Annual Stormwater Management Report
2023

University of Wisconsin Stevens Point
Facility Services – Planning Engineering & Design

Email: Facilities.Planning.Office@uwsp.edu
Tel: 715-346-4219
1848 Maria Drive
Stevens Point WI 54481

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EXECUTIVE SUMMARY

The Annual Stormwater Management Program Report provides a comprehensive plan detailing how our campus intends to comply with permit requirements for each minimum control measure. The program documentation is to be submitted through the WDNR eReporting system as an attachment to the annual report.

The University of Wisconsin – Stevens Point (UWSP) is a small MS4 operator under the municipality of the City of Stevens Point. The UWSP storm sewer system is a tributary to the main municipal stormwater system that discharges into the Wisconsin River. *Appendix B: UW-Stevens Point Stormwater System Map* provides a mapping of the campus stormwater system and catch basin survey. UWSP works collaboratively with the City of Stevens Point[1] to reduce polluted stormwater runoff by conducting the following programs:

1. Public Education and Outreach
2. Public Involvement and Participation
3. Illicit Discharge Detection and Elimination
4. Construction Site Erosion Control
5. Post-Construction Storm Water Management
6. Pollution Prevention

Deliverables as a small MS4 operator include the UWSP Management Program (this document) and MS4 Annual Report. UWSP Facilities Planning is responsible for the compilation and submittal of the MS4 program and report. This includes coordination and communication with other campus stakeholders and entities related to collecting, distributing, and assembling information. The Wisconsin DNR will receive and review the UWSP Management Program and Annual Report.

UWSP College of Natural Resources

The UWSP College of Natural Resources (CNR)[2] plays an integral role in our stormwater management education and outreach programs. Students from the CNR participate in research efforts related to stormwater runoff and assist with developing educational materials used for outreach opportunities. Some initiatives and programs include:

- Wisconsin Center for Environmental Education https://www.uwsp.edu/cnr-ap/wcee/Pages/default.aspx
- Center for Watershed Science & Education https://www.uwsp.edu/cnr-ap/watershed/Pages/default.aspx
- Academic Majors with focuses on Water Resource Management https://www.uwsp.edu/cnr/Pages/undergraduate.aspx

[1] For additional information on the City of Stevens Point's stormwater management program please visit https://stevenspoint.com/256/Stormwater.

[2] For more information on the UWSP College of Natural Resources please visit https://www.uwsp.edu/cnr/Pages/default.aspx

PUBLIC EDUCATION AND OUTREACH

UWSP strives to increase campus and community awareness of the impacts of stormwater pollution and encourages changes in public behavior to improve the quality of and reduce the quantity of stormwater runoff.

The Wisconsin Department of Natural Resources (WDNR) requires that a public education and outreach program include, at a minimum, the following eight criteria (some of these may not be directly applicable on the UWSP campus):

1. Promote detection and elimination of illicit discharges and water quality impacts associated with such discharges from municipal separate storm sewer systems.
2. Inform and educate the public about the proper management of materials that may cause stormwater pollution from sources including automobiles, pet waste, household hazardous waste and household practices.
3. Promote beneficial onsite reuse of leaves and grass clippings and proper use of lawn and garden fertilizers and pesticides.
4. Promote the management of stream banks and shorelines by riparian landowners to minimize erosion and restore and enhance the ecological value of waterways.
5. Promote infiltration of residential stormwater runoff from rooftop downspouts, driveways, and sidewalks.
6. Inform, and where appropriate, educate those responsible for the design, installation, and maintenance of construction site erosion control practices and stormwater management facilities on how to design, install and maintain the practices.
7. Identify businesses and activities that may pose a stormwater contamination concern, and where appropriate, educate specific audiences on methods of stormwater pollution prevention.
8. Promote environmentally sensitive land development designs by developers and designers.

NOTE: The public involvement and participation program is included in the public education & outreach program.

Education & Outreach Program Components

Northcentral Wisconsin Stormwater Coalition

In 2022-2023, UWSP has sought to become a member of the Northcentral Wisconsin Stormwater Coalition. This coalition is comprised of multiple Wisconsin municipalities to collectively address stormwater issues in Northcentral Wisconsin. The Coalition mission is:

> *The Northcentral Wisconsin Stormwater Coalition coordinates and collaborates on education and outreach activities, and recommends policy and operational changes for cooperating local governments in order to comply with regulations and reduce stormwater pollution in a cost effective manner so that residents of Central Wisconsin benefit from lakes and streams that remain swimmable and fishable.*

The core service of this coalition is to research, evaluate and develop a public education and outreach program. This opportunity will allow UWSP to further enhance our outreach and education impact on our stakeholders. UWSP also recognizes a unique opportunity to share stormwater and water knowledge from the College of Natural Resources with the Coalition.

Center for Watershed Science and Education

The Center for Watershed Science and Education is part of the College of Natural Resources and the University of Wisconsin-Madison Division of Extension. The Center works across the state of Wisconsin and beyond to:

- Supporting watershed stewardship,
- Assisting citizens with lake, river and drinking water quality problems,
- Promoting strategies for water resource protections,
- Providing water quality assessments and support,
- And preparing UW-Stevens Point students for careers as water resource professionals.

The center operates a Facebook page which provides significant outreach to the public provides educational opportunities, promoting awareness and connecting with the community for public involvement.
https://www.facebook.com/UWSPWEAL

Other Campus Activity

Faculty & staff will partner with and encourage student involvement in activities pertaining to education of the campus community on stormwater management practices. Potential on-campus partnerships include student organizations:

- American Water Resources Association
- Environmental Education & Naturalists Association
- Soil & Water Conservation Society of America
- UWSP Sustainability Office
- Schmeeckle Reserve

Student involvement also occurs directly in the classroom. UWSP's College of Natural Resources offer a variety of courses that provide students opportunities to participate in stormwater education, outreach & research. UWSP also partners with UW-Extension for stream monitoring. Public facing resources include:

https://www3.uwsp.edu/sustainability/Documents/Lot%20R%20stormwater%20management.pdf
https://www3.uwsp.edu/cnr-ap/UWEXLakes/Documents/programs/convention/2020/Fri-session5/JuliaNoordyk_ClimateChangeImpacts_GICode_LakesConvention.pdf

Program Activities

The elements of the public education & outreach program are detailed below, sorted by Topic, Delivery Mechanism, Target Audience and Measurement Tool.

Delivery Mechanism	Target Audience	Delivery	Measurement Tools
1. Illicit Discharge Detection and Elimination			
a. Notice on Stormwater Coalition website (http://www.ncwrpc.org/NCWSC/) under Local Contacts.	Members of the public in the following counties: Lincoln, Marathon, Wood, and Portage; and City of Baraboo.	Passive	The Local Contacts page was viewed about 15 times throughout the last quarter of 2023. The website hosting was moved in the last quarter and statistics are no longer available for earlier in 2023.
2. Household Hazardous Waste Disposal/Pet Waste Management/Vehicle Washing			
a. Rubber Ducky, 30-second TV commercial on WSAW/WZAW in Wausau (which covers 11 counties) for a couple days before Earth Day (April 22, 2023).	General Public for following counties: Lincoln, Marathon, Wood, and Portage.	Passive	Our Rubber Ducky PSA was seen by about 122,250 households in the 11 County viewing area that WSAW/WZAW (CBS and FOX) serves. Of those households, our PSA was seen 3x times by the same person (frequency). We reached over 71% of households watching broadcast television during the time our ad aired.

b. Rubber Ducky, 30-second TV commercial on WAOW in Wausau (which covers 11 counties) for a couple days before Earth Day (April 22, 2023).	General Public for following counties: Lincoln, Marathon, Wood, and Portage.	Passive	Our Rubber Ducky PSA was seen by about 97,029 households in the 11 County viewing area that WAOW (ABC) serves. Of those households, our PSA was seen 4.16 times by the same household. We reached over 52.11% of households watching broadcast television.
c. Rubber Ducky, 30-second TV commercial on TV43 and on 99.7 FM in Baraboo for Thursday through Sunday around Earth Day (April 22, 2023).	General Public in Baraboo.	Passive	Our ad reached 10,680 households in the Baraboo viewing area that TV43 serves. On the radio side, our ad was heard by about 10,000 people in the Baraboo listening area that 99.7 FM serves. On average, the ad reached a viewer or listener 2-3 times.
d. Rubber Ducky Stormwater video presented April 4 2023 (6:45pm) and discussed how it impacts the Village.	Village of Rothschild General Public	Active	About 150 people.
e. Rothschild had a booth at Business Expo where shammies with Village and Stormwater Coalition logos on them.	General public in Rothschild, Schofield, Weston, Kronenwetter, Mosinee, Wausau, and Rib Mountain.	Active	About 40 shammies were taken at the Business Expo.
3. Yard Waste Management/Pesticide and Fertilizer Application			
a. Presentation and t-shirts given away at Stratford Middle School & High School classes (3-7-2023).	Students in agricultural, environmental, or science classes.	Active	About 100 students.
b. Stormwater Coalition website has the Learn More About Stormwater Runoff web page with information about Natural and Urban Water Cycles and how to infiltrate that water onsite, and about how to maintain a healthy lawn.	General Public for following counties: Lincoln, Marathon, Wood, and Portage; and City of Baraboo.	Passive	The Learn More About Stormwater Runoff web page was accessed about 14 times throughout the last quarter of 2023. The website hosting was moved in the last quarter and statistics are no longer available for earlier in 2023.
c. Home compost bin and pail sale available to all Marathon County residents (April-May 2023) with 2 pick-up locations (Wausau & Weston).	General Public in Marathon County.	Active	Marathon County Solid Waste Dept reports that ___ home compost bins, and __ compost pails were purchased.
d. Fall Leaf Pick-up video created and posted on Rothschild's Fall Leaf Pick-Up web page.	General Public in Rothschild.	Passive	The Fall Leaf Pick-up webpage was viewed about 250 times throughout fall of 2023.
e. News story by WAOW - Experts say removing leaves from your lawn may not be the best option. Nov. 9, 2023.	General Public for following counties: Lincoln, Marathon, Wood, and Portage.	Passive	The news story was seen by about 117,100 households in the 11 County viewing area that WAOW (ABC) serves.
f. News story by WKOW - Experts say removing leaves from your lawn may not be the best option. Nov. 8, 2023.	General Public for City of Baraboo.	Passive	The news story was seen by the whole viewing area, which includes Baraboo, that WKOW (ABC) serves.
4. Stream and Shoreline Management			
a. Stormwater Coalition website has a link to a page with streambank and shoreline erosion control information on it.	General Public for following counties: Lincoln, Marathon, Wood, and Portage, and City of Baraboo.	Passive	The Stream banks and shorelines: erosion control pull down menu was accessed less than 5 times throughout 2023.
5. Residential Infiltration			

