



SEPTAGE RECEIVING FACILITY

Rules and Procedures



Montgomery County Environmental Services Department
4257 Dryden Road
Moraine, Ohio 45439
August 2003

TABLE OF CONTENTS

SECTION 1 - GENERAL PROVISIONS	1
1.1 Purpose	1
1.2 General Policy	1
SECTION 2 - HAULED WASTEWATER DISCHARGE PERMITTING.....	2
2.1 Permitting Procedures	2
2.2 Permit Application Requirements	3
2.3 Permit Application Form.....	3
2.4 Hauled Wastewater Discharge Permit	4
2.5 Permit Renewal Required Annually.....	4
SECTION 3 - GENERAL HAULED WASTEWATER REQUIREMENTS	5
3.1 Permitted Discharge	5
3.2 Permits for Wastewater Not Covered Above.....	5
3.3 Prohibited Discharge.....	5
3.4 Hauled Wastewater Acceptability.....	6
SECTION 4 - FACILITY ACCESS AND DISCHARGE OPERATIONS	6
4.1 Facility Access and Exit Procedures	6
4.2 Discharge Procedures	7
4.3 Sampling.....	8
4.4 Hauled Wastewater Manifest	8
4.5 Carpet Cleaner Registration Form	
4.6 Vehicle Identity / Access Cards (VIAC)	9
4.6 Hauled Wastewater Delivery Record Keeping.....	10
SECTION 5 - FEES AND ENFORCEMENT	11
5.1 Discharge Fees.....	11
5.2 Billing.....	11
5.3 Fines and Enforcement.....	12
5.4 Violation Types	12
SECTION 6 - Definitions	13
6.1 Acronyms.....	13
6.2 Words and Phrases	14
REFERENCES.....	17
FORMS FOR SEPTAGE RECEIVING FACILITY	18

SECTION 1 - GENERAL PROVISIONS

1.1 Purpose

The purposes of the Rules and Procedures described in this document are to:

1. Allow maximum environmental benefit with the use of the Septage Receiving Facility (SRF).
2. Prevent the introduction of pollutants into the waste stream that will interfere with normal operations of Western Regional Water Reclamation Facility (WRWRF).
3. Enable Montgomery County to comply with all applicable laws and regulations in its operation of the SRF, including regulated effluent limitations, national standards of performance, toxic and pretreatment effluent standards, federal sludge regulation, or any other regulated operating criteria.

Specifically, this document:

1. Provides procedures and requirements for permitting hauled wastewater discharge into the SRF.
2. Presents permitted and prohibited hauled wastewaters.
3. Provides instructions for access and use of the SRF.
4. Specifies the charges for discharge into the SRF which defray capital, operating and administrative costs of the system.
5. Establishes enforcement procedures.

1.2 General Policy

1. Hauled wastewaters may be discharged, when authorized, at the SRF located at:
**4257 Dryden Road
Moraine, Ohio 45439**
2. The materials described in the General Hauled Wastewater Requirements Section 3 are acceptable for discharge at the SRF. Generally this is:
 - a) Septage pumped from residential properties.
 - b) Dirty water from carpet cleaners.
 - c) Wastewater pumped from portable toilets.
 - d) Dirty water from recreational vehicles (RVs).

3. A permit will be required prior to discharge at the SRF except for RV owners who may pay cash or purchase a one year access card and register at the time of discharge.
4. Any person, firm, or corporation authorized to discharge hauled wastewater into the SRF is required to comply at all times with the rules and procedures set forth herein and in accordance with all applicable Federal or State Laws and Regulations.
5. No person, firm, or corporation shall discharge any hauled wastewater into any manhole or other appurtenance of any sewer per Federal Regulation.
6. Any hauler who discharges wastewater into the SRF shall pay the appropriate rates described in the Fees and Enforcement Section 5.
7. Refer to Section 3 for types of wastewater permitted or prohibited.

