CITY OF LIBBY

952 E. SPRUCE | POST OFFICE BOX 1428, LIBBY, MT. 59923

PHONE 406-293-2731| FAX 406-293-4090 | WEBSITE: www.cityoflibby.com

REGULAR COUNCIL MEETING #1655

MONDAY, JUNE 17, 2024 @ 7:00 PM

COUNCIL CHAMBERS – CITY HALL

CALL TO ORDER:

- Pledge of Allegiance
- Prayer by Joseph Miller
- Roll Call
- Welcome
- Approve minutes of City Council meeting #1654 June 3.

ANNOUNCEMENTS:

COMMITTEE REPORTS:

- City Administrators Report
- Fire
- Police
- Ordinances
- Lights/Streets/Sidewalks
- Building
- Water/Sewer
- Zoning Commission
- Cemetery/Parks
- Finance
- Wildlife
- City-County Board of Health
- Park District Manager of Projects

PUBLIC COMMENT ON NON-AGENDA ITEMS: This is an opportunity for the public to offer comments related to issues that are not currently on the agenda that the council has jurisdiction over. Public comment is limited to 3 minutes.

OLD BUSINESS: Each previous agenda item will be introduced by the mayor with a description of the item and explanation for the recommended action to be taken. Following council discussion on each item there will be an opportunity for public comment. Public comment is limited to 3 minutes concerning the agenda item being discussed only.

NEW BUSINESS: The mayor will introduce each new agenda item with a description of the item and an explanation for the recommended action to be taken. Following council discussion on each item, there will be an opportunity for public comment. Public comment is limited to 3 minutes concerning the agenda item being discussed only.

1. Approve Cabinet Mountain Brewing Co request for street closure August 3rd, 4pm to 11pm.
2. Wastewater Treatment Plant Storm Water Pollution Prevention Plan (SWPPP) – Information.
3. Approve all Beer, Wine or Liquor Licenses received to date.
    a) Empire Foods, 1406 Minnesota Ave.
4. Approve all claims received to date.
5. Approve all business license applications received to date.
    a) C&M Land Development LLC, 484 St. Regis Rd., Troy, LLC, Excavation, concrete, septics, general construction.
    b) John & Mandy Love, 131 Cabinet View Country Club Rd., Individual, Vacation rental of house.
    c) Michael's Automotive Detailing, 1120 California Ave., Individual, Mobile automotive detailing.

UNFINISHED BUSINESS: Each item will be introduced by the mayor (or assigned liaison) with a description of the item. Following council discussion on each item, there will be an opportunity for public comment. No action will be taken. Public comment is limited to 3 minutes concerning each item.

Discussion to amend Libby Development Fund Policy and application process.

GENERAL COMMENTS FROM COUNCIL: Public comment will not be taken during this portion of the meeting

ADJOURNMENT:

The manner of Addressing Council:

- Each person, not a Council member, shall address the Council at the time designated in the agenda or as directed by the Council, by stepping to the podium or microphone, giving that person's name and address in an audible tone of voice for the record, unless further time is granted by the Council, shall limit the address to the Council to three minutes.
- All remarks shall be addressed to the Council as a body and not to any member of the Council or Staff with no personal remarks allowed.
- No person, other than the Council and the person having the floor, shall be permitted to enter any discussion either directly or through a member of the Council, without the permission of the Presiding Officer.
- Any person making personal, impertinent, or slanderous remarks or who shall become boisterous or disruptive during the council meeting shall be forthwith barred from further presentation to the council by the presiding officer unless permission to continue is granted by a majority vote of the council.

ATTENTION:

To access this meeting electronically with **ZOOM**,
Dial: 253-215-8782
Meeting ID: **4042719951**
Password: **151041**
Posted: 6/13/24

206 Mineral Ave.
Libby, MT 59923

406-293-BREW
www.cabinetmountainbrewing.com

10 June 2024

To Libby City Council,

Greetings from Cabinet Mountain Brewing Company. We are excited to announce our 10 Year Anniversary this year! We continue to proudly serve our community and visitors with *Libby's own* manufactured beers which are distributed across Montana, earning awards at the state, regional and national levels.

In recognition of our loyal patrons and community support we would like to host a street dance on **Saturday, August 3rd** on the 200 block of Mineral Ave. Co-hosts for this event will be the Pastime Bar & Grill, who are celebrating their 20-year Anniversary this year, and new business, Kootenai Float Co., which will be holding its Grand Opening at the same event.

We will be obtaining additional event insurance for the **5-11pm** event which will feature at least two bands; and ask that the city barricade the street to automobile traffic on Mineral Ave. **between 2nd and 3rd street** beginning at 4pm to accommodate the event.

Additionally, since alcohol will be served, we ask for a waiver from the open container ordinance during the time requested for that same defined area. Since this will be a family friendly event, Montana liquor laws will be closely followed and strictly enforced.
We appreciate your consideration and thank you as always for your support.

Cheers,
Sarah Sorensen, co-owner

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Wastewater Treatment Plant
Storm Water Pollution Prevention Plan

June 4, 2024

General Information

The City of Libby Wastewater Treatment Plant (WWTP) is classified as an industrial facility under the Administrative Rules of Montana. The WWTP has the potential to discharge pollutants to the Kootenai River. The WWTP is authorized as a domestic wastewater treatment plant under the Montana Pollutant Discharge Elimination System (MPDES), of the Montana Department of Environmental Quality and is requesting a Multi-Sector General Permit (MSGP) for Storm Water Discharges Associated with the activity.

The Libby Wastewater Treatment Plant is an oxidation ditch type, with clarifiers, aerobic sludge digester, and ultraviolet disinfection to achieve reduced Nitrate + Nitrite, Ammonia, and Nitrogen and Phosphorus removal. Wastewater treatment biosolids are disposed of at the local landfill. The treatment plant is located on City owned property and shares approximately 8.92 acres with the city streets department inside a chain-link fence. The plant is authorized to discharge effluent to the Kootenai River under permit #MT0020494.