g. Rain garden located at Prairie River Middle School, Merrill.	General population of Merrill's middle school.	Passive	About 550 students are enrolled in middle school.
h. Rain garden located at Doepke Park, Town of Rib Mountain.	General population that attends Doepke Park.	Passive	Since this rain garden is at the Town's most prominent park, then most Town residents may see this annually.
i. Rain garden located outside Marathon County's CPZ offices in Wausau.	All staff and visitors to CPZ offices.	Passive	About 1,300 people may pass by the rain garden and see the sign annually.
j. Rain garden prominently located outside the Baraboo Zoo.	General population attending zoo in Baraboo.	Passive	About 1,000 people may pass by the rain garden and see the sign annually.
k. Rain garden located at the Kronenwetter Municipal Center.	All staff and some visitors to Village of Kronenwetter Municipal Center.	Passive	Since this rain garden is in the back of the building, at the main secondary entrance, then all Village staff and many committee attendees pass by this location annually.
l. Rain garden located at the Weston Municipal Center.	All staff and visitors to Village of Weston Municipal center.	Passive	Since this rain garden is at the place where all Village meetings occur, then many Village residents may see this annually.
m. Rain garden located at 4501 Highway 66, Stevens Point Municipal Airport Terminal.	All visitors and staff to the Municipal Airport.	Passive	Everyone that visits the airport passes by the rain garden, which is about 2,000 people annually.
n. Rain gardens located at 1925 Cypress St, Public Utilities Garage, Stevens Point.	All employees, vendors, and some public.	Passive	Employees daily pass by with vendors on a regular basis. The general public pass by daily from outside the parking lot the garden is adjacent to. About 3,000 people pass this rain garden annually.
o. Rain garden at fire station, Marshfield.	General Public for the City of Marshfield	Passive	No tracking available for impact.
p. Stormwater Coalition website has rain garden information on it.	General Public for following counties: Lincoln, Marathon, Wood, and Portage, and City of Baraboo.	Passive	The Rain Gardens page was viewed about 8 times throughout the last quarter of 2023. The website hosting was moved in the last quarter and statistics are no longer available for earlier in 2023.
q. Stormwater Coalition website has rain barrels, native landscaping, stormwater trees, soil amendments, green roofs, and porous pavement information on it.	General Public for following counties: Lincoln, Marathon, Wood, and Portage; and City of Baraboo.	Passive	The Residential Stormwater Management web page was accessed less than 5 times throughout 2023.
7. Pollution Prevention			
a. News story by WAOW - Experts warn of high levels of salt contamination in state waterways. Jan. 3, 2023	General Public for following counties: Lincoln, Marathon, Wood, and Portage.	Passive	The news story was seen by about 117,100 households in the 11 County viewing area that WAOW (ABC) serves.
b. Smart Salting PSA broadcast via streaming TV (OTT advertising) in every Member Zip Code from Tue., Jan. 24 through the end of Sun., Jan 29.	General public over 18 yrs old that owns or rents a house in each Stormwater Coalition Member's Zip Code (all of Marathon County was not included, but the urban Member Zip Codes were included).	Passive	Our ad was seen by over 30,480 viewers on personal devices and connected TVs in the 13 Member community Zip Codes. Of those viewers, our ad was seen about 4 times by the same person/household.
c. Sponsored the Moving Fenwood Forward event, April 11, 2023, at Country Aire Restaurant, Bar & Banquet Hall (Stratford, WI 54484).	Targeted the general public from the Fenwood Creek watershed in western Marathon County.	Active	About 150 people attended the event in Stratford WI.
d. Presented the stormwater planning document to County Board	Marathon County Board	Active	About 55 people were in attendance at County Courthouse. The proceedings were also broadcast online for live public viewing and are available for later viewing too.

e. Salt Wise Sidewalk and Parking Lot Training Session for Winter Maintenance at UW Extension in Wausau on Sept. 7, 2023.	Targeted group training of invited Coalition Member municipal staff.	Active	25 staff from the communities of Marathon County Parks and Maintenance, Merrill, Wausau Schools and Nicolet College attended.
8. Green Infrastructure/Low Impact Development			
f. See all the public rain gardens listed under: "Delivery Mechanism" #5 Residential Infiltration.			
g. Stormwater Coalition website has rain barrels, native landscaping, stormwater trees, soil amendments, green roofs, and porous pavement information on it.	General Public for following counties: Lincoln, Marathon, Wood, and Portage; and City of Baraboo.	Passive	The Residential Stormwater Management pull down menu was accessed less than 5 times throughout 2023.
h. Stormwater Coalition website has rain barrels, rain gardens, native landscaping, stormwater trees, soil amendments, green roofs, porous pavement, bioswales, and wetlands information on it.	General Public for following counties: Lincoln, Marathon, Wood, and Portage; and City of Baraboo.	Passive	The Business / School Stormwater Management pull down menu was accessed less than 5 times throughout 2023.

PUBLIC INVOLVEMENT & PARTICIPATION

UWSP is active in providing the central Wisconsin community and opportunity to participate in the development and implementation of storm water management practices. Similar to the Education and Outreach activities, this is accomplished through various ongoing activities on campus. Campus also posts the annual report and Storm Water Management Program on the Facilities Planning website[3] when finalized.

Program Activities

The elements of the public involvement and participation are summarized below.

Topic	Delivery	Summary
Annual Report	Website	Posted on Facilities Services Website. Feedback can be submitted to the Facilities Services Email
Stormwater Management Program	Website	Posted on Facilities Services Website. Feedback can be submitted to the Facilities Services Email
Groundwater Model Project	In-Person, Intended for educators to use in classrooms	The Groundwater Flow Model is an interactive classroom tool designed to show the flow of water and toxins through differing gradients in a porous medium. Our model is unique as it can demonstrate flow through confined and unconfined aquifers as well as the effects of pumping on these aquifers.
Groundwater Model Workshops	In-Person	The training is provided by staff from the Wisconsin DNR, the Wisconsin Geological and Natural History Survey, UW-Stevens Point Center for Watershed Science and Education, and the UW-Madison, Division of Extension's Natural Resources Institute. Funding for the groundwater workshops comes from a wellhead protection "setaside" grant given to the DNR by the United States Environmental Protection Agency.
Well Water Education Program	In-Person	The Center works with community partners to arrange a sample testing date, advertise and recruit participants, and facilitate a follow-up educational program.
Center for Watershed Science and Education - Water 381 Internship	In-Person, Internship for Students	Undergraduate students earn internship credit in Water 381 and gain valuable experience by assisting in research projects and/or working in the Water and Environmental Analysis Lab. Graduate students are able to earn a master's degree in Natural Resources by completing an approved course of study and completing a graduate thesis that researches a water resource issue.
Groundwater Awareness Week	Website, Promotion of Groundwater Activites, General Public	UWSP uses a Website and Facebook to take advantage of Groundwater Awareness week to push Eight different ways to celebrate: 1. Think Trout, Think Groundwater 2. Test your well 3. Visit one of the 10,851 Springs in Wisconsin 4. Properly fill and seal an unsealed well on your property 5. Reduce your water use 6. Spring cleaning of hazardous materials around your home 7. Learn about water quality for your community water supply 8. Groundwater word search & crossword

[3] https://www3.uwsp.edu/facplan/Pages/default.aspx

ILLICIT DISCHARGE & ELIMINATION

UWSP maintains a programs to minimize or eliminate illicit discharge. This program consists of inlet inspections, understanding potential sources, winter treatment and investigation and enforcement. Facilities Services staff is primarily responsible for the execution of the program, with support from Parking Services and Protective Services.

Program Activities

The following table summarizes the Illicit Discharge and Elimination Program at UWSP.

Topic	Summary
Inlet Inspections	Campus owned and operated inlets are identified on our campus stormwater map (and utility maps). Other stormwater structures and tributaries are owned and operated by the City of Stevens Point. Annual inspections are scheduled for inlets through an annual maintenance program. This annual maintenance program was developed in consultation with the City of Stevens Point who operates a successful inspection program. Inspections include a visual inspection for water clarity, accounting for current and recent weather conditions. For each inlet inspected, a photo and description are recorded. Should potential illicit substances be present, lab testing is pursued, as necessary. The City of Stevens Point also tests outfalls which could potentially alert UWSP (upstream inlets) of potential issues.
Potential Discharge Sources	Parking lots and sidewalks – deicing products: salt, sand or brine. General campus grounds – Minimal vegetative discharge. Bioswales – multiple parking lots feature bioretention measures.
Winter Deicing Strategy	Facilities Services staff are Salt Wise trained. Our campus uses primarily salt (NaCl) for deicing walkways and parking lots. A minimal amount of brine is used primarily on stairways. Campus closes sections of sidewalk or stairways in the winter to minimize the amount of treatment required.
Inspection and enforcement efforts	A samples of inlets is inspected annually by grounds staff. These inspections are tracked and logged in an excel spreadsheet. A future effort would consider moving this system to a GIS based model, similar to the City of Stevens Point. • Campus conducts a large leaf collection event in the fall. Grass clippings are collected throughout the mowing season. Both leaves and grass clippings are composted. • Campus vegetation (including for bioretention as necessary) is maintained by grounds staff and composted. • Parking lots are swept and cleaned annually, led by Parking Services.
Investigation	UWSP is a premier natural resources campus. Self-policing by stakeholders (faculty, students) is present. Facilities Services and Campus Protective Services have a significant 24/7 presence on campus, not only within facilities, but across campus grounds. Identified violations are to be reported to Facilities Services and Protective Services for corrective actions, as necessary. Recognized enforcement authority: • Section UWS 18.06(3)(b), Wisconsin Administrative Code – *Prohibits the discharge of pollutants to storm water or storm sewers on or serving university lands except where authorized by the chief administrative officer and in conformance with state law* • Section UWS 18.13, Wisconsin Administrative Code – *Violations of the illicit discharge policy allows for a forfeiture of not more than $500.*

CONSTRUCTION SITE EROSION CONTROL

As part of the University of Wisconsin System, UWSP obeys all Wisconsin Division of Facilities Development (DFD) policies, procedures, and master specifications[4] for all projects relating to stormwater management and erosion control. All state operated campus projects have an assigned campus project manager who is responsible for not only coordinating with DFD, Campus, and Contractor, but also to be the eyes and ears for both campus and DFD daily (or as necessary). Campus project managers have a critical role and work to implement the DFD guidelines and programs (below). DFD project managers are typically on site one day per week for large projects.

Internal Campus Projects Program

For campus landscaping and grounds projects, Facilities Services grounds personnel utilize erosion control measures as necessary for projects which are at risk for illicit discharge. Project sites are kept clean and swept at the conclusion of each day. As necessary, grass areas are reseeded and planter beds are mulched to minimize or eliminate illicit discharge.

State Projects Program – DFD Policy & Procedures

4.D.6 Environmental Concerns

The Department of Natural Resources Interactive Web Mapping Applications can assist in identifying environmental concerns as related to the proximity of the project sites. Early in the design, check your site using the DNR Interactive Web Mapping Applications to determine if the project site includes or is in close proximity to wetlands, navigable streams, endangered/threatened species, and other environmental concerns.

4.D.6.a Storm Water Management & Erosion Control

Construction sites for public buildings and places of employment were regulated by the Department of Safety and Professional Services. However, the 2009 Wisconsin Budget Act transferred the Commercial Building Construction Site Soil Erosion Program to the Department of Natural Resources; Effective January 1, 2010, all construction sites are covered by the DNR except for highway right of ways.

Wisconsin Administrative codes NR 216, NR 151 and SPS 60 establish standards regulating soil erosion and protecting the quality of Wisconsin's ground and surface water. SPS 60 directly references the standards established in NR 216 and NR 151. The DSPS website for the Division of Industry Services Soil Erosion Program and DNR Construction Site Erosion Control and Storm Water Management can provide detailed information. Contact the appropriate DNR regional storm water staff early in design to determine if the project will come in contact with wetlands, historical/archaeological sites, and/ or endangered/threatened species.

Construction Site Erosion Control: DFDM has adopted sustainable design practices and expects every project with land disturbance to have a construction site erosion control plan. Construction sites disturbing one or more

[4] Division 31 Specification covers Earthwork: https://doa.wi.gov/Pages/DoingBusiness/MasterSpec_Div31.aspx

acres must file Resources Application for Project Permits (WRAPP) with DNR as noted below. General erosion control measures in accordance with accepted Technical Standards should be shown on the plans, described in the specifications and address project location, existing and proposed grades, and soil types. The project manual and drawing notes should also make it clear that the lead contractor is responsible for supplementing the erosion control plan to account for phases of work and means and methods of construction.

Construction disturbing one or more acres of land must be covered by a WPDES Construction Site Storm Water Runoff General Permit. The Department of Natural Resources (DNR) has enacted general permits for Construction Site Erosion Control and Storm Water Management. Most DFDM projects will be conferred coverage under this general permit through the NOI submitted to DNR or the Department of Safety and Professional Services. Both DNR and SPS regulations recognize and refer to this permit. However, some construction projects will require a permit specific to that project site. DFDM expects the A/E to identify the need for a project specific permit to discharge construction site storm water and to notify the Project Manager of any changes to schedule or to the nature of the work due to this permit prior to Final Design.

Post-Construction Storm Water Management: Sustainable design practices also apply to permanent storm water management measures. Permanent storm water management measures must be incorporated into final site and plumbing design in accordance with SPS 60 and NR 151, as well as the institution's WPDES permit to discharge stormwater, on all construction sites disturbing one or more acres. DFDM expects the A/E's site design, including site plumbing for storm water, for every project, will meet the requirements of these regulations and permits. The design should incorporate maintainable permanent storm water management measures specifically designed to stabilize the site and control erosion, sediment and runoff.

