

FY2004 END OF YEAR REPORT

DEPARTMENT OF ENVIRONMENTAL QUALITY

DIVISION OF ENVIRONMENTAL RESPONSE AND REMEDIATION

UST BRANCH FY 2004 GOALS

- I. Contaminated LUST sites will be cleaned to levels that are protective of human health and the environment.

Measures:

- a. Review and closeout 130 LUST sites between July 1, 2003 and June 30, 2004.^{CPM H5}

RESULTS: *97 LUST sites closed*

- b. Develop project schedules for state lead sites. Proceed according to project schedules toward site cleanup and closure.

RESULTS: *Sites are proceeding according to projected schedules and budgets.*

- c. Increase the percent of confirmed LUST sites cleaned up and closed out.

RESULTS: *87.2% of all confirmed releases have been closed.*

- d. Participate in national MTBE work group. Monitor impact of MTBE on groundwater in Utah.

RESULTS: *2 PST and 1 RA staff attended ITRC MTBE training in Long Island, New York. MTBE co-metabolism remediation pilot project failed. Investigating the use of ozone sparging.*

- II. Prevent releases of hazardous and toxic substances into the environment

Measures:

- a. For all subgoals under this goal, update report on progress towards goal quarterly.^{CPM H2 H5}

RESULTS: *Ongoing*

- b. Conduct or insure completion of leak detection inspections at 100% of the facilities

throughout the state by June 30, 2004.

RESULTS: *Standard met*

- c. 80% of inspected facilities in substantial compliance with leak detection requirements after 60-day inspection follow-up.^{CPM H2}

RESULTS: *80% of inspected facilities in substantial compliance with leak detection*

- d. 90% of inspected facilities in substantial compliance with operational requirements after 60-day inspection follow-up.

RESULTS: *86.9 % of inspected facilities in substantial compliance with operational requirements*

- e. Identify facilities that remain in non-compliance with release detection & operational requirements two months after the inspection date and initiate appropriate compliance actions.^{CPM H2}

RESULTS: *Notice of Intent to Revoke and Orders sent as needed.*

- f. 95% of operational facilities have current Certificate of Compliance by June 30, 2004.

RESULTS: *96.4% of all facilities have a Certificate of Compliance*

- g. Track effectiveness of various leak detection methods, including undetected releases, false alarms and inconclusive results.

RESULTS: *Data collected as part of inspections and spill reports*

III. Program development and continuous improvement for efficient and effective cleanup of LUST sites

Measures:

- a. Prioritize potential UST enforcement actions by July 31, 2003, and update priority list quarterly.

RESULTS: *UST enforcement actions prioritized at least quarterly*

- b. To cost recover state money used to investigate, abate and /or cleanup LUST sites, where the RP is unknown, unwilling, and/or unable, increase the number of cost recovery actions initiated, funds recovered, and settlement agreements completed from the previous fiscal year.

RESULTS: *Total of \$95,347 collected during fiscal year. Staff worked with AG's office on the finalization of several consent agreements.*

- c. By March 1, 2004, develop a guidance document for project managers on the use of Natural Attenuation at LUST sites.

RESULTS: *Public comments received and evaluated. Document finalized and available on web site.*

IV. Employees

- 1. Provide employees clear guidance and direction to successfully fulfill their responsibilities.

Measures:

- a. Negotiate performance plans, consistent with strategic goals and objectives, with specific measurable performance criteria for all staff, by June 30, 2003.

RESULTS: *Standard completed*

- b. Conduct informal 1 on 1 performance evaluations quarterly for all staff to discuss status of assigned projects to provide feedback and direction. Formal review by June 30, 2004.

RESULTS: *Informal reviews performed on an on-going basis*

V. Implement measures to allow for employee development

Measures:

- a. Develop a training needs list by October 1, 2003.

RESULTS: *Due to out of state travel restrictions, a training list was not developed*

- b. Recognize staff for specific exemplary performance in customer service, individual task accomplishments, teamwork, and support for Department Mission, Vision, and Operating Principles.

RESULTS: *14 On-the-Spot Awards, 1 shirt, and 1 Administrative Leave awarded was granted*

- c. If funding allows, provide training for all employees, appropriate to experience and need of each person, and provide at least one training opportunity for each staff member by June 30, 2004.

RESULTS: *20 training opportunities were offered during the year*

VI. Customer service

1. Improve customer service by conducting proactive public communication and education activities.

Measures:

- a. Publish bi-annual Newsletter by November 2003 and May 2004.

RESULTS: *Standard met*

- b. Each project manager will perform 15 site visits to LUST sites in order to provide customer assistance to owners.

RESULTS: *231 site visits performed during the fiscal year*

VII. Determine and evaluate budgetary requirements to manage a viable UST program

Measure:

- a. Complete budget for staffing, equipment, travel and organizational needs by November 11, 2003. Review budget status within 30 days after the end of each quarter.

