STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY
GRAND RAPIDS DISTRICT OFFICE

RICK SNYDER
GOVERNOR

C. HEIDI GRETHER
DIRECTOR

December 14, 2016

Mr. Jason Edwards, Project Engineer
Allegan County Road Commission
1308 Lincoln Road
Allegan, Michigan 49010

Dear Mr. Edwards:

SUBJECT: Pollution Prevention and Good Housekeeping (PP/GH) Plan
National Pollutant Discharge Elimination System (NPDES)
Certificate of Coverage (COC) No. MIG610141
Municipal Separate Storm Sewer System (MS4)

On October 10, 2016, the Department of Environmental Quality (DEQ), Water Resources Division (WRD), received the final version of the PP/GH Plan for the Allegan County Road Commission. The revised PP/GH Plan was submitted on your behalf by the Macatawa Area Coordinating Council (MACC). The PP/GH Plan was reviewed in accordance with the requirements of NPDES General Permit No. MIG619000. NPDES General Permit No. MIG619000, authorizes discharges of storm water from municipal separate storm sewer systems (MS4s) to the surface waters of the state, and thus you are subject to the Federal Water Pollution Control Act, as amended (33 U.S.C. 1251 et seq; the "Federal Act"), Michigan Act 451, Public Acts of 1994, as amended (the "Michigan Act"), Parts 31 and 41, and Michigan Executive Orders 1991-31, 1995-4 and 1995-18.

The PP/GH Plan has been reviewed and is approved. At the request of the MACC, this document was also reviewed in accordance with the requirements of the 2016 MS4 permit application. The 2016 PP/GH Plan appears to meet the new MS4 permit requirements as well as those of the current permit.

Please begin implementing the October 10, 2016, version of the PP/GH Plan immediately to maintain compliance with your current permit.

Should you require further information, please contact me at 616-356-0215; stamoura@michigan.gov; or at the address below.

Sincerely,

Amanda St. Amour
Senior Environmental Quality Analyst

as/lr

cc: Ms. Kelly Goward, MACC

POLLUTION PREVENTION & GOOD HOUSEKEEPING PROGRAM HANDBOOK

ALLEGAN COUNTY
1835 1835
ROAD COMMISSION

2016

Prepared by

Macatawa Area Coordinating Council

301 Douglas Ave, Holland MI 49424

www.the-macc.org

616-395-2688

Cover Photos provided by the Allegan County Road Commission

Table of Contents

List of Tables

List of Figures

List of Appendices

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SECTION 1: The Importance of Pollution Prevention and Good Housekeeping

1.1 Introduction

Storm water runoff occurs when rain and snowmelt flows over land and does not soak into the ground. Runoff is part of the natural water cycle. However, human activity in urban areas impacts the natural water cycle by increasing runoff and reducing infiltration. Runoff in urban areas tends to pick up trash, chemicals, sediment, and other pollutants and delivers them directly to local drains, rivers and lakes untreated. This can lead to poor water quality and impair uses, such as recreation and fish habitat.

Many municipal activities have the potential to impact surface water. Some activities, such as construction site management, vehicle washing and street maintenance can negatively impact water quality. Other activities, such as street sweeping, storm drain cleaning and employee training, can help improve water quality. Negative impacts can be reduced through the use of best management practices to protect water quality. A municipal pollution prevention and good housekeeping program can help control and reduce storm water pollution while addressing local land and water restoration goals and objectives.

1.2 Purpose and Scope

This guidebook was developed by the Macatawa Area Coordinating Council in coordination with the Allegan County Road Commission (ACRC) and other members of the Macatawa Watershed Storm Water Committee to document the pollution prevention and good housekeeping (PPGH) program in order to maintain compliance with the State of Michigan's NPDES permit for discharge of storm water to surface waters of the state from a municipal separate storm sewer system (Part 31 of Michigan's Natural Resources and Environmental Protection Act, 1994 PA 451, as amended). The guidebook provides detailed information about the ACRC's storm water controls, inspection procedures, operation and maintenance procedures, best management practices, and other required program components that must be followed in order to maintain compliance with the MS4 permit.

1.3 Users of the Guidebook

This guidebook is intended to be used and maintained at all facilities owned and operated by the ACRC that fall within the jurisdiction of the MS4 permit. Users will include facility managers and employees that are engaged in pollution prevention and good housekeeping activities that are described in the guidebook.

1.4 Organization of the Guidebook

The guidebook is divided into the following sections:

Section 1: The Importance of Pollution Prevention and Good Housekeeping

> This section provides an overview of the purpose and use of the guidebook. Included is information about the Macatawa Watershed, regulatory program requirements and definitions and acronyms.

Section 2: Municipal Facility and Structural Storm Water Control Inventory

> This section contains detailed information about storm water structural controls owned by the ACRC within the urbanized area.

Section 3: Structural Storm Water Control Operation and Maintenance Activities

Section 3 provides procedures for inspecting and maintaining catch basins owned by the ACRC that are located in the urbanized areas of Allegan County.

Section 4: Municipal Operations and Maintenance Activities

This section provides an assessment of operation and maintenance activities that are performed by the ACRC and the potential pollutants associated with those activities. Best management practices are described for these activities. Also included is a procedure for conducting street sweeping.

Section 5: Additional Program Components

The final section of the handbook provides information on other program components that are required by the MS4 permit. Included is information related to vegetation management, contractor oversight and an employee training program.

1.5 Watershed Information

Allegan County contains three major watersheds: the Macatawa, the Kalamazoo River and the Black River. Regulated urban areas are only located with the Macatawa Watershed (Figure 1), therefore information about the Kalamazoo and Black River Watersheds is not included.

The Macatawa Watershed covers 175 square miles, 37% of which is in Ottawa County, and the landuse (2009) is 46% agriculture, 33% urban and 21% natural/forested and water/wetland (MACC 2012). The watershed has lost over 85% of its wetlands and 75% of its forestland to agriculture and urbanization. From 1978 to 2009, urban land increased from 15% of the watershed area to 33% (MACC 2012). With this increase in urbanization came an increase in impervious surfaces, with most of the urbanized subwatersheds having more than 20% impervious surface cover (Fongers 2009). An increase in impervious surfaces resulted in dramatic increases in the volume of storm water runoff (89% on average from 1978 to 2005), which has resulted in a flashy stream system that is plagued by erosion and sediment laden flows during many rain or snowmelt events. Most peak flows have increased by more than 100% and runoff volumes in most subwatersheds have increased by over 75% since 1978 (Fongers 2009).

This history of landuse changes in the Macatawa Watershed has led to most of the tributaries being listed as impaired and not supporting water quality for a variety of uses, most commonly warm water fishery and other aquatic wildlife due to sedimentation and phosphorus. A phosphorus total maximum daily load (TMDL) was approved for Lake Macatawa in 2000 (Walterhouse 1999). The majority of the phosphorus load in Lake Macatawa, 90%, was determined to be from nonpoint sources. Since the TMDL was developed prior to the issuance of the Phase II program, discharges from MS4s are part of the nonpoint source load allocation. The *Nonpoint Source Phosphorus Reduction Plan for the Macatawa Watershed* was developed and approved in 2000. Numerous efforts were made to reduce nonpoint sources of phosphorus throughout the watershed, but by 2008, water quality monitoring showed little improvement. The TMDL was renewed at that time and a process was started to update the plan. The *Macatawa Watershed Management Plan* was approved in 2012 and provides best management practice recommendations for reducing sediment and phosphorus loads from priority areas in the watershed, including recommendations for urban areas.

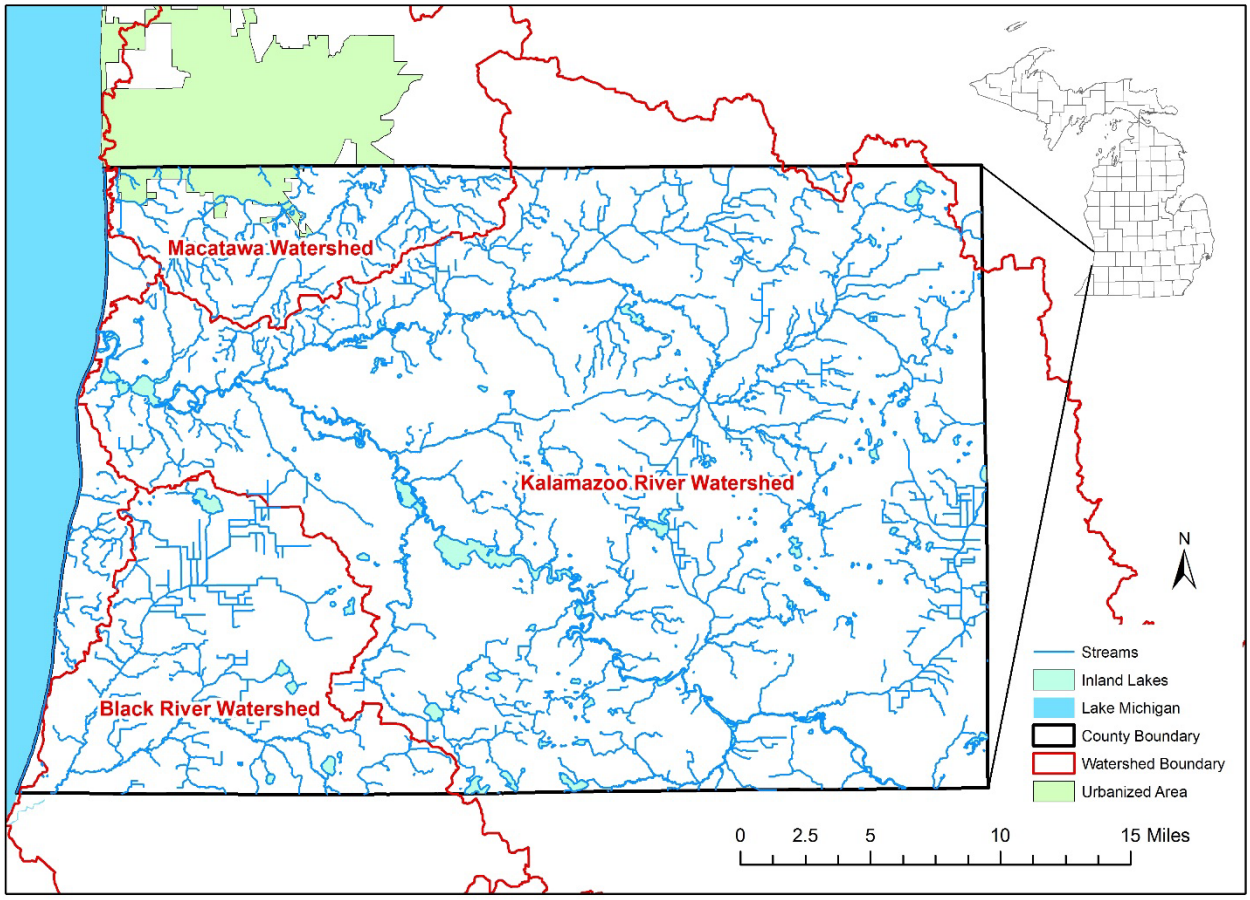

Figure 1. Allegan County Watershed Map

1.6 Regulatory Requirements

The federal Clean Water Act (CWA), as amended in 1987, is the principal legislation for establishing requirements for the control of storm water pollutants. Enforcement of the CWA and other federal laws has generated numerous federal, state and local requirements and programs that deal directly or indirectly in controlling storm water discharges. In the following sections, various programs are discussed in relation to the control of pollutants from municipal storm water systems.

Federal NPDES Program

In 1972, provisions of the federal Water Pollution control Act, also known as the Clean Water Act (CWA) was amended so that discharge of pollutants to waters of the United States from any point source is effectively prohibited unless the discharge is in compliance with a National Pollutant Discharge Elimination System (NPDES) permit. The 1987 amendments to the CWA added Section 402(p) that established a framework for regulating municipal, industrial and construction storm water discharges under the NPDES program. In 1990, the EPA published final Phase I regulations that established application requirements for storm water permits for municipal separate storm sewer systems (MS4s) serving populations over 100,000 and certain industrial facilities, including construction sites greater than 5 acres. In 1999, the EPA published final Phase II regulations for communities with an MS4 serving populations less than 100,000 and operators of construction sites 1 to 5 acres in size.

Municipal NPDES Storm Water Programs

In Michigan, municipalities were given the option to apply for a jurisdictional permit or a watershed permit and work together with other MS4s within a watershed to meet Phase II requirements. The watershed approach uses the local watershed management plan as a basis for guiding water quality protection activities. MS4 communities whose jurisdictions spanned multiple watersheds were allowed to select which watershed to work with. The six communities that have jurisdictional boundaries within the Macatawa Watershed all elected to work collectively under a watershed permit with the assistance of the Macatawa Area Coordinating Council. Each permittee applied for coverage under a watershed permit in 2003 and received certificates of coverage under general permit No. MIG619000. As of August 2016, these permits and certificates of coverage remain in effect.

On April 1, 2016, all Macatawa Watershed MS4 permittees reapplied for MS4 permit coverage under the new individual permit required by the State of Michigan as of 2013. As part of the new permit, phase II communities are required to develop and implement a Storm Water Management Plan with the following six minimum control measures:

Public Participation/Involvement Program – Provide opportunities for citizens within the jurisdiction to review the Storm Water Management Plan and participate in the implementation and periodic review of the plan.

Public Education Program – Distribute education materials and perform outreach to inform citizens about storm water issues and actions they can take to help prevent storm water pollution.

Illicit Discharge Elimination Program – Develop and implement a plan to detect and eliminate illicit discharges and connections to the storm drain system, including illegal dumping.

Construction Storm Water Runoff Control Program – Develop, implement and enforce an erosion and sediment control program for construction activities that disturb one or more acres of land.

Post-Construction Storm Water Runoff Program – Develop, implement and enforce a program to address discharge of storm water runoff from new and redeveloped areas to minimize water quality impacts and maintain or restore stable stream hydrology.

Pollution Prevention and Good Housekeeping Program – Develop and implement a program to prevent or reduce pollutant runoff from municipal facilities and operations. This is the purpose of this guidebook.

In addition to the six measures listed above, the Storm Water Management Plan must identify measureable goals for each for each control measure. The goals will be used by the MS4 and the MDEQ to gauge compliance and evaluate effectiveness of individual best management practices or of the storm water management program as a whole. Phase II communities must also monitor their efforts and prepare periodic progress reports demonstrating that they are implementing their minimum control measures and are in compliance with the permit requirements.

1.7 Definitions and Acronyms

The following is a list of terms and acronyms that are commonly used throughout the guidebook.

ACRC – Allegan County Road Commission

BMP – best management practice. Methods or techniques that are used to achieve an objective. In the context of this guidebook, a BMP is any physical structure or behavioral activity that prevents or minimizes the potential for pollution to enter storm water.

CWA – Clean Water Act. Passed in 1972, it is the primary federal law in the United States governing water pollution. The act specifically addresses point and nonpoint source pollution, wastewater treatment and wetland protection.

EPA – Environmental Protection Agency. A federal agency that was established to consolidate federal research, monitoring, standard-setting and enforcement activities to ensure environmental protection. The EPA is in charge of enforcing the Clean Water Act including authorizing states to implement the Stormwater NPDES permitting program.

NPDES – National Pollutant Discharge Elimination System. NPDES is the national program for administering and regulating Sections 307, 318, 402, and 405 of the Clean Water Act. In Michigan, the Michigan Department of Environmental Quality issues permits for storm water discharges associated with Phase II and Phase I communities.

MACC – Macatawa Area Coordinating Council. The MACC is a designated inter-municipality study committee, also known as a metropolitan planning organization, which is the local decision-making body responsible for carrying out the metropolitan transportation planning process. The mission of the MACC is "to encourage cooperation among neighboring units of government on area wide issues."

MDEQ – Michigan Department of Environmental Quality. The Michigan Department of Environmental Quality promotes wise management of Michigan's air, land, and water resources to support a sustainable environment, healthy communities, and vibrant economy. MDEQ is the regulatory agency that, among other things, administers the NPDES program in Michigan and oversees MS4 permitting.

MS4 – Municipal Separate Storm Sewer System. An MS4 is a conveyance or system of conveyances that is owned by a public entity that discharges to waters of the state and is designed to collect and convey storm water. It is not a combined sewer nor part of a sewage treatment facility or publically owned sewage treatment facility.

Phase I Community – Medium to large cities or counties that own or operate a MS4 with a population of 100,000 or more. Phase I of the NPDES permit program was initiated in 1990.

Phase II Community – Small communities who own or operate a MS4 in an urbanized area with a population less than 100,000 and small MS4s outside of the urbanized area that are designated by the permitting authority. Phase II of the NPDES permit program was initiated in 1999.

TMDL – Total Maximum Daily Load. A TMDL is a document that describes the process used to determine how much pollutant a lake or stream can assimilate and meet water quality standards. TMDLs are developed by the MDEQ and must be approved by the EPA.

1.8 References and Resources

Fongers, D. 2009. Macatawa Watershed Hydrologic Study. Hydrologic Studies Unit. Land and Water Management Division. Michigan Department of Environmental Quality.

