

CITY OF ABILENE
AIRPORT ADVISORY COMMITTEE
MEETING AGENDA

March 9, 2022 at 4:00 p.m.
Abilene Public Library
209 NW 4th St. Abilene, KS 67410

Agenda Item
Call to Order.
Approval of Agenda.
Approval of minutes from March 3, 2021.
Business. 1. Elect Officers: (Chairperson, Vice-Chairperson, and Secretary) 2. Financial Report 3. Environmental Assessment Overview 4. Future Capital Improvement Projects and next steps after EA 5. Hangar Replacement Discussion 6. Sale of Hangar 20 and ground lease discussion. 7. Review of Spill Prevention, Control, and Countermeasures Plan for Agricultural Chemicals
Adjournment.



Abilene Airport Advisory Committee Minutes
Abilene Public Library – 209 NW Fourth St
March 3, 2021 @ 4:00 p.m.
Abilene, Kansas

1. Call to Order

Roll Call – Abilene Airport Committee Present: Jim Price (Chair), Jim Curtis (FBO), Steve Cathey (Committee Member), Ralph Viola (Committee Member) and Bruce Youtsey (Arrived at 4:22 during environmental assessment discussion).

Staff Present: City Finance Director Marcus Rothchild.
Engineer Present Diane Hofer

Approval of Agenda

2. Agenda Approval for the March 3, 2021 Abilene Airport Advisory Committee meeting.

Motion by Committee Ralph Viola, seconded by Committee Member Cathey to approve the agenda. Motion carried unanimously 4-0.

Approval of Minutes

3. Approval of minutes from February 3, 2021

Motion by Committee Member Cathey, seconded by Committee Member Viola to approve the minutes as presented. Motion carried unanimously 4-0.

Business

4. Environmental Assessment Update.

Diane Hofer with Olsson and Associates presented on the environmental assessments.

Talked about the obstructions that were narrowed down to with the most recent update from Jason Knipp with the FAA. Legal survey to understand the property lines first. Then figure out how many property owners are affected. Clearly define the problem. Environmental assessment takes a year which we're working through in 2021, then in 2022 we would begin the obstruction removal process. Board discussed the possibility of the City removing the obstructions ourselves. Then discussed continuing with

Motion to continue the environmental assessment by board chair Price seconded by committee member Youtsey.

5. Annual CIP Update.

Diane Hofer discussed the Airport Improvement Program that was updated in 2021 and Kansas is the first state to try this out. The online CIP did not match the CIP from the master plan. Diane is going to help update the online CIP to match our current CIP. Move hangar replacement back in line behind the removal/mitigation. May be able to use FAA funding to help with hangar replacement.

No Action taken.

6. T-Hangar Replacement.

Jim Curtis provided some information on T-hangars. He had some options for hangars one hangar for two airplanes for \$112,000. Fire code (in Nebraska): you must have 50' between buildings unless you put up a firewall. Diane is not sure what Kansas fire code. No action taken.

7. Seasonal Ag Sprayer operating location for 2021.

Finance Director Rothchild provided an update on the location for the location of the ag sprayer operation. No action taken.

8. 2022 Budget discussion. Upcoming equipment, facilities and maintenance needs.

Discussed building issues and airport budget needs. Lobby roof is leaking and needs repairs. Tiles need replaced. Air quality and ventilation could be helped through Covid relief funds. Light fixtures need replaced. No action taken.

Adjournment

9. Motion to adjourn the March 3, 2021 Airport Advisory Committee meeting.

Motion to adjourn by Committee Member Youtsey, seconded by Vice Chairperson Cathey. Motion carried unanimously 5-0.

(Seal)

Jim Price, Chair

ATTEST:

Marcus Rothchild
Finance Director

SECTION THREE: OFFICERS

1. Officers. After the annual appointments by the Governing Body, the Committee shall meet and organize by electing from its membership a Chairperson, Vice-Chairperson, and Secretary at the next regularly scheduled meeting. The Chairperson shall be eligible for reelection.

a. The Chairperson shall preside over meetings and shall supervise the affairs of the Committee with the professional direction and assistance of the Airport Manager. The Chairperson shall appoint members of the Committee to any ad hoc committee which the Committee may from time-to-time create. The Chairperson shall serve as an *ex officio* member of all ad hoc committees so appointed.

b. In the absence of the Chairperson, the Vice-Chairperson shall perform the duties of the Chairperson. Upon a vacancy in the position of Chairperson, the Vice-Chairperson shall immediately assume the position of Chairperson. Upon the vacancy in the position of the Vice-Chairperson, a successor shall be elected at the next regular meeting of the Committee.

c. In the absence of the Chairperson and Vice-Chairperson, an acting Chairperson may be appointed, provided that at least three Committee members are present at the meeting and a majority of those members present approve the acting Chairperson's temporary appointment.

d. The Secretary shall keep a record of all proceedings of the Committee. The official minutes of the Committee and its resolutions shall be permanent records to be kept in the Office of the City Clerk.

