

ENVIRONMENTAL LEADERSHIP AWARD EVALUATION CRITERIA
----- PORTABLE ASPHALT FACILITY -----

Updated: November 2007

Part 1: Environmental Compliance

1.1 **Is the facility's current air emission operating permit on site?**

The facility is required to have its air emissions operating permit on the facility premises at all times. The permit is to be readily accessible.

Points system

0 The permit is not located on site

5 The permit is located on site. (If the permit has expired, a completed application or proof of a completed application for the plant must be present during the inspection. For a permit renewal the date on the application must be a minimum of 12 months prior to the expiration date of the permit.)

1.2 **Are all air permit-mandated records current to date?**

All records required to be kept by the air permits must be current and up to date. Records should show compliance with required inspections (baghouse and blacklight), compliance tests (stacktests, visible emissions, burner tune-ups, etc.), operational records (magnahelic, photohelic, burner pressure, etc.) and permit limits (fuel and tonnage).

Points system

0 Records are not kept or are not current

5 Records are kept per permit requirements and are current

1.3 **Have the required stack emissions tests been completed?**

All stack emission tests required by the air permits must have been completed within the allotted time allowed by the permit.

Points system

0 Stack emission tests have not been completed or performed as instructed by the air permit

5 Stack emissions tests have been completed or performed as instructed by the air permit

1.4 **Is the plants stack opacity less than 20% for NSPS plants and less than 40% for non-NSPS plants?**

The stack particulate emissions must be within the allowed limits set by the New Source Performance Standards (NSPS) set in Federal Code whether that be 20% or 40% as the situation mandates. (Consult latest visible emissions test as required by permit).

Points system

0 The stack opacity is not within limits

5 The stack opacity is within limits

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1.5 Are visible emissions from roadways, stockpiles, bins and conveyors within permitted limits?

Visible emissions from these sources must be within the stated limits per State Code. (Depending on the plant's location, the permit states that the facility must take the necessary 'precautions to prevent particulate matter from becoming airborne,' or the permit limit is 20% opacity.)

Points system

- 0 Visible emissions are not within the permit limits
- 5 Visible emissions are within the permit limits

1.6 Are any notices of violation resolved, less than 270 days or 9 months, after being issued?

Any notices of violation must be resolved within this timetable set by Federal Code.

Points system

- 0 There are outstanding notices of violations that have not been resolved within the 270 days time period or there are notices of violation currently unresolved
- 5 There are not any outstanding notices of violation

1.7 Is there a written fugitive dust control plan and is it followed?

Each facility must have a written fugitive control plan and must follow this plan. Activities associated with this plan may include paving of roadways, water spray controls, wheel washing and road watering and/or sweeping.

Points system

- 0 There is not a written fugitive dust control plan
- 5 There is a fugitive dust control plan and there is documentation of activities to minimize and control dust

1.8 Is there a written air pollution control equipment malfunction plan and is it followed?

Each facility must have a written control equipment malfunction plan and must follow this plan.

Points system

- 0 An air pollution control equipment malfunction plan is not present
- 5 An air pollution control equipment malfunction plan is present and is followed

1.9 Is the air pollution control equipment inspected regularly or as required by the air permit?

The air pollution control equipment must be inspected as directed by the permit and/or per the manufacturer recommendations and a regular basis.

Points system

- 0 The equipment has not been inspected or is past due for its inspection
- 5 The equipment has been inspected per permit requirement or on a regularly scheduled basis, where no permit requirement exists, and documentation is present

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- 1.10 **Is there a Wisconsin Pollution Discharge Elimination System (WPDES) storm water permit and plan or other permit as required?**
If there are water discharges associated with the facility, then a WPDES permit and plan must be obtained and followed.
Points system
0 No permit or plan is in place where there are sources of storm water or other discharges
5 A WPDES permit and plan or other permit is at the facility with the appropriate documentation or no permit is in place where none is required
- 1.11 **Are the SARA 311 or 312 chemical inventory reports current?**
These reports are to be filed as appropriate if in operation. (Batch plants, as defined in the Wisconsin SARA code, require a one time notification report to the state along with the appropriate relocation notices.)
Points system
0 The SARA 311 or 312 report is not current or not submitted the previous year
5 The SARA 311 or 312 report is current and was submitted the previous year, if necessary.
- 1.12 **Are the Air Emissions Inventory reports current?**
Facilities are required to submit annual inventory reports if in operation
Points system
0 Air Emission Inventory report not current or not submitted for previous year
5 Air Emission Inventory report current and was submitted for previous year
- 1.13 **Have relocations been submitted?**
Portable plants must submit a relocation notice to the Department with each move.
Points system
0 Relocation notices have not been submitted.
5 Relocation notices have been submitted.
- 1.14 **Are spare parts for the air pollution control equipment kept on site and/or are readily available as required by permit?**
Points system
0 There are no spare parts at the plant or within one day's delivery time.
5 Spare parts are at the plant and additional spare parts as required by the malfunction abatement plan are within one day's delivery of the plant.
- 1.15 **Are all locally required permits and requirements followed?**
Points system
0 All locally required permits and requirements are not followed.
5 All locally required permits and requirements are followed.