SWPPP Preparation (MSGP 6.1)

This SWPPP is the original submission from Libby and is being generated in-house by City Administrator/Public Works Director Samuel Sikes. The SWPPP will be signed and certified per the requirements of MSGP 6.2.7.

Storm Water Pollution Prevention Team (MSGP 6.2.1)

The City of Libby Storm Water Pollution Prevention team will consist of the following members.

Plan Development and SWPPP Preparer
Samuel E. Sikes
City Administrator and Public Works Director
Office Phone: (406) 293-2731 x4102
Cell Phone (406) 293-1278
Email: city.admin@cityoflibby.com

- Responsibilities: General oversight and preparation of SWPPP and SWPPP revisions

SWPPP Administrator, Onsite Implementation and Management
Deanna Bee
WWTP Lead Operator
Office Phone: (406) 293-2775
Cell Phone: (406) 293-1192, (406) 334-0907
Email: libbywwtp@cityoflibby.com

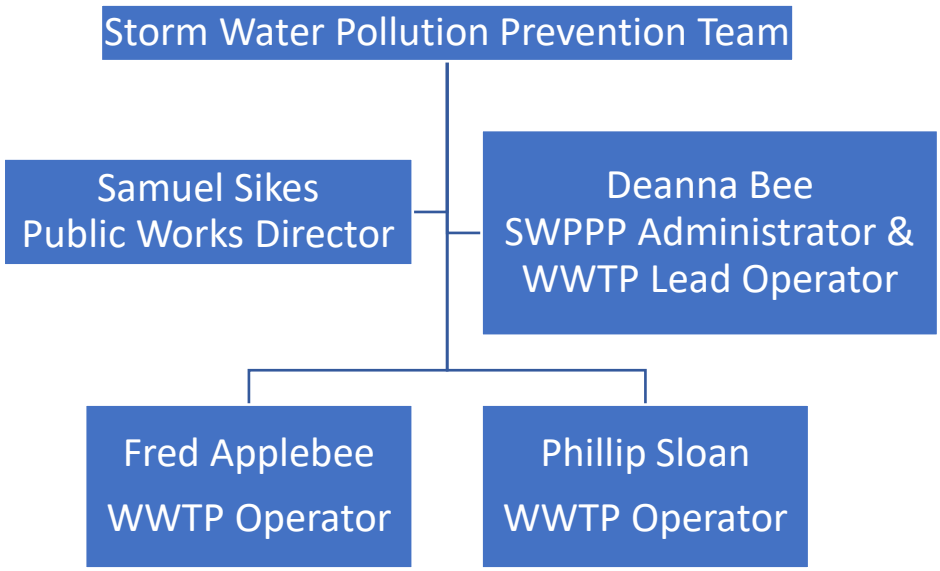
- Responsibilities: Implementation of SWPPP, oversight of facility inspections, training, reporting, and permit compliance.

Day to Day Operations
WWTP Operators
Office Phone: (406) 293-2775

Fred Applebee
Cell Phone: (406) 334-4227
Email: fredapplebee@ymail.com

Phil Sloan
Cell Phone: (406) 390-3703
Email: pr_sloan@hotmail.com

- Responsibilities: Day to day operations, maintenance, spill prevention & response, housekeeping, risk identification and assessment, erosion and sediment control, assist with facility inspections.



Facility Activities (MSGP 6.2.2.1)

The City of Libby WWTP is located on a City owned parcel totaling approximately 8.92 acres, shared with the Libby Streets Department inside a fenced perimeter of approximately 8.06 acres, of which approximately 2.91 acres is associated with the WWTP. The area outside the fence to the North is a private pond and the Kootenai River. To the South is the BNSF Railroad ROW and Flower Creek which has intermittent summer flows. The City of Libby Wastewater Treatment Plant is an oxidation ditch type, activated sludge, biological treatment facility utilizing sequential nitrification/denitrification to achieve Nitrogen and Phosphorus removal. The plant is authorized to discharge effluent to the Kootenai River under permit #MT0020494.

The plant consists of the following components and activities:

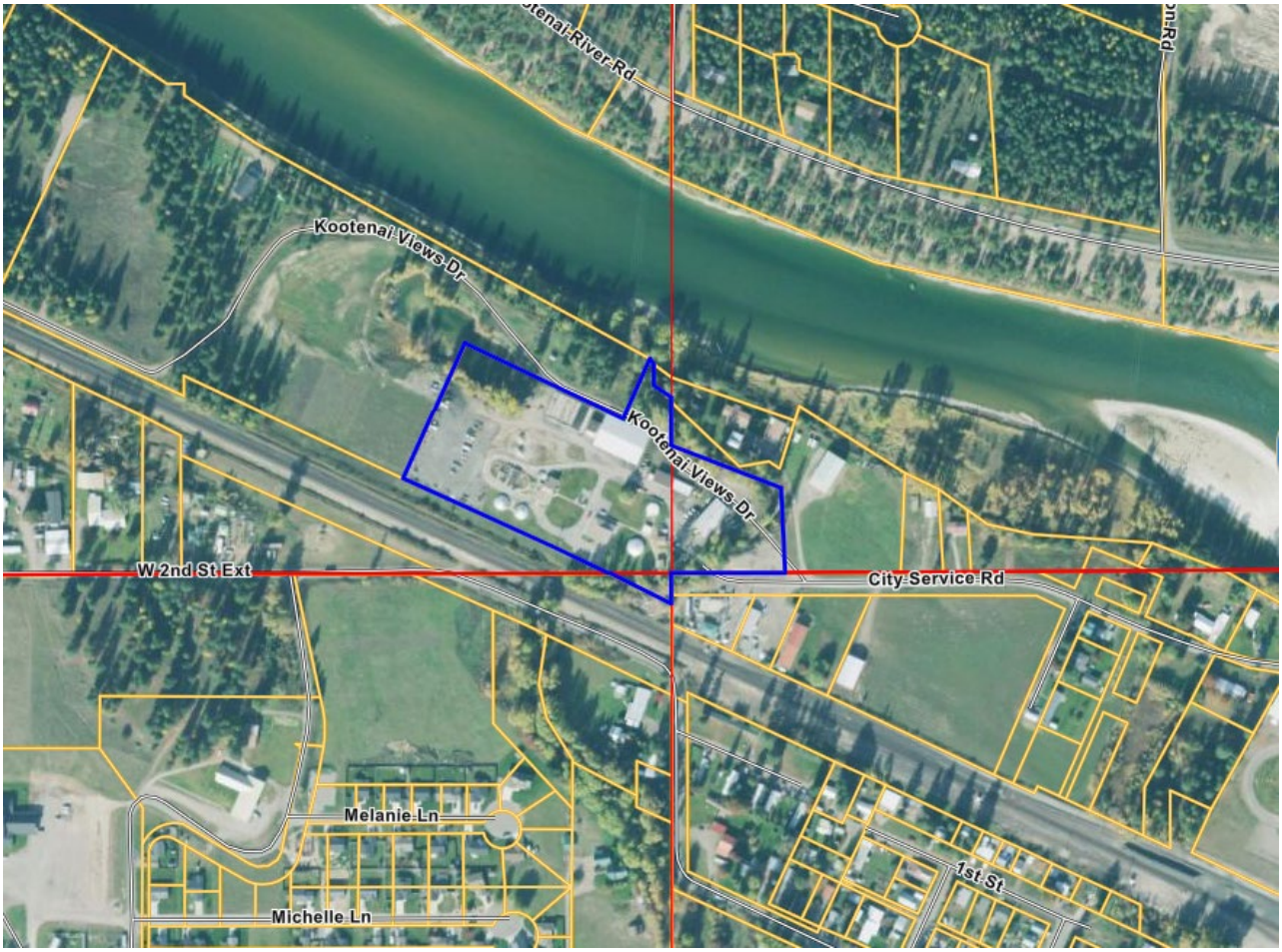
1. Wet Well – This structure is connected to the Pump House building and includes a mechanical bar screen and sewage lift pipes.
2. Pump House Building – This building includes two main electrical sewage lift pumps and one emergency backup sewage lift pump to direct sewage to the Headworks building.
3. Headworks Building – This building contains a bar screen, grit chamber, lime addition system, and the blowers that provide air to the oxidization ditch.
4. Oxidation Ditch – From the wet well, through the pump house headworks building, sewage is discharged into the oxidization ditch which has a MCRT of approximately 27 days.
5. Secondary Clarifiers – The plant has two secondary clarifiers in continuous operation to provide adequate settling time.
6. Scum Pits – Floating debris from the clarifiers is pumped from the scum pits connected to the clarifiers to uncovered drying beds prior to being deposited at the local landfill.
7. Uncovered Drying Beds – The plant has four uncovered drying beds where the scum dries prior to being disposed of at the local landfill. There is a drain at the bottom of each bed where the excess moisture drains back to the wet well.
8. Aerobic Digester and Building – The plant has one aerobic digester with a capacity of approximately 108,397 gallons that is pumped and aeriated from a building.
9. Dewatering Building – The dewatering building contains a ROTAMAT Screw Press and conveyor where polymer is added to help in flocculation and dewatering. Dewatered sludge exits the dewatering building on the Northeast corner where it falls into a dump truck in the summer to be disposed of at the local landfill.
10. Covered Drying Beds - There are three covered drying beds where sludge is stored in the winter months until it is disposed of at the local landfill.
11. Control Building (Administration/Lab/Garage/I&C) – The control building houses the lab, administrative office, garage where vehicles are parked and some small parts are repaired, and where the Instrument and Controllers are located.
12. UV Contact Basin and Control Building (UV Disinfection) – Effluent flows through the contact basin to be disinfected by UV light prior to being discharged to the Kootenai River.

General Location Map (MSGP 6.2.2.2)

The City of Libby WWTP is located on City owned parcel at the end of City Service Road. Once in Libby, head North on Highway 37 towards Eureka. Take a Left onto City Service Road at the edge of town just before crossing the bridge over the Kootenai River. Travel down City Service Road around Riverfront Park until you come to a Y intersection where you will remain Left for approximately 100 feet until you come to a bride and fenced area. The area outside the fence to the South is the BNSF Railroad ROW, Flower Creek is intermittent in summer and flows through the Eastern end, and the Kootenai River is to the North. The nearest receiving water is the Kootenai River which flows East to West approximately 250 feet from the Northern perimeter fence. The USGS location is provided.