Macatawa Area Coordinating Council (MACC). 2012. Macatawa Watershed Management Plan.

Walterhouse, M. 1999. Total Maximum Daily Load (TMDL) for Phosphorus in Lake Macatawa. Great Lakes and Environmental Assessment Section, Surface Water Quality Division, Michigan Department of Environmental Quality.

SECTION 2: Municipal Structural Storm Water Control Inventory

2.1 Introduction

One key component of the PPGH Program is a comprehensive inventory of the facilities and storm water controls that are owned or operated by the MS4. The County Allegan Road Commission does not own any municipal facilities within the Holland urbanized area, but does own and operate storm water controls. Digital and hard copy maps of the storm water controls are maintained ant the Allegan County Road Commission office in Allegan (1308 Lincoln Rd, Allegan, MI 49010). The inventory of storm water controls, both contained in this document and within ACRC maps, will be updated within 30 days of the addition, removal or transfer of ownership of any facility or storm water control. The ACRC will make updates to their digital maps and notify the MACC to update this document. Should any facilities be constructed within the Holland urbanized area, or the current urbanized area be expanded to include existing ACRC facilities, the MACC will facilitate an update of this document to include new facilities or urbanized areas within 30 days of new construction or being made aware of changes to the urban boundaries per US Census and State of Michigan guidelines.

Any facilities that are constructed within the urbanized area or added due to urbanized area boundary changes will be assessed for their potential to discharge pollutants to surface waters of the state within 30 days of construction or addition to the urbanized boundary. The assessment will be conducted by the MACC using the assessment checklist provided in Appendix A.

2.2 Structural Storm Water Control Inventory

Table 1 provides a list of current storm water structural controls owned by the ACRC within the Holland urbanized area. The only storm water control currently owned by the ACRC within the Holland urbanized area are catch basins.

Table 1. ACRC Storm Water Structural Controls

Type	Identification Number	Location
Catch basin	1	64th St and 32nd St – east side of road, Laketown Township
Catch basin	2	64th St and 32nd St – west side of road, Laketown Township
Catch basin	3	64th St about 75’ south of 32nd St, Laketown Township
Catch basin	3a	64th St about 75’ south of 32nd St, Laketown Township
Catch basin	4	64th St about 170’ south of 32nd St, Laketown Township
Catch basin	5	64th St and 147th Ave – SW Quadrant, Laketown Township
Catch basin	6	64th St and 147th Ave – SE Quadrant, Laketown Township
Catch basin	7	64th St and 147th Ave – NE Quadrant, Laketown Township
Catch basin	8	64th St and 147th Ave – NW Quadrant, Laketown Township
Catch basin	9	64th St about 25” north of 147th Ave, Laketown Township
Catch basin	10	64th St about 800’ north of 147th Ave, Laketown Township

SECTION 3: Structural Storm Water Control Operation and Maintenance Activities

3.1 Catch Basin Inspection and Maintenance

All ACRC owned catch basins will be inspected annually (See Table 1 for locations). Catch basins will be inspected by a trained ACRC employee and documented on the **Catch Basin Inspection Form** (Appendix B). Inspections will be completed in the spring of each inspection year. Catch basins that are 50% or more full of sediment will be scheduled for cleaning within 21 days. Other maintenance needs will be assessed. High priority maintenance, such as blocked inlets, will be addressed immediately. Medium priority maintenance needs, such as a sink hole with infiltration into the structure, will be addressed within two weeks of inspection. Low priority maintenance needs such as cracks inside the structure will be addressed within 90 days.

Once catch basins have been inspected and identified for cleaning, the ACRC will schedule cleaning with a certified contractor who will properly clean the catch basins and appropriately dispose of removed materials following the MDEQ Catch Basin Cleaning Activities Guidance Document (Appendix C). The ACRC will retain a receipt from the contractor noting the quantity of collected material and the location where it was disposed.

Citizens are invited to call the main ACRC office or submit requests or questions related to catch basin and street sweeping issues. When a complaint is received, a complaint form is generated and forwarded to the appropriate employee or other County Department or local municipality for response the same day or next business day if received after hours.

Catch basin inspection and maintenance procedures will be evaluated annually to determine if any adjustments are necessary. Citizen complaints will be taken into consideration. Any new catch basins will be added to the regular inspection and maintenance schedule the spring following construction.

3.2 ACRC Facility and Storm Water Control Construction

The ACRC requires that all construction of new ACRC-owned facilities or new storm water controls designed for water volume control will be designed, installed and maintained in accordance with the county's post construction runoff control performance standards and long-term operation and maintenance requirements.

SECTION 4: Municipal Operations and Maintenance Activities

4.1 Assessment

All ACRC owned facilities in the urbanized area, including public roads, were assessed by the ACRC's Project Engineer to determine which operation and maintenance activities are occurring at facilities and within right of ways. The following activities were assessed:

- Road, parking lot and sidewalk maintenance
- Bridge maintenance
- Right-of-way maintenance
- Unpaved road maintenance
- Cold weather operations

A summary of the operation and maintenance activities and associated potential pollutants is found is Table 2. The assessment will be revised within 30 days of any significant changes to operation and maintenance activities or to the best management practices that are implemented.

4.2 Street Sweeping

The ACRC schedules street sweeping of all county roads within the urbanized area annually in late spring. A certified contractor is hired that will follow all applicable best management practices related to conducting street sweeping and properly disposing of collected materials. The ACRC will retain a receipt from the contractor noting the quantity of collected material and the location it was disposed.

The schedule will be reviewed annually and adjustments will be made as appropriate based on the amount of material collected and any citizen complaints received. Any additions of road segments for street sweeping will be incorporated into the schedule within 30 days of discovery.

4.3 Best Management Practices

Best management practices (BMPs) are physical structures that are installed or actions that are taken to prevent or reduce the potential for storm water pollution when undertaking certain activities. Best management practice summary sheets for operations and maintenance activities conducted by the ACRC within the urbanized area are found in the pages following Table 2. These BMPs will be implemented for all applicable activities that are occurring on ACRC property and right-of-ways within the regulated urbanized area. Though not required by the storm water permit, the BMPs will also be used for applicable activities conducted outside of the urbanized area.

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Table 2. Operation and Maintenance Activities and Associated Pollutants

		POLLUTANTS									
Field Programs	**Activities**	**Sediment**	**Nutrients**	**Trash**	**Metals**	**Bacteria**	**Oil & Grease**	**Organics**	**Pesticides**	**Oxygen Demanding Substances**	**BMP Summary Sheet (page #)**
Roads, Streets, and Highways Operation and Maintenance	Sweeping and Cleaning	X	X	X	X		X	X		X	10
	Street Repair, Maintenance, and Striping/Painting	X		X	X		X	X			11, 12
Landscape Maintenance	Mowing/Trimming	X	X	X		X			X	X	13
	Fertilizer & Pesticide Management	X	X						X		13
Drainage System Operation and Maintenance	Inspection and Cleaning of Stormwater Conveyance Structures	X	X	X		X		X		X	14
	Controlling Illicit Connections and Discharges	X	X	X	X	X	X	X	X	X	See Illicit Discharge Elimination Plan
	Controlling Illegal Dumping	X	X	X	X	X	X	X	X	X	15
	Maintenance of Inlet and Outlet Structures	X		X	X		X			X	16
Cold Weather Operations	Plowing	X	X	X	X		X	X		X	17
	Sand Application	X	X								18
	Salt Application	X	X								19

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Street Sweeping and Cleaning

Category of Municipal Operation: Roads, Streets, and Highways Operation and Maintenance

BMP Description:

- Maintain a consistent sweeping schedule.
- Street cleaning is only to be performed during dry weather if possible.
- Wet cleaning or flushing of the street is to be avoided where possible.
- When possible, sweeping frequency will be increased based on factors such as traffic volume, land use field observations of sediment and trash accumulation, proximity to water course.
- Sweepers are to be operated at manufacturer requested optimal speed level to increase effectiveness.
- Vacuum or regenerative air sweepers will be used in the high sediment and trash areas.
- Accurate logs of the number of curb-miles swept and the amount of waste collected are to be kept.
- Dispose of sweeping debris and dirt at a landfill.
- Do not store swept material along the side of the street or near a storm drain inlet.
- Debris storage is to be kept to a minimum during the wet season. Piles will be contained by a berm or covered.

Measurable Goals:

Reduction in the quantity (tons or cubic yards) of debris cleaned from streets, sidewalks and parking lots.

Employee training once every 5 years or within 1 year for new hires

Timeline/Implementation Schedule:

Employee training once every 5 years or within 1 year for new hires

Annual street sweeping schedule

Specific Components and Notes:

Responsible Party for this BMP

Indicate who specifically is responsible for the implementation and monitoring of this BMP. This should be the individual who is actively involved with the BMP.

Name:

Department:

Phone:

E-mail:

Based on P2 BMP Summary Sheet – Street Sweeping and Cleaning*, Stormwater Coalition of Monroe County, NY*

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Roadway Patching, Resurfacing and Surface Sealing

Category of Municipal Operation: Roads, Streets, and Highways Operation and Maintenance

BMP Description:

- Patching, resurfacing and sealing are to be scheduled for dry weather.
- Material stockpiles are to be kept away from streets, gutter areas, storm drain inlets or waterways. Piles are to be bermed or covered during wet weather to prevent runoff.
- Preheating, transfer or loading of hot bituminous material is to be done away from drainage systems or waterways.
- Where applicable, nearby storm drains are to be covered before applying seal coat, slurry seal etc.
- Covers are to be left in place until job is complete and until all water from emulsified oil sealants has drained or evaporated. Clean any debris from storm drain inlets when the job is complete.
- Excess material is to be prevented from entering streets or storm inlets.
- There shall be a designated area for cleanup and proper disposal of excess material.
- To avoid runoff, only as much water as is necessary will be used for dust control.

Measurable Goals:

Number of projects that utilize storm drain covers (goal = 100% of all completed within the urbanized area)

Timeline/Implementation Schedule:

Employee training once every 5 years or within 1 year for new hires

Specific Components and Notes:

Responsible Party for this BMP

Indicate who specifically is responsible for the implementation and monitoring of this BMP. This should be the individual who is actively involved with the BMP.

Name:

Department:

Phone:

E-mail:

Based on P2 BMP Summary Sheet – Roadway Patching, Resurfacing and Surface Sealing*, Stormwater Coalition of Monroe County, NY*

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Painting and Paint Removal

Category of Municipal Operation: Roads, Streets, and Highways Operation and Maintenance

BMP Description:

- Paint and materials are to be transported to and from job sites in containers with secure lids and tied down to the vehicle.
- Do not transfer or load paint near storm drain inlets or waterways.
- Spray equipment is to be tested and inspected prior to starting to paint. Tighten all hoses and connections and do not overfill paint container.
- Nearby storm drain inlets are to be plugged prior to starting painting in areas where there is a significant risk of a spill reaching the drain. Remove plugs when the job is complete.
- Storm drain inlets are to be covered prior to sand blasting.
- If a bridge crosses a waterway, work should be performed on a maintenance traveler, platform or over suspended netting or tarps to capture paint, rust, paint removing agents, or other materials to prevent discharge of materials to surface waters. If sanding, use a sander with a vacuum filter bag.
- Capture all cleanup water and dispose of properly.
- Properly disposed of unused paint at a County Resource Recovery Center.

Measurable Goals:

Number of projects that utilize storm drain covers (goal = 100% of all completed within the urbanized area)

Timeline/Implementation Schedule:

Employee training once every 5 years or within 1 year for new hires

Specific Components and Notes:

Responsible Party for this BMP

Indicate who specifically is responsible for the implementation and monitoring of this BMP. This should be the individual who is actively involved with the BMP.

Name:

Department:

Phone:

E-mail:

Based on P2 BMP Summary Sheet – Painting and Paint Removal*, Stormwater Coalition of Monroe County, NY*

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Lawn Care and Landscape Maintenance

Category of Municipal Operation: Landscape Maintenance

BMP Description:

- Use phosphorus-free fertilizer in all cases except when starting a new lawn from seed, patching/repairing a lawn with seed or when a soil test has shown there is a need
- The area of lawn will be measured prior to applying fertilizer to ensure that the proper amount is applied
- Maintain at least a 3-foot buffer of no fertilizer application when applying adjacent to surface water or storm water controls
- Grass should be cut no shorter than three inches to encourage root growth
- All grass clippings and fertilizer will be swept or blown off impervious surfaces back onto lawns to prevent runoff into storm drains
- When irrigating, follow a schedule to maximize efficiency and prevent excess water from running off
- When selecting landscape plants, choose species that are appropriate for the site conditions. Use of native species is encouraged to minimize the need for fertilizing and irrigation.
- Any pesticide application will be completed by an employee or contractor that is certified by the State of Michigan as a pesticide applicator in the applicable category

Measurable Goals:

100% of fertilizer used within the urbanized area is phosphorus free

100% of pesticide applications completed by a certified individual

Timeline/Implementation Schedule:

Employee training once every 5 years or within 1 year for new hires

Specific Components and Notes:

Responsible Party for this BMP

Indicate who specifically is responsible for the implementation and monitoring of this BMP. This should be the individual who is actively involved with the BMP.

Name:

Department:

Phone:

E-mail:

Based on Macatawa Watershed Project's Lawn Care Seal of Approval criteria

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Storm Water Conveyance Structures

Category of Municipal Operations: Drainage System Operation and Maintenance

BMP Description:

- Check surface over the pipe system for settlement or lost cover
- Inspect structural condition of outlet and inlets including headwalls and aprons for cracks, separation or collapsed ends
- Look for scouring or undermining, including evidence of animal burrows
- Look for scour at inlets and outlets due to heavy volumes and flows and assess need for erosion control measures
- Check for obstructions due to excessive vegetation, particularly trees or other woody vegetation
- Check pipe structure for collapse or deformation
- Check for corrosion on metal pipe, particularly at the inlet
- Look for deposition of sediment and other debris and remove as necessary

Measurable Goals:

Inspections conducted annually

100% of maintenance needs addressed within 90 days of discovery

Timeline/Implementation Schedule:

Employee training once every 5 years or within 1 year for new hires

Specific Components and Notes:

Responsible Party for this BMP

Indicate who specifically is responsible for the implementation and monitoring of this BMP. This should be the individual who is actively involved with the BMP.

Name:

Department:

Phone:

E-mail:

Based on Storm Water System Inspection and Maintenance Manual, *Georgia Department of Transportation, 2015.*

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Controlling Illegal Dumping

Category of Municipal Operations: Drainage System Operation and Maintenance

BMP Description:

- Develop and implement public awareness program to prevent illegal dumping and encourage reporting
- Train staff to recognize and report incidents
- Establish system to track incidents that will identify:
  - Dumping hot spots
  - Types and quantities of waste
  - Patterns of occurrence (time of day, season, etc.)
  - Method of dumping
  - Responsible parties

Measurable Goals:

Decrease number of illegal dumping reports/discoveries

Timeline/Implementation Schedule:

Employee training once every 5 years or within 1 year for new hires
Public education plan – FY2017, FY2019, FY2021
Tracking system in place as of October 2016

Specific Components and Notes:

Responsible Party for this BMP

Indicate who specifically is responsible for the implementation and monitoring of this BMP. This should be the individual who is actively involved with the BMP.

Name:

Department:

Phone:

E-mail:

Based on BMP: Illegal Dumping Controls*, Springville City Corporation Public Works Department, Springville UT*

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Inlet and Outlet Structure Maintenance

Category of Municipal Operations: Drainage System Operation and Maintenance

BMP Description:

- Inspect riser/standpipe cover for trash and debris and remove as needed
- Inspect inlet, outlet pipes and emergency spillways for trash or debris that may be blocking
- Remove accumulated sediment at inlets, outlets, forebays, and emergency spillways
- Inspect pipes for structural integrity
- Inspect rip rap and replace as necessary
- Check for erosion around inlets, outlets and other features and install stabilization measures as necessary

Measurable Goals:

Annual inspections

100% of identified maintenance needs addressed within 90 days

Timeline/Implementation Schedule:

Employee training once every 5 years or within 1 year for new hires

Specific Components and Notes:

Responsible Party for this BMP

Indicate who specifically is responsible for the implementation and monitoring of this BMP. This should be the individual who is actively involved with the BMP.

Name:

Department:

Phone:

E-mail:

Based on Best Management Practices for Maintenance of Private Storm Water Facilities, *City of Cedar Rapids, Iowa Public Works Department, 2014.*

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Plowing

Category of Municipal Operations: Cold Weather Operations

BMP Description:

- Plow prior to an application of chemical in order to minimize product dilution.
- Coordinate plowing activities to eliminate windrows at intersections and prevent removal of another operator's deicing material.
- Remove snow from roads as quickly as possible to reduce compaction.
- Avoid pushing snow over the bridge rails and onto roads or water beneath.
- Pay attention to wind conditions. If shoulder blading isn't critical, then delay until wind speeds are lower.
- Reduced speed minimizes the risk of a snow cloud. Lift the blade and wing if a snow cloud forms; do not slow down or brake.