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Part 2: Safety

2.1 Does the facility have an Employee Safety Policy Manual?

This manual may include policies that cover: discipline, crane safety, hearing conservation, electrical safety, first aid training, emergency response, fall protection, personal protective equipment, traffic control etc.

Points system

0 Policy manual not present

5 Policy manual present and addresses many of the above topics

2.2 Is a formal safety inspection or audit program in place?

Points system

0 There is no self inspection or audit program in place

5 There is a self inspection or audit program in place and a copy of the last inspection form is present at the facility

2.3 Do plant personnel conduct regular safety meetings?

These safety meetings are to be held on a regular basis to cover common or recurring safety concerns to increase awareness.

Points system

0 Safety meetings are not held

5 Safety meetings are held on a regular basis and documentation is present

2.4 Is there a written respiratory protection program?

A written respiratory program should be kept at the facility

Points system

0 No written respiratory program

5 Written respiratory program present and documentation of training present

2.5 Is there a written lockout/tagout program?

A written lockout-tagout program is required at the facility

Points system

0 No written lockout-tagout program at the facility

5 Written lockout-tagout program at the facility with documentation of training

2.6 Is there a written confined space program with the proper equipment, permits and training?

A written confined space program should be at the facility.

Points system

0 No written confined space program at the facility

5 Written confined space program at the facility with documentation of training and proper equipment

2.7 Is there a written hazardous communication program?

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A written hazardous communication program is required at the facility with the appropriate MSDS sheets, an inventory of all hazardous materials and all products properly labeled

Points system

- 0 No written hazardous communication program
- 5 Written hazardous communication program at the facility with documentation of training, MSDS sheets present, inventory present and products properly labeled

2.8 Are speed limits posted?

Points system

- 0 No speed limit signs are posted
- 5 Speed limit signs are posted

2.9 Are plant roads clearly established to set up a traffic pattern?

Points system

- 0 Plant roadways are not clearly established
- 5 Plant roadways are clearly established with line markings, cones, barrels or other effective means of designation.

Part 3: Environmental Control Measures

3.1 Does the plant have a person designated to monitor environmental compliance?

Points system:

- 0 No person is designated to monitor environmental compliance
- 3 The plant operator is trained to be aware of and monitor the environmental issues related to the operator's plant. Documentation is present.
- 5 The facility has designated training, oversight and compliance responsibilities to a person who has the authority to implement any necessary changes.

3.2 Are plant personnel and new plant personnel trained annually to adhere to the various environmental permits and compliance plans?

Points system:

- 0 Plant personnel have received no environmental training.
- 3 Plant personnel have received environmental training before or soon after taking their jobs (initial training).
- 5 Plant personnel received both initial, new employee, training and at least annual refresher training

3.3 Are environmental audits performed on the plant?

Points system

- 0 No audits have been or are being conducted at this plant.

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- 3 An environmental audit has been conducted at this plant within the past 36 months. Documentation is present. (The Environmental Citizenship Program application used to apply for the award cannot be used to receive credit for this question.)
- 5 An audit has been conducted at this plant within the past 12 months. Documentation is present. (The Environmental Citizenship Program application used to apply for the award cannot be used to receive credit for this question.)

3.4 Is there a current Spill Prevention Control and Countermeasure Control SPCC plan and is it followed as required at this plant?

The SPCC plan is designed to prevent and control the incidence of a spill. It requires that certain procedures are defined in the case of a spill and proper materials are accessible to respond to a spill

Points system:

- 0 There is no written SPCC plan at the plant.
- 3 There is a current written SPCC plan at the plant.
- 4 The plant operations follow the provisions of the SPCC plan, as evidenced by documentation, or if a SPCC plan is not required at the facility
- 5 The plant operations follow the provisions of the SPCC plan, as evidenced by documentation, and the plan has been updated within the past 5 years.