Storm Water Discharge Rate and Volume (Quantity): The storm water features that manage storm water quality typically provide some storm water discharge quantity control. DFDM expects A/E's to design storm water handling systems such that quality control measures will not be damaged by large storms. This may require designing by-pass features or energy attenuation devices at pipe discharges. The A/E's design will also account for the capacity and stability of the downstream storm water system and control discharge to minimize or eliminate downstream flooding or damage. Discuss any needs to protect property outside the project scope with the Project Manager.

Water Resources Application for Project Permits (WRAPP): Every project with land disturbance must have a construction site erosion control plan and as applicable post-construction storm water management features. Construction sites disturbing one or more acres must file for a permit.

The Water Resources Application for Project Permits (WRAPP) was formally known as DNR NOI. It is a two-part permit process for Construction Erosion and Sediment Control and Post-Construction Storm Water Management. DNR permit coverage is often needed during early site preparation for construction of a building.

The A/E is responsible for verifying that the construction site erosion control plan and the post-construction storm water management plan are complete and then filing the appropriate permits for the project. The Project Manager will sign as the Owner.

State Projects Program – DFD Civil, Site, & Utility Design Guidelines

Section V. Storm Water Management & Erosion Control

A. A storm water management report must be included with all applicable State projects. The report shall include the following:
   a. A narrative of the design must be included in the storm water report. The narrative should include a description of the existing site and how it currently drains (including drainage through the site).
   b. Pre-development and post-development hydrology and pollutant loading (if applicable) data for the project, such as peak flows and runoff volumes, as needed to meet the requirements for any local ordinance. All major assumptions used in developing the input parameters shall be clearly stated and cross referenced to the drawings.
   c. Hydraulic and hydrologic data summaries for all existing and proposed pipes, channels, grade stabilization structures and other runoff conveyance systems and the necessary documentation to demonstrate compliance with DNR and local site drainage requirements. Include soils data for infiltration.
   d. BMP design data for each proposed BMP showing how it complies with applicable technical standards and the requirements for any DNR and local ordinance. e. Include pre and post construction quantities of pervious and impervious areas.

B. General Drainage
   a. Site improvements should be designed to minimize runoff from leaving the site.
   b. Direct drainage away from buildings, adjacent private properties or building sites, and toward nearest available public drainage facilities of adequate capacity. If the public drainage facilities lack adequate capacity, the drainage system and other site improvements must be designed to no exceed the capacity of the public drainage facilities.
   c. Identify the design storm(s) used for storm sewer design in the design report.
   d. Verify stability of receiving facilities is adequate for the design storm flows.
   e. Verify the receiving facilities will not erode or be damaged by the design storm flows.
   f. Identify overflow routes of storm water during major storm events exceeding capacity of the drainage features. These routes must not go toward buildings or flood parking lots to a depth of more than 6 inches.

C. Detention and Retention Basins
   a. Detention and retention facilities shall be designed in accordance with DNR Technical Standards.
   b. Incorporate onsite storm water detention as necessary to prevent damage to site or receiving property / facilities. Check requirements of local ordinance and comply when feasible. DFD is not required to abide by local ordinances except for zoning land use requirements. However, facilities shall be designed to prevent flooding, erosion, or other storm water damage to downstream property.
   c. If a basin is planned for the site, design overflow outlets to operate safely without damaging the basin or outlets during storms up to and including the 100-year, 24-hour storm. Overflow

overtopping a road shall be prevented if possible. All basins shall have an overflow outlet including those basins that are designed as infiltration basins.

d. Detention basins should be designed to minimize maintenance, while maximizing water quality.

D. Erosion Control

a. If the size of the disturbed areas is greater than 1 acre, a Notice of Intent to Construct will have to be filed in accordance with NR 216. The erosion control plan shall be included in the plans. A/E shall submit NOI and Storm Water Pollution Prevention Plan (SWPPP) to DNR (DFD will pay application fee as a reimbursable expense under A/E contract). This provides the basis for the contractors' bids.

b. Design and specify erosion control during construction and permanent storm water measures. Do not disturb more of site cover than is necessary at any one time. Provide Erosion Control Plan as a separate drawing on large projects.

c. Erosion control measures shall be in accordance with the DNR Technical Standards. The plan shall specifically describe erosion control measures to be used to protect sensitive areas of the site.

d. Erosion control and stabilization measures for seeded areas shall be designed and specified in accordance with the WisDOT Facilities Development Manual (FDM) procedures, the WisDOT Product Acceptability List for Erosion Control (PAL), and DFD requirements.

e. Turf areas that receive runoff directly from a culvert, storm sewer outfall or retention/detention basin outlet or overflow shall be stabilized with riprap. The size of the pieces of riprap and the dimensions of the riprap pad shall be determined in accordance with the procedures in the drainage section of the WisDOT FDM. All riprap shall be underlain with geotextile fabric appropriate for the weight of the riprap.

E. Storm Sewer

a. Culverts and storm sewers in security locations shall be reinforced concrete pipe to preclude security breaches in the pipe. Any openings into the piping system having dimensions greater than 5 inches shall be provided with security grates. Where debris/security grates are used on inlet structures, the surface area of the grating should be several times the end area of the pipe to minimize flooding and to keep flood velocities at the grate down. Manhole covers must be lockable both inside and outside the secure perimeter to avoid a security breach from outside the secure perimeter. Check with the institution for any preferences on the types of lockable covers. DO NOT use strap-type manhole cover locks in pavement areas subject to snow plowing.

b. Inlet frames and grates, and manhole frames and covers manufacturer and models should be consistent with those currently in use on the site UNLESS the site wants to change and can identify problems with the existing items.

POST-CONSTRUCTION STORM WATER MANAGEMENT

As part of the University of Wisconsin System, UWSP obeys all Wisconsin Division of Facilities Development (DFD) policies, procedures, and master specifications for all projects relating to stormwater management and erosion control. This includes both implementing sound design practices, proper erosion mitigation during construction, and long term post-construction storm water management. Many of the guidelines presented in the *Construction Site Erosion Control* section outline both design and post-construction management strategies. Campus implements stormwater retention strategies on projects as necessary. Campus has included bioretention on almost all parking lot resurfacing projects. Both the Universities of Wisconsin and DFD have sustainable design guidelines which encompass stormwater[5]:

1. *Oil and Grease Control: Oil & Grease Control - treat the first ½ inch of runoff from parking lots (greater than 40 stalls), drive-throughs, and vehicle storage or maintenance areas with a capture device, or abide by the local ordinances, whichever is more stringent.*
2. *Reduce Total Suspended Solids (TSS)*
    a. *Best Management Practices (BMPs) should reduce the total annual suspended solids by 80% for all new development, regardless of size, as compared with pre-development (pre-construction) loading. 'Pre-development' is defined as the conditions of the site prior to historical land-development activity or disturbance.*
    b. *In a multi-site or campus environment, at least 40% of the required TSS reduction must be met on-site and off-site mitigation may account for the remaining 40% reduction if within the same watershed as the project.*
    c. *Or abide by the local ordinances, whichever is more stringent.*
3. *Safe Overflow*
    a. *First floor elevations of occupiable structures must be set 24 inches above the 100-year floodplain elevation or flood-proofed with a back-up system.*
    b. *Development should not occur in 100-year floodplain (as defined by 44 CFR 59, development includes buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials. This definition includes culverts, bridges and roads.)*
    c. *The project should document the drainage patterns and overland flow routes.*

Program Strategy

After the completion of a DFD/state operated project, campus will retain ownership of that work. Projects are closed out by both DFD and campus project management staff through a punch list process, ensuring that all project components, including storm water related, have been installed per specification and are commissioned and operational. Items which are of issue cannot be punched as completed and the State of Wisconsin will withhold payment and project closeout until the contractor rectifies outstanding issues.

After a project is successfully closed out, campus adds any stormwater related maintenance to annual PMs. Once incorporated, these become part of the building stock of stormwater BMPs that are inspected and maintained.

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[5] DFD Sustainability Guidelines: https://doa.wi.gov/Pages/DoingBusiness/Sustainability.aspx
Universities of Wisconsin Guidelines have not been officially adopted and are still being developed by a sustainability working group.

POLLUTION PREVENTION

UWSP follows multiple strategies, some outlined above and summarized below, to maintain best management practices that minimize or eliminate storm water pollution. These efforts are overseen and implemented by Facilities Services, however, pollution prevention/elimination and best practice implementation is a campus wide effort.

Facilities Services is also drafting a Storm Water Pollution Prevention Plan (SWPPP) for our Maintenance and Materiel Facility. This draft is included in this year's Annual Report and is intended to be adopted in 2024.

Program Activities

The following table outlines activities undertaken by campus related to pollution prevention.

Topic	Summary
BMP Schedule	Facilities Services holds a master inventory of all BMPs on campus. This is shown on the campus storm water map.
BMP Engineering Data	Facilities Services holds all construction or record drawings of BMPs installed and operated on campus.
Outfall Inspections	Campus does not contain any minor or major outfalls.
Inlet Inspections	Facilities Services schedules and conducts inspections of inlets. The inspection covers a sample of inlets each year. Inlets are visually inspected. Weather conditions are noted and a photograph is taken of the condition. If issues are found, action is taken (cleaning, repair, pumping, etc). Results from 2023 are included in *Appendix C: UWSP Storm Inlet Inspection Procedure.*
Bioswale/Retention Inspections	Campus grounds staff visually inspect (but do not record) all bioswale and retention features annually as grounds maintained is conducted. If cleaning of debris is required, it is completed.
Maintenance Shops	UWSP has one primary maintenance facility, located at 1848 Maria Dr. This facility contains a maintenance shop which services campus vehicles and equipment – standard maintenance reduces vehicle leakage (oil, etc). Vehicles & equipment are washed inside where wash water and cleaning agents are directed to a floor drain system connected to the sanitary sewer system. Drum storage areas are in a secure location and are stored on secondary spill containment pallets. Spill kits have been assembled and staff has been trained in the event of a contaminant spill. This facility also has a draft SWPPP.
Pesticides and Fertilizer	Facilities Services Grounds follows an Integrated Pest Management Program. This is included in *Appendix D: Grounds Management.* Reduction of pesticide use has been achieved by utilizing student employees to weed all flower beds and berms. All Grounds staff that are responsible for applying pesticides undergo extensive training and are state certified. When pesticide application is required a campus-wide communication is sent out utilizing our "Message of the Day".
Grass and Leaf Management	Facilities Services Grounds collects grass clippings and leaves on campus for use in composting.
Deicing Management	Facilities Services utilizes salt (NaCl), brine and sand to deice campus parking lots and walkways. The primary product used is salt, while brine is used typically for stairways. Where possible, campus also closes stairways to minimize the amount of labor and product that must be used to deice. Full time grounds staff have attended Salt Wise training. Salt is stored in bulk in a storage shed that has a roof, walled sides, and has a cement floor with berm to prevent runoff. Ice Melt agents are stored in bas on palettes in storage garages and are not exposed to precipitation. Snow removal equipment is inspected, maintained, and calibrated (if applicable) routinely to prevent leaks and ensure proper operation.
Parking Lot Management	Parking lots are swept and cleaned annually, coordinated by Parking Services.
Trash and Recycling Management	Facilities Services Grounds is responsible for emptying and maintaining outdoor trash and recycling receptacles on a regular basis.
Spill Prevention	Campus has a Spill Control and Countermeasures Plan, which is found in *Appendix E: UWSP Hazardous Material Contingency Plan*. The plan is used as a reference for oil storage information and testing records, as a training tool to communicate hazards, and as a guide for practices that prevent and respond to accidental discharges.