SECTION 2 - HAULED WASTEWATER DISCHARGE PERMITTING

2.1 Permitting Procedures

1. Only RVs may discharge in the SRF without a permit. However, they must register completely on the forms provided in the SRF. Closed Circuit Color Television (CCTV) systems will record all activities within the Facility.
2. Prior to being granted a permit to discharge any hauled wastewater in the SRF, all haulers, except RVs, shall:
 - a) Apply for a Hauled Wastewater Discharge Permit (HWDP) in accordance with the procedures outlined in this Section.
 - b) At the discretion of the SRF Administrator, comply with a probationary period during which compatibility tests of the delivered wastewater shall be performed.
3. During this probation period, the licensed hauler candidate shall:
 - a) Use the Vehicle Identity Access Card (VIAC), issued by Montgomery County Environmental Services Department (MCESD) to access the SRF.
 - b) Discharge hauled wastewaters following the unloading and exit procedures described in Section 4. Lights will indicate the correct discharge point.
 - c) Collect a sample of each unloading as directed in the Facility Access and Discharge Operations Section 4.3.
 - d) Comply with all rules, regulations, and procedures established herein.
 - e) Pay monthly bills from the MCESD for fees and penalties related to discharge operations defined in Section 5.
 - f) Indemnify and hold harmless the MCESD from suits, actions, damages and costs resulting from the discharge of the hauled wastewater.
 - g) Understand all the requirements stated herein.
4. Once the hauler has successfully completed the probation period:

- a) The hauler shall be issued by MCESD:
 - i. A HWDP valid until January 1 of the next calendar year.
 - ii. A VIAC for each truck listed on the HWDP application form.
- b) The VIAC shall be available in the hauling truck at any time for presentation upon request.
- c) The hauler shall comply with all rules and procedures established herein.

2.2 Permit Application Requirements

- 1. Upon request, the permit candidate shall receive a package for HWDP application that includes:
 - a) A letter stating the purpose of the application form.
 - b) A HWDP application form,
 - c) A list of documents to provide to the County.
 - d) A copy of the SRF procedures and fees.
- 2. The completed HWDP application shall include:
 - a) The completed HWDP application form.
 - b) For other than Carpet Cleaners and haulers of toilet wastewater, a copy of the Health Department License for wastewater transportation for each vehicle listed in the HWDP application form.
 - c) A copy of any other permit held for the transportation or disposal of wastewaters.
 - d) An insurance certificate for all vehicles listed in the HWDP application form.

2.3 Permit Application Form

- 1. Each vehicle to be used for hauling wastewater will be listed on the HWDP application form. Additional sheets should be added as necessary to cover all vehicles needing permits.
- 2. The HWDP application form requires:
 - a) The name of the company.
 - b) The owner's name or authorized agent.
 - c) The company street address.
 - d) The company telephone number.
 - e) Complete information on vehicles that shall be used to deliver wastewater (make, model, year, license plate, state, and nominal tank capacity).
 - f) A complete list of other permits held for the transportation and/or disposal of wastewater (permit number, licensing agency, and purpose of permit).
 - g) The date of submittal and the signature of the owner or authorized agent.

2.4 Hauled Wastewater Discharge Permit

1. The HWDP is granted by the MCESD for the disposal of hauled wastewater at:

Septage Receiving Facility (SRF)
Environmental Laboratory
4257 Dryden Road
Moraine, Ohio 45439
2. A valid HWDP must be signed by the authorized MCESD SRF Administrator.
3. The HWDP is granted with the understanding that the grantee shall follow all the terms and conditions of the current Montgomery County Environmental Services Department Rates, Rules and Regulations for the SRF and all applicable Federal or State Laws or Regulations.
4. The permit is granted by the MCESD on the basis of the information provided in the HWDP application.
5. Suspension or revocation of the HWDP may result for improper use of the SRF or for the discovery of incorrect information on the application forms.
6. The permit must be renewed annually.
7. The original permit shall be kept on file in the Permittee's office. The associated VIAC shall be carried in every registered vehicle used by the permittee
8. The HWDP is not transferable

2.5 Permit Renewal Required Annually

1. Each year, in November, a letter describing the renewal process shall be sent to current permitted haulers. Haulers shall be required to submit the following:
 - a) An updated HWDP application form.
 - b) Up to date insurance information.
2. The annual HWDP renewal application and insurance information shall be sent no later than December 31 of each year to:

SRF Administrator
4257 Dryden Road
Moraine, Ohio 45439

SECTION 3 - GENERAL HAULED WASTEWATER REQUIREMENTS

3.1 Permitted Discharge

1. Analysis of the wastewater shall be performed before licensing haulers, and even after for regulation enforcement.
2. MCESD reserves the right to apply an extra strength surcharge on certain waste water.
3. Wastewater permitted for discharge may include the following:
 - a) Residential Septage wastewater.
 - b) Toilet wastewater.
 - c) Carpet cleaning wastewater.

