

APPENDIX B

TRAINING OUTLINE
ATTENDANCE LIST
PRE & POST TEST RESULTS

**Sanilac County Road Commission &
Village of Lexington
DPW / Staff Training Session
For Compliance with NPDES Permit MIS049000**

Training Dates: February 1, 2012

Training Time: 3.5 hours

Topics Covered:

1. Overview of NPDES Stormwater Permit
2. What is a watershed? (video)
3. How does this affect the DPW or Road Commission staff?
 - a. Review of daily staff activities and the goals of keeping stormwater runoff clean.
 - b. Care in work actions to present a good example to citizens of your jurisdictional area. Think prevention of pollution
 - c. Promote awareness in others to keep surface water clean.
 - d. Documentation of what you are doing, keeping track of quantities related to reporting items.
 - e. Overview of reporting impacts.
4. Pollution Prevention and Good Housekeeping
 - a. What will be done to meet permit requirements
 - b. Construction sites – responsibilities
 - i. Be observant of construction sites in your area of responsibility
 - ii. Report pollutants or polluted runoff leaving a construction site
 - iii. Report to your supervisor immediately
 - iv. Contact the Saginaw County Public Works Commissioner to report incident and for them to follow up.
 - v. Documentation
 - c. Storage at municipal properties
 - i. What to look for
 - ii. How to store properly
 - iii. How to handle materials safely and prevent spills
 - iv. Documentation
 - d. Spill prevention / illicit discharges into stormwater system
 - i. What to look for
 - ii. How to report spills
 - iii. How to handle materials safely and prevent spills
 - iv. Documentation
 - e. Protection of catchbasins
 - i. Why it is important to protect CBs
 - ii. Where do the systems drain to
 - iii. Review of practices to protect CBs

- iv. How to report problems
 - v. How to document problems
 - f. Utility maintenance (sanitary and water systems)
 - i. Maintenance records
 - g. Determining where to store materials
 - i. Remember the objective is to prevent pollution of surface waters
 - ii. Handouts on proper storage procedures
 - h. Proper disposal of materials
 - i. Review of proper procedures
 - ii. Handout MDEQ guidelines on disposal of CB & Storm System cleaning
 - i. Keeping municipal properties clean
 - i. Overview of goals and objectives
 - j. Snow removal
 - i. Where to properly place snow
 - ii. Coverage of proper use of de-icers, remember to balance safety and prevent slips/falls on municipal properties.
 - k. Other items
- 4. Care of Municipal Vegetated Properties (information)
 - a. Lawn care
 - b. Fertilizer
 - c. Pesticides / herbicides
- 5. Storm Water Pollution Prevention Plan (SWPPP)
 - a. Review MDEQ video,
 - b. Discuss daily activities and how it can affect surface water.
 - c. Review documentation procedures.
- 6. Seasonal Employees
 - Review of MDEQ training video on first day of employment

STORMWATER EMPLOYEE TRAINING

~~Pitts-Crawford and Metal Co.~~

Training Topic: NPDES Phase II Storm Water
& PPIGH Training

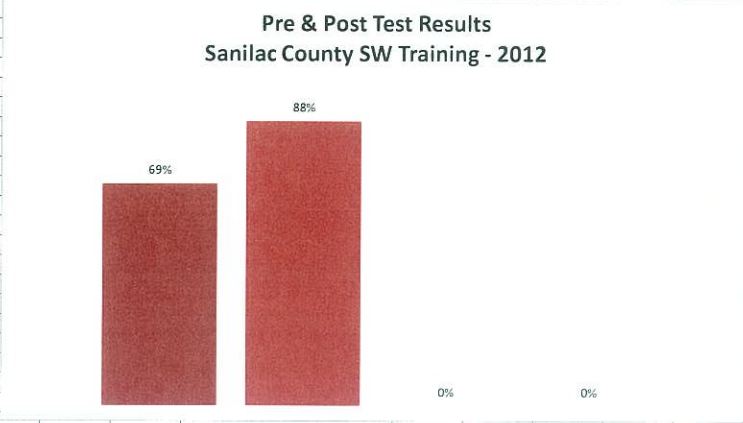
Date: Feb. 1-2012

Time: varies

Name	Name
Village of Lexington	SANILAC County R.C.
P. West (unintelligible)	Elwyn Noakes Jr
TILL FILLASEN	Kohl Fall
Andy Schutt	B. J. Turner
Chris Heiden	Troy [unintelligible]
SAMIE McCombs - E.C.	Drew Stimpff
TOM MARVIN	[unintelligible]
	Francis H. [unintelligible]

Test results from Sanilac County Storm Water training

Test type	Pre Test	Post Test		
Date	2/1/2012	2/1/2012		
1	85%	90%		
2	60%	100%		
3	60%	90%		
4	55%	100%		
5	60%	85%		
6	50%	95%		
7	50%	80%		
8	95%	85%		
9	75%	90%		
10	95%	75%		
11	80%	75%		
12	64%	90%		
13		95%		
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				



Averages	69%	88%	#DIV/0!	#DIV/0!
Total # trained (2012)		13		