

**A RESOLUTION AUTHORIZING PROGRAM GRANT APPLICATION,
AGREEMENT AND AMENDMENT WITH THE STATE OF CALIFORNIA
FOR IMPLEMENTATION OF
RURAL UNDERGROUND STORAGE TANK LEAK PREVENTION**

WHEREAS, Plumas County has previously designated the Director of Environmental Health to implement the Unified Hazardous Materials Management program; and

WHEREAS, Plumas County Environmental Health is the Certified Unified Program Agency (CUPA) for the County; and

WHEREAS, funds totaling approximately \$85,712 dollars are available from the California Environmental Protection Agency for local CUPA implementation of the Rural Underground Storage Tank Prevention Program;

WHEREAS, funding will be used to reimburse the county for expenses incurred in implementing and carrying out this program; and,

WHEREAS, funds comprising the required 25% match share will be contributed by fees for services currently performed by the CUPA, and that no additional cost to the county is anticipated or required,

NOW, THEREFORE, BE IT RESOLVED that the Plumas County Board of Supervisors authorizes the Plumas County CUPA to submit an application to the California Environmental Protection Agency for a grant to implement the Rural Underground Storage Tank Leak Prevention Program. The Director of Environmental Health is hereby authorized and empowered to execute all necessary applications, contracts, agreements and amendments as the Board designee for the purposes of securing grant funds and to implement and carry out this program.

The forgoing resolution was duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California at a regular meeting of the Board of Supervisors on May 1, 2012 by the following vote:

Ayes: SUPERVISORS SWOFFORD, THRALL, SIMPSON, KENNEDY, MEACHER

Noes: NONE

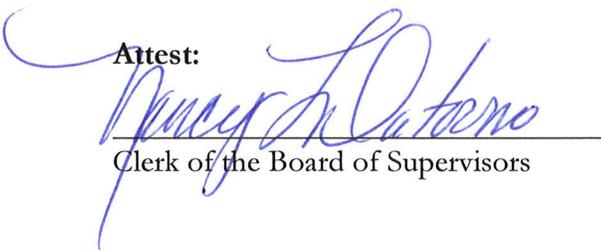
Absent: NONE

Abstain: NONE



Chair, Board of Supervisors

Attest:



Clerk of the Board of Supervisors

RURAL UNDERGROUND STORAGE TANK (UST) PREVENTION PROGRAM GRANT APPLICATION FORM

1. Entity Information:

Certified Unified Program Agency Name (CUPA): **Plumas County**

GRANTEE	GRANT CONTACT (if different from Project Director)
Name of Project Director, Title: Jerry Sipe, Director of Environmental Health	Name: Melissa Hays
Street Address: 270 County Hospital Road, Suite 127	Street Address: 270 County Hospital Road, Suite 127
City, Zip: Quincy, CA 95971	City, Zip: Quincy, CA 95971
Phone: (530) 283-6355	Phone: (530) 283-6355
Fax: (530) 283-6241	Fax: (530) 283-6241
e-mail: jerrysipe@countyofplumas.com	e-mail: melhays@countyofplumas.com

2. Grant Amount: \$ 85,712

3. Scope of Work

The state's Underground Storage Tank (UST) Leak Prevention Program includes requirements for tank installation, construction, testing, leak detection, spill containment, overfill protection and inspections. While the primary focus of the Rural CUPA UST Prevention Grant is to ensure that all USTs are inspected at least annually and that Significant Operational Compliance is documented during the inspections, other efforts that support the prevention program are eligible for reimbursement. To ensure the primary focus is met the Plumas County CUPA will ensure that every UST identified in the jurisdiction is inspected by qualified personnel at least two times during the performance period of this grant. Department staff will also perform inspections when a facility is performing secondary containment testing, UST lining certifications and staff will perform re-inspections when warranted.

The Plumas County CUPA will use part of the grant funds to redirect existing Environmental Health Department staff to be trained as UST inspectors. This will provide additional resources to allow improved follow-up, enforcement, facility assistance and overall program development.