3.2 Permits for Wastewater Not Covered Above.

1. For catch basin waters and other materials than those listed above, the generator shall submit a letter of application to the MCESD SRF Administrator at the address listed in Section 2.5.
2. The letter of application for a special permit shall contain at minimum the following information:
 - a) Company name and address.
 - b) Source of the material in question.
 - c) Approximate discharge quantity.
 - d) Expected duration and dates of wastewater delivery.
 - e) Analytical data about the material in question (projected concentration of pollutants, state certified lab results, etc, as directed by MCESD.)
 - f) Source site map.
3. Wastewaters covered by this present sub-section shall be approved by MCESD staff on a case-by-case basis.

3.3 Prohibited Discharge

The following are examples of wastewater not to be accepted at the SRF:

1. Wastewater that is hazardous as defined in Federal Regulation 40 CFR 261:
 - a) This includes material such as the following
 - Cyanides
 - Chromates
 - Fluoride
 - Wastewater containing dissolved metals
 - Flammables

2. Radioactive waste.
3. Sludges.
4. Greases or any oils.
5. Any wastewater from industrial sources not specifically authorized by the MCESD.
6. Any wastewater from another wastewater treatment plant
7. Any mixed wastewater, for example residential septage mixed with any other acceptable wastewater such as porta-potty waste.
8. Cooling water, process water, blow-down from cooling, or demineralizer back wash water unless specifically authorized by MCESD.
9. Storm waters, ground waters, and catch basin wastewater not specifically authorized by MCESD.
10. Any wastewater containing heavy debris and/or solids which may clog the SRF drains.

3.4 Hauled Wastewater Acceptability

1. Any new SRF discharge candidate shall make an appointment with the SRF Administrator at **(937) 781-2562**. Appointments will be made for receiving the first loads with any new SRF users. First loads will be scheduled for specific unloading times between 9:30 AM and 3:30 PM, Monday through Friday.
2. Waste analyses will be run as necessary to determine the acceptability and treatability of any new waste stream to our existing treatment processes
3. All commercial haulers are required to take a representative sample of their loads when discharging in order for the MCESD to run analyses as necessary to satisfy all of the materials acceptability.

SECTION 4 - FACILITY ACCESS AND DISCHARGE OPERATIONS

4.1 Facility Access and Exit Procedures

1. If the gate at the Dryden Road Facility is closed, the hauler will gain access by using the valid access card (VIAC) and swiping at the pole-mounted access control box near the entrance gate to the facility.

2. When the hauler arrives at the SRF, its main (North side) garage door will likely be closed. A red signal light will indicate that someone is presently unloading inside the facility.
3. To gain access when the signal light turns yellow, the driver should trigger the garage door opening with a valid access card (VIAC) by swiping the card near the access control box on a post near the entrance and the driveway. If the hauler is an RV or a carpet cleaner, cash of the correct amount may be slipped into the nearby cash machine to gain access.
4. The MCESD security system will record the VIAC customer's information on the computer system and closed circuit cameras will record the whole transaction on tape for enforcement purposes.
5. The station's door will remain open until the vehicle clears the way. When the door rolls down, the exterior availability tank light will turn red.
6. The commercial driver should position the vehicle at the available unloading point indicated by the green light (one of the five (5) interior tank lights). RVs and carpet cleaners should always use unloading point 5, the far south unloading point, regardless of which light is lit.
7. Haulers shall empty their tanks following the discharge procedure, below.
8. When ready to depart, haulers should pull forward carefully until the in-floor detector loop triggers the door and it opens fully. The door will remain open until the vehicle clears the way.
9. The plant's main gate opens when vehicles trigger the driveway gate loop detector. It will remain open until the way is cleared.