FUND PAGE FOR FUNDS WITH A TAX LEVY

Adopted Budget Airport	Prior Year Actual for 2020	Current Year Estimate for 2021	Proposed Budget Year for 2022
Unencumbered Cash Balance Jan 1	67,804	309,304	345,327
Receipts:			
Ad Valorem Tax	10,453	24,872	xxxxxxxxxxxxxxxxxxx
Delinquent Tax	470	500	
Motor Vehicle Tax	1,844	995	2,311
Recreational Vehicle Tax		17	42
16/20M Vehicle Tax		3	11
Commercial Vehicle Tax		31	68
Watercraft Tax		5	13
Intergovernmental Revenue (FAA/KDOT)	75,851	223,000	360,000
Reimbursed Expense/Contract Payments	235,853	15,000	7,500
Neighborhood Revitalization Rebate			0
Miscellaneous			
Does miscellaneous exceed 10% Total Re			
Total Receipts	324,471	264,423	369,945
Resources Available:	392,275	573,727	715,272
Expenditures:			
Personnel	0	0	0
Contractual	5,662	6,500	6,500
Operations	33,745	26,900	35,000
Capital Outlay	42,564	193,000	700,000
Transfer to Equipment Reserve	1,000	2,000	2,000
Cash Forward (2022 column)			31,100
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	82,971	228,400	774,600
Unencumbered Cash Balance Dec 31	309,304	345,327	xxxxxxxxxxxxxxxxxxx
2020/2021/2022 Budget Authority Amount	116,400	485,400	774,600
		Non-Appropriated Balance	
		Total Expenditure/Non-Appr Balance	774,600
		Tax Required	59,328
Delinquent Comp Rate:	0.0%		0
	Amount of 2021 Ad Valorem Tax		59,328

2021 End of Year Balance: \$325,825 (Unaudited)

2022 Revenue YTD: \$51,505

2022 Expense YTD: \$22,856

2022 Current Balance YTD: \$354,474

Pending Covid Related Grants: \$75,000



AIRPORT IMPROVEMENT PROGRAM

CONTACTS REPORTS ALERTS **PROJECTS**

Manual Entry

☒ List of ODO Projects & Existing Requests (As requested by Airport Sponsor or their designated representative)

☐ Request to Add a New ODO Project

Region:

ADO:

Airport:

View Number of Rows:

Request To	Submitted On	Airport	Year Range	Sponsor Priority	Description	Runway	Addendum	Total Eligible Cost
Add		K78	1 - 5	1	Acquire Easement For Approaches			\$100,000
Update		K78	1 - 5	2	Obstruction Marking/Lighting/Removal [Hazard]	17/35		\$600,000
Update		K78	1 - 5	3	Construct/Modify/Improve/Rehabilitate Hangar			\$760,000
Update		K78	6 - 10	1	Construct Terminal Building			\$650,000
Update		K78	6 - 10	2	Expand Apron			\$390,000
Update		K78	6 - 10	3	Seal Runway Pavement Surface/Pavement Joints	17/35		\$250,000
Update		K78	6 - 10	3	Seal Taxiway Pavement Surface/Pavement Joints			\$300,000
Update		K78	6 - 10	4	Shift or Reconfigure Existing Runway	17/35		\$500,000
Update		K78	11 - 20	1	Conduct Airport Related Environmental Assessment/Plan/Study			\$125,000
Update		K78	11 - 20	2	Acquire Snow Removal Equipment			\$259,733



SPILL PREVENTION, CONTROL, AND COUNTERMEASURES PLAN FOR AGRICULTURAL CHEMICALS

City of Abilene, Kansas
January 31, 2022



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- K. Agricultural Handling and Briefing Log
- L. Technical Amendment Log

SECTION 1 – Introduction

This Spill Control and Countermeasures Plan (SPCC) contained within this document have been prepared according to the requirements of Kansas State regulations listed in KAR 4-13-25. The purpose of the plan is to prevent and mitigate discharges of agricultural chemicals away from the storage and use facilities. The following issues have been considered during the preparation of this plan and are included as appropriate:

- Practices and procedures devoted to the prevention of spills.
- Procedures for containment should a spill occur.
- Plans for removal and disposal of spilled and/or contaminated materials.

The plan will be amended within six (6) months of a change in facility design or operation which affects the facility's potential for discharge of agricultural chemical products into the environment. This plan shall be reviewed under the supervision of the Public Works Director and Airport manager every five years and amended as appropriate.

In addition to the minimal prevention standards described in this Plan, we have reviewed other applicable requirements for discharge prevention and containment procedures outside of the SPCC requirements to meet any more stringent State rules, regulations, and guidelines.

