintaining records of incidents, updating the SPCC plan as necessary and ensuring reports are submitted to the proper authorities when necessary.

Incident No.	Type of Incident	Date of Occurrence	How it was Cleaned Up

APPENDICES

Site map:
Included: a site map as Appendix A to this plan with the following indicated:

- All roadways surrounding your marina property.
- All facilities within your marina as close proportionately as possible.
- Arrow indicating north.
- Elevation lines to indicate downhill flow of water when it rains.
- Location of any inlets or catch basins that may presently exist on your property.
- Location and general layout of all boat slips associated with your marina.
- All methods of entry to the waterway, *i.e.*, boat ramps, lift well, etc.
- Boat washing areas.
- Location of all fuel containment facilities.
- Location of all in-place spill prevention, control and countermeasure devices.