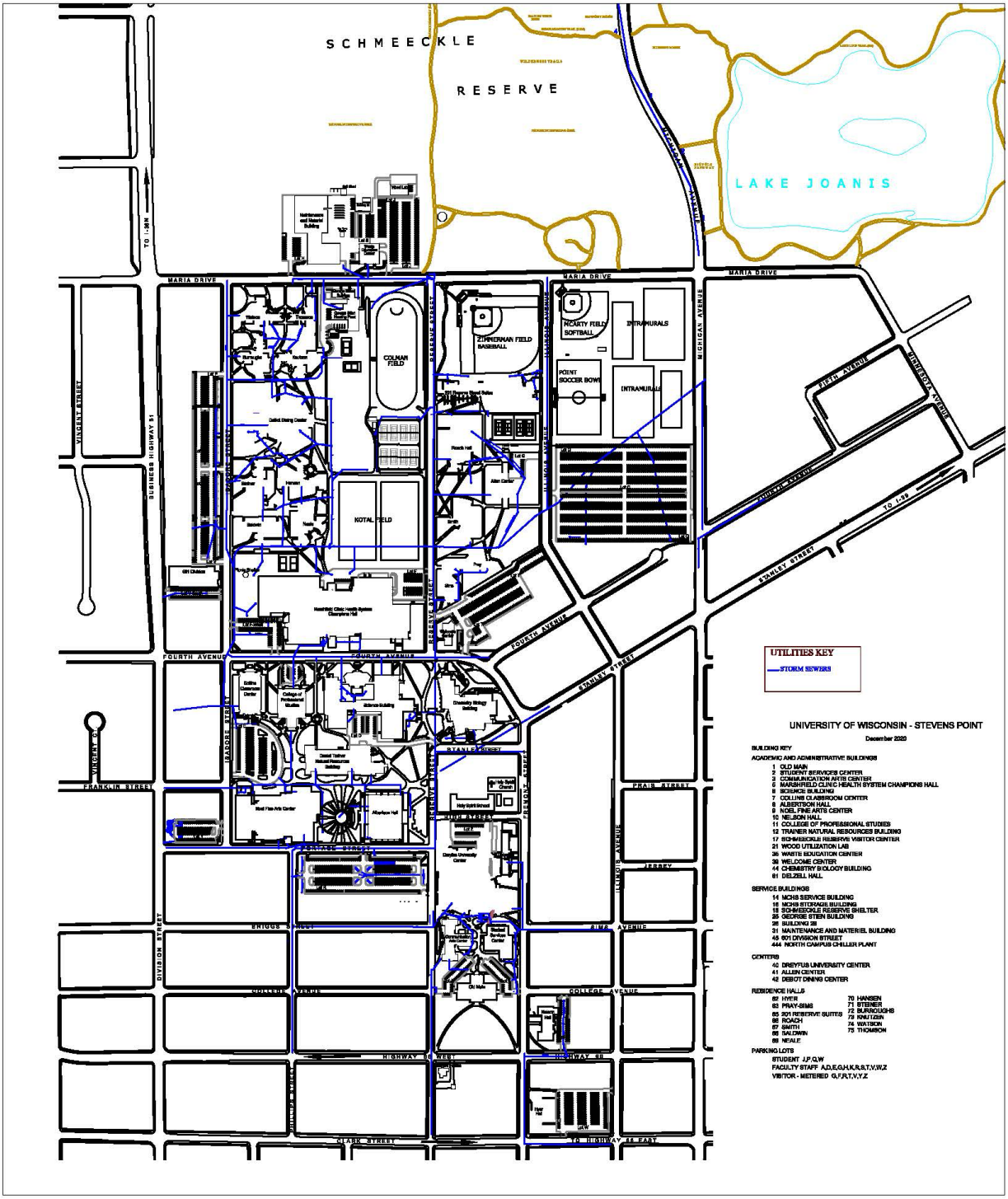
Capital Planning	UWSP submits a capital plan every 2 years, outlining the upcoming 6 years of proposed capital projects. Proposed projects include scope for storm water measures, as applicable.

APPENDIX A: STORM WATER QUALITY MANAGEMENT

Update forthcoming from Bloom Companies modeling work.

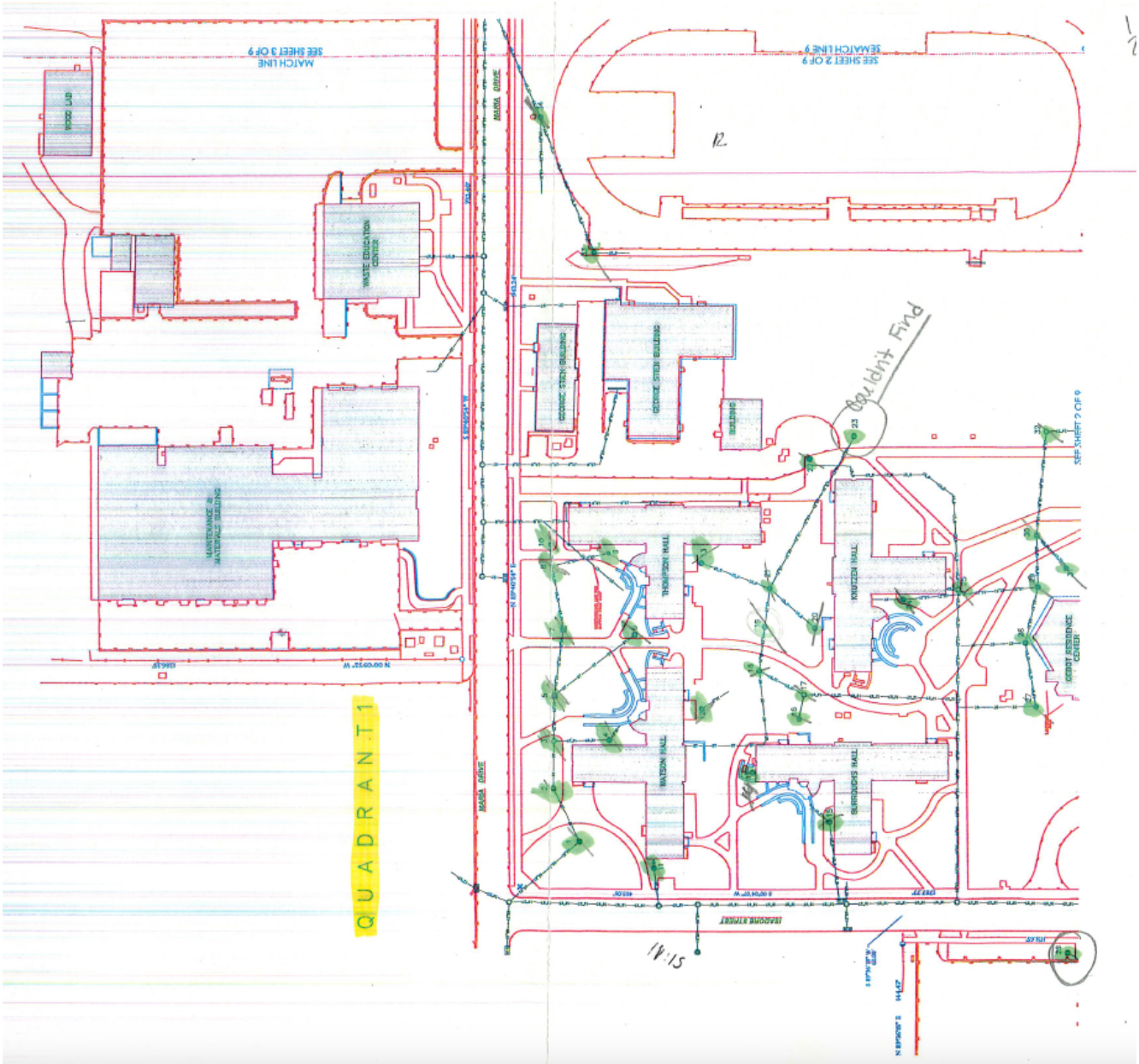
APPENDIX B: UW-STEVENS POINT STORMWATER SYSTEM MAP

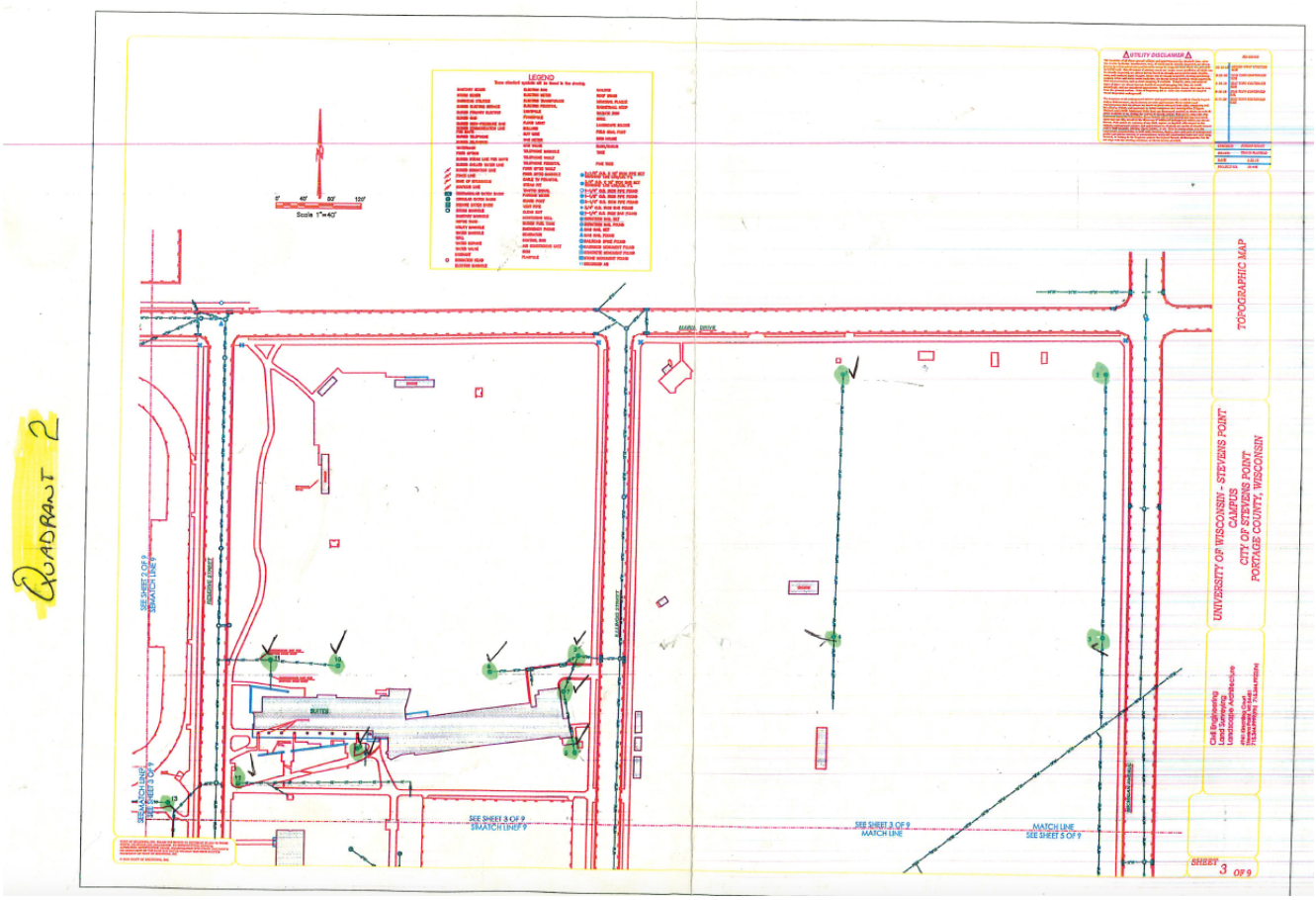
Update forthcoming from Bloom Companies.



APPENDIX C: UWSP STORM INLET INSPECTION PROCEDURE

Campus is divided into multiple quadrants. In 2023, Quadrants 1 and 2 were completed.





