

# GRAND CITIES COMMUNITY GENERAL MUNICIPAL HOUSEKEEPING PRACTICES

*Storm Water Management Activities Fact Sheet No. 2*

## **Goal/Purpose**

### Short Term:

Reduce the discharge of dust, dirt, grease, grime, and floating trash into the storm water conveyance system from all Grand Cities Community facilities.

### Long Term:

Make sure that outdoor areas are regularly cleaned to prevent trash and other debris from polluting our rivers, streams, and lakes.

## **Storm Water Management Activities**

To comply with the individual Grand Cities Community Storm Water Pollution Prevention Programs (SWPPPs), specific storm water runoff activities must be implemented at all local municipal facilities as required.

### Activity:

1. Never dispose of wash water to storm drain, pavement, or other storm water conveyances. Use the sanitary sewer to dispose of wash water. Wash water includes any liquid with cleaner or residual dirt and grime, including mop water, floor mat wash water, window-cleaning water, and all rinse water.
2. Clean floor mats, filters, and trash containers in a designated area with a connection to the sanitary sewer such as a mop sink or floor drain.
3. Rinse patio furniture, picnic tables, and benches without using cleaning agents, so flows can drain to areas where the water can soak into the soil and leave little residue. Use a bucket and rag to clean tables with cleaners. Always use a rag to remove cleaners, do not hose down area. Avoid getting runoff into storm conveyance system or waterways that lead to rivers, streams, and lakes.
4. Schedule regular cleaning to eliminate particulate and residue buildup in both interior and exterior areas that collect debris. Keeping interior areas clean prevents the tracking of contaminants outdoors. Provide trash containers, when appropriate, to minimize littering.
5. Keep brooms, dustpans, and trash cans readily accessible. Place cleaning equipment near delivery locations and trash bins. Store equipment and supplies under cover whenever possible.
6. Provide designated smoking and nonsmoking areas. In the smoking area, place cigarette butt containers and clean the containers as needed to encourage their use.
7. Promptly clean up any spill of liquid or solid wastes. Do not hose down an area to clean or handle a spill unless the liquid will be completely contained, cleaned up, and disposed of as appropriate for the waste type. There should be no discharge to storm drains, landscape, or pavement.
8. Cabinets and containers exposed to the weather must be made for exterior use; interior-grade cabinets and containers will rust or deteriorate and contribute contaminants to storm water runoff when exposed to weather.
9. Schedule regular cleaning of outside storage areas and yards, preferably before the start of the rain season. At

least once a year, review the stockpiled equipment and supplies. Often there are unusable materials at the back of the storage area. Usable materials should be stored to indicate possible use and to minimize contact with storm water. Unused or unusable material should be removed as soon as possible. Develop a plan to regularly dispose of unneeded materials.

10. Do not use drains without knowing whether they flow to the sanitary sewer, storm system, or self-contained internal

sump. Confirm before using drains to ensure proper disposal.

11. All contractors shall provide a copy of their storm water awareness training and procedures for protecting the community storm water conveyance system as required by the Clean Water Act. These procedures should cover activities from cleaning windows to painting an entire building.

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If the above-suggested activities require some modification in order to work efficiently and effectively for you and your staff or do not cover some aspect of your operations or facility, please contact the appropriate Grand Cities storm water representative:

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Phone: (701) 746-2713  
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John Thompson, City of East Grand Forks  
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Carole McMahan, Grand Forks County  
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For additional information on this or the local area community responsibilities under the National Pollutant Discharge Elimination System (NPDES) Phase II federal regulations for storm water discharges, visit the following Grand Cities Community Web sites:

City of Grand Forks:

<http://www.grandforksgov.com/gfgov/EnvironW.nsf/Main+Frameset?OpenFrameset>

City of East Grand Forks:

<http://www.ci.east-grand-forks.mn.us/>

Grand Forks County:

<http://www.co.grand-forks.nd.us/homepage.htm>

University of North Dakota:

<http://www.facilities.und.nodak.edu/stormwater.htm>

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