

FLAMMABLE/COMBUSTIBLE FLUID SPILL POLICY



PREPARED BY
CITY OF BILLINGS
AVIATION AND TRANSIT DEPARTMENT
BILLINGS LOGAN INTERNATIONAL AIRPORT
BILLINGS, MONTANA

DECEMBER 2019

FLAMMABLE/COMBUSTIBLE FLUID SPILL POLICY

GENERAL REQUIREMENTS

1. Tenants are required to begin fluid spill cleanup immediately and report all spills to Airport Operations (406-657-8496). When reporting spills, include the type of fluid, approximate amount spilled, location, and cause of the spill.
2. Spill cleanup must be done in accordance with City of Billings, Aviation and Transit Department *Flammable/Combustible Fluid Spill Cleanup Procedures*.
3. All fluid spill accidents are the responsibility of the company and/or the individual who caused the spill. All costs for the cleanup of the spill will be borne by the responsible party.
4. Unreported spills will be cleaned up by Airport Operations personnel. Cleanup costs may be charged to the leaseholder and/or the responsible party who caused the spill.
5. Spills attributed to negligence by an individual or company could result in legal action.
6. Spills in excess of 25 gallons must be reported to the State of Montana Department of Environmental Quality. Airport Operations personnel will attempt to contain a large spill to prevent further ground contamination, however, the company or individual responsible for the spill will be responsible for cleanup, reclamation of the site, and all costs associated with the cleanup work.
7. The Airport will be responsible for providing the initial report to the State DEQ agency, County Pollution Control, the City of Billings Environmental Engineer, and if necessary, the City of Billings Water Treatment Plant regarding the spill (see notification numbers attached to this policy). The Airport tenant involved will be responsible for any and all follow up investigation and remediation requirements directed by the State of local agencies, at the tenant's cost.
8. Each mobile refueling truck operating at the Airport must have a minimum amount of materials and supplies onboard, acceptable to the Airport, to adequately mitigate a 10-gallon fluid spill. Each fuel farm area that is in operation at the Airport must have a minimum amount of materials and supplies, acceptable to the Airport, onsite to adequately mitigate a 25-gallon fluid spill. To ensure compliance, each spill kit will be inspected once every three (3) months during the mandated 14 CFR, Part 139 FBO inspections conducted by Airport Operations personnel.
9. Each employee that is involved in refueling, defueling, or repairing aircraft on ramp areas must receive training from their employer covering the following topics:
 - Fluid Spill Prevention
 - Acceptable Fluid Spill Cleanup Procedures
 - Fluid Spill Notifications

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SPILL CLEANUP KITS

Listed below are the minimum requirements for fluid spill cleanup kits. Each kit is to be restocked after use and inventoried at least monthly.

10-GALLON FLUID SPILL CLEANUP KIT

- Large weatherproof storage container to hold entire contents of spill kit.
- One (1) gallon of commercial emulsifying agent that will reduce the flammability of the spilled fluid that is environmentally acceptable, and easy to clean up.
- Stiff-bristle push broom for agitating the emulsifier.
- Two (2) cubic feet of lightweight absorbent material that will effectively absorb the emulsified fluid, can be discarded in the local landfill or incinerated at an approved hazardous materials disposal site. Clay-type "floor-dry" and "kitty litter" are not acceptable products to use.
- Non-sparking shovel and trash bags to collect used absorbent material.
- Absorbent pillows and/or socks (optional).

25-GALLON FLUID SPILL CLEANUP KIT

- Large weatherproof storage container to hold entire contents of spill kit.
- Two (2) gallons of commercial emulsifying agent that will reduce the flammability of the spilled fluid, is environmentally acceptable, and easy to clean up.
- Stiff-bristle push broom for agitating the emulsifier.
- Four (4) cubic feet of lightweight absorbent material that will effectively absorb the emulsified fluid, can be discarded in the local landfill or incinerated at an approved hazardous materials disposal site. Clay-type "floor-dry" and "kitty litter" are not acceptable products to use.
- Non-sparking shovel and trash bags to collect used absorbent material.
- Absorbent pillows and/or socks (optional).

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FLUID SPILL CLEANUP PROCEDURES

1. Stop all foot and vehicle traffic from entering spill area.
2. Diking in some form should be deployed ahead of the direction of flow of the spill.
3. Diking should be deployed at points where the spill fluid may:
 - Enter a storm manhole or slotted drain
 - Enter any soil area adjacent to the spill area
 - Flow into or under any heat source or other heat/flame source (e.g., hot exhaust)
4. Ensure Airport Operations has been notified (406-657-8496).
5. Apply emulsifier over spill area.
6. Use broom to mix/agitate emulsifier into the spill area.
7. Apply absorbent material around perimeter of spill area.
8. Broom material toward the center of the spill area.
9. Collect all absorbent material, and dispose of properly.

**FLAMMABLE/COMBUSTIBLE FLUID SPILL POLICY
FLUID SPILL NOTIFICATION NUMBERS**

- 1. EMERGENCY911**
(If spill is exposed to a flammability hazard or is uncontrollable)

- 2. AIRPORT OPERATIONS.....406-657-8496**

- 3. STATE ENVIRONMENTAL HOTLINE.....800-457-0568**
 - UNDERGROUND STORAGE TANK RELEASES.....406-324-4777**
 - OTHER HAZARDOUS MATERIAL RELEASES406-444-0379**
(Includes fuel spills)

- 4. CITY/COUNTY POLLUTION CONTROL**
RIVERSTONE HEALTH.....406-256-6841
(Clark)

- 5. CITY OF BILLINGS**
ENVIRONMENTAL ENGINEER – BORIS KRIZEK
 - DAYTIME406-247-8517**
 - AFTER HOURS406-690-7609**
WASTEWATER TREATMENT PLANT
OPERATIONS SUPERVISOR – MATT WINKLER
 - DAYTIME406-247-8514**
 - AFTER HOURS406-698-1838**

**FLAMMABLE/COMBUSTIBLE FLUID SPILL POLICY
SPILL REPORTING FORMS**

IMMEDIATE REPORT FORM:

<https://deq.mt.gov/reporting>

STANDARDIZED CLEANUP REPORT FOR SPILLS OR RELEASES THAT IMPACT SOIL:

<https://deq.mt.gov/Portals/112/DEQAdmin/ENF/Documents/StandardizedCleanupReport.pdf>

STANDARDIZED CLEANUP STATEMENT:

<https://deq.mt.gov/DEQAdmin/ENF/spill>

MAIN DEPARTMENT OF ENVIRONMENTAL QUALITY WEBSITE:

<https://deq.mt.gov/DEQAdmin/ENF>