

Attachment B  
**Bear River Health Department**  
**Environmental Service Delivery Plan FY2022**

**Reporting**

An Annual Report on Performance (due August 31, 2022) and Expenditures (due July 31, 2022).

**Funding Sources**

**TOTAL: \$146,928**

**State**

General Funds: \$88,012

**NOTE: The following funding sources have restrictions; funds may solely be used for the purpose appropriated.**

**Federal**

Air Quality Compliance: \$3,000. CFDA# 66.605 – Performance Partnership Grant Award # BG 99847521.

Drinking Water: \$ 8,788 (Sanitary Surveys) and \$23,024. (Funding for scope of work items) CFDA#66.605 – Performance Partnership Grant Award #BG 99847521.

**Restricted**

Underground Storage Tanks Collection: \$12,520

Used Oil: \$11,084

Mercury and Other Water Quality: \$500

**Air Quality**

GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
Provide air quality information to the public.  As appropriate, alert the Division of Air Quality to compliance issues.	Provide information to the public directly - through outreach activities, answers to questions, and/or printed information - and indirectly - via the Web and social media outlets.	A brief summary on how objectives were met. To the extent possible, provide the number of people reached.	Issues requiring action reported directly to Jay Morris, compliance branch manager, at 801-536-4079 or <a href="mailto:jpmorris@utah.gov">jpmorris@utah.gov</a>
	As appropriate, refer air quality compliance issues to Division of Air Quality staff.	Timely referral of issues. A brief summary of the types of issues handled directly as part of the annual report.	All other information, summarized annually, in conjunction with the End of Year Report.

## Drinking Water

GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
Maintain superior drinking water quality by ensuring adequate facilities, source protection and timely assistance to water system operators.	Provide service as outlined in the attached Drinking Water Scope of Work. (Attachment B.5)		
Ensure that sanitary surveys are conducted using established forms and following established guidance protocol.	Conduct sanitary surveys for reimbursement (below) using established guidance protocols. Surveys are due to the Division within 30 days of completion. All surveys are to be completed and received by the Division by no later than October 31, 2021. Extension of the deadline needs to be approved by Division on case-by-case basis. The reimbursement amount for any surveys not completed will be subtracted from the February 2022 quarterly payment.	Number of systems surveyed.  Percent of systems with approved ratings.  Percent population served with approved ratings.	When surveys are performed.  Each survey report must be submitted to DDW within 30 days of survey.

UTAH03039	MALIBU - DEWITT - GUINAVAH	\$ 456.00
UTAH03029	BRIDGER PICNIC AREA	\$ 456.00
UTAH17014	ELK HOLLOW RANCHES	\$ 456.00
UTAH03052	ZOLLINGER WAREHOUSE	\$ 480.00
UTAH03097	BENSON CULINARY IMPROVEMENT DISTRICT	\$ 480.00
UTAH02072	EARLEY PARK	\$ 536.00
UTAH03077	LODGE CAMPGROUND - LOMIA GIRLS CAMP	\$ 536.00
UTAH03030	CARD CAMPGROUND AREA	\$ 536.00
UTAH02079	BEAR RIVER WCD- COLLINSTON WATER SYSTEM	\$ 536.00
UTAH17010	BEAR LAKE WATER COMPANY	\$ 536.00
UTAH02066	BEAR RIVER WCD-TREMONTON	\$ 756.00
UTAH02007	ELWOOD TOWN	\$ 756.00
UTAH02062	WILLOW CREEK WATER CO	\$ 756.00
UTAH03020	SMITHFIELD CITY	\$ 756.00
UTAH17003	LAKETOWN	\$ 756.00

## Environmental Response and Remediation: Underground Tanks

GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
Prevent release of hazardous and toxic substances into the environment.	Inspect UST closures.	Number of closure inspections performed.	To the Division: - Inspection forms: within two weeks of performing the inspection. - Number of closure inspections: monthly, by the 20th of the next month following the inspection.
	Review UST closure plans.	Number of plans reviewed.	- Number of plan reviews: monthly, by the 20th of the next month.
	Inspect UST installations, upgrades, and repairs.	Number of installations, upgrade, repair inspections performed.	- Inspection forms: within two weeks of performing the inspection. - Number of inspections: monthly, by the 20th of the next month following the inspection.
Prevent release of hazardous and toxic substances into the environment.	Conduct 50% of the compliance inspections required at High and Moderate Risk UST facilities within the district each year. The frequency of inspection at each facility will be determined in accordance with the <i>UST Compliance Section Inspection Prioritization Policy</i> . DERR will inspect the remaining certified facilities due for inspection in the district. The facilities to be	Number of leak detection inspections performed. Inspection reports submitted on time.	- Inspection forms: within two weeks of performing the inspection. - Number of inspections: monthly, by the 20th of the next month following the inspection.

GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
	inspected each year will be determined by mutual agreement between the District and the DERR. DERR will conduct follow-up inspections at facilities out of compliance for more than six months.		
	Investigate complaints regarding UST releases, petroleum odors, free product, hydrocarbon-contaminated groundwater and drinking water and other allegations of UST violations.	Number of complaints investigated.	<ul style="list-style-type: none"> <li>- Complaint: verbal within 24 hours followed by written report within two weeks.</li> <li>- Number of complaints: monthly, by the 20th of the next month.</li> </ul>
	Identify non-notifiers.	Number and location of non-notifiers identified.	<ul style="list-style-type: none"> <li>- Non-notifier information: within two weeks of identifying the non-notifier.</li> <li>- Number of non-notifiers: monthly, by the 20th of the next month.</li> </ul>
	Personnel must be properly certified as UST Inspectors and Groundwater/soil Samplers.	Successfully complete applicable certification or recertification requirements.	Annually, in conjunction with the End of Year Report.

## Executive Director's Office

GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
Protect the integrity of the regulatory process and ensure that enforcement actions are not put at risk due to technicalities that could have been addressed through coordination.	Contractor will coordinate with either a division director or DEQ's Executive Director on anything that directly cites Title 19 and is the subject of a judicial (civil or criminal) enforcement process.	Coordination occurs, as needed.	Annually, in conjunction with the End of Year Report.

## Waste Management and Radiation Control: Hazardous Material

GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
Protect public health and the environment from exposure to contamination caused by improper treatment, storage, and disposal of hazardous waste.	Provide lead environmental agency response to environmental emergencies in the Bear River District. Contact the DWMRC for any assistance needed.	Track the number of incidents responded to and provide a short narrative of the outcome	Annually, in conjunction with the End of Year Report.
	Answer the public's complaints and questions regarding hazardous materials.	<ul style="list-style-type: none"> <li>• Number of questions responded to.</li> <li>• Number of complaints received</li> <li>• Number of complaints followed up</li> <li>• Number resolved</li> </ul>	

## Waste Management and Radiation Control: Solid Waste

GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
Protect public health and the environment from exposure to contamination caused by improper treatment, storage, and disposal of solid waste.	Answer questions on recycling and solid waste. Investigate spills and complaints regarding Solid Waste including Waste Tires	Number of calls and inspections on sites. Enter information on DEQ Environmental Incident tracking data base once investigation is complete.	Annually, in conjunction with the End of Year Report.
	Identify illegal dump sites	Numbers located.	
	Work with counties to prevent and clean-up illegal sites.	Number of meetings, inspections, pictures, and clean-ups performed	
	Inspect small permitted sites in Box Elder County	Number of inspections.	
	Permit and inspect waste tire recyclers in counties.	Number of permits and number of inspections.	
	Identify piles and assist owner in removing piles.	Number of piles.	
	All staff responding to solid waste questions attends and participates in a training session either electronically or in person if one is hosted by the DWMRC.	Attendance and participation in training.	
Note if a waste tire recycler locates within the Bear River District this plan will be modified to include waste tire recycling reimbursement processing.			

## Waste Management and Radiation Control: Used Oil

\*Acknowledge the authority of the County and Health Department to regulate the collection, transportation, and disposal of solid waste generated within its jurisdiction as provided for in Section 19-6-503, Utah Code Ann., 1953 as amended.

\*Acknowledge the authority of the County and Health Department to enact and enforce ordinances regarding the management of used oil as provided for in Section 19-6-723, Utah Code Ann., 1953 as amended.

GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
Protect public health and the environment from exposure to contamination caused by improper treatment, storage, and disposal of used oil.	<b>Inspect all used oil collection centers (UOCCs) every six months and submit an inspection report with photos documenting compliance.</b>	Inspector will download the most current list of UOCCs for their inspection area via DEQ website. The number of UOCCs inspected	<b>UOCC inspection reports which include checklist, photos and log sheets submitted to the Division, semi-annually:</b>

GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
	<p>1. Document inspections on UOCC Inspection Form provided by Division of Waste Management and Radiation Control (DWMRC) either electronically or hardcopy:</p> <p>a) Ensure all inspection forms are completely filled out. Use N/A if not applicable.</p> <p>b) Annotate time spent to complete the inspection (include travel).</p> <p>c) Add comments, suggestions or issues in the comment section.</p> <p>2. Attach a copy of photo(s) to each inspection form to document conditions and/or noncompliance and resolutions implemented.</p> <p>3. Gather ALL DIYer log sheets at UOCCs and submit with inspection forms and photo(s) even if only a few entries have been made.</p>	<p>versus the total universe goal is 100%.</p> <p>Complete inspection reports must include:</p> <ul style="list-style-type: none"> <li>• Inspection checklists,</li> <li>• Fully filled-out log sheets and Printed/labeled photographs of the each UOCC tank area.</li> </ul> <p>Documentation of any non-compliance and resolutions are annotated on the inspection form in the comment section.</p> <p><b>All UOCC Collection Center logsheets are collected during each inspection and submitted to DWMRC with your inspection reports.</b></p>	<p>- No later than Jan. 20 (for July – Dec. activity)</p> <p>- No later than July 20 (for Jan. – June activity)</p>
<p>Protect public health and the environment from exposure to contamination caused by improper treatment, storage, and disposal of used oil.</p>	<p><b>Investigate all complaints regarding used oil releases and allegations of used oil violations, including complaints the LHD and DWMRC receive from anonymous sources.</b></p>	<p>All complaints regarding used oil releases are listed on the Semi-Annual Used Oil Report Form</p> <p>Allegations for used oil violations are investigated and reported on Used Oil Report Form.</p>	<p><b>Semi- annually on the UOCC Report Form:</b></p> <p>- No later than Jan. 20 (for July – Dec. activity)</p> <p>- No later than July 20 (for Jan. – June activity)</p>

GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
	<p>1. Submit written report and, for major problems, photographs, describing the complaint and investigation process, including follow-up procedures and resolutions.</p> <p>2. For complaints that are resolved quickly, documentation should be submitted when the complaint has been resolved.</p> <p>3. For complaints that require extended follow-up, documentation should be submitted periodically.</p> <p>4. Ensure that all complaints are investigated and verify the issues are being addressed in a timely and appropriate manner. If issues do not get resolved, ensure that appropriate enforcement actions are taken. Notify the DWMRC for any assistance needed.</p>	<p>Written reports and photographs of investigations and resolutions of major problems are submitted in the annual report.</p>	
<p>Protect public health and the environment from exposure to contamination caused by improper treatment, storage, and disposal of used oil.</p>	<p>Perform public outreach promoting used oil recycling to public groups such as the Chamber of Commerce, high school automotive shops, fairs, official boards and other organizations.</p>	<p>Number of public education presentations performed.</p>	<p><b>Semi- annually on the UOCC Report Form:</b></p> <ul style="list-style-type: none"> <li>- No later than Jan. 20 (for July – Dec. activity)</li> <li>- No later than July 20 (for Jan. – June activity)</li> </ul>
	<p>All used oil staff attend and participate in the used oil training session either electronically or in person if one is hosted by the DWMRC.</p>	<p>Attendance and participation in used oil training by all personnel involved with used oil outreach.</p>	<p>Semi-annually on the Used Oil Report Form</p>



## Water Quality

GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
<p>Effectively implement the small wastewater disposal system program to protect the environment and enhance relations with and support of local health department.</p>	<p>Administer small wastewater disposal systems to comply with Utah Administrative Code R317-4 and local rules.</p> <ol style="list-style-type: none"> <li>1. Review, approve, and inspect all new, repairs, and alterations to both Conventional and Alternative onsite systems, including Holding Tanks.</li> <li>2. Conduct complaint investigations and pursue corrections of any onsite system failures.</li> <li>3. Collect the \$25 for each new onsite wastewater system installed, and remit fees to DWQ by the 30<sup>th</sup> day of the month following the end of each quarter.</li> </ol>	<ol style="list-style-type: none"> <li>1. Existence of plan review, perc test, soil log evaluation and inspection records.</li> <li>1. Number of systems approved.</li> <li>1. Number of systems inspected.</li> <li>1. Total number of systems in county.</li> <li>1. Number of Holding Tank approvals issued.</li> <li>2. Number of complaint investigations conducted.</li> <li>2. Number and type of failures identified and/or corrected.</li> <li>3. Fees remitted quarterly to DWQ.</li> </ol>	<p>Annually, in conjunction with the End of Year Report.</p>
	<ol style="list-style-type: none"> <li>4. Assure that all LHD staff involved in the review, approval, and inspection of onsite wastewater systems are trained and certified at the appropriate level per R317-11.</li> <li>5. Assure that all onsite system work is done by persons certified as appropriate according to R317-11.</li> </ol>	<ol style="list-style-type: none"> <li>4. All staff are certified per R317-11 and identified as being Level 2 or 3.</li> <li>5. All work is done by persons certified per R317-11.</li> </ol>	<p>Annually, in conjunction with the End of Year Report.</p>
<p>Communication and Training</p>	<p>To remain effective and knowledgeable, DWQ and LHD will continue to participate and communicate in onsite program matters.</p>	<ol style="list-style-type: none"> <li>1. DWQ will notify LHD by a means of communication, when a representative comes into the LHD area for onsite program business.</li> <li>2. DWQ will be represented at all COWP monthly meetings.</li> </ol>	

GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
		3. LHD will attempt to send a representative to monthly COWP meetings. 4. A representative of DWQ will attend the annual Utah Onsite Wastewater Association conference. 5. LHD will attempt to send a representative to the Annual Utah Onsite Wastewater Association conference.	
Effectively implement and administer the Liquid Waste Program in the collection, storage, transportation and disposal of all sewage wastewater.	Administer the Liquid Waste Program per Utah Administrative Code R 317-550 to help prevent a public health hazard or nuisance or adversely affecting water quality. 1. Ensure every Liquid Waste Operation working within the boundaries of the LHD holds a valid operating permit.	1. Maintain a list of all Liquid Waste operators currently permitted within the LHD jurisdiction. 1. LHD may conduct annual inspections on all the liquid waste trucks used by each operator. 1. Encourage the operator to obtain a surety bond issued by a corporate surety company.	
	2. Ensure that the disposal sites used by the Liquid Waste operators are maintained in a sanitary manner and adequate to receive and treat these wastes.	2. LHD may inspect disposal sites used by the liquid waste operators, as determined as necessary.	Annually, in conjunction with the End of Year Report.
Identify and manage all pollution sources to insure continued beneficial uses of water and public health protection.	Notify DWQ of any new surface water and ground water pollution sources you become aware of.	Number of uncontrolled pollution sources and spills identified and addressed or referred to DEQ.  Number of fish kills investigated.	

## Water Quality: Get the Mercury Out

GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
<p>Encourage pollution prevention to Utah citizens through programs that target the reductions of special wastes.</p>	<p>Contractor will serve as a collection center for citizens needing to dispose of mercury containing household products. Funds provided by DEQ cover mercury disposal up to \$500/LHD, through state contract with Clean Harbors</p> <p>Chuck Lawrence at Clean Harbors.            (801)597-0283  <a href="mailto:lawrence.chuck@cleanharbors.com">lawrence.chuck@cleanharbors.com</a></p>	<p>Pounds of mercury collected and properly disposed.</p>	<p>Annually, in conjunction with the End of Year Report.</p>

## **Bear River Health Department FY 2022 Scope of Work Guidance**

### **Core Items**

#### **1. Local Health Departments will Track, Manage, and Report on Threshold Systems**

The Local Health Department (LHD) within their purview will develop and implement procedures to ensure it is aware of drinking water service threshold systems/business through planning and zoning notices, miscellaneous notifications, onsite wastewater permitting, and other methods. The procedures will ensure that the LHD is aware of new developments outside of public water system boundaries. The LHD will work with the Division of Drinking Water (DDW) to track, monitor, and manage these developments and potential water systems, and will consult with DDW on each case whether a new system meets the Public Water System (PWS) definition or not. When a water system grows to meet the requirements of a PWS, the LHD will report the system to DDW.

**Goal:** LHD will be aware of the threshold for becoming a public water system to develop and implement procedures to trigger a review of any new development. Decrease public health gaps for residents receiving drinking water from a system that should be regulated by DDW.

**Objective:** The proliferation of small systems and large communities served water behind a master meter that are unknown to DDW, but should be a PWS, are a public health gap. System development can also grow to cross the regulatory threshold. DDW needs LHD assistance to keep track of these types of situations and pass them along to us for regulation when appropriate. The LHD and building authority is uniquely positioned to assist these systems in their transition to regulated PWSs.

**Measure:** Maintain an inventory of threshold systems and update their current situation annually.

**Report:** Notify DDW quarterly of threshold systems that meet the requirements of a PWS and provide the inventory of threshold systems LHD reviewed in annual report.

#### **2. Consultations with Public Water Systems**

The Local Health Department will consult with and provide assistance to local drinking water systems on: unapproved status, boil orders, notices of violation (NOV), system deficiencies, optimization and technical assistance, training and using WaterLink, and will support water systems performing Level 1 Assessments. The LHD will also confirm the deficiency and violation status of the public water system serving a proposed development and consult with DDW if capacity deficiencies are identified before the

development is approved by the LHD. The LHD will inform DDW of concerns and questions received by PWSs in order to keep DDW aware of developing perceptions and concerns so that DDW can adjust training and outreach accordingly.

