

Richland County Government

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Office of the County Administrator



OFFICE OF THE COUNTY ADMINISTRATOR ADMINISTRATIVE DIRECTIVE

SUBJECT: Air Quality Awareness and Improvement Policies

NUMBER: AD00-01

ISSUE DATE: September 16, 2010

I. PURPOSE AND INTENT

The purpose of this Administrative Directive is to establish policies by which air quality and awareness will be improved via recurring activities of County government.

II. BACKGROUND

Richland County recognizes protecting the air quality for the benefit of future generations is in the public's interest. In December 2002, Richland County, the South Carolina Department of Health and Environmental Control (DHEC), and the Environmental Protection Agency, Region 4 office (EPA) entered into an 8-hour Ozone Early Action Compact (EAC). As provided through the EAC process, Richland County was successful in implementing early emission reduction strategies and in April of 2008, the EAC process was successful in that Richland County was redesignated as attaining the 8-hour ozone air quality standard. Currently, Richland County is attaining all air quality standards. However, the EPA periodically reviews all air quality standards emphasizing the importance of these air quality awareness and improvement activities.

The purpose of this policy is to establish certain principles that will guide the recurring activities of County government.

III. POLICY

1. Richland County shall ensure that all employees continue to be notified of upcoming Ozone Action Days. Notification occurs via email.
2. Richland County equipment specifications require any new purchases to meet the latest EPA emission standards, currently EPA Tier III. It shall be the goal of the County to downsize the fleet equipment,

purchasing the smallest unit able to match the job requirements, with smaller engines to reduce emissions and fuel usage.

3. All County vehicles and equipment shall continue to operate according to the manufacturer's specifications. The following activities currently occur, and will continue to do so, or if revised, shall achieve greater results: Replacement parts are original equipment to maintain those specifications and maximize serviceability. Richland County currently uses extended maintenance intervals of 4,000 and 5,000 miles, depending on the service of the equipment. Synthetic transmission fluid is used to maximize protection and increase intervals for that service. Used oil filters and all fluids are recycled.

4. Richland County drivers are required to eliminate vehicle idling. Exceptions include emergency vehicles, traffic/weather conditions, vehicles that have engine powered support systems, and vehicles being repaired, maintained, or inspected. These exceptions should occur only as reasonably required for specific operations.

5. Richland County will restrict mowing and use of gas powered lawn equipment on County property on Ozone Action Days (orange and above) where manageable. Where consecutive or multiple orange action days create a negative impact on operations and budget, tasks not requiring gas powered tools such as cleaning stairwells and parking garages will be addressed once midday approaches and completely suspended on red and above where manageable. Alternate work hours may be assigned to maintain facility maintenance responsibilities.

6. The County will seek to landscape facilities in ways that reduce equipment use, thereby promoting lower maintenance, resulting in fewer emissions.

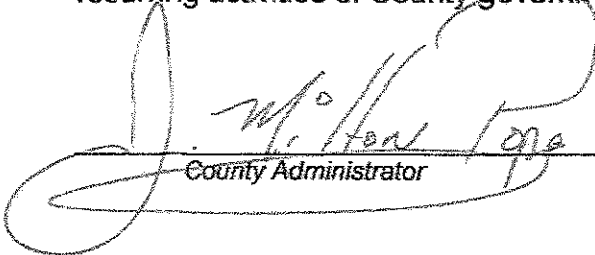
7. During a pollution alert, such as an Ozone Action day, all outdoor burning shall be unlawful. (See Richland County Ordinance Chapter 10, Section 10-1.)

8. Richland County will continue to practice energy conservation in all County facilities. Conservation measures include turning off computers and lights on nights, weekends, and holidays. Strong emphasis and preference will be placed on purchasing Energy Star compliant products. Lights should remain off in all unoccupied common work and meeting space. When possible, through attrition or improvement projects utilization of occupancy sensors, light farming technology, and T-8 electronic lighting should be installed. County environmental controls should not be set below 74 degrees "F" for cooling or above 72 degrees "F" for heating where manageable with exceptions only for lab operations and IT equipment. All non-county approved or issued small appliances such as microwaves, refrigerators, coffee pots, toasters and toaster ovens, fans, and space heaters are prohibited in all county facilities.

9. Recycling efforts shall remain ongoing at County facilities.

IV. EFFECTIVE DATE

The policies and procedures outlined in this Administrative Directive governing the recurring activities of County government are effective immediately.


County Administrator

9-24-10
Date