Measurable Goals:

Develop an annual winter maintenance plan

Timeline/Implementation Schedule:

Employee training once every 5 years or within 1 year for new hires

Specific Components and Notes:

See *Michigan Winter Maintenance Manual* (Appendix D) for more information

Responsible Party for this BMP

Indicate who specifically is responsible for the implementation and monitoring of this BMP. This should be the individual who is actively involved with the BMP.

Name:

Department:

Phone:

E-mail:

Reference: *Michigan Winter Maintenance Manual: Promoting Safe Roads and Clean Water*. 2013. See Appendix B.

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Sand Application

Category of Municipal Operations: Cold Weather Operations

BMP Description:

- Sweep up excess sand after each event.
- Apply sand only in extreme cold weather, when salt is ineffective.
- Avoid salt/sand mixes because they reduce each other's effectiveness. Determine if you need melting or temporary traction and choose the proper tool.
- Employ sand only for short-term traction needs. It has no melting capability.
- In limited situations such as a freezing rain event, a 25 to 50% sand/salt mix can be effective in increasing friction.[1]

Measurable Goals:

Decreased sand usage
Annual street sweeping and reduction in material removed
Records are kept for sand application (date, time, location, amount used)

Timeline/Implementation Schedule:

Employee training once every 5 years or within 1 year for new hires

Specific Components and Notes:

See *Michigan Winter Maintenance Manual* (Appendix D) for more information

Responsible Party for this BMP

Indicate who specifically is responsible for the implementation and monitoring of this BMP. This should be the individual who is actively involved with the BMP.

Name:

Department:

Phone:

E-mail:

Reference: *Michigan Winter Maintenance Manual: Promoting Safe Roads and Clean Water*. 2013. See Appendix B.

[1] *Minnesota Snow and Ice Control: Field Handbook for Snowplow Operators*, Second Revision, published by the Minnesota Local Road Research Board, 2012. http://www.mnltap.umn.edu/publications/handbooks/documents/snowice.pdf

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Road Salt Application

Category of Municipal Operations: Cold Weather Operations

BMP Description:

- Calibrate salt spreaders to ensure proper application.
- Only apply the amount of salt needed to get the job done.
- Follow the proper application guidelines.
- Consider temperature when determining volume of salt to apply.
- Cleanup trackout after a storm event around the storage area.
- Contain wash water from trucks used for salting and sanding in a holding tank for disposal or discharge into sanitary sewers.
- Explore alternative compounds to spread on the roads that have the same effect but are better for surrounding area.
- Store salt properly under cover to make sure salt is not leaving the storage area and draining to a storm drain or water body.
- Place salt piles in areas not subject to flooding.
- Use diversion berms to minimize water runoff from storage areas.

Measurable Goals:

Salt storage structures are inspected annually and necessary repairs are completed within 30 days
100% of deicing materials are stored under cover
100% of spreaders are calibrated prior to use
Records are kept for salt application (date, time, location, amount used)

Timeline/Implementation Schedule:

Employee training once every 5 years or within 1 year for new hires

Specific Components and Notes:

See *Michigan Winter Maintenance Manual* (Appendix D) for more information

Responsible Party for this BMP

Indicate who specifically is responsible for the implementation and monitoring of this BMP. This should be the individual who is actively involved with the BMP.

Name:

Department:

Phone:

E-mail:

Reference: *Michigan Winter Maintenance Manual: Promoting Safe Roads and Clean Water*. 2013. See Appendix B.

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SECTION 5: Additional Program Components

5.1 Managing Vegetated Properties

If pesticide application is determined to be necessary, the ACRC will require proof that the contractor or its employees are certified by the State of Michigan as a pesticide applicator in the appropriate category. As much as possible, contractors will use integrated pest management techniques to minimize the use of pesticides to protect the environment and avoid potential surface or groundwater contamination.

Any ACRC staff that may apply pesticides during vegetation management on properties or in right of ways will be certified by the State of Michigan as a pesticide applicator in the applicable category. ACRC staff will be trained in the use of integrated pest management in order to consider all potential solutions before applying pesticides.

5.2 Contractor Requirements and Oversight

The ACRC may occasionally hire contractors to complete routine operation and maintenance (O&M) procedures that are described in this handbook, such as catch basin cleaning and street sweeping. Any contractors that are hired to perform O&M activities are required to follow all pollution prevention and good housekeeping practices described in this handbook. Language will be included in any bid packets and contracts to this effect. Contracts will also include language that allows designated ACRC staff to perform inspections to ensure that all PPGH practices are being followed. A copy of the handbook will be made available to all contractors performing O&M on ACRC properties or right of ways.

5.3 Employee Training

The MACC provides training opportunities to the ACRC and other MS4 communities within the Macatawa Watershed. In class training will be scheduled for staff responsible for PPGH activities within 1 year of adopting this manual. Online training modules are being developed to cover PPGH required activities and staff responsible for PPGH activities will be required to complete the modules once during each permit cycle. Any new staff will be required to complete the online training modules within one year of their date of hire. In-class training sessions will be available and scheduled as needed. Additional online modules will be created for special interest topics, such as lawn care or rain garden maintenance Employees will be encouraged to participate in these as applicable

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APPENDIX A

MUNICIPAL PROPERTY ASSESSMENT CHECKLIST

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Allegan County Road Commission

INVENTORY OF MUNICIPAL PROPERTIES

Common Name of Property: _____

Property Location: _____

Person(s) completing this form: _____ **Date:** _____

Property type (check one)

☐Administration building	☐Animal control building	☐Airport	☐Bus station/terminal
☐Cemetery	☐Composting facility	☐Equipment storage/maintenance	
☐Fire station	☐fuel farm	☐Hazardous waste disposal	
☐Landfill	☐Library	☐Material storage yard	
☐Park/open space	☐Pesticide Storage	☐Police station	☐Public parking lot
☐Public School	☐Public works yard	☐ Recycling facility	☐Salt storage
☐Solid waste handling facility	☐Vehicle storage/maintenance	☐Other: _____	

Does storm water from this property enter the MS4 owned conveyance or Waters of the State?

☐ YES ☐ NO, stormwater goes to the sanitary sewer
☐ NO, there is no runoff ☐ DON'T KNOW

If NO, then go to next Municipal Property. If YES or DON'T KNOW, then continue with this form.

Structural Stormwater Controls at this Facility

Control Measure or BMP	**Qty.**	**Inspection Frequency**	**Maintenance Schedule**	**BMP operation & maintenance program**
☐ vegetated swales				
☐ infiltration facility (e.g. seepage pond, drywell)				
☐ detention pond or sedimentation facility				
☐ bioretention facility (e.g. raingarden)				
☐ storm water devices (swirl separation or other proprietary device)				
☐ curb, gutter, catch basins, storm sewers				
☐ filter				
☐ grit separator				
☐ oil/water separators				
☐ isolated sump				
☐ vegetated buffer strips				
☐ porous pavement				
☐ underground storage tanks				
☐ any other controls _____				

Is there a map available of the stormwater structural controls? ☐**YES** ☐**NO**

Municipal Operations at the Property: complete attached

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FACILITY/BUILDING NAME

Activity																					
Stormwater Drainage and Conveyance System																					
Not applicable																					
Dredging																					
Inspections of system components (how often)																					
Record keeping and frequency tracking																					
Maintenance, repair, cleanout of system components																					
Maintenance of open drain ditches																					
Dumping of vactor spoils																					
Winter Maintenance																					
Snow stored on site																					
Snow removed off site - where?																					
Snow is stored away from wells																					
Snow is stored out of wetlands/floodplains																					
Snowmelt is directed to structual control																					
Parking Lot/Sidewalk Salting Performed																					
Salt Storage On-site																					
Alternative Materials Used (ie.sand)																					
Salt Vehicle Washing																					
Sensitive or Priority Waterbody Considerations																					
Spreaders Calibrated and Maintained																					

Activity																					
Municipal Building Maintenance																					
Contractor Used for Maintenance																					
Bulk Fuel Storage																					
Other bulk fluid storage (list)																					
Hazardous Materials Storage																					
Spill Prevention and Response																					
Flourescent Light Recycling																					
Paper/Plastic Recycling																					
Roof Drainage Systems																					
Building Washing Performed																					
Sidewalk Cleaning (powerwashing)																					
On Site Septic System systems																					
Septic Inspections and Record Keeping																					
Dumpsters covered																					
Dumpsters have secondary containment																					
Contractor used for lawn care/landscaping																					
Lawn mowing																					
Lawn/landscape watering																					
Lawn/landscape fertilizing																					
Pesticide application																					
Lawn equipment and chemical stoarge onsite																					
Staff have been trained re. Stormwater mgmt Principles																					
Sump pumps connected to storm sewer																					

Activity																					
Vehicle Equipment Maintenance																					
Not applicable																					
Vehicle storage (indoor or outdoor)																					
Vehicle washing done outside																					
Vehicle washing done at commercial facility																					
Maintenance done outside																					
Maintenance done inside																					
Maintenance done at commercial garage																					
Vechicle fluid bluk storage (list)																					
Recycling oil and antifreeze																					
Spill prevention and response plan																					
Wastewater disposal and treatment from wash water																					
Oil water separator on site																					
Staff have been trained re. stormwater mgmt principles																					
Impervious Surfaces Maintenance																					
Not applicable																					
Sidewalks and parking lots cleaned (sweeping)																					
Dumping of Sweeper Waste																					
Repairs done by staff																					
Repairs done by contractors																					

Activity																						
Streambank and Hydrologic Habitat Maint.																						
Not applicable																						
Stream bed dredging																						
Creek bottom sediment removal																						
Removal of woody debris																						
Bank reshaping																						
Cleaning culverts and outfalls																						
Priority setting for streambank stabilization projects																						
Use of alternative "soft" engineering approaches																						
Inventory of ponds																						
Pond maintenance program																						
Buffer strips																						
Parks & Open Space Maintenance																						
Not applicable																						
Maintenance Contractor Used																						
Fertilizer Application																						
Pesticide Application																						
Fertilizer and Pesticide Usage Records																						
Integrated Pest Management Use																						
Lawn mowing																						
Lawn equipment and chemical storage onsite																						
Lawn/landscape watering																						
Erosion Control Practices																						
Pet Waste Present																						
Pet Waste Education																						
Recycling																						
Litter Control																						
Dumpsters covered																						
Dumpsters secondary containment																						
Hazardous Materials Storage																						
Staff have been trained re. Stormwater mgmt Principles																						

APPENDIX B

CATCH BASIN INSPECTION FORM

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ALLEGAN COUNTY ROAD COMMISSION CATCH BASIN INSPECTION FORM

INSPECTOR _____ DATE _____

TOWNSHIP _____ SECTION _____

OF CB IN TWP SEC _____ # INSEPCTED _____

If numbers above do not match, explain below and list which CBs were NOT inspected.

At each CB, look for debris and sediment blocking the inlet and remove if found. Look for sediment and trash in sump. If sump is more than 50% full, note below and schedule for cleaning. Look for damage or cracks to frame, grate, basin walls, etc., note below and schedule for repair.

MAINTENANCE NEEDS

CB Location: _____

Type of maintenance: _____

Date maintenance completed: _____

CB Location: _____

Type of maintenance: _____

Date maintenance completed: _____

CB Location: _____

Type of maintenance: _____

Date maintenance completed: _____

CB Location: _____

Type of maintenance: _____

Date maintenance completed: _____

CB Location: _____

Type of maintenance: _____

Date maintenance completed: _____

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APPENDIX C

CATCH BASIN CLEANING ACTIVITIES GUIDANCE DOCUMENT

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Catch Basin Cleaning Activities Guidance Document

Catch Basin Cleaning

Catch Basin Cleaning Activities

Catch basins are included in storm sewer system designs in order to remove solids such as gravel, sand, oils, and organic material carried by storm water. Catch basins also contain elevated concentrations of metals (attached to the solids) from street runoff or drainage from industrial, commercial and residential properties. In order to maintain the storm sewer systems effectiveness, catch basins must be periodically cleaned out. The Department of Environmental Quality (DEQ) Water Bureau (WB) and Waste and Hazardous Materials Division (WHMD) oversee environmental regulations pertaining to this activity. The Michigan Occupational Safety and Health Administration (MIOSHA) within the Department of Labor and Economic Growth oversee confined space entry and other worker health and safety standards.

In the past, the waste generated from the catch basin cleaning activities was typically discharged back into the storm sewer system. This type of discharge is unauthorized per Part 31, Water Resources Protection (Part 31) of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (NREPA) and is therefore illegal. The combined solid and liquid waste stream (solid/liquid waste) from cleaning storm sewers systems is legally defined as “liquid industrial waste” pursuant to Part 121, Liquid Industrial Wastes (Part 121) of NREPA.

The following are options recommended to properly deal with the waste stream generated from catch basin cleaning activities:

1. Have the waste transported to drying beds to separate the solid/liquid waste. This is usually performed at a publicly owned treatment plant or at a privately owned permitted facility where the liquid portion of the waste stream is separated from the solids and treated.

2. Request permission from the local wastewater treatment plant operator to discharge the combined solid/liquid waste into the sanitary system. Most treatment plants will require pre-treatment prior to the discharge. All applicable local ordinance provisions must be followed.

3. When conducting catch basin maintenance activities where the above options are not available, the following method can be used as long as there are no discharges to surface waters during dry weather conditions.

- Conduct visual inspection to ensure the water in the sump has not been contaminated. If necessary, collect a grab sample of the water and look for signs of contamination such as visible sheen, discoloration, obvious odor, etc. See the EPA Visual Inspection guidance for more tips. If there is any doubt of the quality of the water, it should be collected into the Vactor truck and treated as waste under Part 121 or Part 115 Solid Waste Management (Part 115) of NREPA.

- Using a sump pump, or any other pumping mechanism, remove the majority of water in the sump of the basin without disturbing the solid material below. Do not use pumps connected to the Vactor truck's holding tank.

- The clear water may then be directly discharged to one of the following:
  - Sanitary system (with prior approval from local sewer authority)
  - Curb and gutter
  - Back into the storm sewer system as long as it is contained within the system during dry weather condition to ensure no discharge into surface water
  - Applied to the ground adjacent to the catch basin (evenly distributed at a maximum rate of 250 gallons/acre/year)

- The remaining liquid/solid in the sump should be collected with a Vactor truck and disposed of off-site in accordance with Parts 115 or 121.

The entity whose catch basin is being cleaned is responsible for meeting the generator requirements under Part 121. See the Liquid Industrial Waste Generator guidance for more information.

The entity transporting the solid/liquid waste must meet the applicable transporter requirements. A local, state, or federal government may use its own vehicle to service catch basins or other parts of the sewer system without being a permitted and registered transporter under the provisions of the Hazardous Materials Transportation Act, 1998 PA 138, as amended (HMTA).

If the local government contracts with a private company to transport the liquids generated from cleaning the catch basins or other parts of the sewer system, that entity must be registered and permitted as a uniform liquid industrial waste transporter under the provisions of HMTA.

The transporter must notify the WHMD about their activity and obtain a site identification number. Follow the instructions and links to the form EQP5150 and online paying option posted at www.deq.state.mi.us/wdspi. There is a fee.

A uniform hazardous waste manifest must accompany the load, or a consolidated manifest may be used per Operational Memo 121-3, when the liquid waste is transported over public roadways by the local government or by a contract transporter. Keep the records at least three years from shipment. The waste transporting portion of the vehicle and/or containers used to

transport the waste must be kept closed except when adding or removing the waste, and the exteriors must be kept free of the liquid waste and residue.

The facility accepting the solid/liquid waste must meet operating requirements:

- They must notify the WHMD that they are operating a liquid industrial waste designated facility, obtain a site identification number, and meet operating requirements under Part 121. This includes practices to prevent unauthorized discharge of the waste, sign manifests, and keep required records. If waste containers are used, they must be kept closed and protected from the weather, fire, physical damage and vandals.

- The discharge of the liquids into the treatment plant that is permitted by the WB must meet the wastewater treatment plant requirements. Any other discharge of the liquids would require a separate DEQ discharge permit.

- The resulting solid waste must be managed under Part 115 requirements. Dispose of the solid waste in a licensed landfill. Contact the landfill authority for their specific disposal requirements, including any tests they require to document the solids are not hazardous or liquid waste. Do not use the solids as fill on local government or private property, or for any other use, unless it meets the conditions of being an inert material according to the solid waste rules R299.4114 through R299.4118. See the Waste Characterization Guidance for information how to determine if the waste is hazardous or not.

Street sweeping activities are also subject to the above solid waste requirements. Street sweeping involves the use of specialized equipment to remove litter, loose gravel, soil, pet waste, vehicle debris and pollutants, dust, de-icing chemicals, and industrial debris from road surfaces. See the BMPs for Street Sweeping and Parking Lot and Street Cleaning.