**Goal:** Provide local support for PWS compliance and optimization.

**Objective:** Ensure that each PWS has accurate, timely, and localized assistance to ensure their compliance with DDW regulations to protect public health.

**Measure:** Reduce the number of not approved PWSs, minimize the duration of and subsequent follow-up events that result from water system non-compliance.

**Report:** What the LHD is doing to encourage compliance with drinking water rules and standards. Report the number of systems LHD provided support or information to assist in Public Notifications and/or building permit denials due to drinking water deficiencies.

### 3. Emergency Response

The LHD will contact DDW, using the emergency response number, within 4 hours of any incident or emergency that may impact drinking water in order to ensure the best practices will be used to protect public health. Leaving a voicemail on the DDW emergency response number will be sufficient notification in the event of an unanswered call. The LHD will coordinate efforts with DDW to determine what emergency situations they wish to participate in. The LHD will coordinate with DDW on all emergency response public notifications regarding drinking water including voluntary notifications issued by either the LHD or the PWS. Additionally, DDW will notify and/or coordinate with the LHD on all Tier 1 and Maximum Contaminant Level (MCL) Public Notices. The LHD will work with DDW and the PWS on additional sampling requirements and reporting during drinking water emergencies.

**Goal:** Provide rapid and accurate response to protect public health.

**Objective:** Ensure that the public is quickly given accurate and consistent information. Participate in emergency response activities according to established protocols.

**Measure:** Response measures will be event specific.

**Report:** All emergency response activities and results, not already recorded in Waterlink, shall be tracked, managed, and reported to DDW.

### 4. Support Source Protection Programs

The LHD will support public water systems in their efforts to protect their sources through cooperation, coordination, and communication. Counties of the first and second class are statutorily required to develop and enforce source protection ordinances to protect watersheds, drinking water sources, and public health. Many counties that are not of the first or second class have recognized the value of protecting drinking water sources and voluntarily implemented source protection ordinances as

well. LHDs that do not have these ordinances will work with county code enforcement to encourage that these ordinances are enforced and consult with DDW whenever there is a change to their ordinance.

**Goal:** To protect the public drinking water supply from potential contamination sources.

**Objective:** To support PWS efforts to protect their sources through cooperation, coordination and communication. The LHD has more authority than DDW within its local jurisdiction to make significant impacts on source protection. This could be through ordinance, plan review, density planning, coalitions, or other measures.

**Measure:** Document actions related to source protection ordinances such as identifying source protection zone of a PWS to identify properties with restricted activities such as onsite wastewater systems, ground heat source pump inquiries, watershed issues, etc., enforcement, public outreach and education, and other activities.

**Report:** All source protection activities LHDs are involved in shall be tracked, managed and reported to DDW annually.

## 5. Public Consultations and Media Inquiries

The LHD in coordination with DDW and the PWS will continue to provide accurate, timely, consistent messaging to the public concerning water systems within its boundaries and ensure that communication is in alignment with DDW programs, policies, and directive whenever practical. Media inquiries regarding public drinking water systems and supplies will be coordinated with DDW whenever practical. This coordination will follow the procedures outlined in the DEQ-LHD Notification Procedure.

**Goal:** To provide transparency to the public with respect to drinking water issues.

**Objective:** Ensure accurate, timely, and consistent messaging with respect to drinking water issues to the public and media.

**Measure:** Agree to participate and coordinate with DDW.

**Report:** Report the number of systems LHD provided support or information to assist in public consultations and media inquiries.

## **Additional Items**

### **1. Investigative Sampling**

- Goal: To reduce the duration of public health concerns.
- Objective: To quickly identify the root cause of specific public health concerns.
- Measure: Number and type of samples collected for each specific event.
- Report: Number and type of investigative PWS samples collected in relation to any specific event that the DDW requests, along with any correlation between samples collected and issues identified.

### **2. Waterlink access support**

- Goal: To assist PWS in accessing essential system specific information.
- Objective: At the request of a PWS, the LHD will help coordinate access to a workstation where access to Waterlink is available.
- Measure: Number of PWS assisted with Waterlink access.
- Report: Annually report on LHD specific actions.

### **4. Support Backflow Program**

- Goal: Prevent contamination of public drinking water supply from cross connections or backflow events.
- Objective: Support local backflow and cross connection control programs.
- Measure: LHD specific actions
- Report: Annually report on LHD specific actions.