QUADRANT 2

ID NUMBER	MAP QUADRANT	DATE	INSPECTOR	PRECIPITATION IN LAST 24 HOURS	CURRENT WEATHER CONDITION	OUTSIDE CONDITION (G = good, P = poor)	FRAME CONDITION (G = good, P = poor)	WALL CONDITION (G = good, P = poor)	HOOD CONDITION (G = good, P = poor)	GRATE CONDITION (G = good, P = poor)	OIL PRESENT (Y / N)	SEDIMENT (Y / N)	DEBRIS (Y / N)	VEGITATION (Y / N)	COMMENTS
1	1	11/20	MK	0	Cloudy	G	G	G		G	Y	Y	Y	Y	
2	1	11/20	MK	0	Cloudy	G	G	G		G	Y	Y	Y	Y	
3	1	11/20	MK	0	Cloudy	G	G	G		G	Y	Y	Y	Y	
4	1	11/20	MK	0	Cloudy	G	G	G		G	N	Y	Y	N	
5	1	11/20	MK	0	Cloudy	G	G	G		G	Y	Y	Y	Y	
6	1	11/20	MK	0	Cloudy	G	G	G		G	Y	Y	N	N	
7	1	11/20	MK	0	Cloudy	G	G	G		G	Y	Y	Y	Y	
8	1	11/20	MK	0	Cloudy	G	G	G		G	Y	Y	Y	Y	
9	1	11/20	MK	0	Cloudy	G	G	G		G	Y	Y	Y	N	
10	1	11/20	MK	0	Cloudy	G	G	G		G	Y	Y	Y	Y	
11	1	11/20	MK	0	Cloudy	G	G	G		G	N	N	Y	N	
12	1	11/20	MK	0	Cloudy	G	G	G		G	Y	Y	Y	N	
13	1	11/20	MK	0	Cloudy	G	G	G		G	Y	Y	Y	N	
14	1	11/20	MK	0	Cloudy	G	G	G		G	N	N	N	N	
15	1	11/20	MK	0	Cloudy	G	G	G		G	N	N	Y	N	
16	1	11/20	MK	0	Cloudy	G	G	G		G	Y	Y	Y	N	
17	1	11/20	MK	0	Cloudy	G	G	G		G	Y	Y	Y	N	
18	1	11/20	MK	0	Cloudy	G	G	G		C	N	Y	Y	N	
19	1	11/20	MK	0	Cloudy	G	G	G		G	Y	Y	Y	N	
20	1	11/20	MK	0	Cloudy	G	G	G		G	Y	Y	Y	N	
21	1	11/20	MK	0	Cloudy	G	G	G		G	Y	Y	Y	N	
22	1	11/20	MK	0	Cloudy	G	G	G		G	Y	Y	Y	N	
23	1	11/20	MK												
24	1	11/20	MK	0	Cloudy	G	G	G		G	Y	Y	N	N	
25	1	11/20	MK	0	Cloudy	G	G	G		G	N	Y	N	N	
26	1	11/20	MK	0	Cloudy	G	G	G		G	N	N	Y	N	
27	1	11/20	MK	0	Cloudy	G	G	G		G	Y	Y	Y	N	
28	1	11/20	MK	0	Cloudy	G	G	G		G	N	N	Y	N	
29	1	11/20	MK	0	Cloudy	G	G	G		G	Y	Y	Y	N	
30	1	11/20	MK	0	Cloudy	G	G	G		G	Y	Y	Y	N	
31	1	11/20	MK	0	Cloudy	G	G	G		G	N	N	Y	N	
32	1	11/20	MK	0	Cloudy	G	G	G		G	N	N	Y	N	
33	1	11/20	MK	0	Cloudy	G	G	G		G	N	Y	Y	N	
34	1	11/20	MK	0	Cloudy	G	G	G		G	N	Y	Y	N	
1	2	11/20	MK	0	Cloudy	G	G	G		G	N	Y	Y	N	
2	2	11/20	MK	0	Cloudy	G	G	G		G	N	Y	Y	N	Sand up to discharge pipe
3	2	11/20	MK	0	Cloudy	G	G	P		G	N	Y	Y	N	Sand up to discharge pipe
4	2	11/20	MK	0	Cloudy	G	G			G	N	Y	Y	N	
5	2	11/16	MK	0	Cloudy	G	G	G		G	N	Y	Y	N	
6	2	11/16	MK	0	Cloudy	G	G	G		G	N	Y	Y	N	
7	2	11/16	MK	0	Cloudy	G	G	G		G	N	Y	Y	N	
8	2	11/16	MK	0	Cloudy	G	G	G		G	N	Yes	Y	N	Full of Sand upto discharge pipe
9	2	11/16	MK	0	Sunny	G	G	G		G	N	Y	Y	Y	
10	2	11/16	MK	0	Sunny	G	G	G		G	N	Y	Y	Y	
11	2	11/16	MK	0	Sunny	G	G	G		G	N	Y	N	Y	
12	2	11/20	MK	0	Cloudy	G	G	G		G	N	Y	Y	N	

Example photos from Quadrant 1, Inlet 21 (with natural leaf oil noted):

APPENDIX D: GROUNDS MANAGEMENT

Integrated pest management (IPM) is a systematic approach to controlling pests that combines common-sense practices to eliminate favorable conditions for pests with minimal pesticide use, only when other methods have failed. The UW-Stevens Point IPM is an ecosystem-based strategy that focuses on prevention of pests or their damage through a combination of techniques such as biological control, habitat manipulation, modification of cultural practices and the use of resistant planting varieties. We use pesticides only after monitoring indicates other alternatives are not effective according to established guidelines. We select and apply pest control materials in a manner that minimizes risks to health, beneficial and non-target organisms, and the environment.

1) Monitoring – We monitor areas of campus for the type and amount of problems caused by pests. We set an action threshold, a point at which pest populations or environmental conditions indicate control action must be taken. Monitoring population and damage caused by pests allows for determination of appropriate control decision that can be made in conjunction with the action threshold. Monitoring and identification removes possibility of pesticides will be used when they are not needed, or the wrong product is used to address.

2) Mowing – We mow most of turf on campus at 3". We mow some of our athletic fields shorter than 3". The benefits of mowing 3" plus include weed die out due to decreased competition from shaded root zones. All machines are cleaned and inspected after use to insure no transfer of diseased material or pests.

3) Irrigation – We try to maintain 1" of water per week on irrigated turf. All irrigated turf areas include smart rain sensor systems to adjust the amount used based on weather events. We adjust timing of watering and frequency of watering to lessen our chances of disease.

4) Weed Control – We try to do as much hand weeding as possible in the planting beds and around trees on campus. We use hardwood mulch around trees and in planting beds to protect root zones, conserve water and protect the plants from machinery damage. Spraying is used to control large areas weeds in rock beds, parking lots, sidewalk cracks and other areas where hand weeding would not be cost effective. Boom spraying is done normally twice per year on athletic fields.

5) Pest control – We use chemical and mechanical control as needed, depending on damage and targeted at specific pests. All the full time grounds staff are certified to spray pesticides (3.0 turf and ornamental). All pesticide applications shall be done in accordance with Wisconsin Administrative code ATCP 29.

6) Biological turf management – it combines the best of conventional and organic methods with an emphasis on attaining naturally productive soils that display a high level of biological activities. We use fertilizers that are organic based (Nature Safe products). Overseeding to maintain thick lawn, multiple varieties of aerifying soil, (deep tine aerification, core aerification) to avoid compaction. Rain sensors on irrigation clocks.

7) Sustainability initiatives – We have numerous locations on campus where we implemented rain gardens, bioswales, green roofs and native plantings. We are a tree campus usa and also a bee friendly campus. We have a campus garden and several green space gardens on campus.

8) Snow removal – We are always trying to find a balance of mechanical removal with the best possible chemical practices to limit the use of salt while still maintaining a safe campus. All my full time grounds staff has completed the Salt Wise program. We do use salt brine in certain areas of campus.

APPENDIX E: UWSP HAZARDOUS MATERIAL CONTINGENCY PLAN

UWSP abides by state and federal law for all above and below ground storage of hazardous materials. The law is in place to avoid any spillage into navigable waters and is regulated under the Code of Federal Regulation (CFR) 40 Part 112, Oil Pollution Prevention. This regulation covers any facility that retains an aboveground container of greater than 1,320 gallons or a below ground container of greater than 42,000 gallons of oil. UWSP falls into this category with several above ground storage areas across campus, including locations utilized by Facility Services and the campus Power Plant. A Spill Control and Countermeasures Plan (SPCC) is required by law and covers concern for safety, fire prevention, and pollution prevention. The plan is also used as a reference for oil storage information and testing records, as a training tool to communicate hazards, and as a guide for practices that prevent and respond to accidental discharges. UWSP has developed an SPCC to help prevent the discharge of hazardous materials and response plan in the event of a spill (Appendix B). Appropriate campus staff are trained on and follow the spill control and countermeasures recommendations in the SPCC plan.

UWSP handles a variety of hazardous materials, substances, and waste. Most of these materials are handled in interior laboratories, classrooms, and other indoor areas where any spill would most likely be contained with no impact on stormwater as all interior drains are connected to the sanitary sewer system. Potential sources of outdoor stormwater pollutants include various garages, storage areas, and grounds maintenance operation.

HAZARDOUS MATERIAL CONTINGENCY PLAN

UNIVERSITY OF WISCONSIN-STEVENS POINT

This plan supplements the Campus Emergency Management Plan and provides additional detail and background for campus hazardous material use and spill response.

Revised by:

Environmental Health and Safety Officer
University of Wisconsin-Stevens Point
Stevens Point, WI 54481

This contingency plan is submitted in compliance with Chapters NR 630.22, NR 662, NR 665, NR 706 of the Wisconsin Administrative Code, Parts 262, 265, 302 of Title 40 of the Federal Code of Federal Regulations, Section 1910.120(q)(1) and Section 1910.38(a) of Title 29 of the Federal Code of Federal Regulations (OSHA regulations). It contains the following sections:

Contents

GENERAL INFORMATION

The University of Wisconsin-Stevens Point (UWSP) is a four-year university founded in 1894 with an enrollment of about 9,000 students. It grants both undergraduate and graduate degrees. UWSP employs about 1200 faculty, academic and support staff. Facilities include 13 major academic and administrative buildings, 14 residence halls and 3 residence centers. The campus has significant science and natural resources programs that generate most of the hazardous waste.

UWSP is a large quantity hazardous waste generator by U.S. EPA definition. Approximately 10,000 pounds of hazardous waste is generated annually consisting primarily of lab chemicals and solvents. Occasionally, a small quantity of acute hazardous waste such as cyanides will be generated. The university uses a large number of chemicals, typically in small quantities. The Environmental Health and Safety Department presently maintains about 6,000 material safety data sheets on file for products used on campus.

Stevens Point is a city of 26,670 located in the geographic middle of the state. It is the county seat of Portage County (population 70,380). The campus is located at the intersection of State Highway 10 and Interstate 39. Street addresses of buildings mentioned in this plan include:

Old Main (offices of university administration):
2100 Main Street, Stevens Point, WI 54481

Science Building (chemistry labs, stockroom* and physics radioisotope storage):
740 Reserve Street, Stevens Point, WI 54481

College of Natural Resources (biology labs and stockroom*, natural resources):
1900 Franklin Avenue, Stevens Point, WI 54481

Maintenance and Materiel (Paint Shop*, maintenance., and hazardous waste storage annex**):
Rm 174, 1848 Maria Drive, Stevens Point, WI 54481

University Stores (petrolium products, chemical and compressed gas storage):
Rm 120, 1848 Maria Drive, Stevens Point, WI 54481

601 Division St. Bldg. Residential Living Department. (Paint Shop and maintenance)
601 Division St. Stevens Point, WI. 54481

Noel Fine Arts Center (Art & Design, Theater & Dance, Communications, and Music)
1801 Franklin St., Stevens Point, WI. 54481

See the map in Appendix A for further information.

*Satilite hazardous waste accumulation areas
**90 Day hazardous waste storage area

Other useful contacts include:

Administration:		
Bernie Patterson, Chancellor*	213 Old Main	(715) 346-2123
Kristen Hendrickson, Vice Chancellor for Business Affairs*	201 Old Main	(715) 346-2641
Al Thompson, Vice Chancellor for Student Affairs*	213 Old Main	(715) 346-2481
Greg Summers, Provost and Vice Chancellor*	202 Old Main	(715) 346-4686
Risk Management:		
Walter Clark, Risk Management Director	101 George Stien	(715) 346-3901
Corinna Neeb, Emergency Management Specialist	125 George Stien	(715) 346-4464
Sandy Gilbeau, Risk Mgmnt Specialist	101 George Stien	(715) 346-2618
Facility Services:		
Paul Hasler, Director	120B M&M	(715) 346-4275
Physics:		
Brad Hinaus, Chair	B107 Science	(715) 346-4872
Marisa Trapp, Senior Environment & Health Specialist	Radiation Safety UW-Madison System Admin. 780 Regent St. Madison, WI 53715	(608) 263-4419
Chemistry:		
Jason D'Acchioli, Chair	D129A Science	(715) 346-2297
Kevin Czerwinski, Chemical Hygiene Officer (CHO)	B149 Science	(715) 346-4154
Brent Speetzen, Stockroom Mgr.	C133A Science	(715) 346-3759
Biology:		
Karin Bodensteiner, Chair	167A TNR	(715) 346-2074
Ellen Holguin, Stockroom Mgr./CHO	193 TNR	(715) 346-3794
Noel Fine Arts Center:		
Diane Bywaters, Chair, Art & Design	259 NFAC	(715) 346-4776
Keith Kaziak, Studio Technician	191 NFAC	(715) 346-3339
601 Div. St. Bldg-Residential Living:		
Tom Garton, Housing Superintendent	601 Div. St. Bldg	(715) 346-4101

* Line Officers authorized to activate campus emergency management plan.