Follow-up Answers Can be Found as Follows:	
Topic	**Contact:**
Using the solids as fill or other use under Part 115	Duane Roskoskey at 517-335-4712
Part 121 transportation requirements and HMTA	WHMD District Office
Managing waste under Part 31, or general questions regarding this guidance	Mark Fife at 517-241-8993
Confined space entry requirements	MIOSHA Consultation, Education and Training Division at 517-322-1809

APPENDIX D

MICHIGAN WINTER MAINTENANCE MANUAL

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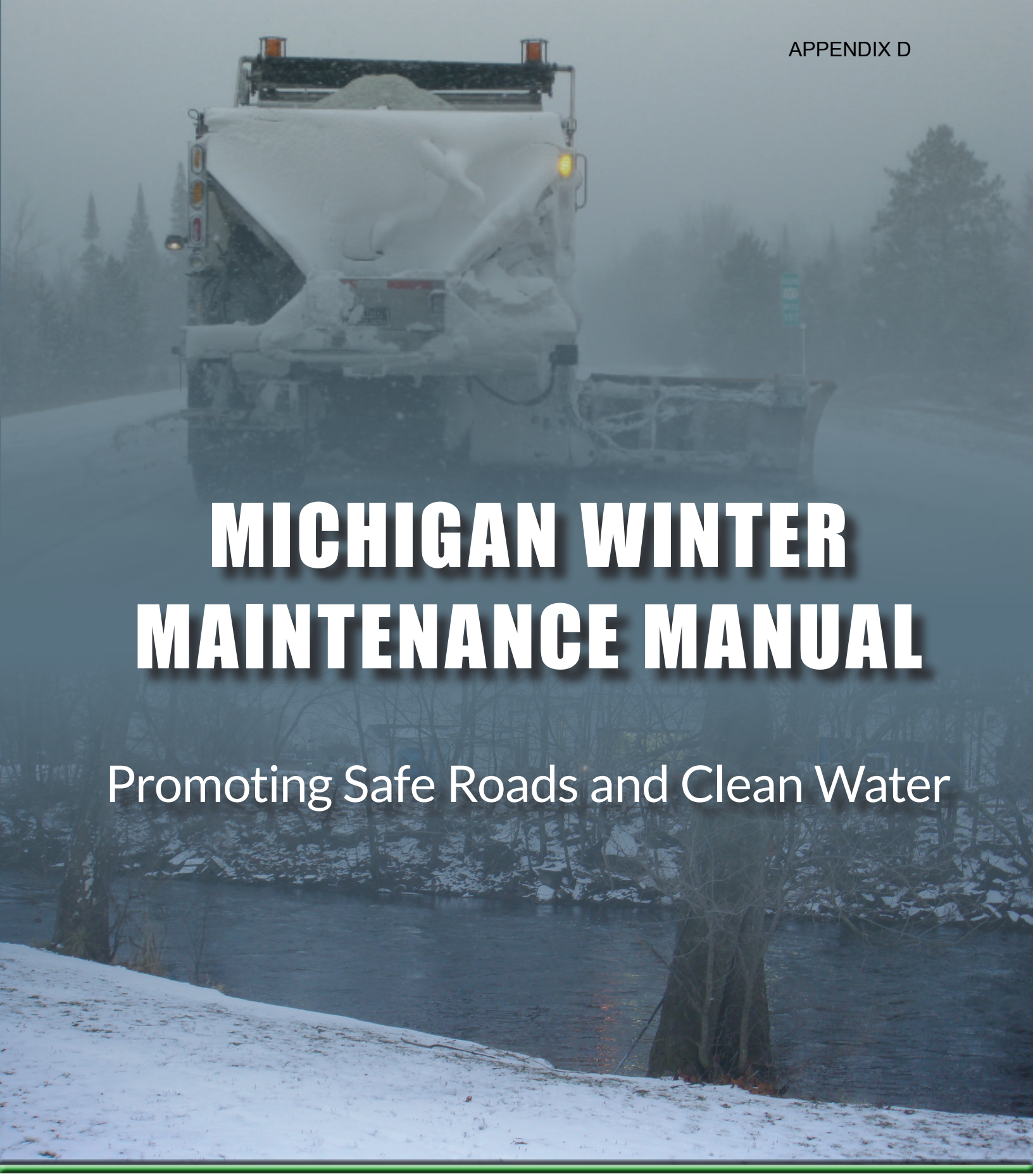
APPENDIX D



MICHIGAN WINTER MAINTENANCE MANUAL

Promoting Safe Roads and Clean Water

Applying knowledge to improve water quality
Great Lakes Regional Water Program
A Partnership of USDA NIFA & Land Grant Colleges and Universities

MICHIGAN STATE UNIVERSITY | Extension

Acknowledgments

This manual is dedicated to the protection of Michigan's natural resources and the winter maintenance professionals who have the opportunity to protect them. *Michigan Winter Maintenance Manual – Promoting Safe Roads and Clean Water* is based on the *Minnesota Snow and Ice Control Field Handbook for Snowplow Operators, Second Revision* published by the Minnesota Local Road Research Board in 2012.

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Table of Contents

List of Figures

Purpose of this Manual

The purpose of this manual is to help winter maintenance professionals achieve their goals of providing safe roads through sustainable winter maintenance practices and policies. As a maintenance professional involved in your organization's winter maintenance program, your daily actions are critical components of its success.

Not only are you tasked with providing continued public safety on roads, parking lots and sidewalks during winter storm events, but the choices you make can greatly affect the ability of your organization to provide these services in a cost-effective manner. The actions you take can also make the difference between adding to or reducing the amount of salt, sand and other pollutants presently entering drains, creeks, streams and lakes throughout Michigan.

The over-application of deicing materials can have a detrimental effect on surface water, groundwater and drinking water quality. Studies have also shown that the over-application of deicing materials can contribute to habitat degradation in our local creeks**,** streams, and lakes and in vegetated areas near roadways. This has a negative effect on fish and other wildlife living in these areas. The use of deicing materials is being increasingly regulated, and discharge limits are being applied under federal and state storm water regulations.

This manual is designed to provide you with Best Management Practices (BMPs) and other information that can assist you and your organization in making sound decisions around your winter maintenance duties. The goal of this manual is help you establish procedures that will maintain the desired level of service while reducing the amount of deicing materials that are being applied. It will also help your organization comply with strict federal and state storm water regulations.

We hope that reading this manual will increase your knowledge of the equipment, materials and application processes that are used in winter maintenance operations. Reviewing this manual in your organization can provide an opportunity for further discussion between you, your coworkers, supervisors and managers on how to improve efficiency, while reducing the use of de-icing materials and increasing protection of the environment.

Throughout the manual you will find environmental tips shown with a fish symbol. These tips will help you reduce environmental impacts.

Throughout the manual you will find cost-saving tips shown with a dollar symbol. These tips will allow you to maximize your efficiency and save money.

Michigan Roads: Where Economics and Environment Meet

The business of winter maintenance rests in the very capable hands of people like you.

As the industry evolves, it is important for you to stay current in your knowledge and understanding of the issues that drive winter maintenance. We are beginning to understand the serious corrosion and environmental harm caused by the deicing materials used in winter maintenance. With the advent of better equiment and alternative deicers, we have great opportunity for cost savings as well for a lessening of the environmental impacts of winter maintenance.

By following the BMPs discussed in this manual, you can both meet the needs of your customers and protect the freshwater systems that surround your roads.

The use of more sophisticated deicing materials and equipment with more flexibility may have higher cost assosiated with them up-front. These costs can be recovered, however, by reducing your salt usage and minimizing the need for some of your post-winter maintenace activities such as curb sweeping and catchbasin cleaning. These chemicals and equipment can also help improve your level of service.

By demonstrating a strong return on investment (ROI), you will increase public support for your efforts. By taking time to educate the public on your winter maintenance policy and methods, you can foster a positive and cooperative relationship with them.

In order to help public agencies be careful stewards of taxpayer dollars, the Clear Roads pooled study created an interactive tool kit that helps agencies calculate the cost/benefit ratio of selected winter maintenance technologies. This tool kit can be found on the Clear Roads website at www.clearroads.org.

There are other costs associated with the use of deicing materials that commonly are not included in most organizations' ROI assessment. These uncounted costs include repairing damage to infrastructure. Using less salt on the roadways can save all taxpayers money by reducing the corrosion of maintenance equipment, personal vehicles and bridges, and by limiting the degradation of road surfaces.

Estimates of damage to infrastructure, automobiles, vegetation, human health and the environment from deicing materials range from $803 to $3300 per ton of road salt used, according to several research reports (see figure 1 and citations below).

The True Cost of Road Salt: It Really Adds Up!

Item	Cost
Material (salt) $55/ton[1]	$55/ton
Labor and Equipment to apply salt[2]	$100/ton
Damage from use of salt[3]	$800 - $3300/ton
Total cost:	$955 - $3455/ton

Figure 1: Estimates of Costs for Using Road Salt

Sources: MDOT (2013), Vitaliano (1977) and Murray et. al (1992) as cited in a draft, "The Real Cost of Road Salt Use for Winter Maintenance in the Twin Cities Metropolitan Area of Minnesota," prepared for the Minnesota Pollution Control Agency by Carolyn Dindorf and Connie Fortin, January 21, 2013.

Figure 2: Great Lakes Drainage Area

In addition to having safe roads and reducing the immediate and long-term winter maintenance costs, your customers are also interested in protecting Michigan's lakes and rivers. As "The Great Lakes State," Michigan has an abundance of water bodies, with the Great Lakes and approximately 11,000 inland lakes, as well as streams and wetlands. These should be preserved as the valuable and irreplaceable natural resources that they are.

Lake Michigan and the other Great Lakes represent 20 percent of the world's fresh surface water. The Great Lakes, along with the rivers, channels, and lesser lakes feeding or draining them, constitute the largest surface freshwater system on Earth!

Michigan residents rely on this freshwater for personal, agricultural and business uses. Tourism is important to the state of Michigan as it is one of our leading industries. Our fresh, clean lakes and rivers attract many visitors to the state and contribute to our quality of life in many ways.

Unfortunately, chloride from road salt is entering the environment and threatening the health of Michigan's fresh water ecosystems. Salts, such as those used in winter maintenance activities, dissolve and move downhill with water (snow melt or rain) to the nearest lake, river or pond. Chloride does not settle out or disappear. Chloride stays in our water cycle virtually forever. It only takes about 1 teaspoon of rock salt to contaminate 5 gallons of water to the federal chronic chloride standard of 230mg/l.[1]

There is an overall trend of higher chloride concentrations in water bodies located in the southern region of Michigan. The highest concentrations are around the larger cities and most heavily-traveled roadways.[2] The United States Environmental Protection Agency documented 29 incidences of Michigan groundwater contamination from salt or salt/sand[3] in addition to effects on surface waters.

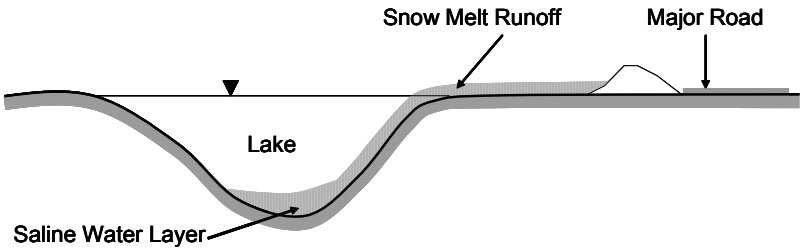

Figure 3: Lake Stratification Due to Saltwater Runoff

In addition to causing aquatic toxicity, salt water is heavier than freshwater and sinks to the bottom of lakes. This can eventually cause stratification of the lake and loss of lake turnover.[4]

A recent study on the negative impacts from road salt runoff concluded that "reduction in usage appears to be the only effective road-salt-runoff management strategy."[5] You, as a winter maintenance professional, are uniquely positioned to safeguard the freshwater resources of Michigan by using less salt. The information in this manual provides many suggestions on how to accomplish this.

Preparing for Winter

All winter maintenance organizations should have a written winter maintenance plan. This plan, if followed, will help protect you legally. It will also help you run a smooth and well-thought-out winter maintenance operation. Each year, in advance of winter, take time to review and update your maintenance procedures. A little planning up-front can help you do an excellent job in keeping the roads safe and decrease the required application of salt throughout the season.

Winter Maintenance Plan

- Develop a winter maintenance plan, and be prepared to follow it.
- Share the plan with all involved staff.
- Define levels of service for all of your snow routes. Your level of service may be based on average daily traffic, environmental concerns, safety, mobility, economics, and other factors.
- Communicate the relevant portions of your winter maintenance plan to your customers so they understand their role and what to expect. See Appendix A for examples of how to reach out to your customers with information on winter maintenance activities.

Route Preparation and Planning

These activities can be done by operators and supervisors, as appropriate, during the fall to lay the groundwork for efficient winter operations.

- Inspect and clear ditches, culverts, and other water channels.
- Remove potential snow traps, such as tall grasses along the road that will catch and deposit snow on the road.
- Assign routes to operators; better performance is achieved when operators have an assigned route throughout the season.
- Drive all routes prior to winter to identify critical or problem areas.
- Understand the target level of service for various areas of a route.
- Inventory all the areas prone to drifting and develop a plan to manage them. Consider installing snow fences.
- Explain the best ways to manage blowing and drifting snow with new operators.

Snow Fences

National research has found that it is 100 times more expensive to plow snow than to trap it with a snow fence.[6] A snow fence can be permanent or seasonal, living or structural. Using vegetation as a snow fence takes long-term vision, as it can take five to ten years before the plantings are of sufficient size to create the desired effect. The economic benefits of using snow fences in winter maintenance operations include savings from: reduced overtime, less need for contract equipment and services, reduced operating expenses, and reduced sand or chemical usage for ice control. See Appendix D for more resources on snow fencing.

Storage and Handling Systems

Proper storage and handling of deicers is a primary way to reduce groundwater contamination from salt. Stored salt needs to be covered, as do sand piles which contains more than 1% of salt. This applies to all piles greater than 5 tons. The DEQ has produced a document to guide the proper storage and handling of road salt. See Appendix D.

The best method to store granular salt and sand/salt mix is in a covered, water-tight building with doors. Having a salt shed with doors greatly improves protection from the elements. The salt and salt/sand mix needs to be stored on an impervious pad such as asphalt. If your impervious pad is constructed out of concrete it should have a sealer applied to it. The surrounding outdoor pad should be sloped and curbed to direct runoff water into a collection area.

Currently, the outdoor storage requirements in Michigan indicate that liquid storage should be in double-walled tanks or that secondary containment should be around single-wall tanks. Secondary containment should be such that if the tank leaks, all of the contents of the tank can be contained and recovered on site. This applies to all liquid deicers over 1000 gallons under the present Part 5 rules. These requirements may change during the Part 5 stakeholder process, so check the DEQ website for the most current information.

The feasibility of outdoor liquid storage is limited based on the eutectic temperature of the liquid product. The eutectic temperature is the freeze point of a liquid at the optimal concentration. Figure 12 lists the eutectic temperature for some of the common liquids.

Key points for salt storage and handling:

- Ensure salt storage is at least 50 feet from the waters of the state (natural wetlands, ponds, lakes, rivers).
- Provide indoor storage for salt and sand that has an impervious floor.
- Use double-wall tanks or secondary containment for liquid deicers.
- Handle salt shipments and loading operations indoors.
- Sweep pad, for outdoor loading, after receiving shipments and after loading.

Storage requirements under Part 5 rules are under review. Check with MDEQ for the most current requirements.

Snow Disposal Sites

Suitable sites for snow disposal should be established prior to the winter season. The optimal sites are those where the debris can be easily recovered in the spring. Snow should not be plowed directly into ponds, rain gardens, lakes, rivers, or wetlands. DEQ draft guidance recommends that snow storage be at least 75 feet from non-community

water supply, 50 feet from private water supply and 200 feet from community water supply wells. This recommendation may change, so keep informed of all local regulations, policies, and guidelines for Michigan water quality protection. See Appendix F for a reference to this draft document.

Calibration

Before the beginning of each snow fighting season, salt trucks must be calibrated to measure the amount of material applied at various settings. The salt discharge should fall within your agency's guidelines. If the automatic controller is not applying the material at the correct application rate per your agency's guidelines, it must be adjusted. The calibration should be rechecked if there are any mechanical adjustments or changes throughout the remainder of the winter season.

By calibrating your equipment, you can be sure your application rates will be accurate and you will know how much product is actually being applied to the roadway. This alone can result in salt cost savings, by avoiding unintentional over-salting. Calibration should be done for all equipment that dispenses liquid or granular material. All granular materials (salt, prewet salt, sand, etc.) flow differently, so calibrate for each material.

With manual-controlled systems, the operator must have a copy of the calibration worksheet in the cab of the truck. This allows the driver to cross-reference the desired material application rate with the speed of travel, and then choose the setting that gives the desired result. A calibration worksheet example is in Appendix C along with other calibration resources.

Key points for calibration

- Calibrate all new equipment prior to use.
- Calibrate all equipment at least once a year or if the truck has had any major service.
- Calibrate for each type or blend of granular material.
- Calibrate liquid application systems, both anti-icing and prewet systems.
- Follow the manufacturer's guidelines for calibration, and contact the manufacturer for training if necessary.
- Put the auger plate in place during calibration for dump trucks. Calibration won't be accurate if the material is gravity-flowing during the calibration process.
- Place a calibration worksheet in each truck and a copy in the shop for those with manual-control spreaders.