3.5 Are Best Management Practices (BMP) for storm water runoff quality implemented and well maintained?

Examples of BMPs include, but are not limited to, retention ponds, grassy swales, rip rap channels, rain gardens, stone weepers, ditch checks, vegetative buffers, and optimum site selection, such that no site runoff occurs.

Points system:

- 0 No BMPs are utilized and water has the potential to runoff off-site.
- 2 At least one BMP is utilized for site runoff.
- 3 At least two BMPs are utilized for site runoff.
- 5 Site runoff is wholly contained on site utilizing any combination of BMPs.

3.6 Are empty drums properly stored and disposed of?

Credit will be given to 55-gallon drums that are empty.

Points system:

- 0 Drums containing used or spent product, such as used oil, are on site.
- 1 Empty drums are scattered about the site and are not covered or stored in any containment area.
- 2 Empty drums are stored in one location on site and are covered to minimize storm water contact.
- 3 Empty drums are stored in one location on an impervious containment pad and are covered to reduce storm water contact or the empty drums are stored in a building with an impervious floor.
- 4 Empty drums are stored in one location on an impervious containment pad and are covered to reduce storm water contact or the empty drums are

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stored in a building with an impervious floor. The empty drums are disposed of at least once a year.

- 5 No empty drums are stored on site or empty drums are removed from the property on a weekly basis.

3.7 Is a burner check using a gas analyzer performed at least once each year?

Written documentation must be provided for point values of 3 and up.

Documentation must include date of the tune-up, emissions before and after the adjustments, records of the adjustments made and operating conditions before and after the adjustments.

Points system

- 0 No burner checks have been conducted at this plant within the past 12 months of operation.
- 3 One burner check has been completed within the past 12 months of plant's production and the plant's air permit includes DNR's LACT program for minimizing hydrocarbon emissions.
- 4 Burner checks have been conducted at this plant over the past 12 months, according to the LACT schedule of one burner check at the beginning of the paving season and at each 200,000 tons (+/-20,000 tons) of hot mix production OR a minimum of 2 per operating season for those plants that produce less than 200,000 tons.
- 5 Burner checks have been conducted at this plant over the past 12 months, with one burner check at the beginning of the paving season and at each 100,000 tons (+/-20,000 tons) of hot mix production.

3.8 Are the baghouse bags regularly inspected with a blacklight and fluorescent powder?

Blacklighting of the baghouse bags must be performed appropriately to receive credit. The fluorescent powder must be dumped into a baghouse inlet on the dirty air side while the exhaust fan is running. The bags must be visually inspected with a blacklight in a dark surrounding (i.e. at night or under a dark tarp) for evidence of fluorescent powder on the clean air side.

Points system

- 0 No blacklight inspections are performed.
- 3 A blacklight inspection is performed at least annually and is recorded.
- 4 A blacklight inspection is performed every 100,000 tons and is recorded
- 5 A blacklight inspection is performed every 50,000 tons and is recorded

Part 3a: Visible Emissions Controls

3.9 Is a person assigned to the plant who is certified to read visible emissions?

The person must pass an EPA Method 9 certification test.

Points system:

- 0 No one is assigned to the plant that has current EPA Method 9 certification.

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- 5 One or more persons are assigned to the plant, having current EPA Method 9 certification.
- 3.10 **Is the plant's operator or foreman trained to read visible emissions?**
Points system:
0 The operator or foreman is not trained reading visible emissions.
3 The operator or foreman is familiar with the methodology of reading visible emissions and with the visible emission limits that apply to his/her plant.
5 The operator or foreman has attended a visible emissions certification class within the past 24 months.
- 3.11 **Does a certified person check visible emissions at least once each year?**
Documentation of the current certification of the visible emissions reader must be provided.
Point system
0 Visible emissions are not being performed
3 Visible emissions are being performed by a certified person periodically.
5 Visible emissions are being performed by a certified person at least once a year.
- 3.12 **Are visible emissions from any aggregate operations on the site, and under common control, within limits?**
Any visible emissions associated with any aggregate operations must be within the specified limits. These operations can include, but not be limited to, rock crushing (15%), screening (10%), conveying (10%) and blasting.
Points system
0 Visible emissions from any of the aggregate activities are not within limits
5 Visible emissions from any of the aggregate activities are within limits
- 3.13 **Did the last stack test show the plant's particulate emissions to be less than the limit?**
The most recent stack test must be performed within the timeframe outlined in the permit. A stack test report must be provided to receive credit.
Points system
0 Stack tests are not being performed at the facility.
1 Stack tests are being performed; however, records are not available at the plant for review
2 Stack test records are on site and indicate that the plant is in compliance.
3 Stack test records are on site and indicate that the plant is in compliance but greater than ½ the limit.
4 Stack test records are on site and indicate that the plant is at ½ the limit or less but greater than a ¼ of the limit.
5 Stack test records are on site and indicate that the plant is at a ¼ the limit or less.
- 3.14 **What fugitive dust control measures are used on the facility's haul roads?**