IMPLEMENTATION OF THE CONTINGENCY PLAN

The contingency plan will be implemented if a hazardous materials incident may threaten human health or the environment. Examples of hazardous material releases that may necessitate the use of this plan include chemical, radioactive, biological, petroleum product and asbestos materials. This plan should be implemented whenever a release presents a significant inhalation hazard or response requirements (staff, training or equipment) exceeding the resource availability of the organizational unit in which the release occurs. To aid in the determination of when outside assistance is necessary, please see Appendix G, "Determining Appropriate Hazardous Materials Response." When outside assistance is necessary, the campus emergency operations team should be activated. This team is led by the Chancellor or designee and has the authority to commit staff and resources for effective response. (See contact list above). Copies of the campus emergency management plan can be found in the administrative office of Student Affairs, Business Affairs, Chancellor's office, and University Police.

The Emergency Coordinator shall have primary responsibility for activating the plan, but in his or her absence, any member of the crisis management team can activate this plan. Core team members are identified in the crisis plan, as are situation-specific resource teams such as community health, crime, communication, etc.

TRAINING

Training is an important element in successful hazardous material response. Members of the Emergency Operations Team will be appraised of the content of this plan. The emergency coordinator and alternates should successfully complete the 24-hour OSHA hazardous materials operations course. Those who work with hazardous materials should be trained in incidental spill response, usually an 8-hour course. University Police staff should complete the 8-hour OSHA hazardous materials awareness course. Those who generate hazardous waste on campus should complete a hazardous waste training course. Annual refresher training should be completed by all involved in crisis and spill response as indicated by the OSHA and EPA requirements.

HAZARDOUS WASTE ACCUMULATION/STORAGE AND EMERGENCY EQUIPMENT LOCATIONS

The locations of the satellite hazardous waste accumulation areas and the 90 day hazardous waste storage area are identified in Appendix B, and Appendices D through F.

Emergency equipment at each waste accumulation and storage area is available for those trained in its use. Staff who will be engaged in response to hazardous material releases or who frequently work with hazardous materials training are encouraged to receive training proportionate to the level of response they expect to be engaged in.

Each University building is equipped with a wet standpipe and/or attached hose as well as numerous fire extinguishers. The resident halls are equipped with smoke alarms, and remodeled resident halls have sprinkler systems. In addition, Old Main and Albertson Hall have automatic sprinkler systems. Each facility is equipped with a local fire alarm system that can be activated from and is audible in each working area.

Telephones are located within easy access to the accumulation sites. University Police officers are equipped with a two-way radio that keeps them in contact with University Police and the Portage County Communication Center to alert proper authorities promptly of any mishaps.

The Stevens Point Fire Department, located one block (west) from central campus, has fire trucks that would be available to combat a fire or assist in the event of any other emergency at one of our facilities. The Fire Department maintains five ambulances in good working order. St. Michael's Hospital is located one block (east) from central campus. (See Appendix A – Campus Map Showing Hospital and Significant Generator Locations).

Portage County has a Type IV hazardous materials response team certified at the Operations level operating out of the Plover Fire Department. When additional resources are needed, the Plover Hazardous Materials Response Team requests assistance from the Waupaca County HazMat Team (Type III). All members of the Waupaca County HazMat Team must be specially trained to operate at hazmat incidents and are certified at the hazardous material Technician (or Operations) level. At a hazardous materials incident, team members operate as a Branch of the local fire department under a unified incident command structure. The Wausau Fire Department maintains a Type II Hazardous Materials Response Team.

EMERGENCY RESPONSE PROCEDURES

NOTIFICATION

Any employee discovering a hazardous material release will assess the seriousness of the release and if necessary, contact University Police (x3456), who will in turn contact the emergency coordinator(s).

The emergency coordinator will assess the situation. If necessary resources are available (equipment and trained staff) clean-up procedures will be initiated. If outside assistance is necessary, it shall be requested by dialing 911 and providing the following information.

- ☐ Name and telephone number of the reporter.
- ☐ Location of the spill including name and address of facility or grounds location.
- ☐ Time and type of incident (e.g., spill occurred at exact time).
- ☐ Identification and quantity of materials involved (e.g., 50 gallons electroplating waste in tank area).
- ☐ Extent of injuries (e.g., no injuries).
- ☐ The possible hazards to the environment and human health outside the facility (e.g., possible contamination of ground water).

If the release requires contractor cleanup assistance, the state response contractor should be called. For UWSP, the contractor is Veolia Environmental Services Co., inc., (800) 688-4005. If a hazardous material/waste spill results in a release to the environment, the emergency coordinator will call Wisconsin Department of Natural Resources, (800) 943-0003, the National Response Center, (800) 424-8802 (for a major release), and UWSA Office of Risk Management at (608) 263-4381 to report the incident. The information noted above should be relayed.

If the spill may represent a hazard to building occupants, Facility Services should be contacted to control ventilation in a manner that will minimize contaminant migration within the building. Where possible, room exhaust that is vented directly outdoors should be maintained while re-circulation of supply air should be prevented. Facility Services can be reached at (715) 346-4219.

Following the report of the release, the Emergency Coordinator or alternate will call the Vice Chancellor, Business Affairs. The campus Public Information Officer will serve as a communication link between individuals responding to the release, the emergency operations team and the public. Any employee discovering a hazardous material release that represents a threat to building occupants must activate the emergency fire alarm in that particular building and contact the University Police dispatcher at x3456. Refer to Appendix G - Determining Appropriate Hazardous Materials Response.

All employees hearing that alarm must evacuate that building and wait for clearance from the Stevens Point Fire Department or the University Police Department personnel before re-entering.

EVACUATION

Facility personnel will be evacuated if deemed necessary by occupants who believe the spill represents a hazard to occupants, the emergency or alternate coordinators, or the Stevens Point Fire Department. The North American Emergency Response Guide (NAERG) may be used to assist in determining safe evacuation distances. A copy of the NAERG is in the University Police squad car, the EHS office and available at the EHS web page on the internet (https://www.phmsa.dot.gov/staticfiles/PHMSA/DownloadableFiles/Files/Hazmat/ERG2016.pdf). UWSP evacuation can be found on the UWSP Emergency Management Plan at http://www.uwsp.edu/ehs/emp/.

If evacuation is necessary, the facility fire alarm system will be activated. Personnel will be expected to exit the building using the nearest safe exits. If those who first identify the release can do so safely, they will be asked to post nearby exits to warn occupants to use alternate routes. Personnel will not be re-admitted until an "all clear" has been issued. Instructions on evacuation are provided to the campus community via the Emergency Guidebook.

TACTICAL CONSIDERATIONS

The Emergency Coordinator shall be responsible for tactical considerations of the hazardous materials response until outside assistance is required, in which case the Stevens Point Fire Department shall assume tactical command. If the Emergency Coordinator determines outside assistance is necessary or is unavailable to consider and make decisions regarding the aspects of response below, the Stevens Point Fire Department shall be notified by calling 911. Aspects to be considered in establishing a safe an effective response plan include and may not be limited to:

- ☐ Chemical identity
- ☐ Amount
- ☐ Toxicity
- ☐ Flammability
- ☐ Reactivity
- ☐ Radioactivity
- ☐ Infectivity
- ☐ Personal protective equipment
- ☐ Compatibility with personal protective equipment
- ☐ Ability to characterize airborne exposure through monitoring or modeling
- ☐ Ventilation
- ☐ Wind Direction
- ☐ Runoff Direction
- ☐ Location of Drains or waterways
- ☐ Exposure pathways and affected population
- ☐ Isolation Zone
- ☐ Site security
- ☐ Environmental impact

CONTAINMENT AND CONTROL

The Emergency Coordinator will take all necessary measures to contain the hazard within the area and to prevent its spread to other nearby facilities. The Emergency Coordinator shall perform only those duties they have been properly trained for.

In case of a spill, absorbent material compatible with the material released will be placed on the spill. The contaminated absorbent material will be considered to be hazardous waste unless analysis shows otherwise. Hazardous waste will be managed and disposed according to campus and UWSA guidelines.

The emergency or alternate coordinators, in coordination with outside agency responders, will recommend one or more of the following measures to ensure maximum protection of the safety and health of employees and nearby residents: use of appropriate protection equipment, dismiss all non-essential personnel, and evacuation of certain sections of the campus. The emergency operations team will have the authority to execute these recommendations if necessary.

FOLLOW-UP ACTIONS

Following containment and control of the emergency, the emergency or alternate coordinators will arrange for collection, treatment and disposal of the waste and contaminated soil, water or other materials by the emergency crew or outside contractor, as appropriate.

The emergency coordinator, assisted by two (2) other qualified persons, will investigate the cause of the emergency and will take steps to prevent a recurrence of such or similar incidents.

The emergency coordinator will make sure that the cause of the emergency has been eliminated and that clean up and restoration have progressed at least to the point of not jeopardizing the health and safety of the employees, and the EPA, State and local authorities have been notified, before permitting resumption of the operations affected by the emergency.

EMERGENCY SERVICE PROVIDERS

The following agencies have received copies of this plan and will respond to campus emergencies.

- Stevens Point Fire Department (telephone 911): The Stevens Point Fire Department (SPFD) has received a copy of this contingency plan. The Stevens Point Fire Department will inspect university facilities throughout the year and will review fire protection equipment and hazards. SPFD provides confined space rescue service to the campus.
- Stevens Point Police Department (telephone 911)
- Portage County Emergency Management /LEPC (telephone (715) 346-1397 or (715) 346-1400)
- Plover Fire Department & Portage County HazMat Team (telephone (715) 345-5310)
- Plover Police Department
- Waupaca County HazMat Team
- Portage County Sheriff's Office
- St. Michael's Hospital

OTHER RESOURCES

Other resource agencies include:

- Department of Natural Resources, Wausau Regional Office, Mr. Richard Brown, (715) 359-4843.
- Veolia Environmental Services, (800) 669-4162: Mr. Ken Rindal is the State contact for the western region of the hazardous material response contract zone. His number is (715) 834-9624, ext. 8778.
- St. Michael's Hospital Emergency Room, (715) 346-5100, 900 Illinois Avenue: The emergency room should be notified anytime a patient with a chemical injury is being transported. A copy of the safety data sheet (SDS) for the respective chemical or other relevant chemical safety information should be delivered with the patient. See Appendix A - Campus Map Showing Hospital and Significant Generator Locations.
- UWSA Office of Risk Management, Marisa Trapp, Senior Environment & Health Specialist, (608) 262-5656.