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Calibration saves you salt and money.

Investment in Equipment

Investing in equipment that can make your organization's winter maintenance more efficient is money that is repaid quickly. Investment in controllers, liquids and blades are areas that that often give a good return on investment. Top performing organizations integrate new practices and equipment to increase their efficiency. The

Clear Roads online cost benefit analysis toolkit can help provide insight into new practices, equipment and operations. See Appendix D for this resource.

Plow early and often to reduce hard pack.

- Mechanical Removal

  Mechanical removal (blading or plowing) is the most effective strategy to remove snow, from a cost and efficiency standpoint. The Clear Roads Pooled Funds Study has an evaluation of plow prototypes. You can find this in Appendix D, under blades and plows.

  - One trend in the industry is towards segmented blades. These offer more flexibility for blading on uneven surfaces, less vibration for the operator, and will wear more evenly and scrape better. Clear Roads has produced some research on cutting edges. This is in Appendix D, under blades and plows.
  - Underbody blades are very common in Michigan; they allow more down pressure and are helpful at removing compaction. The more snow you remove mechanically, the less salt you will need to keep roads safe.
  - The use of wing-plows for winter operations in Michigan has increased over the past few years. Using wing-plows can make a winter operations program more effective by providing a more effective means of mechanical removal. With a wing-plow, operators can clear an entire lane plus a few feet of the shoulder in one pass, a job that usually takes two passes or two trucks working together.
  - In Michigan and other snow-belt states, the tow plow has been tested and proven to be an effective method of snow removal.
  - Brooms can be very efficient at removing light snow. These are common tools at airports and for sidewalks.

Electronic closed loop controls are easier to operate and are a potential money saver!

- Controllers

  The ability to control the application rate of deicers is vital. By improving the accuracy of your controllers, you will be able to achieve a more efficient operation automatic controllers and manual controllers. All agencies should work toward replacing manual controllers with electronic closed-loop controllers.

  Automatic controllers self-adjust the flow of salt to match the target application rate regardless of the truck speed. When the snowplow speeds up or slows down, the controller automatically speeds up or slows down the salt delivery rate so that desired application rate is maintained.

  Manual controllers are not as accurate as automatic controllers. Manual controllers do not self-adjust to meet a target application rate. Application rates are difficult to hold constant with manual controllers because the speed of the truck is often changing. Although accuracy is low, calibration is essential so your organization can attempt to follow application guidelines. Without calibration, you cannot attempt to deliver a specific amount of salt per lane mile.

With manually-controlled systems the operator must have a calibration worksheet in the truck. An example of a calibration worksheet is located in Appendix C along with other calibration resources.

The calibration of the controllers should be completed annually, at a minimum. Calibration should also be completed anytime major truck repairs are done, or if the operator notices that it is not working properly. It is also important to remember that the gate opening must be set and marked during calibration.

Weather Data

Basic, up-to-date weather information is critical for winter maintenance planning and effective response during an event. The means to acquire this information should be in place prior to the start of winter. Information that should be gathered before an event, and tracked throughout, includes:

- Start of precipitation and expected event length
- Type of precipitation expected
- Total precipitation expected/event intensity
- Wind conditions (speed, gusts, directions)
- Temperature trend (rising or falling during the event)
- Pavement temperature trend (rising or falling during the event)
- Dew point

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Pavement Temperatures should guide your application rates.

Weather information can and should come from a variety of sources, and there are many from which to choose. Many services provide weather forecasts, condition trends but fewer provide pavement temperatures.

The dew point describes the temperature below which water will condense into liquid water at the same rate at which it evaporates. Condensed water is called dew. The dew point is the critical ingredient in predicting the formation of frost on roads. When the pavement temperature falls below the dew point, if that pavement temperature is equal or below freezing, then frost will form. By monitoring the dew point and other weather factors, you can predict frost and be out in front of it. Wind speed and absolute humidity are the other variables which play a role in how quickly the frost forms and how thick the layer will be.

Dew point can be obtained from commercial weather services or the Michigan RWIS system. MDOT's RWIS system started in 2010, and now includes more than 50 stations around the state. The system is made up of a network of sensors, to measure air and road surface temperatures, barometric pressure, wind, salt concentrations on the road surface, frost depth and dew point. You can access MDOT's RWIS system by visiting http://mdotnetpublic.state.mi.us/drive/. Figure 4 is a sample of the information you can get from their RWIS stations.

Pavement Temperatures

Keep in mind that most weather services measure temperature and other conditions in the air, above the ground, which means that the reported conditions can differ substantially from pavement temperatures. It is extremely important to use the pavement temperature, not air temperature, to determine what material(s) to use and the appropriate application rate of your chemicals.

Air Temperature: 61°F
Maximum Daily Temperature: 76°F
Minimum Daily Temperature: 42°F
Relative Humidity: 70.7%
Average Wind Speed: ENE 5 MPH
Maximum Gust Speed: ENE 11 MPH
Barometric Pressure: 29.27"
Precipitation: No Precipitation
Precipitation over the last 24 hours: 0"
Dew Point: 52°F
Visibility: 10 miles

Figure 4: RWIS example (I-75 @ South of M-48 overpass)

Pavement temperature can be measured several different ways. One way is by hand-held temperature sensor guns that can be purchased at any automotive store for under $100. Truck-mounted systems are another alternative. Truck-mounted systems are better than hand-held sensors in that they display in the cab a continuous reading of the air and pavement temperatures. Truck-mounted systems may be incorporated into your spreader controller or can be purchased independently of your controller.

There are many influences on pavement temperature. For example, you will notice changes in pavement temperature first on bridge decks and ramps; pavement temperatures will also be lower in shady areas. The pavement's color and texture, and the type of material in the layer underneath the pavement, all influence its temperature as well. You cannot substitute air temperature for pavement temperature; you must know the pavement temperature before making a decision on application rates. **All of your application rate charts should be based on current and trending pavement temperature.**

Automatic Vehicle Location (AVL) and Maintenance Decision Support Systems (MDSS)

Many organizations are now using computer technology in the form of AVL systems and/or MDSS to further improve the efficiency of their winter maintenance responses.

Use salt carefully! 1 teaspoon of salt pollutes 5 gallons of water.

- Automatic Vehicle Location system

With an AVL system you can see where the snow plow vehicles are deployed in near real time during a winter event. This is typically done through a web portal. Vehicles are depicted on the map via icons indicating the type of actions underway, when and where a vehicle is actively spreading material, or when and where the plow blade is down and pushing snow. Users may hover a cursor over an individual vehicle icon and get a pop-up box describing the vehicle and what it is doing.

Iowa Department of Transportation reported that equipping their trucks with Automatic Vehicle Location (AVL) provided a return on investment of $6.40 for every $1.00 expended.[7]

Both AVL and MDSS have shown good results in reducing salt used.

- Maintenance Decision Support Systems (MDSS)

MDSS combines advanced weather prediction service, advanced road condition prediction and your agency's winter maintenance practices for anti-icing and de-icing to generate road treatment recommendations on a route-by-route basis. The goal of MDSS is to suggest more effective use of maintenance resources and increase safety, reliability and mobility on roadways.

The MDSS system allows crews to input real-time conditions, including road and ambient temperature, type of material being used and the application rate. After compiling the information provided by the crews, along with weather reports, the system will then provide suggested treatments based on the information and models. The system may tell the operator to re-treat the road at a later time, apply different products at different rates, or simply to continue current procedures. The suggested treatment can then be followed or the operator can override the system.

MDSS systems have a scenario selector that can be used as a training tool. For more information on MDSS, see Appendix D. There is a report, "Analysis of Maintenance Decision Support System (MDSS) Benefits & Costs," which summarizes the experiences of several states using MDSS.

Anti-icing before the Event

Anti-icing is the process of putting down a liquid deicer before a winter event. It can be a cost-effective strategy that optimizes, and therefore reduces, chemical usage. It is a proactive approach that should be considered first in a series of strategies for managing most winter events. By applying a liquid deicer before an event, you can prevent snow and ice from bonding to the pavement, or even prevent frost from forming on the roadway altogether.

Anti-icing is not always the answer, but when it is, it can buy you time for physical removal that is easier and more cost-effective. To determine when it is appropriate to anti-ice, see an example of an anti-icing decision chart in Appendix B.

Anti-icing procedures look different from other winter maintenance activities and may cause concern with the general public. Educate your customers about anti-icing techniques and their value ahead of its use.

Selection and Storage of Anti-Icing Products

- Liquids are the most effective anti-icing agents.
- At temperatures below 15°F, it may be more cost effective to use a chemical other than sodium chloride brine (see Appendix B for anti-icing cost model).
- Hygroscopic liquids bring the moisture from the air to the pavement surface (similar to dust control on gravel roads). They give added benefit on cold winter pavement because of this property but they can be troublesome at warm (over 28°F pavement temp) or in humid conditions. The most commonly used hygroscopic products are $CaCl_2$ or $MgCl_2$.
- When using hygroscopic products, it is critical to not over-apply.

Guidelines for Anti-icing Product Application

These are only guidelines and not exact recommendations. Generally it is better to under-apply rather than over-apply anti-icing materials. So start low and increase rates, instead of starting high and decreasing rates. Forms such as those shown in Appendix B of this manual are useful to record and track your work and observations, so you can refine your use and understanding of anti-icing products.

Condition	**Gallons per lane mile**		
	$CaCl_2$ or $MgCl_2$	**Brine**	**Brine Blends**
Regularly scheduled application	15-25	20-40	Ask manufacturer
Prior to frost or black ice	15-25	20-40	Ask manufacturer
Prior to light or moderate snow	15-25	20-50	Ask manufacturer

Figure 5: Anti-icing Application Rates

Key points for Anti-icing

- Apply liquids at half the rate (not half the concentration) for the first application of the season, or after a prolonged dry spell. On dry roads, liquids tend to mix with oil from vehicles and cause slippery conditions if over-applied.
- Consider spot-applications on hills, bridge decks, curves and intersections if predicted conditions warrant and you are just beginning an anti-icing program. Continue to expand anti-icing until you treat most of the areas that you de-ice.
- Utilize anti-icing for light freezing drizzle and light frost events; it can be very effective.

- Apply your anti-icing agent during low traffic times and during regular work hours; this saves product and reduces staff costs.
- Avoid anti-icing under blowing conditions, in areas prone to drifting or anywhere else you would not use salt.
- Avoid applying before a predicted heavy rain.
- Apply liquid anti-icers 24-48 hours in advance of an event. The closer to the event start time the better. Tire action and wind wear away material.
- Remember that re-application isn't always necessary. The residual effect of anti-icing applications can remain for up to five days if precipitation or traffic wear-off does not dilute the material.
- Apply liquids with stream nozzles to maintain bare pavement between application areas.
- Use a spray skirt when anti-icing. This helps significantly in directing product to the roadway where it is needed. Adding a simple spray skirt behind the truck's spray bar significantly increases the amount of product reaching the roadway.[8]

Look at anti-icing's costs and benefits and evaluate how it can best serve you. Anti-icing can provide significant cost, safety, and environmental benefits. Appendix B contains anti-icing resources and a link to a Cost Benefit Analysis Tool that can help you understand how anti-icing can provide a return on your investment in equipment.

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Liquid deicers are faster acting and stay in place better.

During the Event

During a winter precipitation event there is very little extra time. Preparation in advance of an event is the key to success. Integrating best management practices (BMPs) into your operations can help provide safety, appropriate levels of service, and protect Michigan's natural resources. Good documentation is one of the BMP's that helps move your organization ahead. Make sure this is integrated into your winter operations. Appendix E has example charts that you can use for recording your activities.

Effective Use of Plows/Underbody Blades

Plowing or blading is the best approach to snow removal. It can be the most cost-effective approach when all the factors (cost of chemicals, damage to public roadways and infrastructure, etc.) are considered. Physical removal of snow should always be done prior to the application of deicing materials.

Key Points for Plowing/Blading

- Blade prior to an application of chemical in order to minimize product dilution.
- Coordinate blading activities to eliminate windrows at intersections and prevent removal of another operator's deicing material.
- Remove snow from roads as quickly as possible to reduce compaction.
- Avoid pushing snow over the bridge rails and onto roads or water beneath.
- Pay attention to wind conditions. If shoulder blading isn't critical, then delay until wind speeds are lower.
- Reduced speed minimizes the risk of a snow cloud. Lift the blade and wing if a snow cloud forms; do not slow down or brake.

Loading and Hauling Salt

A substantial amount of salt can be spilled, and potentially wasted, during the loading and hauling process. Some easy steps can be taken to ensure that this purchased material ends up only where it is needed, on the roadway.

Key Points for Loading and Hauling

- Load inside the salt shed.
- Sweep outdoor loading areas frequently.
- Fill but do not overfill trucks. One city that uses very little salt inserts a cement base in the truck bed to provide extra weight, thus requiring less material to be loaded.
- Tarp your loads when transporting material.
- Install spill shields to plug up gaps in truck bed.
- Install sander plates to prevent free-fall of salt or sand.

Using Abrasives

Use winter sand and other abrasives when temperatures are too cold for deicing chemicals to be effective, or when immediate traction is needed after a freezing rain event. Be aware that sand does not melt anything. It only provides temporary traction, and only when it is on top of snow or ice. Sand will clog sewers, ditches, and streams. As a result, avoid sand use as much as possible.

Our lakes are turning into wetlands as they fill in and become shallower. Unrecovered winter sand accelerates this process.

A salt/sand mix is generally not recommended as salt reduces the effectiveness of sand, and sand reduces the effectiveness of salt.

Key points for Abrasives

- Sweep up excess sand after each event.
- Apply sand in extreme cold weather, when salt is ineffective.
- Avoid salt/sand mixes. Determine if you need melting or temporary traction and choose the proper tool.
- Employ sand only for short-term traction needs. It has no melting capability.
- Note that, in limited situations such as a freezing rain event, a 25 to 50% sand/salt mix has been documented as effective in increasing friction.[9]

Material Application

Deicing is a reactive operation in which a chemical is applied to the top of snow, ice or frost already on the roadway. Forms such as those shown in the Appendix F of this manual are useful to record and track your deicing work.

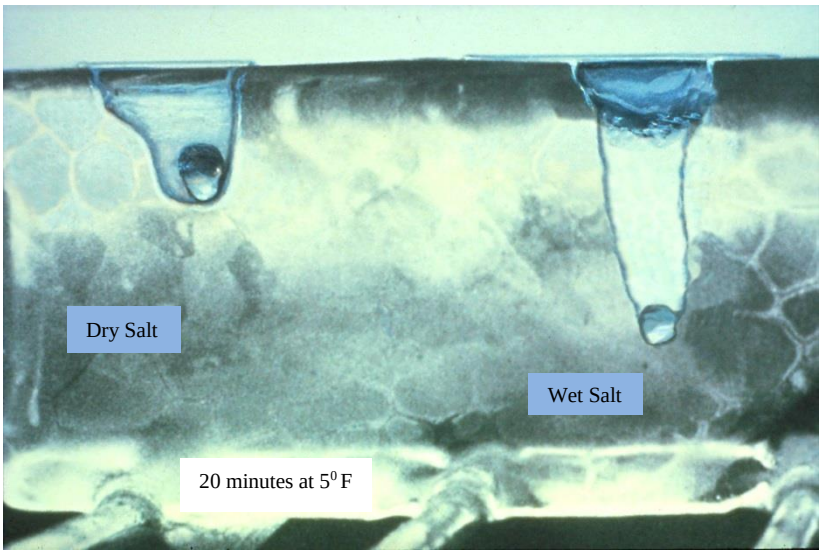
Removing ice that has already bonded to the pavement can be difficult, and removing it mechanically causes wear on equipment and roads. Enough ice must be melted to weaken the bond between the ice and pavement in order to make physical removal

possible. Breaking the bond after it is formed requires more chemical than preventing the bond from forming in the first place.

Integrating science into winter maintenance allows us to use an appropriate amount of product for deicing. Most application rates can be reduced by the best maintenance practices already discussed, such as proper calibration and using closed-loop spreaders. But there are two major handicaps to the effectiveness of a salt application during an event: the precipitation which dilutes it, and the next blade pass which can remove it before it has had a chance to work.

Slower truck speed and prewetting or pretreating salt are best practices for reducing salt waste and lowering the necessary application rates. Applying dry material is a common but ineffective practice. Research and results in the field show that prewetted or pretreated material stays on the road surface better, and is therefore more effective. Another way to reduce salt use is to minimize applications during the storm event. This helps keep blading activities from removing the deicing salt.

Dry salt is slow to dissolve. Adding liquids not only keeps more of the salt on the roadway, it also helps to increase the speed of melting as it jump-starts this process. The greater the liquid to granular ratio, the better control you have over your product during application, and the faster its performance once it is down. The photograph below illustrates the melting speed of prewetted salt versus dry.



Liquids allow you to use less product overall.