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Points system

- 0 The plant's haul roads consist of aggregate material only with no additional dust control.
- 5 Water and/or chemical additions are made to the roadways and documentation is provided.

3.15 What fugitive dust control measures are used on the facility's operational area?

Operational area is defined as the area within the asphalt plant structure. The operational area is the area immediately surrounding the asphalt plants components (i.e. under the drum, around the baghouse, the feeder bins, silos etc.)"

Points system

- 0 The plant's operational areas consist of aggregate material only with no additional dust control.
- 5 Water and/or chemical additions are made to the operational area and documentation is provided.

3.16 What fugitive dust control measures are used on the facility's stockpile access roads?

Credit will be given for stockpile access roads that are paved with hot mix asphalt or concrete.

Points system

- 0 The plant's stockpile access roads consist of aggregate material only with no additional dust control.
- 5 Water and/or chemical additions are made to the stockpile access roads and documentation is provided.

3.17 Is non-incorporated baghouse dust handled and stored to minimize fugitive emissions?

Credit will be given for varying levels of fugitive dust minimization during the handling and storage of non-incorporated baghouse dust.

Points system:

- 0 Non-incorporated baghouse dust is rejected onto the ground without any containment and is periodically hauled away by a loader.
- 2 Non-incorporated baghouse dust is rejected into an enclosed containment area and is periodically hauled away by a loader or haul truck.
- 4 Non-incorporated baghouse dust is rejected into a silo or containment area and the dust does not come into contact with the outside air when the silo is pumped or the containment area is cleaned out. (i.e. The dust from the silo is pumped into a tanker truck to haul to a disposal facility.)
- 5 Non-incorporated baghouse dust is augered through a water spray system to create a semi-saturated mixture or the dust is incorporated back into the mix.

Part 3b: Noise and Odor Controls

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3.18 Are Asphalt Cement tanks vented to an odor control device?

Points system:

- 0 Venting directly to the atmosphere from the top of the tank(s).
- 2 Tanks have a pipe from the top of the tank leading to a covered pail or barrel at or near ground level to capture condensate.
- 3 Tanks have all tanks vented through a pipe leading to a fume capture canister or facility uses odor additives or neutralizers to change, eliminate or improve odor
- 4 Facility both vents all tanks through a pipe leading to a fume capture canister and uses odor additives or neutralizers to change, eliminate or improve odor
- 5 Facility pipes all the tank vents to an odor capture system, which utilizes a charcoal medium to capture the vapors.

3.19 Are there controls for visible emissions or odors from the plant's silos?

Points system:

- 0 There are no controls for the visible emissions or odors from the top of the plant's silos.
- 3 There are controls installed and functioning; however, visible emissions and odors from the top of the silos are detectable.
- 5 The top of silos are enclosed and controls are installed and functioning properly for visible emissions and odors from the top of the plant's silos

3.20 Are there controls for visible emissions or odors from the truck load-out area?

Controls for visible emissions or odors from the plant's truck load-out can be from an enclosed load-out tunnel combined with a baghouse, condenser, etc.

Points system:

- 0 There are no controls for visible emissions or odors from the plant's truck load-out
- 3 There are controls installed and functioning; however, visible emissions and odors from the load area are detectable.
- 5 There is an enclosed tunnel combined with baghouse(s), condenser(s) or other systems to control load-out visible emissions and odor.