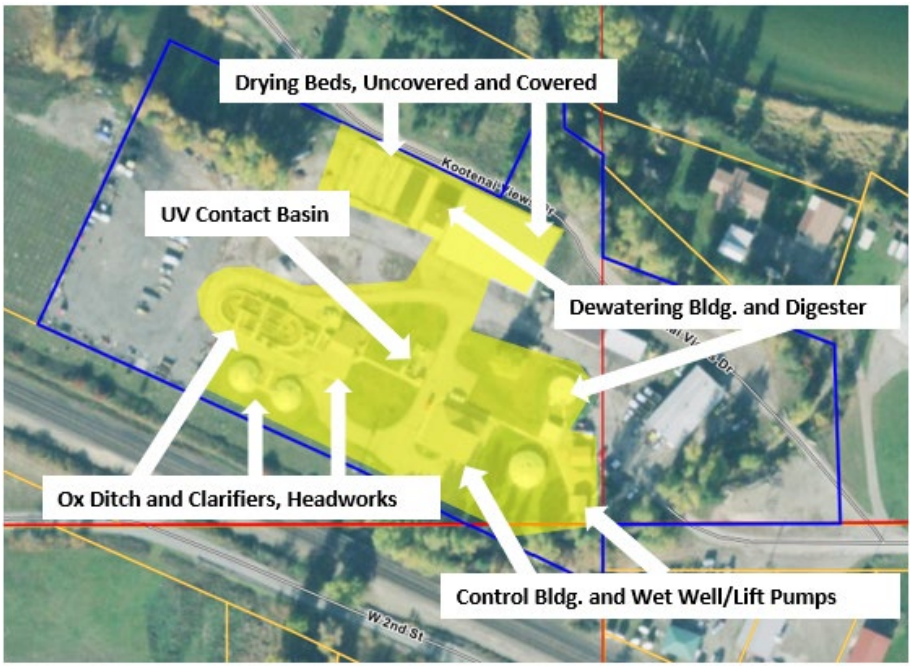
Site Map (MSGP 6.2.2.3.a) Boundaries

The City of Libby WWTP is located on a City owned parcel totaling approximately 8.92 acres, shared with the Libby Streets Department, and within a fenced perimeter of approximately 8.06 acres. The WWTP is associated with approximately 2.91 acres of the property. The area outside the fence to the South is the BNSF Railroad ROW, Flower Creek is intermittent in summer and flows through the Eastern end, and the Kootenai River and a private pond are to the North. The nearest receiving water is the Kootenai River which flows East to West approximately 250 feet from the Northern perimeter fence.



Site Map (MSGP 6.2.2.3.b) Significant Structures and Impervious Surface

The most significant structures in the area are the paved loop and lots, drying beds, and operational buildings.



Impervious Area	
Site Area Description	**Area in Acres**
Paved Area	0.344
Covered Drying Beds	0.288
Headworks, Control Bldg.	0.177
Clarifiers, Digesters and Bldg	0.112
Dewatering, Wet Well and Pump House	0.035
Misc Buildings	0.017
Total Impervious Area	**0.973**

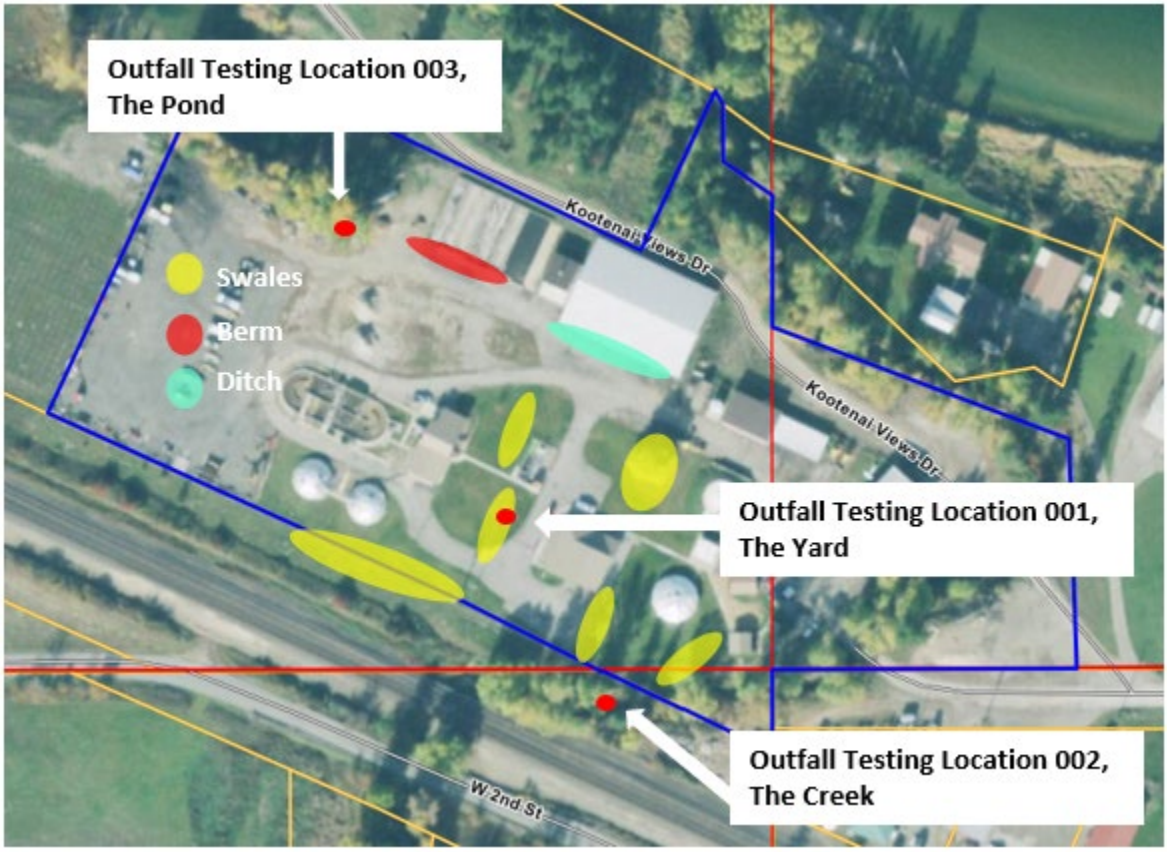
Pervious Area	
Site Area Description	**Area in Acres**
Landscaping	1.618
Oxidation Ditch Area	0.087
UV Contact Basin	0.035
Uncovered Drying Beds	0.197
Total Pervious Area	**1.937**
Total Acerage	**2.91**

Site Map (MSGP 6.2.2.3.c) Stormwater Flow

With minimal distances to control measures and elevations, there is no significant potential for erosion.