SECTION 2 – Facility Identification

Facility Name:	City of Abilene Airport
Facility Street Address:	801 S. Washington St., Abilene, KS 67410
Facility Mailing Address:	801 S. Washington St., Abilene, KS 67410
Facility Phone Number:	(785) 263-3970
Latitude/Longitude:	38 deg 54'25 70 97 deg 14'00.00
Owner Name:	City of Abilene, Kansas
Owner Address:	PO Box 519/419 N. Broadway, Abilene, KS 67410
River Drainage Basin:	Mud Creek
Nearest Surface Water Body:	Mud Creek
Distance:	½ mile to the East
Facility Response Coordinator:	Public Works Director or designated P.O.C
Working Hours Phone Number:	(785)263-3510

SECTION 3 – Certification Statement

This Spill Prevention, Control, and Countermeasure Plan (SPCC) for the City of Abilene is fully supported by the management of the City of Abilene. The City of Abilene will implement this plan and amend it as needed due to expansions, modifications, and improvements at the Abilene Airport location. In addition, the management of the City of Abilene commits the manpower, equipment, and materials required to expeditiously control and remove any quantity of agricultural chemicals discharged that may be harmful at the expense of the responsible party.

Public Works Director/designated P.O.C

Date

I believe that the submitted information is true, accurate, and complete.

- 1. I am familiar with the applicable requirements of K.A.R. 4-13-25
- 2. I have visited and examined the facility.
- 3. This Plan was prepared in accordance with accepted and sound industry practices and standards.
- 4. Procedures for required inspections and testing have been established in accordance with industry inspection and testing standards or recommended practices.
- 5. I will fully implement the Plan.

I also understand my other obligations relating to the storage of agricultural chemicals at this facility including, among others:

- 1. To report any releases of discharges in the environment to the appropriate authorities. Notification information is included in this plan.
- 2. To review and amend this plan whenever there is a material change at the facility that affects the potential for a chemical discharge, and at least once every five years. Reviews and amendments are recorded in an attached log (**Appendix L**).

I certify that I have satisfied the requirement to prepare and implement a Plan under KAR 4-13-25 all the requirements under KAR 4-13-25. I certify that the information contained in this Plan is true.

Signature: _____ Date: _____

Name Printed: _____ Title: _____

Record of Plan Review and Amendments Five Year Review:

Complete a review and evaluation of this SPCC Plan at least once every five years. As a result of the review, amendments to this plan should be done within six months to include more effective prevention and control measures for the facility, if applicable. Implement any SPCC Plan amendment as soon as possible. Document completion of the review and evaluation and complete the log (**Appendix L**).

This SPCC Plan will be amended when there is a change in the facility design, construction, operation, or maintenance that materially affects the potential for a discharge to navigable waters or adjoining shorelines. Examples include adding or removing containers, reconstruction, replacement, or installation of piping systems, changes to secondary containment systems, changes in product stored at this facility, or revisions to standard operating procedures.

Any technical amendments to this Plan will be re-certified in accordance with Section I of this Plan template.

SECTION 4 – Facility Description, Diagram, Drainage, and Agricultural Chemicals Storage Information

1. Facility Description

The City of Abilene Airport (K78) is classified under the primary Standard Industrial Classification (SIC) code of 44581 - Airports, Flying Fields, and Airport Terminals. This municipal airport that has some maintenance and fueling operations and has seasonal crop-dusting operations. The design of the runway would allow no more than 13,000 lbs. single wheel per axle and 16,000 lbs. double wheels per axle. In addition to the current FBO having crop dusting operations, the City of Abilene also leases out predesignated permanent spaces on the airport for crop-dusting operations.

2. Facility Location Map and Diagram

A facility location map and a topographical map is in (**Appendix B**).

Drainage

Impervious areas account for a small percent of the total property area. Facility drainage pathways and control structures are illustrated on the facility diagram in (**Appendix B**) and discussed in various sections of the plan. In general, chemical storage in any amount in areas near drainage must be engineered and controlled through adequate secondary containment to prevent agricultural chemicals and fuels from reaching critical water areas such as drainage paths that would impact City of Abilene water systems or surface waters.

The City of Abilene airport has natural drainage that would flow to the south of the airport property where there

are two direct paths to the city drinking water system. If the drainage would go to the east, it would end up in Mud Creek about 1/2 mile away.

3. Agricultural Chemical Storage Information

The term "bulk agricultural chemicals" means any agricultural chemicals, whether liquid or solid, that is kept at ambient temperature and pressure and is stored, loaded, or unloaded in an individual container of undivided capacity. The facility should be constructed of materials that contain spills, prevent runoff, and avoid leaching of the agricultural chemicals being mixed, loaded, or unloaded. The following are requirements for bulk agricultural chemicals containers:

- a) Each container shall be designed to handle all operating stresses, including static pressure, pressure buildup from pumps and compressors, and any other mechanical stresses. Each container shall be chemically compatible with the agricultural chemicals it holds.
- b) Each bulk agricultural chemical container connection shall be equipped with a shutoff valve accessible and located within the secondary containment.
- c) Except while the agricultural chemicals are being removed from the container, shutoff valves shall be left closed, locked, and secured from access.
- d) Each bulk agricultural chemical container used for storage shall be marked clearly to identify the agricultural chemicals stored in the container.

City of Abilene Airport facility is subject to the requirements of K.A.R. 4-13-25b because one or more of the following conditions have been met.

- a) A cumulative total of 1,000 gallons or more of liquid agricultural chemicals is transferred away from the facility during any consecutive 365-day period.
- b) A total of 1,000 gallons or more of liquid bulk agricultural chemicals is stored, held, or maintained at the facility at any time.
- c) A cumulative total of 3,000 lbs. or more of dry bulk agricultural chemicals is transferred away from the facility during any consecutive 365-day period.
- d) A total of 3,000 lbs. or more of dry bulk agricultural chemicals is stored, held, or maintained at the facility at any time.