3.21 Is a burner sound suppression system used?

Points system

- 0 No burner noise suppression is used
- 3 The burner is enclosed using a secondary structure like a wall or the open burner has been recessed into the drum.
- 4 The burner is an enclosed type by engineered design
- 5 Silencers on blowers and sound attenuators on the burner have been added

3.22 Are drivers reminded in writing or with a sign to tarp their loads?

Points system

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- 0 No reminder is made to tarp loads of hot mix asphalt
- 3 A reminder to tarp loads of hot mix asphalt is given in writing or a sign is posted
- 5 A reminder to tarp loads of hot mix asphalt is given in writing and a sign is posted

Part 3c: Petroleum Product Management and Control

3.23 Are all eligible petroleum storage tanks and areas within Comm 10 specifications?

Eligible petroleum storage tanks include tanks that store either flammable (gasoline) or combustible (diesel, commercial heating oil and some used oils). Asphalt cement storage tanks and construction tanks are exempt from Comm 10.

Construction tanks are defined as the temporary storage and handling of flammable and combustible liquids at construction projects where it is customary to obtain fuels in bulk and dispense or transfer them under control of the owner or contractor.

Points system

- 0 Storage tanks do not meet Comm 10 specifications
- 3 Eligible storage tanks meet the containment requirements. The containment requirements are 125% capacity of the largest tank and an impervious containment structure or a double walled tank.
- 5 The eligible storage tanks fulfill the containment requirements in the point value 3 and meet the Comm 10 requirements for vehicle collision protection, vent and fill opening requirements, spill and overfill prevention equipment requirements, and aboveground tank enclosure requirements.

3.24 Are lube oil or coolant drums etc. stored in containment areas or in a roofed enclosure?

Points system

- 0 There are lube oil, coolant and/or other bulk storage drums at the plant site which are not stored in a containment area or in a roofed enclosure.
- 3 Any drums at the site are stored in a containment area that is well-maintained and sealed against leaks.
- 5 Any drums are stored in an enclosure, such as a building or a trailer, which has good structural integrity and is well sealed against leaks.

3.25 Are the containment areas in good repair and sealed against leaks?

The plant will receive credit for containment and the condition of the containment. If more than one containment area exists than the point value will be based on the containment area that provides the greatest environmental benefit (i.e. Containment for tanks that store liquid petroleum products at ambient temperature and pressure, or containment areas that protect environmentally sensitive areas such as wetlands, water bodies, etc.). If there are no containment areas on site, than the point value is zero for this question

Point system

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- 0 There are no containment areas on site.
- 1 Spilled material would flow toward a remote impoundment that is not necessarily impervious but reduces the potential contamination, or a containment is in place around the tanks to slow the flow of spilled material, but would not necessarily contain the entire spill.
- 2 A containment area is in place that contains the spill but is not necessarily made of impervious materials.
- 3 A containment area is in place that contains the spill and is made of impervious materials, but contains cracks.
- 4 A containment area is in place that contains the spill and is made of impervious materials. Cracks exist in the containment area, but have been sealed with an impervious sealant.
- 5 A containment area is in place that contains the spill, is made of impervious materials, and is free of cracks.

3.26 Are the hot oil heater tanks located within the containment areas?

Credit will be given for the containment of spills associated with hot oil heater tanks and piping

Points system:

- 0 Hot oil heaters are not located within the containment area.
- 1 Spills from hot oil heaters would flow towards a remote impoundment area that is not necessarily impervious, but would reduce environmental contamination.
- 2 Spills from hot oil heaters would flow towards an impervious remote impoundment area.
- 3 Spills from hot oil heaters would be contained in a containment area that is not necessarily impervious.
- 4 Spills from hot oil heaters would be contained in a containment area that is impervious but has cracks.
- 5 Spills from hot oil heaters would be contained in a containment area that is impervious without cracks or the cracked have been filled with a sealant.

3.27 Does the plant use a biodegradable truck bed release agent?

Points system

- 0 Diesel fuel or other non-biodegradable product is used as a truck bed release agent at this plant.
- 3 A biodegradable release agent is currently used but there is evidence, such as odor and soil staining in the truck bed spray area, that diesel fuel had been used in the recent past.
- 5 Only biodegradable release agents are used at this plant and there is no evidence of diesel fuel use a release agent.

Part 3d: Recycling and Beneficial Re-Use Activities

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3.28 Does the Plant's air permit allow it to remediate petroleum-contaminated soil?

Points system:

- 0 The plant's air permit does not address remediation
- 3 The permit allows remediation but there is no provision for properly storing contaminated soils.
- 4 Remediation is allowed by the plant's permit and temporary storage of contaminated soils is provided.
- 5 Remediation is allowed by the plant's permit and permanent storage, such as a curbed asphalt pad, is provided.