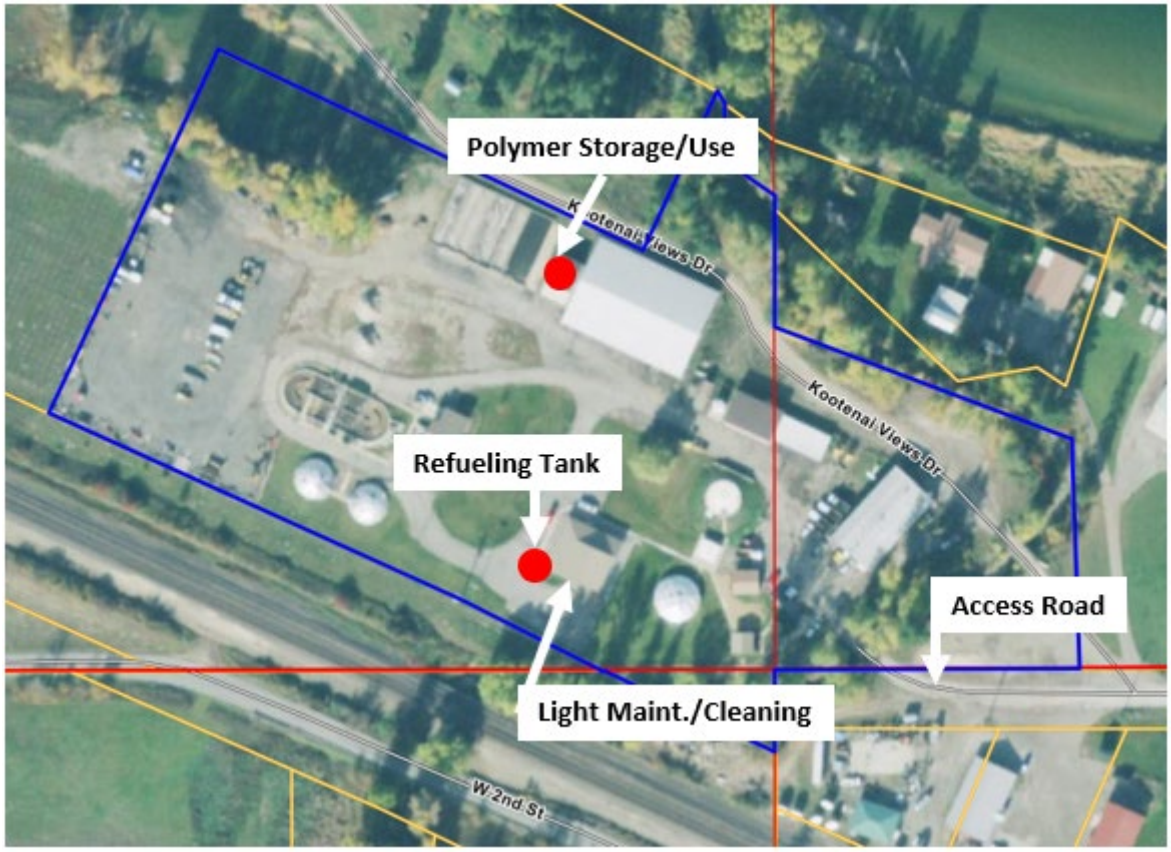
Site Map (MSGP 6.2.2.3.d,f,i) Stormwater Control Measures, Conveyances, Monitoring Points

The City of Libby WWTP has multiple swales, a berm to contain the scum drying beds, and a ditch to transport fluid from the covered drying beds and any stormwater to the wet well for treatment. All areas are monitored.



Site Map (MSGP 6.2.2.3 g,h,m) Pollutants, Significant Spills, Locations

Potential pollutants are an above ground double walled emergency generator fuel and loader refueling tank and polymer used in dewatering. Light maintenance and cleaning is completed in the Control Building. The access road is City Service Road. The generator/refueling tank is elevated and double walled behind the Control Building and Polymer is stored and used in the dewatering building. No significant leaks have occurred.



Summary of Potential Pollutant Sources (MSGP 6.2.3)

The areas of the WWTP where the industrial materials or activities are exposed to storm water are the Oxidation Ditch, UV Contact Basin, and scum drying beds. Stormwater associated with these areas drains back to the wet well to be treated by the WWTP. The activities that could be exposed to stormwater is in the transportation of debris from the bar screen, grit from the chamber, scum and biosolids from the drying beds.

Activities in the Area (MSGP 6.2.3.1)

All activities associated with the WWTP occur year-round. Other than the Oxidation Ditch and UV Ditch, all treatment processes occur within covered buildings. Activities supporting the treatment process include the following:

The Oxidation Ditch – Provides influent hydraulic detention for 19.9 hours and solids retention time of 30 days organisms time to convert dissolved substrates into new organisms that can be removed. Has adequate capacity to receive and transport stormwater through the plant.
Pollutants (MSGP 6.2.3.2) – Mixed Liquor Suspended Solids (MLSS)
Spills and Leaks (MSGP 6.2.3.3) – Potential leaks could occur in the concrete structure above ground. No spills or leaks of oil or toxic or hazardous pollutants have occurred at the exposed areas or drained to a storm water conveyance in the last 3 years.
Unauthorized Non-Stormwater Discharges (MSGP 6.2.3.4) - Non-storm water discharges associated with the WWTP are not allowed to discharge to State Waters. All non-storm water discharges at the WWTP are routed to lift pumps in the wet well of the plant.
Stormwater Control Measures (MSGP 6.2.4) – Stormwater is retained in the system.

UV Contact Basin – Provides adequate time for Ultraviolet lights to disinfect effluent prior to discharge. Not effected by stormwater as the effluent is already treated prior to being discharged to the Kootenai River.
Pollutants (MSGP 6.2.3.2) – None
Spills and Leaks (MSGP 6.2.3.3) – Potential leaks could occur in the concrete structure. No spills or leaks of oil or toxic or hazardous pollutants have occurred at the exposed areas or drained to a storm water conveyance in the last 3 years.
Unauthorized Non-Stormwater Discharges (MSGP 6.2.3.4) - Non-storm water discharges associated with the WWTP are not allowed to discharge to State Waters. All non-storm water discharges at the WWTP are routed to lift pumps in the wet well of the plant.
Stormwater Control Measures (MSGP 6.2.4) – None.