SECTION 5 – Spill Prevention

1. Procedures

A. Standard Procedures for Unloading Vendor/Owned Tank Trucks

- 1. Be sure the tank trailer is accurately spotted; brakes are set, and vehicle is turned off.
- 2. All mixing and loading must be completed within secondary containment.
- 3. The driver must remain with the vehicle during the entire unloading.

4. Make sure the tank being filled is vented before connecting the loading line.
5. Read the level indicator or visually inspect the receiving tank to be sure that sufficient space is available to receive material being transferred.
6. Remove the tank trailer hose carefully to prevent spills. Clean all spills/drops promptly.
7. Be sure connections between dispensing and receiving tanks are secured before opening the valves for liquid transfer.
8. Start pump and check to be sure there is no leakage at any of the connections or anywhere along the transfer lines. Routinely check the level gauge on the receiving tank as it is being filled. If a leak is present, immediately stop the pump, shut the valves, and repair the leak.
9. After liquid has been transferred, stop pump, close all valves, disconnect loading line, replace closures on valve lines, inspect the lowermost drain and all outlets of vehicle for leakage and correct as necessary, and release tank truck.

B. Standard Procedures for Airplane Loading

1. Park adjacent to the pump. Set the brakes.
2. All mixing and loading must be completed within secondary containment.
3. Leave enough space to walk between the pump and the aircraft.
4. The truck attendant of the resupply vehicle must always remain with the aircraft and the resupply vehicle.
5. Clean up drips/spills promptly.
6. When you have completed loading, turn off pump, and secure dispenser hose.

C. Standard Procedure for Portable Containers and Drums

1. Place agriculture chemicals as close to the receiving container or reservoir as possible inside secondary containment.
2. Use funnels to prevent minor spills.
3. The container should be closed after adding or removing material from it.
4. Take out of service any container, pump or other equipment that is leaking until repaired or replaced.
5. Wear appropriate PPE. (gloves, safety glasses)
6. Know where the nearest spill kit is located.
7. Clean up any spills/drips promptly.
8. All containers must be labeled of its contents.

2. Routine Inspections and Maintenance

A. Storage

1. Each owner/operator shall inspect the agricultural chemicals storage facility and secondary containment, including all appurtenances, at the beginning of the day's usage, for any defects, including the following: corrosion, leaks, cracks, spills, gaps, tears, cross-contamination, and structural

and equipment defects. The owner/operator shall promptly correct any defect before operation begins.

2. The owner/operator shall make a record of each inspection performed. Including the date, if a defect was found or not, a description of any repairs performed and if a discharge occurred.

B. Storm Water

1. After a storm event, water that has accumulated in secondary containment will be inspected by the Airport Manager.
2. If evidence of a release is not present, the water will be released from containment onto the ground or into the storm water drainage system. Secondary containment shall be dry before operation begins, and all drains are in closed position.
3. If there is a release or spillage is noted, the water will not be released, but will be treated or pumped from the containment into a storage tank for storage until proper disposal is possible.
4. Storm Water Drainage Form in **Appendix E** needs to be completed and filed when the need for draining precipitation from a secondary containment structure. *[Alternatively, storm water bypass records required by an NPDES permit.]*

C. Inspections and Integrity Testing

1. The storage tanks and associated piping shall be inspected weekly when in operation, by the Airport Manager for any damage, leakage, or wear. A visual inspection of seams (including the underside, where possible) shall be included. All field constructed aboveground containers must be evaluated if undergoing repair, alteration, reconstruction or change in service that might affect risk of a discharge or failure due to fracture or other catastrophe. Such evaluation must also be taken when there has been a discharge failure due to fracture or catastrophe.
2. During weekly inspection, inspect for visible discharge which results in a loss of chemical from the containment, including, but not limited to seams, gaskets, piping, pumps, valves, rivets, and bolts. If leak(s) are detected, then the owner/operator of the site and the City of Abilene Public Works Director should be promptly notified, and all operation aerial spraying stopped until all corrective action have been done and approved.
3. Above ground valves, piping, and appurtenances such as flange joints, expansion joints, valve glands and bodies, catch pans, pipeline supports, locking of valves, and metal surfaces are inspected weekly to assess their general condition.
4. The Airport Manager must keep in this SPCC document, comparison records for the tanks, container supports, and foundations used to support containment. These records shall be kept at the Abilene airport facility for the lifespan of the containment system.
5. The airport manager will set an inspection schedule based on his inspection results, but not less than weekly. Bulk container inspection matrix prepared for this facility is found at **Appendix D** for frequency, qualifications, and method of inspection.

3. Facility Security

To prevent a spill or release from being caused by accidental or unknown entry or vandalism, several security measures have been taken as noted below:

1. Adequate lighting for the detection of spills by both facility personnel and the public.
2. Lighting is installed to ensure spills occurring during hours of darkness are discovered, both by operating personnel, if present, and by non-operating personnel (the public, local police, etc.), and to prevent spills occurring through acts of vandalism.
3. Lock all dispensing devices and power is shut off when no employee is at facility.
4. All master flow and drain valves are secured when not in use.