Figure 6: Melting Comparison of Dry Salt vs. Prewet Salt
Photo courtesy of the Wisconsin Department of Transportation bulletin #22

How to reduce application rates

1. Speed of application. MDOT recently proved that reducing the speed of application from 35 mph to 25 mph can prevent up to 40% of the salt discharged from being wasted.[10] The speed of trucks during application of granular material should be 25 mph or less, or the lowest safe speed under the conditions.

2. Vary application rates. Use the higher rate listed for the first pass, and reduce on any subsequent passes. Adjust rates as needed if you know you will be able to only make one pass.

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Salt that is bounced off the roadway or is spread outside the travel lanes is money down the drain.

3. Spread pattern. The most effective spread pattern is a windrow of salt on the centerline or highpoint in the roadway. Set spreaders lower to the ground or use a chute to reduce bounce and scatter. See Appendix D for instructions on how to build a chute or how to set-up a grid to run a test and get your own bounce and scatter data.

4. Pretreated or prewetted salt. Wet salt remains on the road longer (less bounce and scatter) than dry salt and works faster too. With pretreated salt the liquid to granular ratio is about 4 to 6 gallons per ton. In prewetting operations, the ratio of liquid to granular can vary greatly. It starts at about 8 gallons per ton, upwards to over 100 gallon/ton (slurry). Some organizations have nearly abandoned granular products altogether and are applying straight liquids.

5. Application rate. Make sure your organization has an application rate chart that is based on pavement temperatures. Continually work to refine your chart and lower your application rates.

6. Deicers. Not all deicers perform the same under the same conditions. By choosing the combination of liquid and granular deicers that is least toxic and that works the best at your pavement temperature, you can reduce your application rate and costs, as well as your environmental impact. Figure 7 compares four different applications, using different materials (from salt/sand to a higher ratio of salt/liquid), and all would potentially achieve satisfactory results.

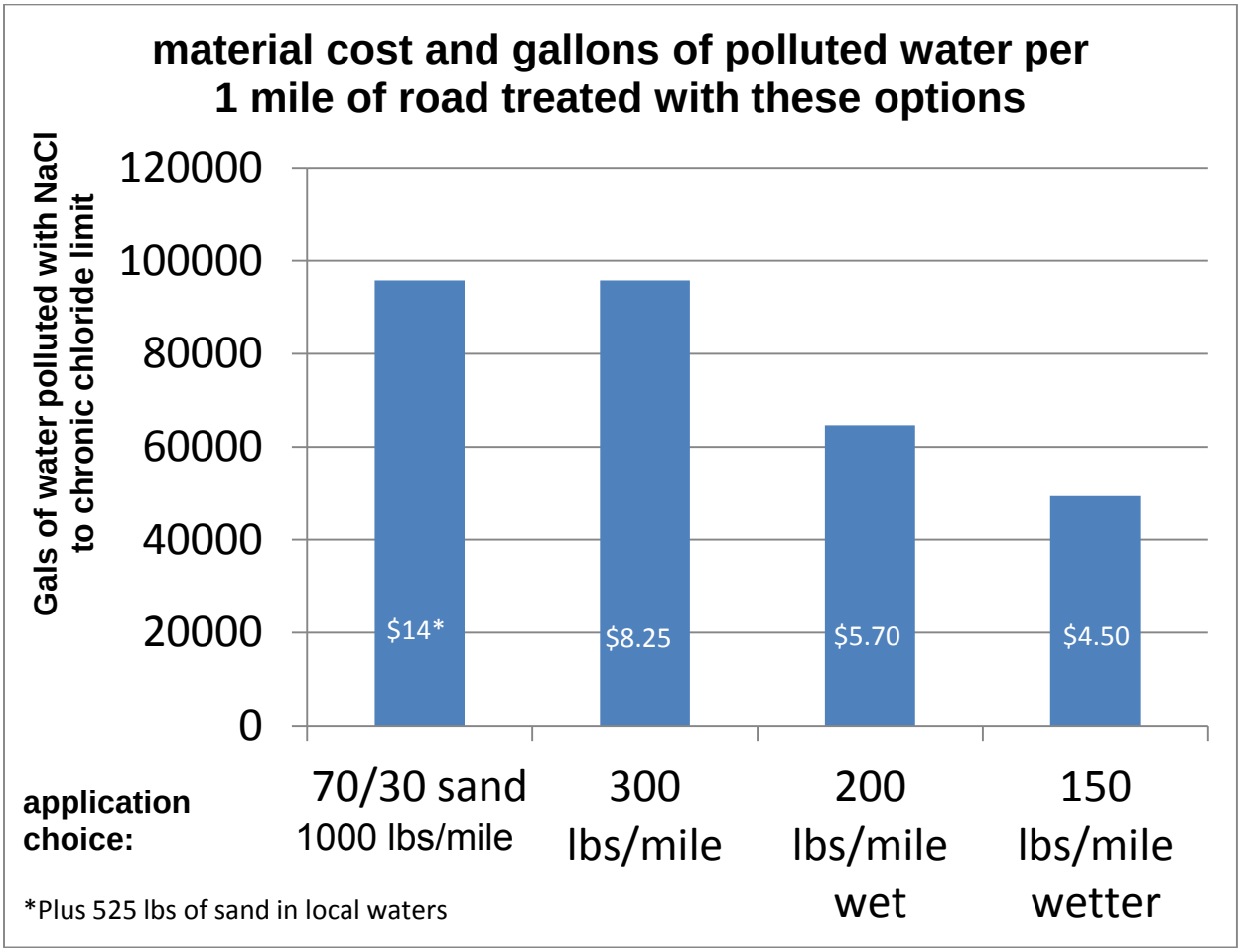

Figure 7: Material Cost and Gallons of Water Polluted

The purchase cost based on $55 ton salt, $16 ton sand and $0.20 gallon brine. Per federal chronic chloride standards of 230 mg/l, 1 pound of salt pollutes 320 gallons of water, 1 gallon of brine pollutes 728 gallons of water. Wet = 10 gal/ton and Wetter = 15 gal/ton

There are many ways to accomplish a safe winter road. We can see from this chart that material selection is a key factor in providing the opportunity to reduce application rates while maintaining effectiveness. By looking at all the factors--performance, cost, and environmental damage--winter maintenance professionals can make the most informed decisions on how to maintain their level of service. See Appendix F for the new Clear Roads Fact Sheet on the Toxicity of Deicers to run your own calculations.

Selecting a Deicer

When selecting a deicer, be careful when looking at the melting temperature on marketing materials. The eutectic temperature is often cited, which is the lowest possible temperature at which a solution remains liquid. At this temperature it would take a very long time for the product or solution to melt ice. Instead, you need to know a product's practical melting temperature range.

Sodium chloride (NaCl, or road salt) is the most widely used of the deicers. It is effective at pavement temperatures above 15°F. Because it doesn't work well at colder temperatures, it is often over-applied in attempts to get it to work better. See the chart below for the melting capacity of NaCl at various temperatures. Ask your vendor for a similar chart for the products you buy or are considering buying.

By adding liquid to granular salt, you can speed up melting and use less salt.

Avoid using dry rock salt at pavement temperatures below 15° F.

Pounds of Ice Melted Per Pound of Salt

Pavement Temp (F)	One Pound of Salt (NaCl) melts	Melt Times
30	46.3 lbs. of ice	5 min.
25	14.4 lbs. of ice	10 min.
20	8.6 lbs. of ice	20 min.
15	6.3 lbs. of ice	1 hour
10	4.9 lbs. of ice	Dry salt is ineffective and will blow away before it melts any significant amount of ice.
5	4.1 lbs. of ice	
0	3.7 lbs. of ice	
-6	3.2 lbs. of ice	

Figure 8: Ice Melting Capacity of Sodium Chloride at Various Pavement Temperatures

- For a chart showing practical temperature ranges for other deicers, see Figure 12.
- For more information on the toxicity of deicers see "Determining the toxicity of deicing materials," a Clear Roads research project, in Appendix F.
- Melting all the snow or ice on the road is not necessary. This is an overuse of materials. Apply just enough to loosen the bond between the road and the ice/compacted snow so it can be effectively bladed off.
- Use pavement temperatures and trends to help you to apply the right product application rate at the right time. Generally use less chemical when temperatures are warm or rising, and more when they are cold or falling.
- Avoid straight salt when temperatures below 15°F; use other deicers such as $CaCl_2$ and $MgCl_2$ to obtain better melting at lower temperatures. If you do not have a good alternative available, use sand for traction until pavement temperatures warm.

Spread Patterns

The spread pattern in Figure 9 is a visual representation of the application method on which the application table is based. That is, you blade only (no chemical application) going out, and blade and apply in a windrow to the centerline on the return trip.

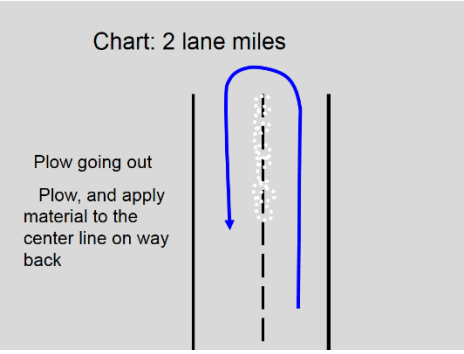

Figure 9: Suggested Plow and Apply Pattern for Deicing

One of the biggest challenges with salt is to keep it on the road long enough for it to work. Narrow your spread pattern to apply salt to the crown of the road. As the salt melts it will migrate across the drive lanes. By driving slowly and applying salt to the center line in a windrow or tight spread pattern you will waste less salt. This applies to all roads, but is essential on high speed roads.

There are various devices and modifications to your spreader that you can make to help you create a tighter spread pattern. Chutes that direct the salt from the spreader to the pavement are one good example. Other examples include skirts below and around the spreader, holes in the spreader, zero velocity spreaders and or simply turning your spreader off.

Strive for an even spread pattern at low application rates. Equipment that was designed to deliver large amounts of sand likely will have trouble delivering a steady spread pattern with a low rate of salt. If this is the case, you will need to retrofit or change your equipment to make it able to deliver an even spread pattern at a low rate. When you purchase new equipment, make sure it can deliver a very low application rate (100 pounds/mile) with an even spread pattern.

Deicing Application Rate Guidelines

Every organization should have an application rate chart that is based on pavement temperatures. This allows you to standardize your operations. The chart below is an example of an application rate chart developed for Minnesota. This chart was developed by a team of city, county and state winter maintenance experts. The rates were chosen with the goal of defining sufficient rates to clear and hold the roads after an event, assuming all of the best practices were done before and during the event.

No chart will be perfect. Make your own chart and keep improving it. See if you can continue to lower the rates as you become more efficient in your winter maintenance practices.

Deicing Application Rate Guidelines

24 feet of pavement (typical two-lane road)

These rates are not fixed values, but rather the low end of a range to be selected and adjusted by an agency, according to its local conditions and experience.

Lbs/two-lane road						
Pavement Temperature (F) and Trend	Weather Conditions	Maintenance Actions	Salt Prewetted/Pretreated with Salt Brine	Salt Prewetted/Pretreated with Other Blends	Dry Salt, least effective*	Winter Sand (Abrasives)
>30 F ↓	Snow	Plow, treat intersections only	**80 (40/lane mile)**	**70**	**100***	Not recommended
	Freezing Rain	Apply product	**80-160**	**70-140**	**100-200***	Not recommended
30 F ↓	Snow	Plow & apply product	**80-160**	**70-140**	**100-200***	Not recommended
	Freezing Rain	Apply product	**150-200**	**130-180**	**180-240***	Not recommended
25-30 F ↑	Snow	Plow & apply product	**120-160**	**100-140**	**150-200***	Not recommended
	Freezing Rain	Apply product	**150-200**	**130-180**	**180-240***	Not recommended
25-30 F ↓	Snow	Plow & apply product	**120-160**	**100-140**	**150-200***	Not recommended
	Freezing rain	Apply product	**160-240**	**140-210**	**200-300***	Not recommended
20-25 F ↑	Snow or freezing rain	Plow & apply product	**160-240**	**140-210**	**200-300***	Not recommended
20-25 F ↓	Snow	Plow & apply product	**200-280**	**175-250**	**250-350***	Not recommended
	Freezing Rain	Apply product	**240-320**	**210-280**	**300-400***	**400**
15-20 F ↑	Snow	Plow & apply product	**200-280**	**175-250**	**250-350***	Not recommended
	Freezing Rain	Apply product	**240-320**	**210-280**	**300-400***	**400**
15-20 F ↓	Snow or freezing rain	Plow & apply product	**240-320**	**210-280**	**300-400***	500 for freezing rain
0-15 F ↓↑	Snow	Plow, treat with blends, sand	Not recommended	**300-400**	Not recommended	500-750 spot treat as needed
<0	Snow	Plow, treat with blends, sand	Not recommended	**300-400**	Not recommended	500-750 spot treat as needed

To calculate for 1 lane, divide application rate numbers in half

Use lower end of application rate range when using super-saturated mixes

Source: Chart: Minnesota Snow and Ice Control Field Handbook for Snowplow Operators (2012).

Figure 10: Application Rate Chart for Deicing

Dilution: the cause of refreeze

An ice control product will work until dilution causes the freeze point of the remaining brine on the roadway to equal the current pavement temperature. At this point, the material will stop melting and you may experience re-freeze if the pavement temperature is dropping. This process is called the dilution of solution.

How long a treatment will last depends on five factors: pavement temperature, application rate, precipitation, beginning concentration, and chemical type. These factors explain why one application rate will not fit all winter events.

Pretreated Stockpiles

Pretreating is mixing a liquid deicer into the stockpile of salt or sand. The liquid used is not brine but a deicer that is hygroscopic and contains a corrosion inhibitor, and may also have stickiness to it. Often a dye is added to help identify the treated pile. You can apply pretreated salt without any equipment changes. Pretreated salt is more effective than dry salt and can allow you to lower your application rate.

- Purchase the pretreated salt from a vendor or mix it on site. If you choose to mix your own be accurate in your measurements.
    - Start out with dry salt. See the salt moisture worksheet in the materials testing section.
    - Treat the stockpile with a liquid deicing chemical (not brine) at 4-6 gallons/ton. Be consistent and check rates.
    - Mix up enough for one storm, not the entire season.
- Store pretreated stockpiles indoors on an impervious pad, consistent with Rule 5 requirements. See Appendix F to locate this information from the DEQ.
- Be aware that pretreated stockpiles have a higher risk of leaching. If you have containment limitations with your storage area, mix up just enough for one event rather than enough for the season. This will limit the leaching risk.

Treated salt piles need proper storage due to a greater risk of leaching

Prewetting Method for Deicing

Prewetting is the addition of a liquid to granular material by means of an on-board truck system. Liquid and granular are combined most often at the spreader, but sometimes in the auger. Wet salt has several advantages; it bounces less and melts ice faster. Prewetting requires some equipment changes, but this practice provides the flexibility to switch chemicals or liquid/granular ratio depending on conditions. Just as with pretreated salt, you can reduce your application rates by using prewetted salt.

- Include salt brine, calcium chloride, magnesium chloride, brine blends, acetates and others among the options you consider for prewetting.
- Check your liquid concentration before using. Figure 12 lists many of the optimal concentrations.
- Start with application ratios of 8-14 gallons/ton; this is the typical starting place for most organizations.[11]
- Super-saturated or slurry mixes activate even more quickly.

- Be sure to properly size the dry volume capacity in the hopper versus liquid holding capacities when purchasing on-board prewetting systems. It is vital that the total truck weight capacity is considered, as liquids add considerable weight to the overall load.

Direct Liquid Application for Deicing

Straight liquids are most commonly used for anti-icing, pretreating salt piles and prewetting on board the truck. However, it is becoming more common, especially in warmer winter conditions, to de-ice with straight liquid product. This is an advanced winter maintenance activity. Called “direct liquid application,” or DLA, this deicing technique is more difficult and should only be attempted by those very familiar with the use of liquid deicers in other areas of winter maintenance. It is possible to create a more slippery surface if straight liquids are used improperly for deicing.

- Attempt liquid-only deicing only after you have mastered the anti-icing and prewetting uses of liquids, and have the proper equipment for the liquid deicing operation.
- Having sufficient pressure on the streamer nozzles, so that the liquid penetrates the snow or ice and spreads out below the snow and ice, is the key to effective deicing with liquids.
- Spraying a liquid deicer on top of compacted snow or ice can increase the slipperiness of the surface.

After the Event

Learn from each storm. Each event provides an opportunity to evaluate what was done, how well it worked and what could be changed to improve operations. Information exchange is the best way to speed up positive changes in winter maintenance. At the end of each event, post or discuss the results of your operation so the entire crew can be informed. When the entire crew is informed and included, change happens faster. Examples of what to track and discuss include: driver statistics such as route length, the type materials used, the amount of material used, and the recovery time. Other things to consider might be the liquid to granular ratio, the type of plow blade, new road surface or other new equipment and/or procedures being tested.

