

EMP Action Items - FY Q1 2020				Notes
Water Management (Medium Priority)				
Met on November 21: T. Meyer, W. Redmond, J. Freischlag, M. Simko, D. Liu, O. Hooks, M. Culver, C. Hook				J. Saecker, P. Swartz also invited
Objective: Manage WFF's impact to area water resources				
Targets:				
1) Improve drinking water quality at WFF				
2) Reduce potable water consumption 20% from FY2007 baseline, and 0.5% for FY2020				
3) Reduce stormwater and wastewater pollutant loadings to receiving streams				
Actions	Start	Completion/ Ongoing	Responsibility	
1) Improve drinking water quality at WFF	FY Q1 2012	FY Q4 2020	O.Hooks J. Saecker	Determine tracking for other AWWA tank inspection types (Saecker)
a) Complete tank inspections and evaluate need for sediment removal as best management practice	FY Q3 2015	FY Q4 2020	C. Hook O. Hooks W. Redmond	Due every five years. Inspection overdue for F-165. NASA to follow up with LJT. Delays due to water availability for Chincoteague
b) Track and review chlorine and orthophosphate injection concentration records in monthly VDH report	FY Q1 2012	(Ongoing)	M. Culver O. Hooks W. Redmond	
c) Annually conduct unidirectional flushing per O&M plan	FY Q1 2015	FY Q4 2020	C. Hook W.Redmond	
d) Inspect backflow preventers per Backflow Prevention Plan	FY Q2 2018	FY Q4 2020	O.Hooks J. Saecker	

e) Complete intensified monitoring for MB lead and copper	FY Q3 2018	FY Q4 2020	O. Hooks J. Freischlag	
f) Investigate if additional temperature and chlorine monitoring is required	FY Q1 2020	FY Q4 2020	O. Hooks	if required by Legionella managemnt Plan
g) Complete Potential Water Quality Contamination Notification SOP	FY Q1 2020	FY Q2 2020	O. Hooks	
2) Reduce potable water consumption 20% from FY2007 baseline, and 0.5% for FY2020.	FY Q1 2010	FY Q4 2020	J. Saecker O.Hooks W.Redmond	
a) Conduct refresher water conservation training in conjunction with Annual Integrated Contingency Plan/Stormwater Pollution Prevention Training for operators and other personnel	FY Q1 2016	FY Q3 2020	M. Simko	
b) Install water meters as funding is available based on Water Conservation Technical Assessment. (X79, H100, N161, F160, E109, V-27, E-110, new MARS PPF)	FY Q1 2010 (Contingent upon funding)	Ongoing	J. Saecker W.Redmond	Saecker to investigate funding for N-162 water meter to aid in TTHM data
c) Repair of water distribution infrastructure (replace aging infrastructure)	FY Q4 2012	FY Q4 2020 Ongoing	J. Saecker	Well #5 pipe has been repaired but the casing has not been repaired. Task for new well design, but may not be on-line until at least 2021.
3) Reduce stormwater and wastewater pollutant loadings to receiving streams	FY Q1 2017	FY Q4 2020	J. Saecker O.Hooks W.Redmond	
a) Document diversion of flow from oil/water separator to Outfall 003 for high precipitation weather events	FY Q1 2017	FY Q4 2020	J. Freischlag C. Hook W. Redmond	notification emails sent to DEQ (ongoing) Email documentation should confirm valve position post-storm event. Monthly PM to activate valve to ensure proper operation
b) Continue spot checks after weather related events, and releases in accordance with construction sediment and erosion control plans and stormwater pollution prevention plan. Conduct records review for compliance with construction and WFF stormwater pollution prevention plans	FY Q1 2017	FY Q4 2020 (Annual Ongoing)	O. Hooks J. Freischlag FMB	Review building inspections or incorporate into building inspections.

c) Monitor Fats , Oils, and Grease (FOG) program at WFF	FY Q1 2017	FY Q4 2021	J. Saecker O.Hooks W. Redmond	
i) Continue Fats, Oil, and Grease training to include E2 catering in addition to NASA cafeteria workers, Chincoteague Bay Field Station, NOAA, Navy public works (housing) and coast guard housing	FY Q1 2016	FY Q3 2021	O.Hooks W. Redmond	
ii) Review new construction plans for possible requirement for grease traps	FY Q1 2012	FY Q4 2020	J. Saecker O.Hooks W. Redmond	
d) Notify VA Dept of Health of operational status of water systems when adverse weather affects area.	CY Q4 2015	CY Q4 2020 Ongoing	M. Culver O.Hooks	
e) Complete VPDES 5-year permit renewal package	FY Q4 2018	FY Q2 2019 Complete	M. Morris O. Hooks	Waiting for permit issuance
f) Review GAC DMR packages	FY Q1 2020	FY Q4 2020	O. Hooks M. Culver	
Resources:				
Time: Ongoing contingent on funding				
People: 1.50 FTE (Hooks, Redmond, Saecker), 3.5 WY (C. Hook, Frieschlag, Cornwell, Culver) 5.0 WY (WWTP, DW - operators)				
Money: Infrastructure replacement (150K water meters)				
J. Saecker: Water/wastewater upgrades				
Mike Morgan: Stormwater construction plan review				
Training:				
1) Basic awareness training of groundwater issues for operations and other personnel, as needed				
2) FOG training				
3) SWP3 training module as part of ICP training				
4) VDEQ Stormwater Management and Erosion & Sediment Control training				

Monitoring and Measurement:	
1) Water and wastewater operational parameters	
2) Progress on infrastructure evaluation and replacement	

Records:	
1) Reports from meetings and study reports	
2) Leak detection study report	
3) Training records, as applicable	
4) WWTP operational records and laboratory records	
5) VPDES Permit	
6) Quarterly Groundwater Withdrawal records	
7) VDH Monitoring Plans	
8) Annual Comprehensive Site Compliance Evaluation Report	
9) ICP	
10) SWP3 annual update	
11) Waterworks Operations Permits (WI/ML and MB)	
12) Sewage Disposal Systems Operating Permit	
13) Annual Sludge Report	

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