The Plumas County CUPA may use grant funds to update UST facility data. This data includes but is not limited to the type of USTs, piping, monitoring system and testing frequency. This will help with the overall UST leak prevention compliance tracking.

Prevention efforts are also served by a strong education and enforcement program to deter business violation of the UST program's regulatory requirements. The Plumas County CUPA will assign trained staff to follow-up to with UST facilities to correct deficiencies, and program compliance weakness.

The UST Prevention effort is also served by the training of existing staff. Currently there is one staff member that is ICC Certified to perform UST inspections. Existing Environmental Health staff not trained in UST inspections will receive on-the-job training, formal UST training and take the ICC certification examination for California UST Inspector.

4. Work Plan

The work plan describes the Plumas County CUPA's activities and tasks that support the UST prevention program.

1. Identification of the regulated facilities with USTs and the number of USTs

The Plumas County CUPA will enter UST tank data into CERS during the grant period.

2. Inspection schedule covering the Period of Performance

The Plumas County CUPA will conduct annual inspections at all 19 UST facilities during the grant period. Additionally, trained staff will also be on site for inspection follow-up and UST secondary containment testing.

3. Staff augmentation plan

The grant will allow for the UST inspector training of redirected Environmental Health staff. The redirected staff will come from programs that have a reduced workload due to the current economic downturn and are expected to have a reduced workload over the 2 to 3 years of the grant.

The single fee does not cover all expenses related to conducting a thorough UST program, therefore the Plumas County CUPA will use the grant to fund additional time for staff to review files and assist facilities with accurate completion of UST forms and improve their monitoring programs. The total cost over the three year grant cycle is \$82,062.00. Staff will use the time in the following areas:

- a) On the job training for the redirected staff to conduct file review, inspection and report training.
- b) To conduct inspections upon completion of ICC certification.
- c) Conduct follow-up with UST facilities.

4. Staff training

The Plumas County CUPA will train 2 additional staff as certified UST inspectors. The estimated time for study and completing the ICC certification exam is 40 hours at an estimated cost of \$7,200. Grant funding will allow additional trainings such as attending UST Technical Advisory Groups (TAGs) and other training required to maintain their ICC certification. It is estimated that \$3,250 will be spent for travel expenses to attend meetings and trainings.

5. Enforcement program and Return to Compliance improvement

The Plumas County CUPA will dedicate staff to perform re-inspections when warranted at each UST facility. If compliance is not achieved the CUPA will follow the Inspection and Enforcement plan for graduated enforcement options.

This work plan incorporates estimated time and costs. Actual time may vary between the tasks, increasing or decreasing budgeted items based on need.

5. Projected Budget:

Program Costs	Fiscal Year 11/12	Fiscal Year 12/13	Fiscal Year 13/14	Fiscal Year 14/15
Personnel Services	\$	\$ 27,354.00	\$ 27,354.00	\$27,354
Operating Expenses	\$	\$	\$	\$
Travel Expenses	\$	\$ 1,750.00	\$ 1,500.00	\$
Supplies/Materials	\$	\$ 200.00	\$ 200.00	\$
Equipment/Software	\$	\$	\$	\$
Professional/Consultant Services	\$	\$	\$	\$
FISCAL YEAR TOTAL (max)	\$	\$ 29,304.00	\$ 29,054.00	\$27,354.00
TOTAL (not to exceed)	\$85,712.00			

CERTIFICATION

I certify under penalty of perjury that the information I have entered on this application is true and complete to the best of my knowledge and that I am an employee of the applicant authorized to submit the application on behalf of the applicant. I further understand that any false, incomplete, or incorrect statements may result in the disqualification of this application. By signing this application, I waive any and all rights to privacy and confidentiality of the proposal on behalf of the applicant, to the extent provided in this program.

Applicant Signature

Date

Printed Name of Applicant