4.2 Discharge Procedures

1. SRF users should take all reasonable precautions to maintain their good health in this obviously health-sensitive operation (gloves, wiping cloths, etc.).
2. Montgomery County Environmental Services Department waives any responsibility for eventual health problems caused by operations inside or outside the SRF.
3. Commercial Haulers using the SRF shall gather a representative sample of the wastewater being delivered as described below in the Sampling sub-section.
4. SRF users shall remove the cast iron lid from the correct discharge port (as indicated by the green light or otherwise if so directed) and shall hook their vehicle nozzle to this unloading port.
5. Hauled wastewater shall then be unloaded in a professional manner. **Spills outside the correct port shall be avoided.**

6. After discharging their load, the drivers shall use the hydrant and hose provided to carefully flush any spills, tire dirt, and debris into the appropriate drain. In the center of the bay and adjacent to the discharge port is a large manhole with the slotted grates. This is the best place for such flushing water. Drivers may also hose off their vehicles so long as they are not causing a backup of other SRF users in the driveway. Upon completion of use, the hose will be rewound on the hose carrier.
7. Wash-water shall not be indiscriminately sprayed on facility equipment.
8. Before departing, drivers shall complete the delivery manifest (including the sample bottle number, if applicable) and deposit the form in the proper receptacle.
9. Drivers should exit the facility following the exit procedures described herein.

4.3 Sampling

1. An empty and clean bottle, available on site, shall be used for composite sampling.
2. Commercial septage haulers shall select one of the numbered, clean sample bottles provided in the station, fill it during the unloading process as described below, and place it in the white refrigerator (known scientifically as an “incubator”).
3. The sample bottle should be wiped clean and placed carefully in the “incubator”.
4. The driver must record the sample bottle number on the manifest form.
5. No trash shall be allowed to fall into the discharge ports.
6. RVs are not required to sample their loads.

4.4 Hauled Wastewater Manifest

1. All commercial SRF users must complete a manifest form for each delivery of wastewater to the SRF. Manifests are on the desk adjacent to the incubator.
2. The manifest shall be filled out with a pen and shall be certified accurate by the driver’s LEGIBLE signature.
3. The hauler shall certify that the wastewaters discharged at the SRF are as described on the manifest. In the event of falsification of manifest information the hauler’s authorization to use the SRF will be withdrawn.

4. After completing the form, including the sample bottle number, the driver shall place the manifest form into the "Manifest File Box" located in the SRF.
5. Commercial haulers may collect multiple loads of the same type from different sources (i.e. septage from several different homes).
6. The manifest when filled out by **septage haulers** will require that the following information be given:
 - a) Vehicle Identification.
 - b) Sample Bottle number.
 - c) Date and Time of delivery.
 - d) For each source pickup, the hauler shall fill in the complete name and the complete pickup address of the generator.
 - e) The hauler shall completely describe the source and the type of wastewater collected, in addition to the volume (estimated) from each source.
 - f) The wastewater hauler information:
 - The company name.
 - The company phone number.
 - The hauler signature.
7. The manifest, when filled out by **haulers of wastewater from portable toilets**, will require that the following information be given:
 - g) Vehicle Identification.
 - h) Sample Bottle number.
 - i) Date and Time of delivery.
 - j) The wastewater hauler information:
 - The company name.
 - The company phone number.
 - The hauler signature.

4.5 Carpet Cleaner Forms

1. All commercial Carpet Cleaners must complete a Hauled Wastewater Discharge Permit Application.
2. This form shall be filled out accurately and be signed by an owner or authorized agent.
3. The signature certifies that the wastewaters to be discharged at the SRF are only those associated with carpet cleaning. In the event of falsification of the form's information the hauler's authorization to use the SRF will be withdrawn.

4.6 Vehicle Identity / Access Cards (VIAC)

1. Access cards are vehicle identification cards that are issued by the MCESD. Herein they shall be referred to as "VIAC"s
2. VIACs are cards that allow periodic billing of the hauler.
3. The card's original cost is included in the permit application fee.
4. A fee of \$10 must be paid to replace any lost or stolen VIAC. The check, made payable to "Montgomery County Environmental Services" should be mailed along with a request for VIAC card replacement, to SRF Administrator, 4257 Dryden Road, Moraine, Ohio 45439.
5. Loss of a VIAC shall be immediately reported to the MCESD.
6. RV owners may elect to purchase a VIAC for annual charge of \$21.30 **if they are currently MCESD water system customers**. The fee is \$45 for non-MCES customers. These RV VIACs are effective for one year and may be renewed annually for the wastewater treatment cost then existing. The card's cost is included in this annual charge.
7. VIACs are based on the vehicle identity information provided by the hauler in the HWDP application documents.
8. VIACs are granted for the disposal of hauled wastewater at:
Septage Receiving Facility, 4527 Dryden Road, Moraine, OH 45439
9. Each VIAC is unique and is valid only for the truck it refers to. It is not transferable.
10. Suspension or revocation of the HWDP results in immediate cancellation of associated VIACs.
11. VIACs shall be carried on board of the corresponding vehicle at all time and shall be displayed and given over to MCESD staff upon request.