3.29 Does the plant process recycled asphalt pavement (RAP)?

Points system

- 0 There is not any RAP stored at the site and the plant's production records indicate no RAP incorporation within the last 12 months of hot mix production.
- 3 There is crushed RAP on site suitable for incorporation but no production records of RAP use within the last 6 months of hot mix production.
- 4 There is not any RAP on site, but there are production records of RAP use within the last 6 months of hot mix production.
- 5 The plant is currently using RAP in its hot mix production

3.30 Does the plant's air permit allow the combustion of reclaimed used oil for energy reclamation?

Points system

- 0 The plant's air permit does not allow the combustion of reclaimed used oil.
- 3 The plant's air permit specifically allows the firing of reclaimed used oil in the plant's dryer drum.
- 5 The plant's air permit specifically allows the firing of reclaimed used oil in the plant's dryer drum and the plant is currently using reclaimed used oil for its fuel

3.31 Does the plant make beneficial use of industrial byproducts?

Credit will be given for using industrial byproducts such as foundry sand, glass, recycled tires, etc., but does not include recycled asphalt.

Points system:

- 0 Industrial byproducts are not used at this site and are not permitted to use at this site.
- 1 Industrial byproducts could be used at this site per the plant's air permit, but the byproducts are not locally available.
- 2 Industrial byproducts have been used at this site as a trial within the past 3 years and quantities of hot mix do not exceed 100 tons.
- 3 Industrial by-products have been used at this site within the past 3 years for demonstration projects.
- 4 Beneficial use of at least one industrial byproduct is used at this site on an ongoing basis.

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- 5 Beneficial use of at least two different industrial byproducts are used at this site on an ongoing basis.

Part 4: Plant Appearance

4.1 Is the condition of the paint on the plant's equipment and buildings good?

This category rates the condition of the paint on the plant, surrounding buildings and structures. (Any paint on the mixing drum is exempt from this question.)

Points system

- 0 The paint on the plant or buildings is not a coordinating color scheme and the paint is peeling or chipped off at least 50% of the surfaces.
- 1 The paint on the plant or buildings is not a coordinating color scheme and the paint is peeling off at least 25% of the surfaces.
- 2 The paint on the plant or buildings is peeling off at least 25% of the surfaces, but the plant and buildings are painted in a coordinating color scheme.
- 3 The paint on the plant or buildings is not a coordinating color scheme and the paint is peeling off at least 10% of the surfaces.
- 4 *The paint is peeling off less than 1% of the plant and the buildings and the plant and buildings are not painted in a coordinating color scheme.*
- 5 The paint is peeling off less than 1% of the plant and the buildings and the plant and buildings are painted in a coordinating color scheme.

4.2 Is abandoned equipment or scrap, under common ownership, properly stored on site or disposed of?

This includes equipment or scrap that is no longer in operation or is used for parts. Abandoned equipment is defined as equipment from asphalt plants, crushers or any type of construction equipment that at one time used petroleum products (gas, diesel, etc.) and/or grease to operate the equipment. Scrap material is defined as metal parts that did not come into contact with petroleum products or grease (i.e. baghouse ductwork).

Points system

- 0 Abandoned equipment or scrap materials disposed of on site. No effort has been made to prevent water and soil contamination.
- 3 Preventative measures have been utilized to prevent soil and water contamination. Prevention of soil and water contamination must include, at a minimum, one of the following: (1) drip pans, buckets or sorbents used, routinely cleaned and properly disposed of, (2) equipment and scrap materials stored on an impervious surface (i.e. asphalt or concrete) with a runoff collection system to contain oil and grease from the equipment, (3) removal of all fluids from the equipment, or (4) storage of scrap material(s) only.
- 5 No abandoned equipment or scrap materials stored on site.

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4.3 Is the overall appearance of the site good?

Overall appearance of the site under common control includes, but is not limited to, the asphalt plant, roadways, stockpile areas, entrance, exit, storage areas, storage tanks, buildings or structures on site, quarry/pit (if applicable), shop area, etc. The site does include the crusher if it is on site and under common control.