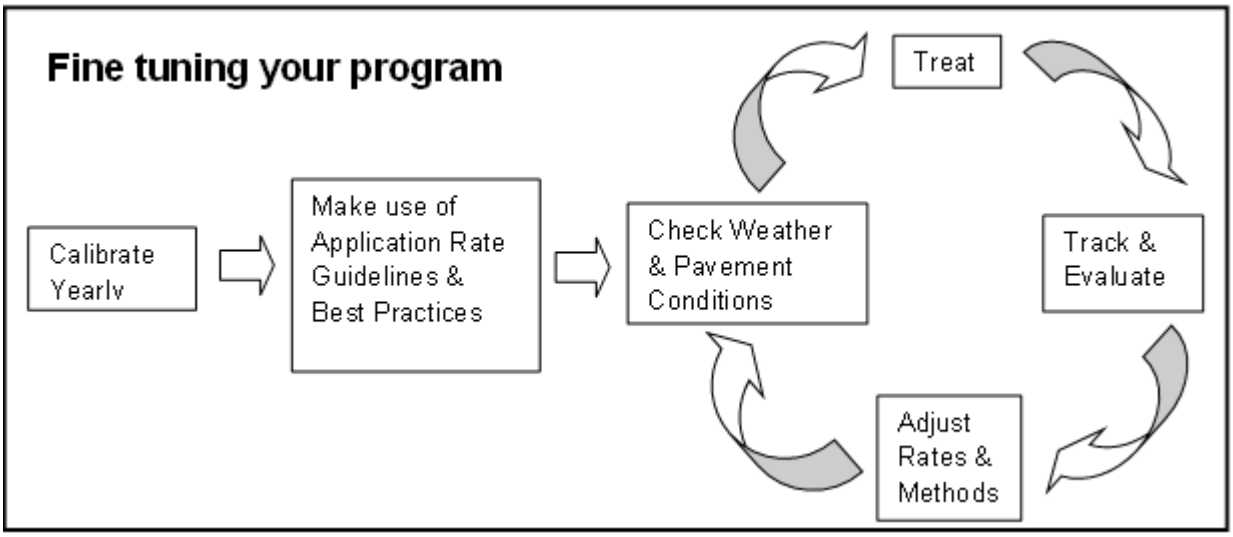

Figure 11: Maintaining a Progressive Winter Maintenance Operation

Key points for after the event

- Use forms such as those shown in the Appendix E of this manual to record and track your material use.
- Report any hazards such as low hanging branches and raised utilities.
- Ensure that all unused granular salt and salt/sand mixtures are stored properly.
- Refine your procedures and material use based on the “end of storm” meeting, and observations from operators.
- Wash vehicles after ensuring they are as empty as possible.
- Direct the wash water to collection/reuse areas or the sanitary sewer system. Do not direct wash water to septic systems or storm drains. Michigan’s DEQ Water Resources Division provides a guidance document on truck washing at municipally owned truck stations. See Appendix D, under salt storage and handling.

Key points for after the season

- Ensure that all unused granular salt and salt/sand mixtures are stored properly and records are kept of the amount of each product remaining.
- Clean and maintain truck tanks, brine making systems and pumps according to manufacturer specifications.

Materials and Quality Control

Practical and Eutectic Temperatures of Deicers

Multiple products can be used in a snow and ice control program. This chart helps you choose the correct product and apply it under the correct conditions. For further guidance on blending chemicals, see the MNDOT Anti-icing Guide, in Appendix B.

Chemical	Lowest Practical Melting Temp.	Eutectic Temp.	Optimal Concen-tration
NaCl (Sodium Chloride) —Delivered as solid rock salt, also can be made into a brine. The basis of most deicing materials. Very corrosive. Inexpensive. Very available. Rarely has a corrosion inhibitor added.	15º F	-6º F	23%
$MgCl_2$ (Magnesium Chloride)—Delivered as a liquid. Often used to wet NaCl crystals to increase adherence to surface and reduce melting points. Corrosive. Higher cost. Often has a corrosion inhibitor added.	-10º F	-28º F	27 to 30%
$CaCl_2$ (Calcium Chloride)—Delivered as flakes, pellets, or liquid. Powerful deicer but extremely corrosive. Sometimes used incorrectly to open storm drains. Higher cost. Often has a corrosion inhibitor added.	-20º F	-60º F	30%
CMA (Calcium Magnesium Acetate)—Delivered as a powder, crystals, pellets, or liquid. Liquid CMA is used mainly on automated bridge deicing systems. Non-corrosive, biodegradable. Sometimes added to sodium chloride as a corrosion inhibiter. Alternative for areas where chloride use must be limited. Often higher cost.	20º F	-18º F	32%
KAC (Potassium Acetate)—Delivered as a liquid. Often used on automated bridge deicing systems and airports. Use for anti-icing, deicing, and prewetting. Non-corrosive, biodegradable. Alternative for areas where chloride use must be limited. Higher cost.	-15º F	-76º F	50%
Blends— Both chlorides and acetates exist in blends. Talk to your supplier and determine the lowest practical melting temperature, the optimal concentration and the basic components in the blend. Most blends are centered on rock salt since it is cheap.			
Winter Sand/Abrasives—Winter sand has salt mixed in it to keep it from freezing. Sand should be used for cold temperatures when deicers are not effective. They provide temporary traction but only work when they are on top of the ice.	Never melts—provides traction only		

Figure 12: Practical and Eutectic Temperatures of Deicers

Material Conversions

The following quick reference table will help you convert between tons and cubic yards. Weight will vary depending on moisture content and density. This chart is based on a density of 80lbs/cubic foot.[12]

Sand		Salt	
Yards	Tons	Yards	Tons
1	1.4	1	1.1
2	2.8	2	2.2
3	4.2	3	3.2
4	5.6	4	4.3
5	7	5	5.4
6	8.4	6	6.5
7	9.8	7	7.6
8	11.2	8	8.6
9	12.6	9	9.7
10	14	10	10.8
11	15.4	11	11.9
12	16.8	12	13
13	18.2	13	14
14	19.6	14	15.1
15	21	15	16.2
16	22.4	16	17.3
17	23.8	17	18.4
18	25.2	18	19.4
19	26.6	19	20.5
20	28	20	21.6

Figure 13: Material Conversions
Minnesota Snow and Ice Control: Field Handbook for Snowplow Operators, Second Revision, published by the Minnesota Local Road Research Board, 2012.

Materials Testing

It is important to understand how deicing chemicals will react on the roadway. Clear Roads developed a guide for testing the effectiveness of chemicals. See Appendix E.

Also test your materials to ensure that they are delivered as ordered and will perform as needed. Refer to your contract or Material Safety Data Sheet (MSDS) for optimal specific gravity and test for that. Michigan's state bid standard for moisture in road salt is 1.5%.

Testing solid salt

Having a standard for the moisture content in your salt prevents having to pay for water weight, and helps reduce the amount of leaching potential should you decide to pretreat the salt. Salt with excessively high moisture content is also more likely to freeze in storage and become difficult to work with.

- Watch the load being dumped and observe if it appears wet.
- Schedule deliveries for days when it is not raining, if delivery will occur outside.
- Test for moisture content. Typically you want a moisture content of less than or equal to 1.5% (check your agency's specification).

How to measure the moisture content of rock salt:

1. Supplies needed:
    - Calibrated scale (triple beam or digital) accurate to 0.1 grams
    - Microwave
    - Sample of the salt (about 1 cup), that is a good representation of the pile
    - Worksheet for recording weight measurements

2. What to do:
    - Place empty container on scale, zero out scale to account for your container.
    - Weigh sample before cooking and record weight on worksheet.
    - Cook sample on low heat (high power may be too hot and make the salt pop, compromising the weight of your sample).
    - Measure cooked/dry weight, record on worksheet.
    - Perform moisture calculations on the worksheet.
    - Save worksheet.

Salt Moisture Worksheet

Date: Company:

P.O. #: Ticket #:

A. Weight of wet salt

B. Weight of dry salt

C. Weight loss (A-B)

Moisture Calculations:

C÷A X 100 = _____ %moisture ***

Tested by:

Remarks:

***Typically you want a moisture content of less than or equal to 1.5% (check your agency's specification).

Testing sand

- Conduct a visual inspection of the material to make sure it is clean.
- Note that each agency has its own specifications based on available materials.

Testing liquids

- Take a 2 cup sample before unloading the tanker truck, use a clean container.
- Make sure you have the correct hydrometer for your material.
- Measure the specific gravity of the liquid using a hydrometer or salimeter.
- Record the results. Salt brine should have a salimeter reading of 85%, or a hydrometer reading of 1.176, which equates to 23.3% salt in the brine.
- Accept the load if the specific gravity is within specifications; if it doesn't meet specifications, don't unload, and notify the responsible supervisor.
- Keep a labeled, dated and sealed sample.

Glossary of Terms

Anti-Icing: The prevention of ice or frost formation upon a surface. Used typically to mean the application of liquid chemicals to prevent the formation of frost or the bonding of snow or ice to pavement.

AVL: Computer-based automatic vehicle location system; a GPS-based system which allows users to view vehicle location and other operational data through a computer portal.

BMPs: best management practices

Black Ice: Popular term for a very thin coating of clear ice which forms on a pavement or bridge deck surface.

Brine: Liquid deicer made of rock salt and water combination, 23% rock salt.

Brine Blends: Any solution for lowering the freezing point of water, with sodium chloride brine as the predominant component.

°C – degrees Celsius

$CaCl_2$: calcium chloride

Calibration: Measurement of the material discharged at each setting of a spreader.

Chloride: The most common ingredient in deicers.

Clear Roads: Clear Roads refers to the pooled funded project for winter maintenance research of which Michigan is a member. www.clearroads.org

De-icing: Defined as removal of existing, snow ice, frost, etc., from a surface. It includes both mechanical (blading or scraping) and chemical (application of salt or other ice melting chemicals) methods. De-icing after snow, ice or frost has already bonded to the pavement surface.

DEQ: Michigan's Department of Environmental Quality. Also referred to as MDEQ.

Dew Point: The atmospheric temperature (varying according to pressure and humidity) below which water droplets begin to condense and dew can form.

DLA: Direct liquid application. The use of straight liquids for deicing purposes.

DOT: Department of Transportation

Eutectic Temperature: Lowest freeze point attainable for a given solution or mixture. At the eutectic temperature, ice and saltwater and solid salt exist in equilibrium. For brine, the eutectic temperature -6°F.

°F – degrees Fahrenheit

Hydrometer: Measures the density of many liquids.

Hygroscopic: Nature of a substance, tending to absorb moisture from the air.

KAC: potassium acetate

DEQ: Michigan Department of Environmental Quality. Tasked with providing guidance and enforcement of the NREPA's Water Resources section, including Part 5 rules. Sometimes referred to as "MDEQ".

Lane mile (LM): An area considered to be 12 foot by 5, 280 feet or an area 63, 360 square feet.

lbs. – pounds

LOS (Level of Service): The LOS describes the desired end-of-storm condition and acceptable interim conditions.

MDSS: Maintenance Decision Support System

Melting capacity: Ice melting capacity is the weight of ice melted per pound of deicer at a given temperature. It can be expressed as the total amount of ice melt that can be achieved or it can be expressed as the amount of ice melt that will occur in a given period of time (e.g. 1 hour, 4 hours, etc.).

mg/l – milligrams per liter

mph – miles per hour

MSDS: Material Safety Data Sheet; content and safety information on chemical products.

$MgCl_2$: magnesium chloride

NaCl: sodium chloride

Non-community Water Supply: A water system that provides water for drinking or potable purposes to 25 or more persons at least 60 days per year or has 15 or more service connections. Michigan is home to nearly 10,000 non community water supply systems, which includes schools, restaurants, motels, campgrounds, and churches.

NREPA: Natural Resources and Environmental Protection Act, 1994 Public Act 451. Regulates facilities of environmental contamination in Michigan. Section 31 deals with Water Resources.

ppm – parts per million

Practical Temperature: Sometimes referred to as the effective temperature; the lowest temperature at which a chemical solution/product is useful for lowering the freezing point of water.

Prewetting: Action by which a solid material is wetted with a liquid via an on-board system either at the spinner or in the auger.

Pretreating: Action by which a solid material is wetted in the stockpile. It can either be delivered already pretreated by the supplier, treated with an overhead showering system, pubmilled, or wetted with a hose and loader, then rolling material to mix.

psi – pounds per square inch

ROI: return on investment

Part 5 Rules: Administrative rules promulgated pursuant to Part 31, Water Resources Portection, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (Act 451) MCL 324.3101 et seq and revised in 2009. The rules address release prevention planning, secondary containment, surveillance and release reporting requirements.

RWIS: Road weather information system; computer-based system of obtaining weather and surface data from remotely-located, permanent sensors.

Salimeter: Instrument that measures the density of salt brine. Also sometimes called a salinometer.

sq. ft. – square feet

Practical Temperature: Range of pavement temperatures within which a chemical will effectively melt ice.

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Dean, W., Anderson, R., Bradbury, J.P., and Anderson, D. "A 1500-year record of climatic and environmental change in Elk Lake, Minnesota." Journal of Paleolimnology 2002 (27), pp. 287-299.

Dindorf, Carolyn and Fortin, Connie. "The Real Cost of Road Salt Use for Winter Maintenance in the Twin Cities Metropolitan Area of Minnesota." Draft report created for the Minnesota Pollution Control Agency. January 21, 2013.

Findlay, Stuart E.G. and Kelly, Victoria R. "Emerging Indirect and Long-term Effects of Road Salt on Ecosystems." Annals of the New York Academy of Sciences. March 2011 (Vol. 1223), pp. 58-68.

Gallivan, Frank et al. "Greenhouse Gas Mitigation Measures for Transportation, Construction, Maintenance, and Operations Activities." ICF International. August 2010.

"Global positioning system (GPS) technology can assist in tracking and reducing costs." Inside, (online) p 10. http://www.iowadot.gov/inside/inside_december_2011.pdf.

MDOT Operations Field Services Division. "Salt Bounce and Scatter Study." Final Report, November 2012.

Minnesota Department of Transportation (Mn/DOT), undated. MnDOT 2010-2011 Annual Winter Maintenance Report- At a Glance. http://www.dot.state.mn.us/maintenance/docs/MnDOT%20Winter%20at%20a%20Glance_1.26.12_WEB.pdf . Accessed on 6/21/12.

Minnesota Snow and Ice Control: Field Handbook for Snowplow Operators, Second Revision, published by the Minnesota Local Road Research Board, 2012.

Mullaney, J.R., Lorenz, D.L., Arntson, A.D. "Chloride in groundwater and surface water in areas underlain by the glacial aquifer system, northern United States." U.S. Geological Survey Scientific Investigations Report 2009 (5086) p. 41.

Murray, D M and Brenner, R. "Economic Analysis of the Environmental Impact of Highway Deicing Salts." Transportation Research Board Report. 1977. No. HS-024 782.

"Storm Water Management Fact Sheet: Minimizing Effects from Highway Deicing." US Environmental Protection Agency, Office of Water, Washington, D.C. (EPA 832-F-99-016). September 1999.

US EPA National Water Summary, 1986. Secondary maximum contaminant levels, (subpart B of Part 141, national interim primary drinking water regulations). US Code of Federal Regulations, Title 40, Parts 100-149, revised July 1, 1986.

Vitaliano, Donald F. 1992. “An Economic Assessment of the Social Costs of Highway Salting and the Efficiency of Substituting a New Deicing Material.” Journal of Policy Analysis and Management. 1992 (11-3) pp. 397-418.

Winter Parking Lot and Sidewalk Maintenance Manual: Environmental Impacts of Chloride. 2008 revision. Fortin Consulting Inc. with Minnesota Department of Transportation, Minnesota Pollution Control Agency and CTAP (Circuit Training and Assistance Program).

APPENDIX A: Policy and Education Examples

Level of Service Designations by MDOT.
http://www.michigan.gov/mdot/0,4616,7-151-9620_11057-225137--,00.html

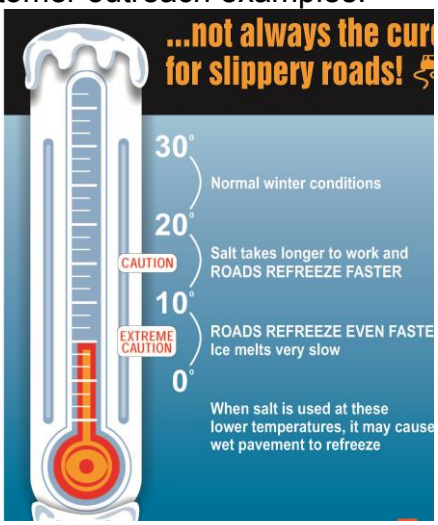
Michigan Winter Maintenance for Michigan Roads Program.
http://miwintermaintenance.weebly.com/

How Salt Works: New Hampshire Best Management Practices.
http://des.nh.gov/organization/divisions/water/wmb/was/salt-reduction-initiative/documents/bmp-salt-works.pdf

Minnesota Winter Maintenance Training and Manuals.
www.pca.state.mn.us/programs/roadsalt.html

Colorado DOT webpage for customer outreach.
http://www.coloradodot.info/travel/winter-driving/faqs.html

MDOT customer outreach examples:



See first link of this Appendix to find this document on-line.