RESULTS: *Budget reviewed monthly*

VIII. Enhance policy makers' (Legislature, other Elected Officials, and Boards) Understanding of Environmental Issues

1. Keep the Solid and Hazardous Waste Control Board informed of important and relevant information regarding the UST program

Measures:

- a. At each SHWC Board meeting, prepare relevant information for Board members on environmental policy issues.

RESULTS: *Tank updates provided monthly to the Board*

IX. Coordination with local health departments (LHD) and local governments

1. Provide adequate oversight of local health departments.

Measures:

- a. Review contract performance with LHDs by December 1, 2003 and May 15, 2004.

RESULTS: *Contract reviewed in person with each LHD*

- b. Conduct semi-annual inspector training by December 31, 2003, and June 30, 2004.

RESULTS: *Inspector training held September 3, 2003. Staff continues to provide one-on-one leak detection training for LHD inspectors on an ongoing basis.*

FY2004 END OF YEAR REPORT

DEPARTMENT OF ENVIRONMENTAL QUALITY

DIVISION OF ENVIRONMENTAL RESPONSE AND REMEDIATION CERCLA BRANCH FY 2004 GOALS

- I. Maintain a partnership between Utah and EPA while implementing the Superfund program in Utah.^{CPM H4}

Measures:

- a. Participate in the biannual State Superfund conferences.

STATUS: *Yes. Two held in 2004.*

- b. Participate in bimonthly meetings approximately every 2 months to coordinate activities and discuss pertinent issues.

STATUS: *Yes. These are held on a regular basis.*

- c. Participate in monthly conference calls between directors of the State and EPA programs to coordinate activities and discuss pertinent issues.

STATUS: *Monthly calls not held on a regular basis.*

- d. Jointly organize and attend the annual retreat between EPA and State.

STATUS: *Yes. Two retreats were held this year with communication training components.*

- II. Continue to evaluate the groundwater solvent contamination problem in the Salt Lake City area and discuss potential solutions to the problems that are identified.^{CPM H6}

Measures:

- a. Continue to update the database of known groundwater solvent contamination problems in Utah.

STATUS: *Yes, we continue to do this in CERCLIS.*

- b. Identify the best ways to address the problems that are identified.

STATUS: *Solutions are identified on a site-by-site basis.*

III. Apply the Operating Principles in all work activities.

Measures:

- a. Discuss the Operating Principles frequently during coordination meetings.

STATUS: *A recommitment to the Operating Principles is discussed and made at our annual retreats.*

- b. Ensure all communications are consistent with the Operating Principles.

STATUS: *Both agencies actively seek to engage in communications consistent with the Operating Principles.*

IV. Coordinate proposal of Utah sites to the NPL.^{CPM H4}

Measures:

- a. Regularly discuss the status of sites that are under consideration for inclusion on the NPL.

STATUS: *DERR regularly participates in the SMART meetings convened by EPA Region VIII to discuss sites and potential listing of sites.*

- b. Evaluate potential NPL sites during bimonthly coordination meetings.

STATUS: *Potential NPL sites are on the radar and are discussed in bimonthly calls as appropriate.*

- c. Ensure thorough and comprehensive communication between the agencies for all sites that are under consideration for inclusion on the NPL.

STATUS: *Communications that are held regarding potential NPL listing of sites are thorough and comprehensive.*

- d. Participate in the quarterly SMART meetings with Region VIII.

STATUS: *DERR actively and regularly participates in the SMART teleconferences.*

V. Encourage redevelopment of Superfund and Brownfields sites in Utah.

Measures:

- a. Encourage communities in Utah to participate in the Brownfields program and conduct Targeted Brownfields Assessments as requested by interested and eligible communities.

STATUS: *DERR has encouraged communities to participate in TBA's as well as to apply for additional Brownfields funding for their particular needs.*

- b. Participate in monthly Brownfields managers teleconferences and meetings.

STATUS: *DERR personnel regularly participated in the monthly Brownfields teleconference calls.*

- VI. Enhance the Utah superfund Program, improve the State's and EPA's ability to conduct Superfund activities in Utah, and complete the EPA required accomplishments for FY2003.

Measures:

- a. Prepare and submit a cooperative agreement for enhancement of the State Response Program.

STATUS: *DERR was awarded State Response Program funding for the second year in a row.*

- b. Continue to develop the Utah Voluntary Cleanup Program.

STATUS: *DERR embarked on a stakeholder program review with interested stakeholders from the legal and consulting community.*

- c. Jointly develop and work to achieve the FY2003 Superfund Remedial Planned Accomplishments.

STATUS: *DERR worked closely with EPA to achieve the planned accomplishments including two construction completions and several ROD's over the course of the year.*