	<i>Asphalt plant needs painting.</i>
	<i>Structures on site need painting.</i>
	<i>No landscaping or trees on site to improve the aesthetics.</i>
	<i>Soil erosion is present.</i>
	<i>Improper storage of 55 gallons barrels.</i>
	<i>Soil staining around the tank(s) from spilled or dripping petroleum products.</i>
	<i>Roadways are not well maintained.</i>
	<i>Abandoned equipment or scrap material is not properly stored.</i>
	<i>The site is cluttered with tools, scrap wood, trash and/or other debris.</i>
	<i>The site is dusty.</i>
	<i>The plant site has poor drainage and creates large amounts of standing water after a rain.</i>
	<i>The roadways are dusty.</i>
	<i>A strong odor is present from the plant.</i>

Points system

- 0 Overall appearance of the site needs a lot of improvement. The site needs improvement in more than five items listed in the table.
- 1 Overall appearance of the site is below average. The site needs improvement in up to five items listed in the table to receive the designated points.
- 2 Overall appearance of the site is average. The site needs improvement in up to three items listed in the table to receive the designated points.
- 3 Overall appearance of the site is good. The site needs improvement in only two items listed in the table to receive the designated points.
- 4 Overall appearance of the site is good. The site needs improvement in only one item listed in the table to receive the designated points.
- 5 Overall appearance of the site is excellent. None of the items listed in the table need improvement at this site.

4.4 Is there good control of erosion, lubricant staining, trash accumulation, etc?

Points will be awarded based on the control of erosion, lubricant staining, trash accumulations and other controllable factors at the plant site that affect the appearance of the site.

Point system:

- 0 There is erosion, lubricant staining, trash accumulations and other controllable factors at the site that create a visually unappealing site.
- 5 There is no erosion, lubricant staining of the ground, trash accumulations on the ground and other controllable factors at the site that create a visually

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unappealing site. Sorbent and drip pans are acceptable for minor drips and leaks as long as they are changed frequently.

4.5 Was the plant site restored to good condition after it was relocated?

Points will be awarded based on the condition of the site once the asphalt plant leaves the site with respect to pre-existing conditions of the site before the asphalt plant arrived. List references for five sites or references to sites visited within the last two years, whichever is less.

Points system:

- 0 The plant site(s) were not restored to good condition after relocation.
- 5 The plant site(s) were restored to good condition after relocation.

Part 5: Community Relations

5.1 Does your company conduct tours of the plant site for neighbors, the media, etc.?

A tour includes a walking or driving tour of the facility applying for the Wisconsin Hot Mix Asphalt Environmental Citizenship Program for the purposes of education.

Points system:

- 0 no tours
- 1 Tours accommodated upon request from neighbors, local community groups or school groups. Must have had one tour in the past three years. Company must provide date and group name for credit.
- 2 Tours accommodated upon request from neighbors, local community groups or school groups. Must have had two tours in the past three years. Company must provide date and group name for credit.
- 3 Tours accommodated upon request from neighbors, local community group or school groups. Must have had three tours in the past three years. Company must provide date and group name for credit.
- 4 Tours accommodated upon request from neighbors, local community groups or school groups. Must have had four tours in the past three years. Company must provide date and group name for credit.
- 5 Tours accommodated upon request from neighbors, local community groups or school groups. Must have had five tours in the past three years with at least one tour per year. Company must provide date and group name for credit.

5.2 Does your company sponsor any programs at schools?

The plant applying for the Wisconsin Hot Mix Asphalt Environmental Citizenship Program will receive credit from both the division applying for the program and the parent company for any company sponsored programs at the schools. Company sponsored programs include, but are not limited to, reading programs, Junior Achievement consultant, geology presentations, career presentations, financial

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support for academic or social events, athletic teams, participation in school fund raising events, financial assistance for school groups or classes, etc.

Points system:

- 0 No company sponsored program at schools
- 1 Company sponsored or participated in one activity annually for the past three years at a school.
- 2 Company sponsored or participated in two activities annually for the past three years at a school or schools.
- 3 Company (Division only, no corporate credit) sponsored or participated in one activity annually for the past three years at a school.
- 4 Company (Division only, no corporate credit) sponsored or participated in two activities annually for the past three years at a school or schools.
- 5 Company (Division only, no corporate credit) sponsored or participated in at least one activity annually for the past three years at a local school. Local school is defined as a school located within the service area of the plant that is applying for the award.