Drying Beds – Uncovered beds allow scum from the clarifiers to dry, and the covered beds are storage for the biosolids from the dewatering process during the winter months prior to all being transported to the local landfill. All water from the drying beds is collected by drains and is routed back to the wet well and returned to the plant. Scum and biosolids are dried and transported to the landfill in dump trucks.

Pollutants (MSGP 6.2.3.2) – Biosolids

Spills and Leaks (MSGP 6.2.3.3) – Potential leaks could occur in the concrete structure above ground or through the sand barrier at the opening. No spills or leaks of oil or toxic or hazardous pollutants have occurred at the exposed areas or drained to a storm water conveyance in the last 3 years.

Unauthorized Non-Stormwater Discharges (MSGP 6.2.3.4) - Non-storm water discharges associated with the WWTP are not allowed to discharge to State Waters. All non-storm water discharges at the WWTP are routed to lift pumps in the wet well of the plant.

Headworks grit and trash collection and transport – In the headworks building is a bar screen and aeriated grit chamber that collect trash and grit prior to it reaching the Ox ditch. The Collection is completed under cover in the building. All the refuse is sealed in industrial bags prior to transportation to the local landfill.

Pollutants (MSGP 6.2.3.2) – Biosolids.

Spills and Leaks (MSGP 6.2.3.3) – Potential leaks could occur in the concrete structure. No spills or leaks of oil or toxic or hazardous pollutants have occurred at the exposed areas or drained to a storm water conveyance in the last 3 years.

Unauthorized Non-Stormwater Discharges (MSGP 6.2.3.4) - Non-storm water discharges associated with the WWTP are not allowed to discharge to State Waters. All non-storm water discharges at the WWTP are routed to lift pumps in the wet well of the plant.

Wet well trash collection and transport – There is a bar screen in the wet well that collects trash prior to it reaching the Oxidation ditch. Collection is completed under cover and all the refuse is sealed in industrial bags prior to transportation to the local landfill.

Pollutants (MSGP 6.2.3.2) – Biosolids.

Spills and Leaks (MSGP 6.2.3.3) – Potential leaks could occur in the concrete structure. No spills or leaks of oil or toxic or hazardous pollutants have occurred at the exposed areas or drained to a storm water conveyance in the last 3 years.

Unauthorized Non-Stormwater Discharges (MSGP 6.2.3.4) - Non-storm water discharges associated with the WWTP are not allowed to discharge to State Waters. All non-storm water discharges at the WWTP are routed to lift pumps int eh wet well of the plant.

Administration/Maintenance Building - Equipment including fleet truck, skid steer, jet truck, and loader are occasionally stored in the building and small parts maintenance is occasionally completed. The lab completes the required testing for compliance with the discharge permit. All pollutants are stored in approved or original containers. There is an elevated above ground double walled diesel tank onsite for fueling the emergency generator and loader.
Pollutants (MSGP 6.2.3.2) – Gasoline, Diesel, Motor oil, Grease, Solvent.
Spills and Leaks (MSGP 6.2.3.3) – Potential leaks could occur with faulty containers. No spills or leaks of oil or toxic or hazardous pollutants have occurred at the exposed areas or drained to a storm water conveyance in the last 3 years.
Unauthorized Non-Stormwater Discharges (MSGP 6.2.3.4) - Non-storm water discharges associated with the WWTP are not allowed to discharge to State Waters. All non-storm water discharges at the WWTP are routed to wet well pumps in the wet well of the plant.

Dewatering – All operations are housed within the footprint of the building where polymers are added to biosolids taken from the digester and ran through a screw press to remove water. The biosolids are transported out of the building to the covered drying beds for transportation to the landfill. Polymers are stored properly in the original containers in a building where all discharge is returned to the wet well to be cycled through the plant.
Pollutants (MSGP 6.2.3.2) – Biosolids and Polymer.
Spills and Leaks (MSGP 6.2.3.3) – Potential leaks could occur if the polymer injection line was to clog. The polymer leak would be routed to the wet well for treatment by the plant. No spills or leaks of oil or toxic or hazardous pollutants have occurred at the exposed areas or drained to a storm water conveyance in the last 3 years.
Unauthorized Non-Stormwater Discharges (MSGP 6.2.3.4) - Non-storm water discharges associated with the WWTP are not allowed to discharge to State Waters. All non-storm water discharges at the WWTP are routed to lift pumps of the plant.
Stormwater Control Measures (MSGP 6.2.4) – Operations take place within a building where stormwater would be routed through a floor drain and be retained in the system.

Paved area – The plant has a paved loop around the oxidation ditch and headworks ending with a small parking lot for the three employees. The paved areas are seldom used by vehicles due to the minimal footprint of the plant. The roads in the plant sheet flow to vegetated areas which receive and infiltrate sheet flow.
Pollutants (MSGP 6.2.3.2) – Sediment, Non-potable Irrigation water, Oil and Grease from Equipment.
Spills and Leaks (MSGP 6.2.3.3) – Potential spills could occur if a piece of equipment breaks down. No spills or leaks of oil or toxic or hazardous pollutants have occurred at the exposed areas or drained to a storm water conveyance in the last 3 years.
Unauthorized Non-Stormwater Discharges (MSGP 6.2.3.4) - Non-storm water discharges associated with the WWTP are not allowed to discharge to State Waters. All non-storm water discharges at the WWTP are routed to lift pumps of the plant.
Stormwater Control Measures (MSGP 6.2.4) – Swales are in place to receive any stormwater.

Salt Storage (MSGP 6.2.3.5)

No Salt is associated with the WWTP.

