

BUILDING, EXTERIOR MAINTENANCE AND GOOD HOUSEKEEPING

- Use water-based paints instead of oil-based paints whenever possible.
- Use any cleaning chemicals properly. Never dispose of used cleaning water down the storm drain. Keep waste containers closed and chemicals properly stored.
- When spray painting, use smaller paint containers to minimize waste. Low volume, high pressure sprayers control over-spray, reducing paint waste.
- Mix paint indoors before starting work to minimize the opportunity for spills to enter storm drains.
- Use impermeable ground cloths while painting. Place paint cans in larger pans to contain drips and spills.
- Immediately clean up any spills that occur properly. Capture spills before they enter storm drains and clean them up using absorbents or other dry methods. Protect the storm drains by using absorbent pads or barrier.
- It is illegal to pour paint, solvent, clean-up water or any other wastes down a storm drain or onto the ground. Recycle solvents and use excess paints elsewhere on-site or donate them to a local school or community group. A list of potential pollutants likely associated with municipal facilities is attached to this document.
- Completely empty paint cans and let them air dry before disposing of them.
- If using water-based paint, clean brushes and equipment in a sink connected to the sanitary sewer. If you're using oil-based paint, contain waste paint and solvents for reuse, recycling or disposal as hazardous waste. Never pour paint down a drain.
- Use water-based thinners instead of petroleum-based thinners, if possible. Filter and reuse paint thinners until they're no longer effective, and recycle them through a commercial recycling service.
- Always store materials indoors when possible. If materials are stored outside they should be out of the weather elements and properly covered.
- Any fertilizers, snow salt or other lawn care chemical should be applied according to the manufacturing guidelines. The direct disposal of lawn care chemicals to the storm drain is prohibited.

VEHICLE MAINTENANCE

- Stay with vehicles and other equipment when fueling and do not top off the fuel.
- Reduce the amount of soap you use or wash your car with plain water.
- Keep your vehicle and equipment properly tuned and use the owner's manual to guide decisions about how often it is necessary to change fluids such as oil and antifreeze.
- Recycle used oil and chemical no longer needed. Never dump used oil, antifreeze, or other fluids on the ground or down the storm drain.
- Whenever possible, perform vehicle maintenance in a well-ventilated, but covered location (e.g., bus garage) indoors.
- Move leaking vehicles and equipment indoors and use a drip pan to temporarily contain leaks on equipment that cannot be moved indoors immediately.

MAINTAINING PAVED AREAS

- Washing paved areas can cause debris, vehicle fluids, and other pollutants to be carried into drainage systems with wash water. Sweep and use other dry methods to clean pavement instead of hosing it down. Be sure to pick up and dispose of the accumulated materials properly. Mechanized street sweepers are effective at removing sediment and debris from roads and other paved areas.
- If you must wash a paved area, remove as much residue and debris as possible before applying water. Screen storm drain inlets with filter fabric to catch soil and other particles.

ILLICIT DISCHARGE ELIMINATION PLAN (IDEP)

- Niles Community Schools will comply with the City of Niles IDEP and develop policies that reflect the City's ordinances on illicit connection and discharges. The District will provide the necessary training to the staff and students to implement the IDEP. The training will identify how to identify an illicit connection or discharge. The completion of the training to the staff will be documented on Acknowledgment of Training form. The records will be kept on site in the Director of Operations Office at the Senior High School.
- The point contact person for illicit discharge is the Director of Operations, who can be reached at 269-684-8020. The Director of Operations will be responsible for any required sampling, reporting, and complaint response and resolution. The City will be contacted regarding the details and resolution of the complaint.

PUBLIC EDUCATION PLAN (PEP)

-Niles Community Schools will participate and provide education regarding the approved PEP. Niles Community Schools will work in conjunction with the City to formalize the BMPs. The BMPs are to include: how to develop an outreach strategy, promoting a storm water message, provide information on storm water outreach, and provide education for the home and business owners.

-Pamphlets and flyers on Keep it Blue - only rain down the drain, were also supplied to the Niles Community Schools and were distributed to the staff members and are available to the students. The Director of Operations has been training new employees on storm water management.

-A web page on the school website will be dedicated to the Niles Community Schools Best Management Practices. This information will remain on the website for students and the public to access. The website was approved and is under construction.

-A school calendar will be distributed district wide on a yearly basis. The calendar is to include a reserved space for information on how to eliminate storm water pollution. This information is provided to help educate the parents and students of the district. The calendar will be distributed for the 2013 school year.

PUBLIC PARTICIPATION PROCESS (PPP)

Niles Community Schools will assist the City with public participation in the planning and implementation of storm water management. The District will encourage the students' involvement and help develop a proactive plan in storm water pollution prevention.

CONSTRUCTION STORM WATER MANAGEMENT

Niles Community Schools will comply with the storm water ordinances as outlined in the General Permit. The school district will provide training as needed on construction and post construction site storm water runoff control.

Niles Community Schools will provide the City with construction plans that document the approved BMP's to storm water control runoff. The school district will respond to any complaints regarding storm water runoff in a timely manner and will report to the City the resolution of the complaint.