4. Employee Training

- A. Training is required for all employees handling agricultural chemical. These personnel at the facility will be trained in:
1. The laws and regulations regarding spills, releases, and pollution control.
 2. The contents of this SPCC Plan.
 3. The operation and maintenance of equipment to prevent discharges.
 4. General facility operations.
 5. Known discharges or failures and manufacturing components.
 6. Recently developed precautionary measures.
- B. Spill prevention and response training will be conducted at least annually. Informal briefings will be held periodically through the year to update employees on changes in the regulations, laws, or the City of Abilene procedures.
- C. Training records will be maintained with the SPCC Plan in the **Appendix K** for 3 years.

5. Definitions

- A. "Bulk agricultural chemicals container" means any receptacle or device in which any agricultural chemical is stored, mixed, treated, disposed of, or handled in any manner in any quantities wet or dry.
- B. "Discharge" means any spilling, leaking, depositing, pumping, dumping, or emptying, whether accidental or intentional, resulting in the release of an agricultural chemicals or material containing an agricultural chemical.

6. Secondary Containment Requirements

- A. All agricultural chemicals should be stored within secondary containment. The containment capacity shall be at least 110 percent of the capacity of all agricultural chemical container in addition to the displacement of tanks, appurtenances, fixtures, equipment, and material located within the secondary containment. The containment must meet the following requirements:

1. Be constructed of steel, reinforced concrete, or any other materials of sufficient thickness, density, and composition to contain any discharged agricultural chemicals materials.
 2. Be leakproof with cracks, seams, and joints sealed.
 3. For liquids, be capable of withstanding the static pressure resulting from the secondary containment being completely filled with a liquid.
 4. A soil liner shall not be considered adequate. Masonry block, asphalt, earthen materials, clay, and prefabricated bentonite liners shall not be used as secondary containment.
 5. The floor of the containment shall drain to a sump or other specific point of recovery, which should be emptied daily in accordance with K.A.R. 4-13-25 and this SPCC Plan.
 6. Secondary containment shall be constructed to allow the interior and exterior of the walls to be viewed.
 7. A synthetic liner used to line the secondary containment shall be installed and maintained according to the manufacturer.
- B. Sorbent materials, insoluble materials, or mixtures of materials (packaged in forms such as spill pads, pillows, socks, and mats) used to recover liquids through the mechanisms of absorption, adsorption, or both. Used to isolate and contain small drips or leaks until the source of the leak is repaired.
- C. Commonly used material handling equipment, such as valves and pumps. Also used as an active containment measure (or countermeasure) to contain and collect small volume discharges before they reach water ways. Proper use of these materials may require a properly equipped and trained spill response team specifically trained to contain an oil discharge prior to reaching navigable waters or adjoining shorelines.
- D. Drip pans: used to isolate and contain small drips or leaks until the source of the leak is repaired. Drip pans are commonly used with product dispensing containers (usually drums), when uncoupling hoses during bulk transfer operations, and for pumps, valves, and fittings.
- E. Sumps and collection systems: a permanent pit or reservoir and its associated troughs/trenches that collect oil. The general secondary containment provision applies to all areas of a facility that have a potential to cause an oil discharge.

SECTION 6 – Spill Response and Countermeasures

1. Spill Response Actions – See Appendix I

2. Waste Management of Collected Spill Material

- A. Each owner/operator shall recover promptly any discharge. The owner/operator may use the recovered agricultural chemicals for its intended purpose if it can be used according to the labels or labeling. The owner/operator shall dispose of, in accordance with the label, any recovered agricultural chemicals that cannot be used.
- B. The owner/operator shall notify the Airport Manager and the City of Abilene Public Works Director immediately and other necessary Federal, State, and local agencies.

3. Spill Kit Locations and Contents

- A. Each owner/operator will provide and have in their possession an approved spill kit when at the Abilene Airport.
- B. Approved Spill Kit Minimum Contents/Inventory, more maybe required:
1. 10' Absorbent Socks
 2. 50 lbs. Bagged Absorbent
 3. 12" X 12" Absorbent Pads
 4. Unused 5-gallon Buckets
 5. Broom and Dustpan
 6. Disposal Bag

4. Spill Reporting and Notification – See Appendix J

SECTION 7 – Facility Agricultural Chemicals Spill History

Description of Event	Date	Approximate Volume Released	Released into? (Ground, Storm Water Pond, Storm Water Catch Basin, etc.)
Loading operation of seasonal crop duster - inadequate secondary containment for loading of airplane caused liquids on runway area where they were storing chemicals. Public Works cleaned it up and removed the soil that was near the release.	May 2021	Unknown	Ground – clean up occurred within hours of discovery and 1' of topsoil was removed for over 20' and will be properly disposed of.