5.3 Do you sponsor non-profit community organizations?

Sponsorship for non-profit community organizations can be either financially or via employee participation. (This includes employee(s) participating on a committee for a non-profit community organization.) The plant applying for the Wisconsin Hot Mix Asphalt Environmental Citizenship Program will receive credit from both the division applying for the program and the parent company for any company sponsored non-profit community organizations.

Points system:

- 0 no sponsorship
- 1 Sponsorship in one organization in the past three years.
- 2 Sponsorship for two organizations in the past three years.
- 3 Sponsorship annually for at least one organization in the past three years (1 per year for three years) by the division only. No corporate credit.
- 4 Sponsorship annually for at least two organizations in the past three years (2 per year for three years) by the division only. No corporate credit
- 5 Sponsorship annually for at least two organizations in the past three years (2 per year for three years) by the division only with at least one of the organizations directly benefiting the community in the service area of the plant applying for the award. No corporate credit.

5.4 Is your company involved in business activity planning for the plant with community leaders?

The plant applying for the Wisconsin Hot Mix Asphalt Environmental Citizenship Program will actively seek contact with the community leaders in which it does business.

Points system:

- 0 Company has no contact with local community leaders.
- 1 Company has had annual contact with local community leaders.

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- 2 Company has had annual contact with the local community leaders in the form of an annual public meeting for the conditional use permit.
- 3 Company has had annual contact with local community leaders and has attended community planning meetings held by private or governmental organizations.
- 5 Company has had annual contact with local community leaders and has attended community planning meetings held by private or governmental organizations and/or has initiated planning meetings where none previously existed. Or the Company has an employee who has served on a government board or committee for at least one of the past three years. The government board or committee must be directly responsible for the land use planning of the plant's location.

5.5 Does your company donate in-kind services, such as aggregate, hot mix asphalt, labor or construction equipment with or without operators to non-profit, church or community organizations?

Donation of in-kind services may include, but is not limited to, aggregate, hot mix asphalt, labor or construction equipment with or without operators to non-profit, church or community organizations. The plant applying for the Wisconsin Hot Mix Asphalt Environmental Citizenship Program will receive credit from both the division applying for the program and the parent company for any company donations to a non-profit, church or community organizations.

Points system:

- 0 No donations
- 1 One donation of in-kind services to a non-profit, church or community organization in the past three years.
- 2 Two donations of in-kind services to a non-profit, church or community organizations in the past three years.
- 3 One donation of in-kind services to a non-profit, church or community organization in the past three years by the division only.
- 4 Two donations of in-kind services to non-profit, church or community organizations in the past three years by the division only.
- 5 Three donations of in-kind services to local non-profit, church or community organizations in the past three years by the division only with at least one of the donations to a non-profit, church or community organization located within the service area of the plant applying for the award.

5.6 Does your company make an effort to be a good neighbor?

Being a good neighbor involves company contact with the neighbors of each site. Contact must be proactive in nature and not a response to a problem (reactive). The plant applying for the Wisconsin Hot Mix Asphalt Environmental Citizenship Program will receive credit from both the division applying for the program and the parent company for participation in neighborhood awareness groups.

Points system:

- 0 No effort to contact neighbors

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- 1 Neighbors contacted by the zoning department in the form of a letter.
- 2 Neighbors contacted by company via letter prior to zoning approval.
- 3 Neighbors contacted by company via telephone or in person prior to zoning approval.
- 4 Neighbors contacted by company via telephone after plant has arrived at the site and is operating.
- 5 Neighbors contacted by company in person after the plant has arrived on site and is operated.

5.7 Does your plant notify the neighbors of a local contact whom they can call if they have complaints?

The contact must be the plant or division manager of the plant applying for the Wisconsin Hot Mix Asphalt Environmental Citizenship Program. No corporate credit will be given.

Point system

- 0 The name and telephone number of the plant or division manager is not provided to the neighbors or local and county officials.
- 1 The name and telephone number of the plant or division manager is provided periodically via letter to the neighbors and local and county officials. Copies of the letter must be provided.
- 2 The name and telephone number of the plant or division manager is provided annually via letter to the neighbors' local and county officials. Copies of the letter must be provided.
- 3 The name and telephone number of the division manager is posted on a sign at the entrance of the facility.
- 4 The name and telephone number of the plant manager is posted on a sign at the entrance of the facility. The number must be local.
- 5 The name and telephone number of the plant or division manager is posted on a sign. Annual letters are sent to each of the neighbors and local and county government officials with the plant manager's name and telephone number on it for a complaint contact