4.7 Hauled Wastewater Delivery Record Keeping

1. The computer based security system records activity at the SRF whenever a VIAC triggers the opening of the station's entrance / overhead door. This information will be used to prepare periodic invoices for the users.
2. Exterior cameras record activities outside of the receiving station.
3. Cameras record activities inside the receiving station. They will record license plates of vehicles and discharge sampling.

4. Signatures are required for each delivery to the SRF, either on the completed manifest form(s) for commercial septage haulers, Carpet Cleaner Registration Forms or on the registration forms provided in the SRF for RVs.

SECTION 5 - FEES AND ENFORCEMENT

5.1 Discharge Fees

1. Fees are established by resolution of the Board of County Commissioners to cover the costs of operation. They may be changed from time to time based on plant requirements and regulations, operating costs, and debt service on the facilities.
2. The following rates are currently being charged for use of the SRF:
 - a. \$75/1000 gallons for basic septage with a County issued access card.
 - b. \$75/1000 gallons for Chemical Toilet ("Porta Potty") haulers with a County issued access card.
 - c. \$45 per vehicle for Carpet Cleaners to purchase the access card.
 - d. \$45/year for RV users that are not MCESD customers.
 - e. \$21.30/year for RV users that are a MCESD customer,
 - f. \$5 cash for other RV users per discharge (limited hours of operation).
 - g. MIPP surcharge rates are to be applied for any other potential "hailed wastewater delivery" on a case by case basis by appointment.
3. County issued access cards, only, will be accepted for entry by approved haulers.
4. Cards are issued on January 1 and expire on December 31 of the same year, regardless of when the card was purchased.

5.2 Billing

1. The MCESD will prepare and mail out periodic invoices for deliveries of hauled wastewaters to the SRF.
2. Charges will be based on the stated capacity of the delivery truck. The hauler is responsible for the amount of material being delivered in each load.
3. The hauling firm or corporation is responsible for paying the invoices within 30 days of receipt of the invoice.
4. If payment is not received in a timely manner, access cards will be subject to de-activation. Haulers will be charged a shut off fee of \$42.65 and discharge privileges will not be reinstated until the account is made current.

5.3 Fines and Enforcement

1. The MCESD reserves the right to deny, suspend or revoke a permit to discharge at the SRF.
2. The MCESD reserves the right to back charge users for costs incurred as the result of any violations herein described in a fashion similar to the cost recovery described in the MCESD "MIPP Rules and Regulations."
3. It is intended that all SRF users follow the procedures described herein to insure safety of users and of the MCESD plant operations and processes. If users do not follow the procedures described herein, they will be subject to fines and enforcement actions, and they may be barred from the use of the facility if such violations are repeated.
4. The number of violations by one user during the past twelve month period will be considered in the MCESD reaction to a new violation by any user.
 - a) The first serious violation of any herein described "Rules and Procedures" by a user may result in fines of \$100 per violation. Repeated and/or critical violations may result in fines of \$500 and/or prohibition of any SRF discharge by the user or the firm for up to 12 months.
 - b) Fines shall be billed to the corporation or firm that the violating user represents.
5. Non-payment of fees in a timely fashion may result in denial of use of the SRF.

5.4 Violation Types

1. Violations termed **serious** cannot be allowed to continue. They will result in warning letters, hearings, and fines as necessary to cause the haulers to stop them. Continued violations of this nature will lead to denial or suspension of the MCESD HWDP. This list is intended to inform, but is not to be considered all inclusive:
 - a) Failure to comply with any of the disposal rules and procedures established herein.
 - b) Failure to complete manifests.
 - c) Failure to submit manifests.
 - d) Improper use of SRF equipment.
 - e) Failure to properly maintain the facility.
 - f) Failure to clean up sample bottles or spills in the facility.
2. Violations termed **critical** are such that even one violation can lead to permit denial or suspension of the MCESD HWDP. The following list of violations is intended to illustrate the sort of violations that are critical, cannot be tolerated, and which may lead to immediate suspension or denial of the HWDP. This list is intended to inform, but is not to be considered all inclusive:

- a) Delivery of wastewater that causes the MCESD to violate any applicable effluent limitations or standards, water quality standards or any legally applicable requirement, including court orders or state or federal statutes, rule, regulation or orders.
- b) Discharge of wastewater other than listed on the HWDP.
- c) Falsification of manifest or samples.
- d) Transfer of Permit to a third party.