SECTION 8 – Revisions

1. Changes to Facility or Operations

- A. This SPCC Plan is to be amended whenever there is a change in facility design, construction, operation, or maintenance procedure that materially affects the potential for a spill. Examples of these types of changes that may require an amendment of the SPCC Plan include:

1. Commissioning or decommissioning tanks.
 2. Replacement, reconstruction, or installation of agricultural chemicals containers.
 3. Construction or demolition that might alter secondary containment structures.
 4. Revision of standard operating or maintenance procedures.
- B. Both technical and non-technical amendments must be documented in the attached SPCC Review Plan Log. All amendments to this SPCC Plan will be signed and certified by owner/operator.
- C. This SPCC Plan is to be amended within 6 months of a change and implemented within 6 months following preparation of the amendment.

2. Changes to Facility or Operations

- A. In any case, this SPCC Plan will be reviewed and evaluated once every 5 years by the City of Abilene and Airport Manager. The review will be documented and noted on the attached SPCC Review Plan Log. If required, the SPCC Plan will be amended within 6 months of the review as described above, and any changes will be implemented within 6 months of the amendment.

SECTION 9 – Appendixes

- A. Observations and Recommendations
- B. Facility Location Map/Diagram
- C. Agricultural Chemicals Storage Information Table
- D. Agricultural Chemicals Storage Equipment Inspection Form
- E. Storm Water Drainage Form
- F. Integrity Testing Form
- G. Spill Response Form
- H. Spill Response Actions
- I. Spill Response and Clean Up
- J. Spill Reporting and Notification
- K. Agricultural Handling and Briefing Log
- L. Technical Amendment Log

Appendix A

Observations and Recommendations

This section presents physical upgrades or procedural changes that are not fully operational but are called for in the plan.

Physical Upgrades

The City of Abilene requires all bulk storage locations have secondary containment. Bulk storage is 1-gallon containers or larger should be augmented with secondary containment that can contain spills.

RECOMMENDATIONS:

All aerial sprayers are required to provide diagrams, plans and specifications of the permanent operation site including all secondary containment designs and release procedures 90-days before operation is to commence for approval by the Public Works Director and or City Engineer.

All aerial sprayers must have mixed and loading secondary containment that will contain at least 110 percent of the capacity of the container or tank including the entire loading area of the airplane.

All mixing and loading operations must be completed over secondary containment of at least 110 percent of the capacity.