APPENDIX B: Anti-icing Information

Anti-icing cost model
www.dot.state.mn.us/maintenance/training.html

Iowa Department of Transportation. *Anti-icing Equipment Manual* (with drawings for shop-made equipment). 1999.
www.dot.iowa.gov/maintenance/internetpages/chemicals/ManualAntiicingEquipment.pdf

Minnesota DOT *Anti-icing Guide*. 2010.
www.dot.state.mn.us/maintenance/docs/training/antiicingguide8Full.pdf

Anti-icing in winter maintenance operations: examination of research and survey of state practice
www.lrrb.org/media/report/TRS0902.pdf

Manual of Practice for an Effective Anti-icing Program: A Guide for Highway Winter Maintenance Personnel. 1996.
http://www.fhwa.dot.gov/reports/mopeap/mop0296a.htm#I17

Example Documentation Form For Anti-Icing

Anti-icing Route Data Form				
Truck Station: Date:				
Air Temperature	Pavement Temperature	Relative Humidity	Dew Point	Sky

Reason for applying:

Route:

Chemical:

Application Time:

Application Amount:

Observation (1st day):

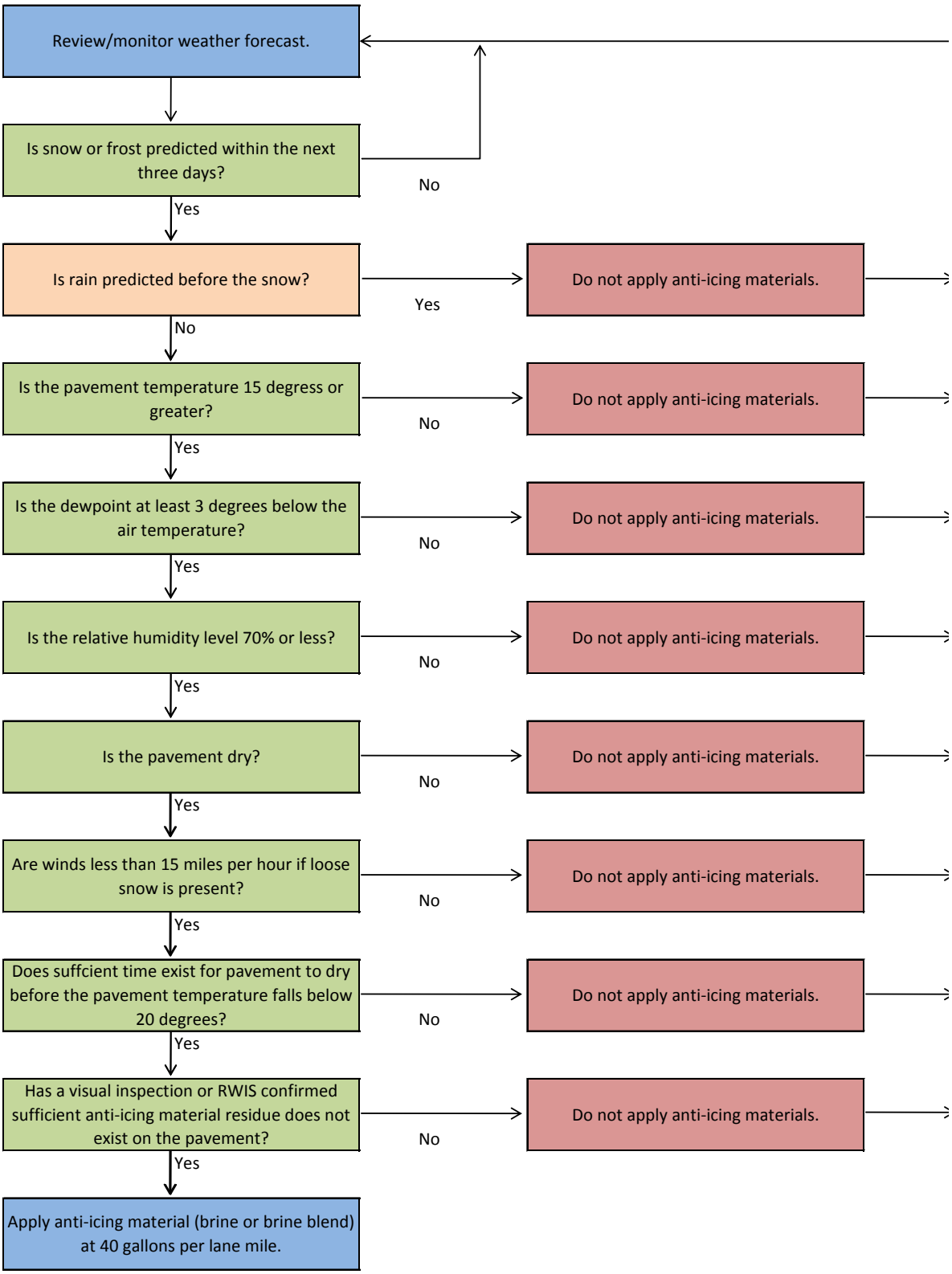
Observation (After event):

Observation (Before next application):

Name:

Source: Minnesota Snow and Ice Control: Field Handbook for Snowplow, Second Revision. Published by the Minnesota Local Road Research Board, 2012.

Anti-Icing Application Decision Flowchart



This is one example of an anti-icing flow chart. You should review this, change as appropriate to fit your organization, and put into place a customized decision tree for your organization.

Source: Anti-icing Decision Flowchart provided by Mark DeVries, McHenry County, Illinois.

APPENDIX C: Calibration information

Calibration Resources

Link to calibration of salt truck
http://michigan.gov/documents/mdot/mdot_ma_2009-02_calibration_of_salt_trucks_349377_7.pdf

MDOT Dickey John ICS 2000 calibration Manual
http://www.dickey-john.com/_media/pw_mac_ICS2000_calibration_and_programming_manual.pdf

MDOT Control Point Calibration Manual
http://www.dickey-john.com/_media/1-1489_1.pdf

Old MDOT Salt Calibration Instructions
http://inside.michigan.gov/sites/mdot/highways/ops/maintenance/mmm/Documents/Salt_Calibration_Instructions.pdf

Clear Roads has links to manufacturers' calibration instructions and a comprehensive calibration guide. Clear Roads: Research for Winter Highway Maintenance.
http://clearroads.org/researchprojects/05-02calibration.html

For liquid calibrations, see page 30 of the Minnesota DOT Anti-icing Guide (2010) at
http://www.dot.state.mn.us/maintenance/docs/Training/Anti%20Icing%20Guide%208%20Full.pdf

Road Salt Education Program, Minnesota Pollution Control Agency. Four types of calibration links, bottom of the page.
http://www.pca.state.mn.us/index.php/about-mpca/mpca-events-and-training/road-salt-education-program.html

Calibration Worksheet

Agency:	
Location:	
Truck No.:	Spreader No.:
Date:	By:
Gate Opening:	Pounds per Revolution:

Control **Setting**	Auger or Chain Sprocket Revolutions per Minute	Discharge Rate per Revolution	Discharge Rate per Minute	15 MPH X 4.00	20 MPH X 3.00	25 MPH X 2.14	30 MPH X 2.00	35 MPH X 1.71
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								

Sample Cab Card: courtesy of Michigan DOT

APPENDIX D: Equipment and Weather Resources

- **Blades and Plows**

The Clear Roads Institute has published a study of plow prototypes. 2011.
http://www.clearroads.org/downloads/Multiple-Blade-Snowplow-Project-Final%20Report_1-6-11.pdf

The Clear Roads Institute has published a study of carbide blade durability with comparisons. 2001.
www.clearroads.org/research-projects/07-01 carbideinsert.html

- **Equipment modification for low application rates**

For those unable to deliver an even spread pattern with a 9-inch auger at low application rates, one suggestion is exchanging the 9 inch diameter auger for either a 6 inch auger or a 9 inch "special" auger with larger core and smaller flighting; these "special" augers deliver about 2/3 less material per revolution.

- **Chute**

How to build a chute:

Minnesota Department of Transportation, Office of Maintenance-Training.
www.dot.state.mn.us/maintenance/training.html and

LLRB: Local Operational Research Assistance Program. Maintenance Decision Support System.
http://www.mnltap.umn.edu/about/programs/opera/fact/documents/washingtoncad.pdf

- **MDSS, AVL**

Pooled Fund Study Maintenance Decision Support System Website.
http://www.meridian-enviro.com/mdss/pfs/

Analysis of Maintenance Decision Support System (MDSS) Benefits & Costs, Study SD2006-10, Final Report. Prepared by Western Transportation Institute and Iteris, Inc., May 2009.
http://www.meridian-enviro.com/mdss/pfs/files/WTI-4W1408_Final_Report.pdf

- **Snow fence resources**

Illinois Department of Transportation. Snow fence information.
www.dot.il.gov/blr/1002.pdf

Minnesota Department of Transportation. Living Snow Fences. Snow fence and road design information to prevent blowing snow.

http://www.dot.state.mn.us/environment/livingsnowfence/index.html

Iowa Department of Transportation. Systems Operation Bureau-Office of Maintenance.
http://www.iowadot.gov/maintenance/snowfence.html

- **General Assessment of New Equipment/Resources**

Clear Roads cost benefit analysis toolkit. This provides instruction on how to do return on investment (ROI) calculations for new equipment and new techniques.
http://clearroads.org/research-projects/08-02costbenefitanalysis.html

Western Transporation Institute. Periodic bulletins with information on new equipment and new techniques.
http://www.westerntransportationinstitute.org/publications

Grid for bounce and scatter evaluation
www.sustainablesaltingsolutions.com/material_application_gr.html

- **Salt Storage and Handling**

Michigan Department of Environmental Quality. Salt is considered to be a polluting material under Part 5 Rules—Spillage of Oil and Polluting Materials, of Part 31 of NREPA—Water Resources Protection.
http://www.michigan.gov/documents/deq/deq-ess-p2tas-commercialsaltguidance_267027_7.pdf

Michigan DEQ Water Resources guidance document on vehicle washing.
http://www.michigan.gov/documents/deq/dnre-oppca-faq-vehiclemaintenance_341557_7.pdf

Indiana DOT Invests in Improved Salt Storage, Salt Institute Newsletter, First Quarter 2010.
http://www.bv.transports.gouv.qc.ca/per/0974374/09_2010/01_vol_47_no_1_2010.pdf

- **Weather Information**

Michigan Department of Transportation. Weather and road camera for specific Michigan highway locations. Provides air temperatures only.
http://mdotnetpublic.state.mi.us/drive/

APPENDIX E: De-icing Information

Example Loader Ticket: Daily Salt/Sand Issued

Operator	Shift	Date
Loader No.	Capacity of Bucket	

Stockpile	Truck #	Yards Sand	Yards Salt	Stockpile	Truck #	Yards Sand	Yards Salt
TOTALS							

Example Daily Salt/Sand Use Ticket

Operator	Shift	Date
Truck No.	Capacity	
Weather		

Stockpile	Route	Yards Sand	Yards Salt	Yards Used	Yards Returned	Liquid Gallons
TOTALS						

Clear Roads: Research for Winter Highway Maintenance. Testing the effectiveness of chemicals.
http://clearroads.org/
Click on research projects, completed projects.

MDEQ FAQ Deicers from Agricultural By-Products. Link to report is on the bottom of this page, under Miscellaneous.
http://www.michigan.gov/deq/0,1607,7-135-3307_36106-167850--,00.html

"Guidelines for the Selection of Snow and Ice Control Materials to Mitigate Environmental Impacts." The National Cooperative Highway Research Program. This is a comprehensive report.
http://apps.trb.org/cmsfeed/TRBNetProjectDisplay.asp?ProjectID=883

Minnesota Snow and Ice Control: Field Handbook for Snowplow Operators, Second Revision. Minnesota Local Road Research Board. 2012.
http://www.mnltap.umn.edu/publications/handbooks/documents/snowice.pdf

Summary of an evaluation program of de-icing options by the New Hampshire DOT Research Board.
http://www.nh.gov/dot/org/projectdevelopment/materials/research/projects/documents/13733q_poster.pdf

Salt Bounce and Scatter Link
http://michigan.gov/documents/mdot/Final_ReportNov2012_404228_7.pdf

APPENDIX F: Environmental Information

MDEQ. Salt and Brine Storage Guidance for Road Agency Maintenance and Other Facilities.
http://www.michigan.gov/documents/deq/deq-ess-p2tas-bulksaltbrineguidance_267024_7.pdf

MDEQ, Rule 5 Guidance Documents.
http://www.michigan.gov/deq/0,4561,7-135-3313_23420-109985--,00.html

MDEQ guidance on how to develop a Pollution Incident Protection Plan (PIPP).
http://www.michigan.gov/documents/deq/deq-ess-p2tas-Part5PIPPchecklist_267025_7.pdf

Michigan's Storm Water Pollution Prevention Initiative (SWPPI). The SWPPI is a subset of the Watershed Management Plan and is typically due 2.5 years after the certificate of coverage is issued to the applicant. The following link details the SWPPI requirements as stated in the permit.
http://rougeriver.com/stormwater/permit.html

Proof's in: salt management protects the environment. Richard L. Hanneman. Salt Institute Newsletter. Third Quarter 2010
http://www.saltinstitute.org/content/download/12660/79607

Determining the toxicity of deicing materials. Research project funded by Clear Roads. (2012-ongoing).
http://www.clearroads.org/research-projects/11-02toxicity-of-deicing-materials.html

To learn more about Part 31 of NREPA, refer to the guidance document found line at
www.michigan.gov/deq
Select the "Get Involved Programs for Citizens" browser button on the left side of the webpage.

Environmental Fact Sheet, New Hampshire Department of Environmental Services, 2011. Includes information on best management practices.
http://des.nh.gov/organization/commissioner/pip/factsheets/wmb/documents/wmb-4.pdf

Information on the water quality of Michigan's inland lakes. Fuller, L.M., and Taricska, C.K., 2012, Water-quality characteristics of Michigan's inland lakes, 2001–10: U.S. Geological Survey Scientific Investigations Report 2011–5233.
http://pubs.usgs.gov/sir/2011/5233/

Water Quality and Pollution Control in Michigan. 2012
2012 Sections 303(d), 305(b), AND 314. MI/DEQ/WRD-12/001
http://www.michigan.gov/documents/deq/wrd-swas-draft-2012IR_370366_7.pdf

End Notes

[1] *Winter Parking Lot and Sidewalk Maintenance Manual: Environmental Impacts of Chloride*. 2008 revision. Fortin Consulting Inc. with Minnesota Department of Transportation, Minnesota Pollution Control Agency and CTAP (Circuit Training and Assistance Program).

[2] Mullaney, J.R., Lorenz, D.L., Arntson, A.D., 2009, Chloride in groundwater and surface water in areas underlain by the glacial aquifer system, northern United States: U.S. Geological Survey Scientific Investigations Report 2009–5086, 41 p.

[3] US EPA National Water Summary, 1986. Secondary maximum contaminant levels, (subpart B of Part 141, national interim primary drinking water regulations). US Code of Federal Regulations, Title 40, Parts 100-149, revised July 1, 1986, pp. 587-590.

[4] Dean, W., Anderson, R., Bradbury, J.P., and Anderson, D., 2002, A 1500-year record of climatic and environmental change in Elk Lake, Minnesota: Journal of Paleolimnology 27, 287-299.

[5] Findlay, Stuart E.G. and Kelly, Victoria R. Emerging Indirect and Long-term Effects of Road Salt on Ecosystems. Annals of the New York Academy of Sciences, Vol. 1223, pp. 58-68, March 2011.

[6] *Snow Fence Guide*. Strategic Highway Research Program (SHRP), 1991. SHRP - National Research Council, Washington, D.C., SHRP-W/FR-91-106.

[7] "Global positioning system (GPS) technology can assist in tracking and reducing costs." Inside, p 10. http://www.iowadot.gov/inside/inside_december_2011.pdf.

[8] Bruce Erickson, Oregon DOT Fleet Services Manager (Nov. 17, 2009) citied in *Greenhouse Gas Mitigation Measures for Transportation, Construction, Maintenance, and Operations Activities*, requested by Gallivan, Frank et al. ICF International. August 2010.

[9] *Minnesota Snow and Ice Control: Field Handbook for Snowplow Operators, Second Revision,* published by the Minnesota Local Road Research Board, 2012. http://www.mnltap.umn.edu/publications/handbooks/documents/snowice.pdf

[10] Salt Bounce and Scatter Study. Final Report, November 2012. MDOT Operations Field Services Division. http://www.michigan.gov/documents/mdot/Final_ReportNov2012_404228_7.pdf

[11] *Minnesota Snow and Ice Control: Field Handbook for Snowplow Operators, Second Revision.*

[12] Salt Institute. The Salt Institute references a dry density of 72 lbs./ft3 for the ASTM D632 Specification; however, there is a variability of density from mid 70s to 84 lbs./ft^3 for natural halite/salt. http://www.saltinstitute.org/About-salt/Physical-properties

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