SECTION 6 - Definitions

6.1 Acronyms

- 1. BOD Biochemical Oxygen Demand, a measure of the strength of the sewage that includes its ability to biologically consume the dissolved oxygen.
- 2. COD Chemical Oxygen Demand, a measure of the strength of the sewage that includes its ability to chemically consume dissolved oxygen.
- 3. CCTV Closed Circuit Color Television, recording all activities inside and outside the SRF.
- 4. HW Hauled Wastewater, typically dirty liquids delivered over-the-road, by vehicle.
- 5. HWDP Hauled Wastewater Discharge Permit, required for all but RVs and carpet cleaners.
- 6. MCESD Montgomery County Environmental Services Department.
- 7. MIPP Municipal Industrial Pretreatment Program, instituted to control the levels of various substances discharged from Industries into the sanitary sewer system.
- 8. pH “Potential of Hydrogen”, a measure of the hydrogen ions in a liquid, the measure of acidity or alkalinity in the fluid.
- 9. POTW Publicly Owned Treatment Works, means a water reclamation facility or wastewater treatment plant owned by a governmental agency such as a City or County.
- 10. RVs Recreational Vehicles, Campers with self contained toilets and holding tanks for dirty water.

- 11. SRF Septage Receiving Facility, built in 2003 in order to improve security of the MCESD wastewater treatment facilities and also to allow receipt of residential septage, carpet cleaning wastewater, porta-potty servicing waste, and certain other commercial wastewater deliveries.
- 12. TTO Total Toxic Organics, a category list of organic compounds typically analyzed by a laboratory to determine whether the subject mixture qualifies as “Hazardous” as defined by USEPA. See also “Priority Pollutants”.
- 13. VIAC Vehicle Identity Access Card, issued by Montgomery County Environmental Services Department for regular customers after a probationary period that allows testing and evaluation of the material to be delivered to the SRF.
- 14. WRWRF Western Regional Water Reclamation Facility, a POTW owned and operated by Montgomery County, Ohio.

6.2 Words and Phrases

- 1. Biosolids Semi-solid liquid residue generated during the treatment of sewage in a treatment works. Also known as “Sludge”.
- 2. Catch Basins Tanks used to contain storm water run-off from roadsides, parking lots, and loading dock areas. Catch basins are often designed with screens or baffles to catch and retain debris from these areas and these will need to be cleaned under forthcoming stormwater regulations. Catch Basins are not to be confused with grease interceptors (traps).
- 3. Chemical Toilets Portable toilets that often produce high strength wastewater and may contain special odor controlling chemicals.
- 4. Commercial Septage For the purposes of this “Rules and Procedures” document, wastewater removed from a tank that receives commercial wastewater and does not include grease removed from a grease trap at a restaurant.
- 5. Composite Sample A sample composed of two or more discrete grab samples. The aggregate sample will reflect the average quality covering the compositing or sample period.
- 6. Domestic Septage For the purposes of this “Rules and Procedures” document, Domestic septage is Residential Septage. Domestic septage does not include liquid or solid material removed from a tank that receives either commercial wastewater or industrial wastewater and does not include grease removed from a grease trap at a restaurant.

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| 7. | Facility Operator | Person in day-to-day control over the operations at a plant. |
| 8. | Grab Sample | A sample taken (“grabbed”) from a flowing waste stream. |
| 9. | Grease and Oil | See “Oil and Grease”. |
| 10. | Grease Trap | A tank designed to capture floating material (grease, oil, soap scum) from a wastewater stream. Restaurants, for example, must include a grease trap in its plumbing to prevent grease or oil from entering the sanitary sewer system where such materials can clog the pipe and cause flooding. |
| 11. | Grease Trap Waste | Floatable material such as grease, oil, or soap scum removed from a grease trap at a restaurant, school, hospital, auto-service facility, etc. |
| 12. | Ground Water | Water coming from below the land surface, perhaps seeping into a basement, or auto-mechanic’s pit. |
| 13. | Hauled Wastewater | Wastewater delivered “over-the-road” by truck, trailer, van, or RV. |
| 14. | Holding Tank | Vessel for collecting wastewaters and emptied more frequently than once every 6 months. |
| 15. | Holding Tank Waste | Materials removed from tanks serviced more often than once every 6 months. |
| 16. | Industrial Septage | For the purposes of this “Rules and Procedures” document, material removed from a tank that receives industrial processing wastewater and does not include grease removed from a grease trap at a restaurant. |
| 17. | Industrial Wastewater | Wastewater from an industrial source. Industrial Waste Discharge Permits would normally be issued under the MIPP program. |
| 18. | Interference | A discharge which inhibits or disrupts the POTW treatment processes or operations and therefore causes violations of regulatory provisions or permits. |
| 19. | Leachate | Seepage from storage piles or landfills. |
| 20. | Oil and Grease | Floatables removed from a grease trap such as: <ul style="list-style-type: none"> a) Hydrocarbon based waste from auto service facilities. b) Oil and grease from food processing. c) Soap scum. |
| 21. | Pass Through | A contaminant that passes through the POTW without being adequately reduced by the POTW processes and which is a cause of a POTW violation. |