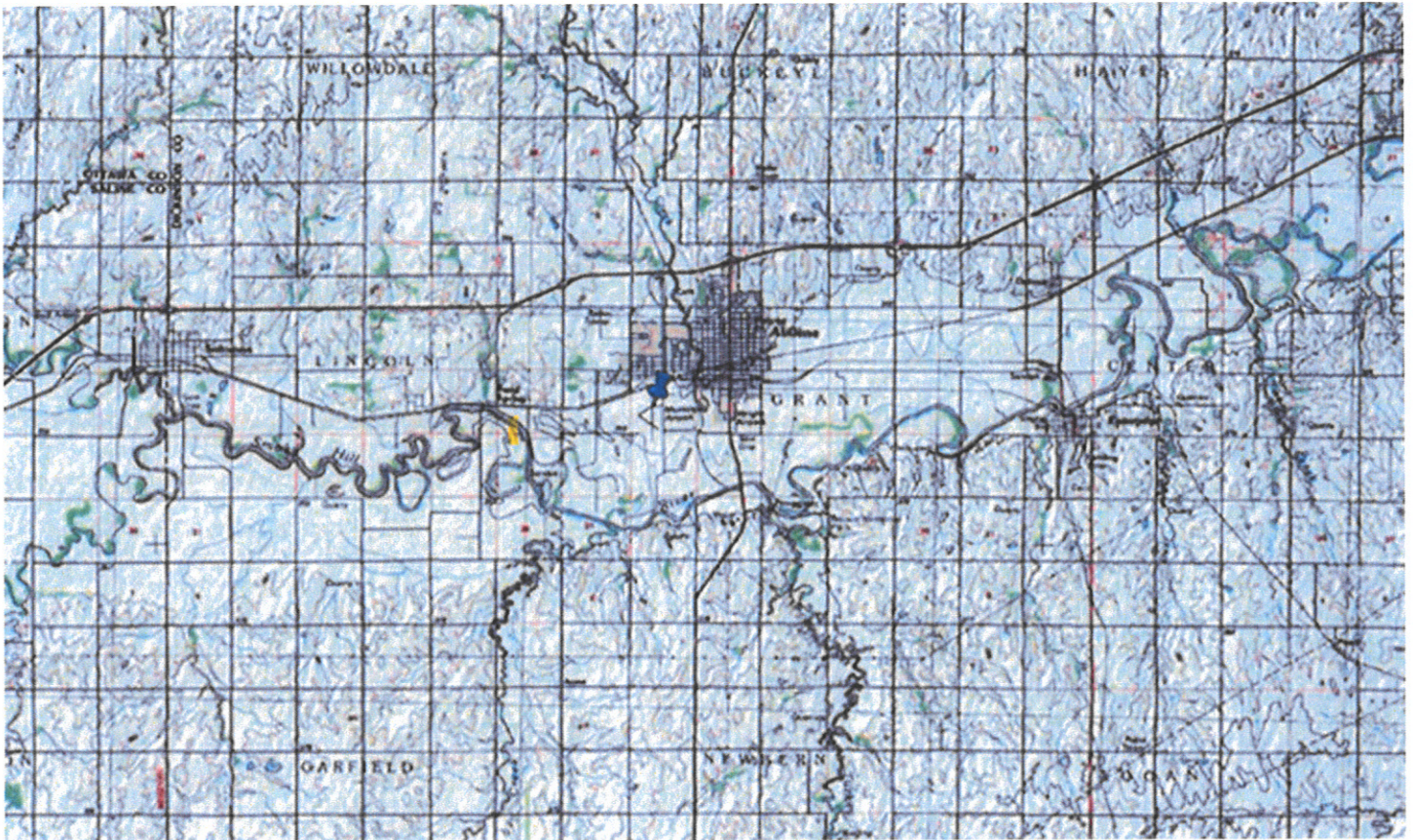
Appendix B

Facility Location Aerial Photo and Topographical Map

Aerial Photo



Topographical Map



Appendix C

Agricultural Chemicals Storage Information

Appendix C

Agricultural Chemicals Storage Information

This table includes a complete list of all agricultural chemical storage containers (above ground containers and completely buried tanks) with capacity of 1 U.S. gallons or more, unless otherwise exempt from the rule. For mobile/portable containers, an estimated number of containers, types of oil, and anticipated capacities are provided.

[illegible]

Appendix D

Agricultural Chemicals Storage Equipment Inspection Form

Inspection Conducted By: _____ Date: _____

Inspection of agricultural chemical storage equipment shall be done by an independent third party on a yearly basis and record of the inspection shall be kept in the SPCC plan. The inspection shall consider the following:

- 1. Inspect outside of the storage container for signs of deterioration or discharge.
- 2. Visually inspect seams, gaskets, piping, pumps, valves, rivets, and/or bolts where applicable.
- 3. Inspect secondary containment structures for signs of deterioration, discharge, or accumulation of chemicals in the containment area.
- 4. Inspect liquid level equipment to ensure proper functioning (observe reading of level gauge, etc.)
- 5. Does the secondary containment have any water accumulation? (*Use the "Storm Water Drainage Form" – Appendix E or documentation from site Storm Water Permit Requirements.)
- 6. Maintenance notified?

Container Number/Identification	1	2	3	4	5	6	Comments
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Appendix E

Storm Water Drainage Form

[illegible]

Appendix F

Schedule of Integrity Testing for Chemical Storage Containers

[illegible]

**Note: When determining the method and frequency of integrity testing, consider items such as the manufacturer's recommended method and frequency, the standards to which the tank was constructed, the current age of the tank, the material stored, and the conditions of material stored.
(E.g. temperature*

Appendix G

Locations of SPCC Required Documents

SPCC Required Record	Location Record is Maintained
Spill Notifications	
Inspection Worksheets	
Integrity Testing Results	
Repair Records	
Training Records	

Appendix H

Spill, Release, Fire or Environmental Incident Report

Note: Complete this form for any spills 1 gallon or greater.

Type of Event: (check all that apply)

Liquid spill/release ____	Excess air release or air control device breakdown ____
Solid material spill/release ____	Explosion ____
Inside containment/pavement/indoors ____	Fire ____
Entered storm system (ditch, drain, etc.) ____	Near miss spill of any above (close call) ____
Entered sanitary or septic sewer lines or system ____	
Elsewhere off site ____	
Near miss spill of any above (close call) ____	

Incident Information

Reported by: _____

Date of Event: _____

What was released? _____

Time of Event: _____

Where did it release to?

How much released? _____

Air ____ Surface Water ____ Sanitary Sewer ____

Source of release? _____

Storm Sewer ____ In Containment Structure ____

Location of release? _____

Gravel/pavement/asphalt/etc. ____

Affected area size? _____

Inside building ____

Full description of the event:

Immediate action taken and/or clean-up actions:

If this was a **spill**: RQ Release? Yes ____ No ____

If this spill was **reportable to external agencies**, please attach names of agencies called, names of people, times, etc. Attachment? Yes ____ No ____

What was the final disposal of material?

INVESTIGATION, ROOT CAUSE ANALYSIS AND CORRECTIVE ACTIONS

Date Investigation Started:

Date Investigation Completed:

Investigation Team Members:

Maintenance:

Environmental:

Familiar with process:

Familiar with release event:

Other:

Other:

Other:

Other:

Root cause descriptions:

Corrective Actions- which temporarily and permanently remedy the root causes listed above.
(Add additional sheet with more corrective actions as needed.)

Responsible Party:

Due Date:

Responsible Party:

Due Date:

Responsible Party:

Due Date:

Appendix I

Spill Response and Clean-up

This describes the response and cleanup, countermeasures, and actions, to be taken in the event of an agricultural chemical spill to prevent discharge that leaves the property. The uncontrolled discharge of chemicals to groundwater, surface water, or soil is prohibited. Immediate action must be taken to prevent, control, contain, and recover spilled chemicals before it is discharged offsite to the environment.