Pertaining to Stormwater Control Measures (MSGP 6.2.5.1)

Good Housekeeping (MSGP 2.1.2.2)

Good housekeeping practices for the WWTP includes activities to prevent or minimize pollutant discharge into receiving waters.

a. Regular sweeping, vacuuming, and wash downs to help mitigate the possibility that pollutants can reach areas where storm water, wind, of tracking could contaminate our ecosystem occurs at the Libby WWTP on a daily basis. These areas include in front of the drying and scum beds, press building, main shop, and headworks building.
b. All Materials are stored in the original or approved containers with labels and tightly closed lids to include motor oil, grease, solvents, lab chemicals, gasoline, diesel, and lime.
c. The Libby WWTP does not utilize a dumpster.
d. Libby has two bar screens to intercept trash and debris before it can be discharged.
e. Libby does not handle pre-production plastic.

Maintenance (MSGP 2.1.2.3)

Structural control measures are inspected regularly and maintained as required. Non-structural control measures and training are kept current and catch basins are not allowed to reach 2/3 of the depth prior to clean outs.

Spill Prevention and Response (MSGP 2.1.2.4)

a. All spills and leaks are immediately cleaned using dry absorbents.
b. Drip pans are utilized under all vehicles and equipment when parked outdoors if leaking and awaiting repairs.
c. PPE is on-hand in case of spills and leaks.
d. All possible pollutant containers are plainly labeled.
e. All materials are properly stored in lockers with secondary containment if required.
f. Safety training occurs on a quarterly basis. All new employees are trained in pollutants and clean-up procedures.
g. Dry absorbents are kept on hand in all areas where pollutants could be exposed to minimize introduction of industrial materials to stormwater.
h. In the event of a leak or spill the Lead Operator will be notified and take immediate action. The Lead Operator will contact the Fire Chief and Hazardous Response Team if it is a reportable event that cannot be controlled and cleaned using dry methods. The Lead Operator will contact the Lincoln County Health Department at (406) 283-2440 or 283-2442 and the National Response Center at (800) 424-8802 for reportable events.

Minor Spill Response

A Minor Spill Response is defined as one that poses no significant threat to human health or the environment. These spills generally involve less than 5 gallons and can usually be cleaned up by City staff. Other characteristics of a minor spill include:

- The spilled material is easily stopped or controlled at the time of the spill.
- The spill is localized.
- The spilled material is not likely to reach surface water or groundwater.
- There is little danger to human health.
- There is little danger of explosion.

The following procedures will be used in response to a minor spill:

1. The WWTP Lead Operator or senior on-site employee will be notified of the spill.
2. If necessary, the spill will be physically contained to prevent further migration from the facility or project site.
3. The spill will be cleaned up using absorbent material or rags. Absorbent material will be stored at Spill Kit locations. Spill kits are located in the Shop and Dewatering Buildings
4. Use brooms or a shovel for the general clean-up of dry materials.
5. The contaminated material (spill debris) will be placed in an approved container and disposed of properly.

Major Spill Response

A Major Spill Response is defined as one involving a spill that cannot be safely and or adequately controlled or cleaned up by on-site personnel. Characteristics of a major spill include:

- The spill is large enough to spread beyond the immediate area.
- The spill material entered surface water or ground water (regardless of the size).
- The spill requires special training and equipment to cleanup.
- The spill material is a threat to human health.
- There is a danger of fire or explosion.

The following procedures will be used in response to major spills:

1. All workers shall immediately evacuate the spill site to a safe distance away from the spill.
2. The WWTP Lead Operator or senior on-site employee will be notified of the spill and details regarding the spill.
3. The WWTP Lead Operator or senior on-site employee will call 911 to notify the Fire Department and the Hazardous Response Team.
4. The WWTP Lead Operator will coordinate cleanup with the Hazardous Response Team.

Erosion and Sediment Control (MSGP 2.1.2.5)

The areas around the industrial portion of the Libby WWTP are generally landscaped and basically level. There is low potential of erosion within the Libby WWTP. Any disturbance from construction shall be engineered for Storm Water Pollution Prevention associated with construction activities.

Management of Stormwater (MSGP 2.1.2.6)

Stormwater with industrial activity is collected and routed to the wet well of the plant and recycled through the WWTP. There are vegetated buffers between the industrial portion of the WWTP and the nearest surface water. In the event of super high intensity and extra long precipitation events, runoff from the scum drying beds and oxidization ditch that could top the barriers may sheet North to a private pond or South to the BNSF ditch then onto Flower Creek and the Kootenai River.

Storm water from non-industrial portions of the site including roofed and landscaped areas may sheet flow off-site to Flower Creek during high intensity and long duration precipitation events. Runoff from the landscaped portion of the WWTP is managed primarily through infiltration into the soil.

Employee Training (MSGP 2.1.2.8)

Training will be provided by City of Libby Management and Operators. All employees are responsible for pollution prevention and considered the prevention team however, the Lead Operator shall be the primary inspector under this permit. Employees will be trained in industrial stormwater best management practices, petroleum product management, good housekeeping, material management, and spill cleanup upon hire and at least annually. All employees working at the WWTP will be trained in this SWPPP and conducting/documenting inspections and monitoring.

Employee training will consist of the following:

- Review of the City of Libby WWTP SWPPP including the current MSGP, Facility Map, Best Management Practices implemented at the WWTP and walkthrough of the facility highlighting implemented control measures in place.
- Location of all control measures on site and how they should be maintained.
- Procedures required to meet MSGP's pollution prevention requirements.
- Inspection procedures and schedules, including record keeping and corrective actions.
- A Training Log will be maintained with the SWPPP to document new hire and annual training.

Pertaining to Inspections and Assessments (MSGP 6.2.5.2)

Inspection Personnel (MSGP 3.1.1)

Routine and Significant Storm Inspections shall be carried out by the WWTP Lead Operator and/or WWTP Staff. The WWTP Lead Operator/SWPPP Administrator shall be the primary inspector under this permit. The Public Works Director and WWTP staff will also be trained at hire and at least annually on the requirements of the SWPPP and required skills to conduct routine and significant storm inspections. The inspections shall cover the areas of the facility covered under this permit. Inspections shall be documented, and corrective actions taken as necessary.