22. Porta-Potty See the definition, herein, for “Chemical Toilet”.
23. Priority Pollutants A category list of 138 different chemicals, compounds, and elements defined by USEPA as “Hazardous.” See also “TTO”.
24. Publicly Owned Treatment Works (POTW) A water reclamation facility or wastewater treatment plant owned by a governmental agency such as a state or municipality. This includes the sewers and pipes that convey wastewater to a POTW.
25. Residential Septage Wastewater and solids pumped from residential home septage tanks.
26. Sanitary Sewer System The collection pipes designed to deliver sanitary wastewater (toilet, tub, sink, shower, etc.) from the community to the POTW; not to be confused with “Storm Sewer System”.
27. Septage For the purposes of this “Rules and Procedures” document, wastewater collected in tanks that are emptied less often than once in 6 months. See also the definitions herein for “Residential Septage”, “Industrial Septage”, “Commercial Septage” and “Holding Tank Waste”.
28. Septage Receiving Facility For the purposes of this “Rules and Procedures” document, the “Septage Receiving Facility” means the facility that receives any hauled wastewater from over-the-road vehicles.
29. Sludge Semi-solid liquid residue generated during the treatment of sewage in a treatment works. Also known as “Biosolids”.
30. Storm Sewer System The collection pipes designed to deliver storm water runoff from roads, parking lots, and other land directly into the creeks and rivers; not to be confused with “Sanitary Sewer System”.

REFERENCES

1. "Disposal of Septic Tank and Tank Waste Regulations and Specifications", Board of Commissioners, Green County, Ohio, 2001.
2. "Federal Sludge Regulations", 40 CFR 503.
3. Final Sewage Sludge Rules, Ohio EPA Division of Surface Water, 4/8/02.
4. "Guidance Manual for the Control of Wastes Hauled to Publicly Owned Treatment Works", USEPA, 1999.
5. "Hauled Waste Procedures", City of Waukesha Board of Public Works. Waukesha, Wisconsin, 1996.
6. Integrated Solid Waste Management, Tchobanoglous, George, McGraw Hill Series, 1993.
7. "Municipal Industrial Pretreatment Program (MIPP) Rules and Regulations", Environmental Services Department, Montgomery County, Ohio, 1991.
8. Septage Handling. Manual of Practice No. 24, Water Environment Federation, VA, 1997.
9. "Septage Hauler Acceptance Station @ French Creek WWTP", D. D. Daley. City of North Ridgeville, Ohio, 2000.
10. Wastewater Engineering, Metcalf & Eddy, Inc., McGraw Hill Series, 1991.
11. "Wisconsin Administrative Code. NR 113 (Unofficial Text)", Wisconsin, 2001.

FORMS FOR SEPTAGE RECEIVING FACILITY

Copies of the following SRF forms are attached:

- 1. HAULED WASTEWATER DISCHARGE PERMIT APPLICATION**
- 2. HAULED WASTEWATER DISCHARGE PERMIT**
- 3. HAULED WASTEWATER DISCHARGE MANIFEST**
- 4. CARPET CLEANERS DISCHARGE PERMIT APPLICATION**
- 5. CARPET CLEANERS DISCHARGE PERMIT**
- 6. CARPET CLEANER REGISTRATION**
- 7. VEHICLE IDENTIFICATION / ACCESS CARD**
- 8. RV REGISTRATION**
- 9. RV DISCHARGE PERMIT APPLICATION**