If safe to do so, the following general steps are to be taken:

- Eliminate potential sources of ignition.
- Identify and shut down the source of the discharge to stop the flow if possible and safe.
- Contain the spill with sorbents, berms, trenches, etc.
- Contact the Public Works Director or Airport Manager.
- Contact regulatory authorities and response organizations as necessary and needed for proper containment and cleanup. And as advised by the Spill Coordinator.
- Collect and dispose of recovered products according to applicable regulations.

To establish appropriate response procedures, this plan classifies spills as either "minor" or "major", depending on the volume and characteristics of the material released.

MINOR SPILL RESPONSE & CLEANUP

A "minor" spill is defined as one that poses no significant threat to human health and safety or to the environment and can be cleaned up by facility personnel. Minor spills are generally those where:

- The quantity of spilled product is 10 gallons or less and inside secondary containment.
- Spilled material is easily stopped and controlled at the time of the spill.
- The spill is localized near the source.
- Spilled material is not likely to reach water.
- There is little risk to human health or safety.
- There is little risk of fire or explosion.

The following actions are required:

1. Immediately notify the Public Works Director or Airport Manager.
2. Immediately begin the process of containing the spill and reducing hazards by:
 - a. Eliminating potential sources of ignition.
 - b. Identifying and shutting down the source of the spill to stop the flow if possible.
3. Containing the spill with sorbents, berms, trenches, etc.
4. Under the direction of the Public Works Director or Airport Manager, contain and clean-

up the spill using additional materials and equipment as required.

5. Place resulting waste in properly labeled, appropriate, impervious containers (e.g., bags, drums, buckets).
6. The Public Works Director or Airport Manager will complete a copy of the notification form in **Appendix J** and keep it with this plan.
7. A company official will characterize the waste material for proper disposal and ensure it is removed from the site in a timely manner.

MAJOR SPILL RESPONSE & CLEANUP

A "major" spill is defined as one that cannot be safely controlled or cleaned up by facility Personnel, such as when:

- The spill is large enough to or has spread beyond the facility confines and is now a "discharge".
- The spilled material enters water as a "discharge".
- The spill requires special equipment or training to clean up.
- The spilled material poses a hazard to human health or safety.
- There is a danger of fire or explosion.

The following actions are required:

1. Immediately notify the Public Works Director and Airport Manager.
2. Unless safety considerations dictate otherwise, efforts should be made to:
 - a) Eliminate potential sources of ignition.
 - b) Identify and shut down the source of the discharge to stop the flow if possible.

Appendix J

Spill Reporting and Notification

If a spill reaches navigable water, a city or county's storm water system, sanitary sewer, or other drainage devices, the Public Works Director or Airport Manager will notify all applicable agencies (e.g., City Public Works, the State Response Center, local police and fire departments, appropriate EPA Region, National Response Center).

The Public Works Director or Airport Manager will be prepared to provide the following information:

- The exact address of the facility:
- Telephone number of the facility:
- The date and time of the spill/discharge.
- The type of fluid spilled/discharged.
- A reasonable estimate of the quantity of the fluid spilled/discharged.
- The source of the spill/discharge (e.g., tote, tank, truck).
- The media to which the spill/discharge is located (soil, street, storm sewer).
- The cause of the spill (e.g., punctured drum or storage tank).
- List of damages or injuries caused by the spill.
- List of actions being taken to contain or reduce the spill/discharge.
- Whether an evacuation may be needed
- The names of individuals and /or organizations who have also been contacted.

A follow-up written report will be submitted within 60 days if the spill exceeds 1 gallon or more or occurs within a year of a previous reportable spill. The written report will contain, at a minimum, the following information:

- Name and location of the facility.
- Name of owner/operator.
- Date and year of initial facility operation.
- Maximum agricultural chemical storage or handling capacity of the facility and normal daily throughput.
- Facility description including layout, flow diagrams, and topographical maps.
- SPCC Plan and failure analysis.
- Cause of spill with failure analysis.
- Corrective action taken with description of equipment repairs and replacements.
- Additional preventive measures taken or contemplated to minimize the possibility of recurrence.
- Other pertinent information requested by the regional administrator.

Procedure: If spill is other than a small spill, report spills, leaks and overfills to your manager, Public Works Director or Airport Manager. If the spill cannot be safely contained properly call:

ON-SITE SPILL RESPONSE:	
Airport Manager	(785) 263-3970
Public Works Director / P.O.C	(785) 263-3510

Should a reportable spill occur, the Public Works Director and Airport Manager or in their absence, a member of the Spill Response Team will notify the following agencies:

National Response Center (NRC)	(800) 424-8802
EPA Region 7 24-Hour Spill Hotline	(913) 281-0991
Abilene Police Department	911
Abilene Fire Department	911
Dickinson County LEPC Reporting Spills	(785) 263-3608
Hazard Response	(800) 229-5252

Appendix K

Agricultural Chemicals Handling Personnel Training and Briefing Log

Appendix L

Technical Amendment Log

Review Date	Description of Technical Amendment	Name and Signature of Person Certifying the Technical Amendment