Qualified Inspectors (MSGP 2.4.1)

The WWTP Lead Operator/SWPPP Administrator shall be the primary inspector under this permit. The Public Works Director and WWTP staff will also be trained at hire and at least annually on the requirements of the SWPPP and required skills to conduct routine and significant storm inspections as outlined in section 2.4.1 of the MSGP.

Areas that you Must Inspect (MSGP 3.1.2)

During normal working hours WWTP personnel inspect all areas of the facility under this permit including areas where industrial materials and activities are exposed to stormwater, areas that are potential pollutant sources, area where leaks have occurred in the last three years, discharge points, and where control measures are used to comply with this permit.

What You Must Look for During an Inspection (MSGP 3.1.3)

During the inspection, WWTP personnel must inspect for industrial materials, residue, or trash that may have or could come into contact with storm water, leaks or spills from industrial equipment, tanks, drums and other containers, offsite tracking of industrial or waste materials, or sediment where vehicles enter and exit the site, tracking or blowing of raw, final, or waste materials from areas of no exposure to exposed areas, erosion of soils at the facility or streams in the immediate vicinity of the discharge point, control measures needing replacement, maintenance, and repair. During an inspection occurring during a storm event, (MSGP 3.1.3.8), personnel must observe the control measures used to comply with this permit to ensure they are functioning properly.

Inspection Frequency (MSGP 3.1.4)

Routine facility inspections will be conducted at least once in each calendar quarter. At least one inspection per calendar year shall be conducted during a rainfall or snowmelt event or when prominent wet-weather conditions are occurring at the site.

Visual Assessment Procedures (MSGP 3.2.2)

During the quarterly inspection the Libby WWTP must make a visual assessment in a well-lit area of stormwater discharge in a clean, colorless container collected within the first thirty minutes of a storm event discharge. If evidence of stormwater pollution is identified by the color, odor, clarity, floating, settled or suspended solids, foam, oil sheen, or other indicators, corrective action procedures must be taken.

Routine Facility Inspection Documentation (MSGP 3.1.6)

Libby WWTP must document the findings of facility inspections and conduct corrective actions required as part of the inspection. The findings of these reports are summarized for an annual report that will be submitted to the DEQ. The inspection report will contain the following information and be maintained onsite with the SWPPP permit.

a. Inspection date and time.
b. The name and signatures of the inspectors.
c. Weather information.
d. All observations relating to stormwater control measures.

e. A description of any stormwater discharges accruing at the time.
f. Any previously unidentified stormwater discharges from, or pollutants at, the facility.
g. Any evidence, or potential, of pollutants entering the stormwater drainage.
h. Observations on the physical condition of the stormwater discharge points and evidence of pollutants in the discharge of receiving water.
i. Any incidents of non-compliance and a signed certified statement.

Measurable Storm Events (MSGP 4.1.3)

All monitoring, MSGP 3.1.6 and 3.2.2 above, must occur in the case of a significant rainfall or snowmelt event that results in an actual discharge that follows the measurable storm event by at least 72 hours. A "significant rainfall event" is defined as an event over any 24-hour period which results in 0.5 inches or more of measured or otherwise documented rainfall. A "significant snowmelt" event is thawing conditions above freezing which produce a visible runoff or drainage from snowmelt on the site where visible and discernible erosion of sediment is occurring at the site, or where temperatures remain above freezing for more than 24 hours.

Pertaining to Monitoring (MSGP 6.2.5.3)

Benchmark and Indicator Monitoring (MSGP 4.2.2)

The Libby WWTP includes activities covered under Sector T: Treatment Works subsector T1.

Subsector T1: Treatment Works requires Indicator Monitoring for the following parameters:

Parameter	Monitoring Threshold
Chemical Oxygen Demand (COD)	Report Only
Total Suspended Solids (TSS)	Report Only
pH	Report Only

Based on the physical layout of the treatment plant the likelihood of ever having a sampleable discharge is very low. The samples would be collected from sheet flow over the lawn for outfall 001, the sheet flow to Flower Creek for outfall 002, and the sheet flow to the pond for outfall 003. The industrial areas of the plant all drain to a central drainage system that carries all storm water to the headworks of the plant where it is treated through the WWTP. In the unlikely event a discharge does occur, COD will be collected and sent to M.E. Labs in Kalispell, TSS and pH will be sampled and processed on-site in our WWTP laboratory. Sample bottles for COD will be retained on-site so sampling may be completed within the first thirty minutes of discharge by WWTP Staff. If discharge occurs, samples shall be collected quarterly. If there is no discharge, "No Discharge" shall be reported on NetDMR.

Signatory Requirements (MSGP 6.2.7)

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

_____	_____
Signature of Applicant	Date
Peggy Williams	Mayor
Name	Title

Libby WWTP
Facility SWPPP Inspection

MSGP 3.1.6

A. **Inspection Date:** _____ **Inspection Time:** _____

B. **Inspectors:**

Name: _____ Signature: _____

Name: _____ Signature: _____

Name: _____ Signature: _____

C. **Whether Information (Describe):**

D. **All observations relating to stormwater control measures:**

E. **Describe any stormwater discharges occuring.**

F. **List any previously unidentified stormwater or pollutants from the facility.**

G. **List evidence or potentiality of pollutants entering the storm water drainage.**

H. **Observations on the physical condition of stormwater discharge points and evidence of pollutants in the discharge of receiving water.**

I. **Any incidents of non-compliance.**

I do hereby certify that this inspection was conducted as described above and that the information submitted is, to the best of my knowledge and belief, true, accurate, and complete.

SWPPP Administrator: _____