



Meeting Minutes

Port of Anchorage MS4 Implementation Storm Water Pollution Prevention Team Quarterly Meeting

Where: Port of Anchorage (POA) Conference Room, 2000 Anchorage Port Road

When: Thursday, 23 February 2017

Call to Order: 10:00 A.M.

Attendees:	Sharen Walsh	POA	walshSA@ci.anchorage.ak.us
	Paul Rotkis	POA	rotkisPD@ci.anchorage.ak.us
	Stuart Greydanus	POA	greydanusSB@ci.anchorage.ak.us
	Amanda Tuttle	AFSC/ASIG	amanda.tuttle@asig.com
	Brad Quade	ABI/AS&G	brad.quade@anchsand.com
	Scott Dewandel	ABI/AS&G	scott.dewandel@anchsand.com
	Tou Yang	Delta Western	touy@deltawestern.com
	Alex Bitner	Delta Western	alexanderb@deltawestern.com
	Kristi McLean	R&M	kmclean@rmconsult.com

I. Meeting and Team Introductions

- Representatives from ADEC, Tesoro, TOTE, and Matson were not in attendance.
- Welcome to new team member Amanda Tuttle of AFSC/ASIG!

II. Discussion of Quarterly SWPP Team Meeting Goals

- Facilitate collaboration and cooperation between all Port users and employees regarding stormwater management and issues: new BMPs/controls, new development/construction that may affect stormwater, maintenance activities, general stormwater concerns, etc.
- Provide team members with permit/regulatory updates as they evolve
- Promote education of stormwater policies and BMPs
- To meet the requirements of the MS4 Permit
- Discuss upcoming construction projects at the POA (Sharen Walsh)
 - ML&P Feeder Loop Installation, Waterline reconstruction along Terminal Road (AWWU), Petroleum Cement Terminal Project (POA), South Backlands stabilization (POA), Security Upgrades (POA), New Generator Pads (POA).
- Schedule future 2017 quarterly meetings

III. Storm Water Pollution Prevention Team Roles/Responsibilities

- Ensure compliance with POA's MS4 Permit
- Obtain and maintain MSGP coverage

1. All tenants must obtain Multi-Sector General Permit coverage or provide documentation that their facility is not a permitting sector. Depending on the stakeholder's sector, benchmark monitoring may be required. This is the responsibility of each tenant.
- c. Participate in quarterly meetings
- d. Encourage good housekeeping
- e. Report non-compliance violations immediately (IDDE)
 1. Compensation for costs incurred by the POA to resolve stakeholder MS4 incidents will be required. If a stakeholder is responsible for an incident of non-compliance resulting in the need for R&M's involvement for resolution, the Port will seek reimbursement for consultant and/or remediation costs.

IV. Updates

- a. Overview and results of ADEC Inspection, December 2016
 1. Inspection occurred over two days in December and consisted of a thorough records review and a site-wide inspection. A total of five relatively minor violations were issued. A response to ADEC is due 15 April 2017, however, it is the Port's goal to respond ASAP. This inspection was very detailed and thorough; it is crucial that everyone know their responsibilities and regulatory requirements. Watch for MSGP inspections...they are likely coming soon!
- b. 2016 Annual Report submitted to ADEC on 14 February 2017
- c. Inspections, monitoring, and trainings have been ongoing
 1. Now is a good time to think about scheduling training. It can be done any time prior to the end of 2017, but is recommended before spring breakup or unexpected thaws.
- d. Stormwater webpage is live: <http://www.portofanc.com/operations/storm-water-management/>
 1. The development of a storm water specific webpage was a requirement of the new MS4 permit. You can find the most recent copy of the Annual Report, associated plan, contact information, quarterly meeting minutes, and frequently asked questions/common definitions regarding storm water protection.
- e. Stakeholder notification of five-year review of Tract J
 1. The hill between Terminal Road and Government Hill is a documented contaminated site. The Port is conducting a Five-Year Review (5YR) of the remediation plan to determine if cleanup remedies are sufficient or if they need to be revised. Potentially affected members of the public must be notified that a 5YR review is being conducted.
- f. Stormwater Management Program (SWMP) and Annual reports were submitted to ADEC in February, 2017.
- g. Inspections, monitoring, and trainings are ongoing
 1. Wet weather monitoring will be conducted twice in 2017 to characterize storm water discharges during rain events.
 2. Dry weather inspections have been favorable; no illicit discharges noted and will continue throughout 2017.

V. Q&A/General Discussion

- a. Reviewed jurisdictional map depicting boundaries for the POA's MS4 permit versus the Municipality of Anchorage's MS4 permit. It is important to know the difference as not all storm drain features beyond the POA security checkpoint are maintained by the POA. Full size copies of the map will be distributed to each stake holder with the hard copy of the 2016 Annual Report (mailed 2 March 2017).
- b. MSGP coverage and permitting requirements are driven by SIC codes; compliance is the responsibility of each stake holder, not the POA.
- c. Snow disposal/storage was discussed. The POA is in the process of coordinating with JBER to construct a snow storage facility. The agreement is being drafted and this site will hopefully be available for the 2017/2018 snow season. Tenants are responsible for proper housekeeping and debris removal at snow storage locations. Temporary snow storage piles should be placed as far away from receiving storm drain systems as possible and relocated to long-term storage areas as soon as possible.
- d. Quarterly meeting schedule was determined for 2017. Future meetings are tentatively scheduled for the third Thursday of May, August, and November. **NOTE: Quarterly meetings are a requirement of the POA's MS4 permit and should be attended by at least one representative from each company.**

VI. Identified Action Items:

- a. (R&M) Distribute 2016 Annual Reports with copy of jurisdictional map.
- b. (Tenants) Obtain or maintain MSGP coverage.
- c. (R&M/Tenants) Continue stakeholder training sessions.
- d. (R&M) Distribute outlook calendar invites for remaining 2017 quarterly meetings.

VII. Handouts: None

VIII. Adjournment: 11:00 am