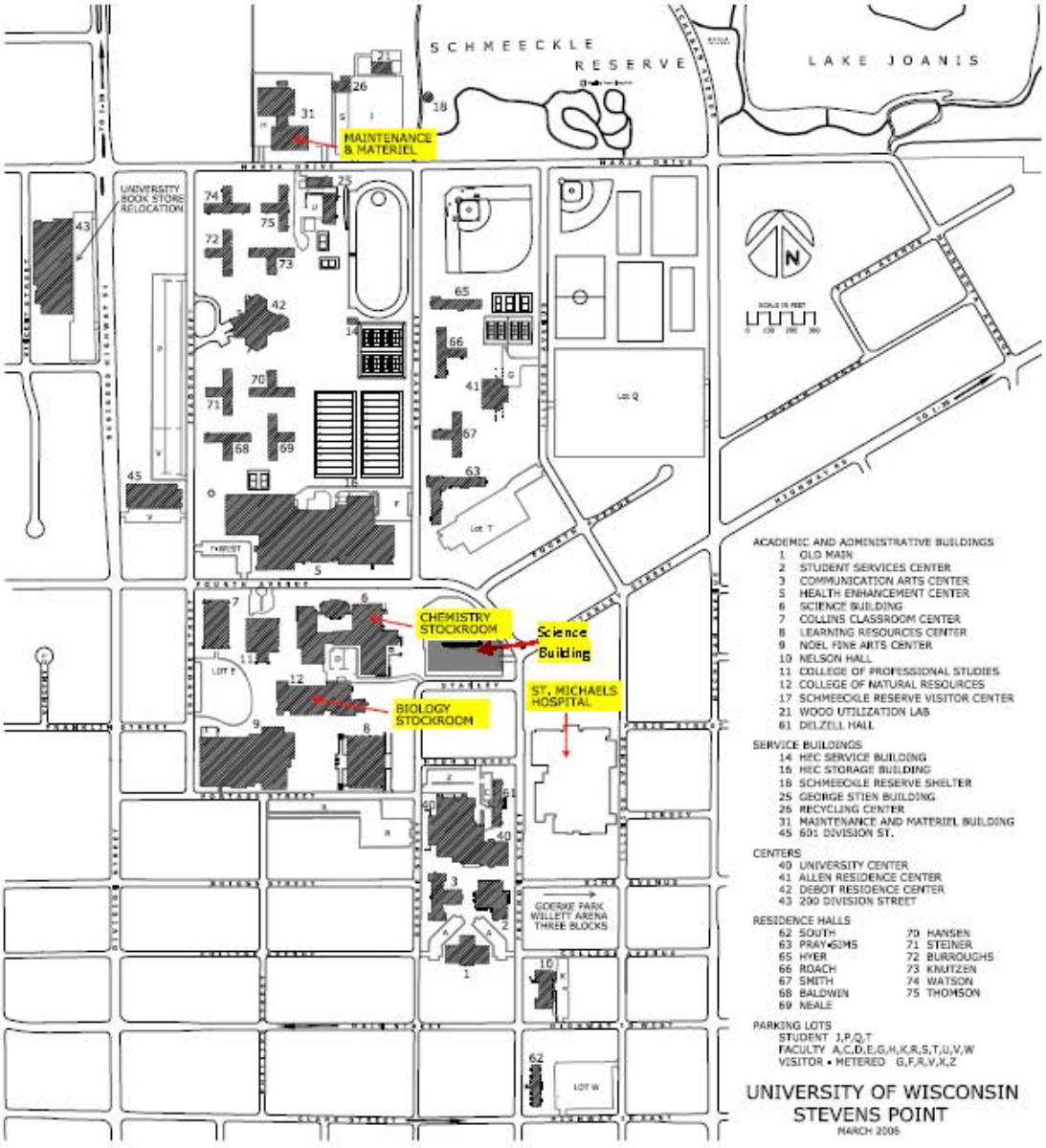
REQUIRED REPORTS

The emergency or alternate coordinators will notify the Wausau regional office of the WI DNR (715-359-4522) that follow-up actions have been implemented.

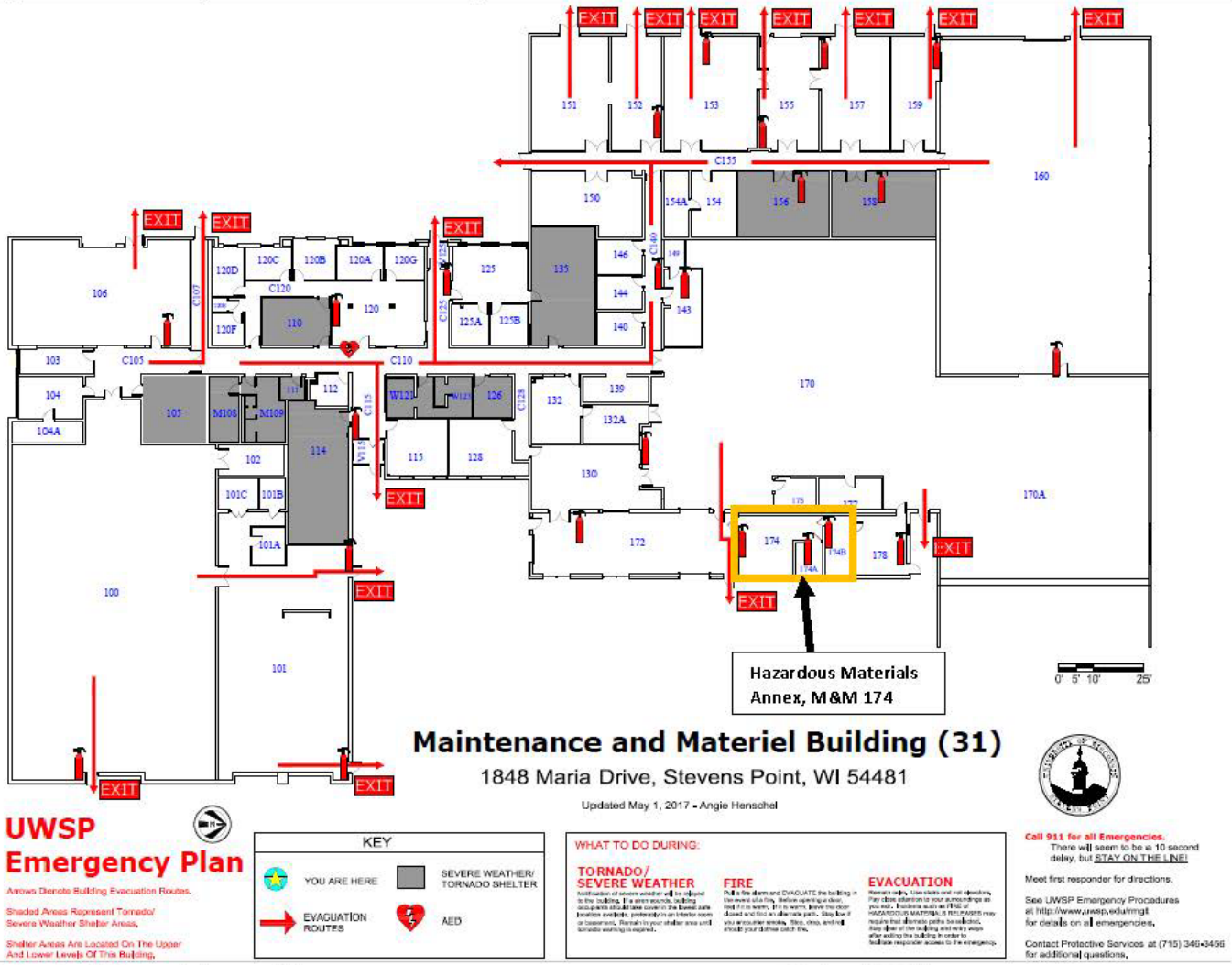
The emergency or alternate coordinator will note in the operating record, the time, date and details of any incident that requires implementation of the contingency plan and will submit a written report on the incident to the department in accordance with NR 665.0056.

The emergency or alternate coordinators will revise this contingency plan in accordance with the experience acquired during each emergency situation and will send copies of the revisions to each holder of the original plan. The plan will also be reviewed annually and edited as necessary.

Appendix A – Campus Map Showing Significant Generator and Hospital Locations

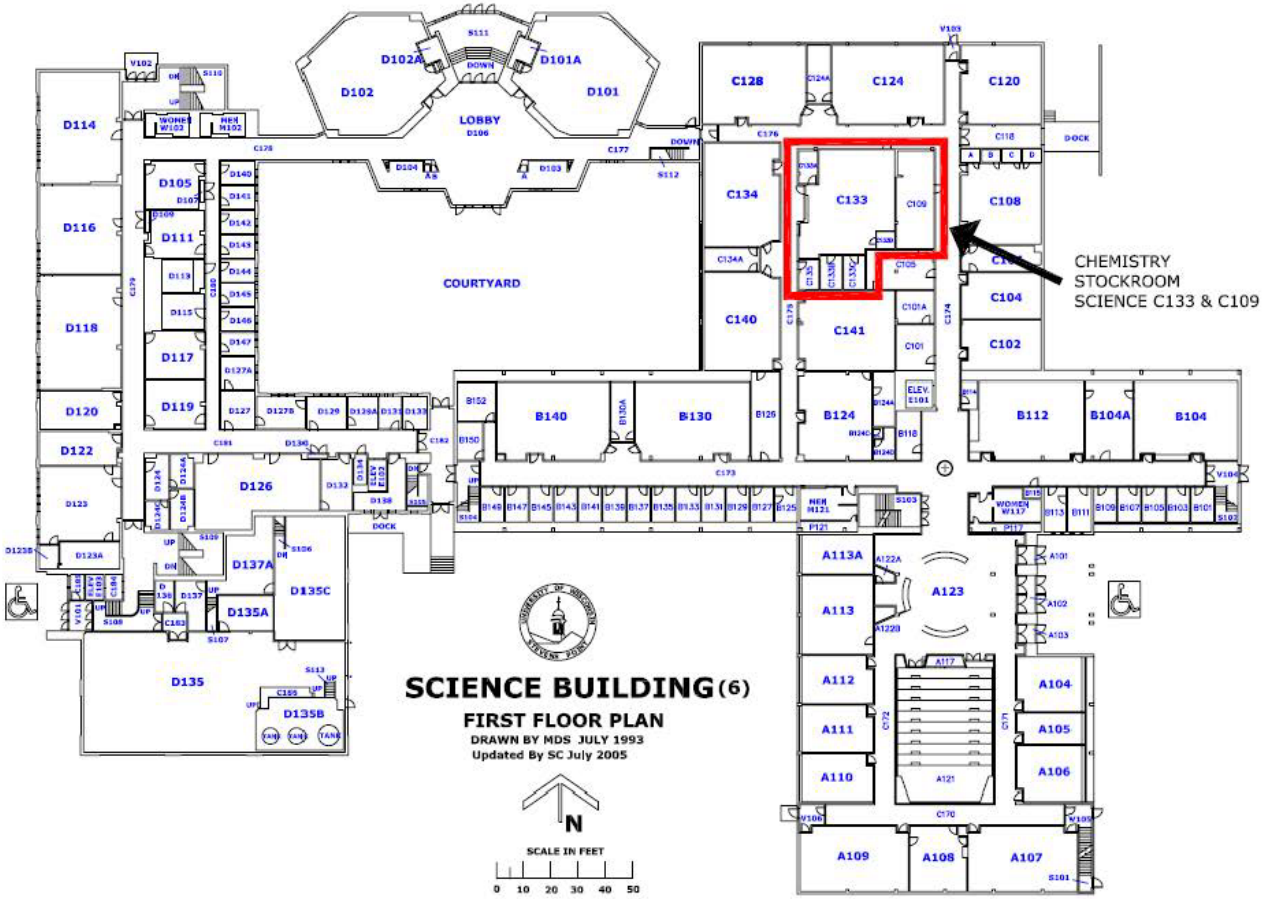


Appendix B – **90 Day Hazardous Waste Storage Area**



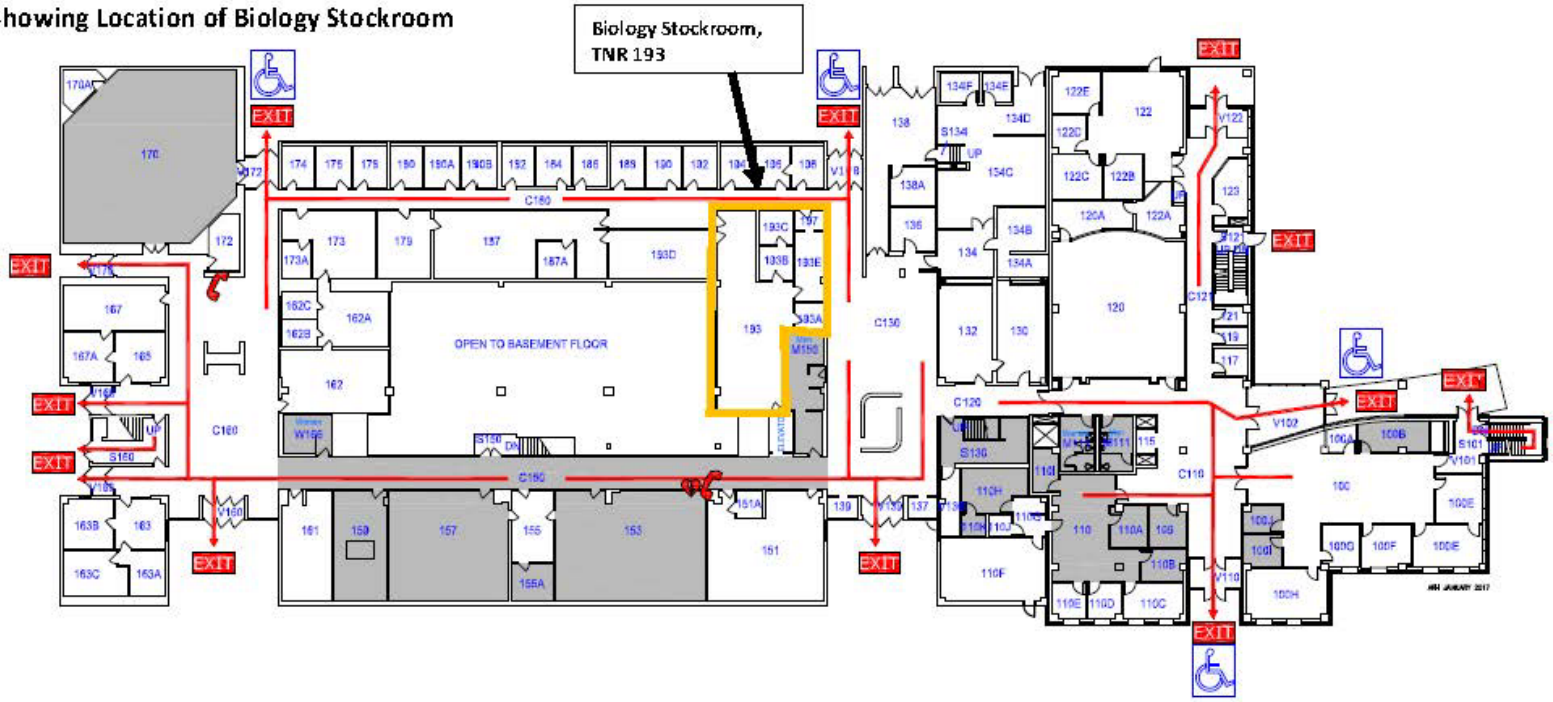
Appendix C – Science Building Floor Plan

SCIENCE BUILDING FLOORPLAN
SHOWING LOCATION OF CHEMISTRY STOCKROOM



Appendix D – Trainer Natural Resources Building Floor Plan

Showing Location of Biology Stockroom



COLLEGE OF NATURAL RESOURCES

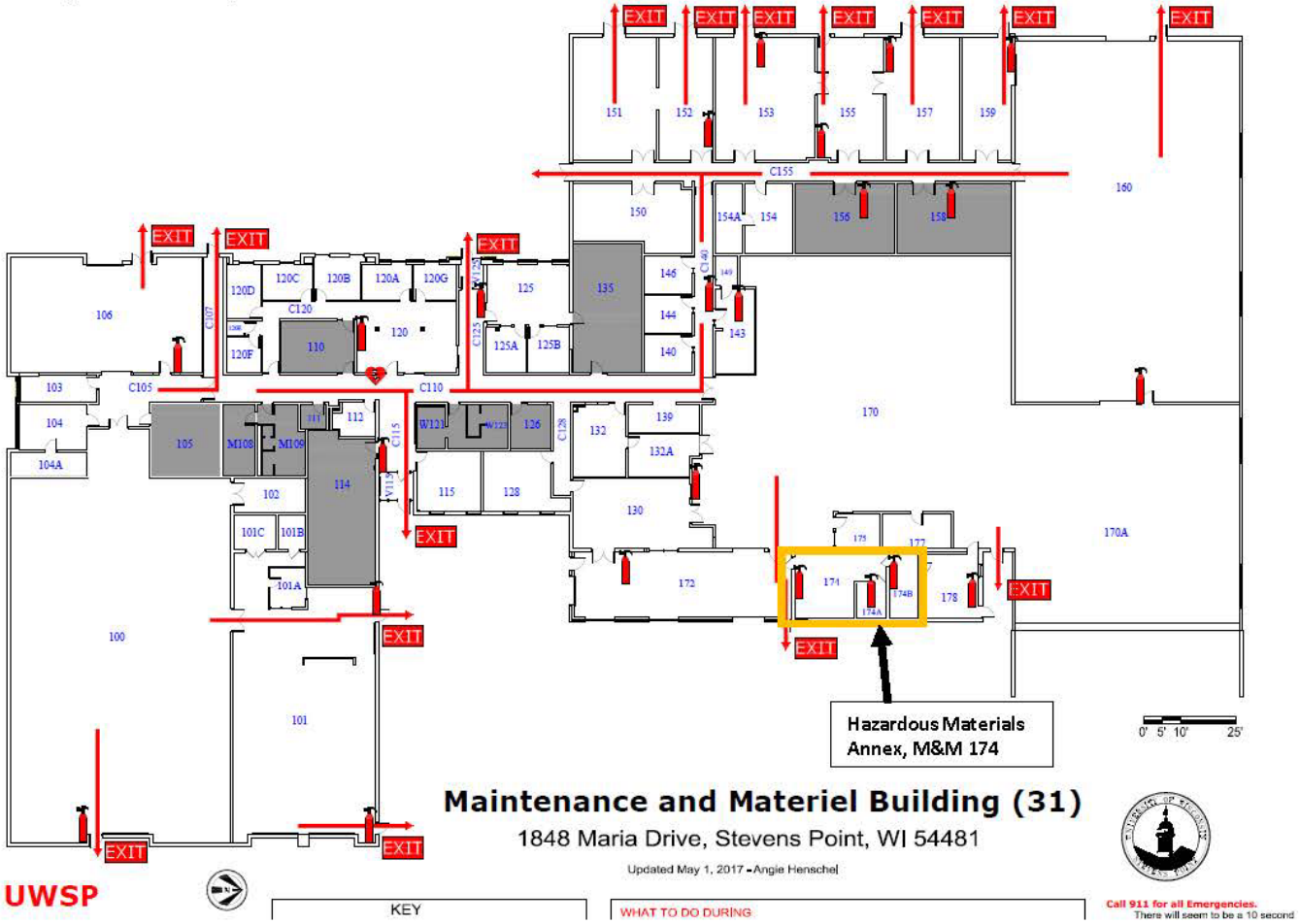
FIRST FLOOR

University of Wisconsin Stevens Point
1900 Franklin Street
Stevens Point, WI

NORTH

Appendix E – Maintenance and Material Building Floor Plan

Showing Volatile Storage Room and Hazardous Materials Annex



Appendix F – Determining Appropriate Hazardous Materials Response

Procedures for Spills of Volatile, Toxic, or Flammable Materials

1. Warn all persons nearby.
2. Turn off any ignition sources such as burners, motors, and other spark-producing equipment.
3. Leave the room and close the door if possible.
4. Call University Police at 715-346-3456 (on campus phone: ext. 3456) to report the hazardous material spill. University Police will contact emergency response personnel at anytime to respond to hazardous material spills.
5. Small spills can be absorbed with paper towels or other absorbents. However, these materials can increase the surface area and evaporation rate, increasing the potential fire hazard if the material is flammable and airborne concentration reaches the flammability level.

Procedures for Chemical Spill on a Person

1. Know where the nearest eyewash and safety shower are located.
2. For small spills on the skin, flush immediately under running water for at least 15 minutes, removing any jewelry that might contain residue. If there is no sign of a burn, wash the area with soap under warm running water. Exception: only 5 minutes of flushing for HF burns. Proceed to aggressive antidote gel application as soon as possible. The antidote is the best hope of preventing permanent bone or tissue damage.
3. If pain returns after the 15-minute flooding, resume flooding the area (but not for HF spills). When providing assistance to a victim of chemical contamination, use appropriate personal protective equipment.
4. For a chemical splash in the eyes, immediately flush the eyes under running potable water for 15 minutes, holding the eyes open and rotating the eyeballs. This is preferably done at an eyewash fountain with tepid water and properly controlled flow. Hold the eyelids open and move the eye up, down, and sideways to ensure complete coverage. Use an irrigator loop to thoroughly flush the conjunctiva under the upper eyelid, if available in your first aid kit. If no eyewash fountain is available, put the victim on his or her back and gently pour water into the eyes for 15 minutes or until medical personnel arrive. If HF is splashed in the eye, flush for 5 minutes and then irrigate the eye with a 1% solution prepared from the calcium gluconate antidote gel.
5. For spills on clothing, immediately remove contaminated clothing, including shoes and jewelry, while standing under running water or the safety shower. When removing shirts or pullover sweaters, be careful not to contaminate the eyes. Cutting off such clothing will help prevent spreading the contamination. To prepare for emergencies, shears (rounded-tip scissors) should be available in the first aid kit to allow safe cutting of contaminated clothing.
6. Consult the SDS to see if any delayed effects should be expected, and keep the SDS with the victim. Call UP to have the victim taken to the emergency room for medical attention. Be sure to inform emergency personnel of the decontamination procedures used prior to their arrival (for example, flushing for 15 minutes with water). Be certain that emergency room personnel are told exactly what the victim was contaminated with so they can treat the victim accordingly.

Incidental Spills-Procedure for Small, Low-Toxicity Chemical Spills

Be prepared. Keep appropriate spill-containment material on hand for emergencies. Consult with EHS to determine which materials are suitable in a particular lab.

Laboratory workers should receive training to distinguish between the types of spills they can handle on their own and those spills that are classified as "MAJOR." Major spills dictate the need for outside help. Laboratory workers are qualified to clean-up spills that are "incidental." OSHA defines an incidental spill as a spill that does not pose a significant safety or health hazard to employees in the immediate vicinity nor does it have the potential to become an emergency within a short time frame. The period that

constitutes a short time is not defined. Laboratory workers can handle incidental spills because they are expected to be familiar with the hazards of the chemicals they routinely handle during an "average" workday. If the spill exceeds the scope of the laboratory workers' experience, training or willingness to respond, the workers must be able to determine that the spill cannot be dealt with internally. Emergency assistance is provided by Risk Management or an outside agency. Spills requiring the involvement of individuals outside the lab are those exceeding the exposure one would expect during the normal course of work. Spills in this category are those which have truly become emergency situations in that laboratory workers are overwhelmed beyond their level of training. Their response capability is compromised by the magnitude of the incident.

Factors that clearly indicate a major spill are:

- the need to evacuate employees in the area
- the need for response from outside the immediate release area
- the release poses, or has potential to pose, conditions that are immediately dangerous to life and health
- the release poses a serious threat of fire and explosion
- the release requires immediate attention due to imminent danger
- the release may cause high levels of exposure to toxic substances
- there is uncertainty that the worker can handle the severity of the hazard with the PPE and equipment that has been provided and the exposure limit could be easily exceeded
- the situation is unclear or data is lacking regarding important factors.

The following steps shall be followed for incidental spills:

1. Alert persons in the area that a spill has occurred.
2. Evaluate the toxicity, flammability, and other hazardous properties of the chemical as well as the size and location of the spill (for example, chemical fume hood or elevator) to determine whether evacuation or additional assistance is necessary. Large or toxic spills are beyond the scope of this procedure.
3. Contain any volatile material within a room by keeping doors closed. Increase exhaust efficiency by minimizing sash height of the chemical fume hood or activating the emergency purge, if available.
4. Consult your SDS, the laboratory emergency plan, or procedures in this document, or call EHS for correct cleaning procedures.
5. Obtain cleaning equipment and protective gear from EHS, if needed.
6. Wear protective equipment such as goggles, apron, laboratory coat, gloves, shoe covers, or respirator. Base the selection of the equipment on the hazard.
7. First cordon off the spill area to prevent inadvertently spreading the contamination over a much larger area.
8. Absorb liquid spills using paper towels, spill pillows, vermiculite, or sand. Place the spill pillow over the spill and draw the free liquid into the pillow. Sprinkle vermiculite or sand over the surface of the free liquid.
9. Place the used pillows or absorbent materials in plastic bags for disposal along with contaminated disposable gear, such as gloves.
10. Neutralize spills of corrosives and absorb, if appropriate. Sweep up waste and place in plastic bags for disposal.
11. EHS will pick up the wastes.
12. Complete an Incident Report Form describing the spill and send a copy to EHS. A copy may be kept by the department head, if required.

Mercury Spill Procedure

Mercury is a high-density, low-viscosity liquid at room temperature. During a spill, it can form tiny droplets that adhere to surfaces and enter cracks and crevices. EHS has a mercury vacuum and mercury