

11-0727

Septage Receiving Plan

Prepared for
Spokane County

1004 North Freya Street
Spokane, WA 99202

August 2011

CH2MHILL

1004 North Freya Street
Spokane, WA 99202

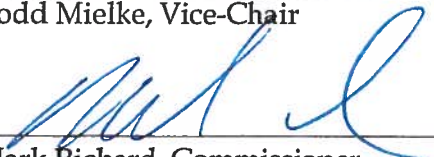
**Board of County Commissioners
Spokane County, Washington**



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Abbreviations and Definitions

Bay	Septage Receiving Bay
Company	CH2M HILL
County	Spokane County
Director	Spokane County Division of Utilities Director
Facility	Spokane County Regional Water Reclamation Facility
Hauler(s)	Septage Hauler(s)
RPWRF	Riverside Park Water Reclamation Facility
SCADA	Supervisory Control and Data Acquisition
SCC	Spokane County Code
SCRWRF	Spokane County Regional Water Reclamation Facility
WAC	Washington Administrative Code

Overview

The Spokane County Regional Water Reclamation Facility (SCRWRF) will receive septage from local Septage Haulers ("Haulers") at a rate of not more than 24,000 gallons a day from persons or businesses specifically permitted by the County. Haulers will apply for a permit from the County for each vehicle to be used to discharge septage at the SCRWRF. The Facility is operated on behalf of the County by CH2M HILL (the "Company"). The Company's operators will oversee septage receiving operations and enforce County regulations. Septage receiving hours will be Monday through Friday, 7:00 AM to 4:00 PM, excluding Holidays. Every load will be sampled and monitored for acceptable conditions. The septage will be transferred by the Company's operators from the septage receiving vault to the influent channel prior to screening via two septage pumps located in the Headworks Building.

Regulations for Septage Discharging

Acceptable septage removed from residential (domestic) on-site wastewater facilities (i.e. septic tanks, cesspools, and sewage holding tanks) within Spokane County may be discharged into the SCRWRF at a charge rate established by the County (see Spokane County Code 8.03.8575).

"Acceptable Septage" means septage that: 1) does not contain grease trap material; 2) has a pH not lower than 5 and not higher than 8.5; 3) does not contain Toxic Substances or a Hazardous Material, including but not limited to the pollutant and wastewater prohibitions detailed in Spokane County Code (SCC) 8.03A.0201; and, 4) is transported into the Facility by Haulers permitted by the County.

The discharge of acceptable septage at the SCRWRF is subject to the following regulations:

1. Haulers must register each vehicle used to transport septage material to the Facility. The vehicles must be inspected and approved by the County for hauling septage. The capacity of each vehicle's tank will be noted on the Hauler's permit.
2. Any vehicle that deteriorates after inspection will be denied discharging privileges until it has been repaired and inspected again.
3. Vehicle inspection may be required annually. Any new or replacement vehicle must be inspected and permitted prior to being used to haul any septage to the SCRWRF.
4. A copy of the current Spokane Regional Health District Pumper Permit shall be carried in each vehicle.

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5. The maximum volume of septage allowed per individual discharge is 4,000 gallons, assuming the Hauler's vehicle safely fits into the Septage Receiving Bay (the "Bay") with the doors closed.
6. Haulers must call ahead to the SCRWRF (509 536-3717) to ensure that the maximum septage volume limits have not been met for the day. The designated phone number will access an automated message system that will indicate whether or not the daily maximum allowed septage volume has been met.
7. After the vehicle is pulled into the Bay, the driver will be required to input a unique PIN number assigned to the vehicle. Haulers must input all required information into the computer prior to discharging each load. Once the information is entered and accepted by the system, Haulers may commence unloading.
8. Unloading devices and other mechanical devices shall be furnished at the expense of the Hauler. No discharging tools or hoses may be stored on the SCRWRF site.
9. If the connection is broken, Haulers shall use the operator call button or provided phone number to report this to the Company's operators immediately.
10. Unloading or discharging of septage by any method other than direct connection to the Bay facilities is strictly prohibited. The floor drain in the Bay and into the septage vault are not considered "direct connection".
11. Random sampling will be performed by the Company. CH2M HILL laboratory personnel may, at any time, require a Hauler's driver to extract a sample, beyond the sample already taken on the vehicle, for further analysis.
12. Materials shall not be unloaded at the SCRWRF that are specifically prohibited, such as designated dangerous waste by Washington Administrative Code (WAC 173-303) or other substances specified in SCC Chapters 8.03 and 8.03A. This material shall be taken to a suitable facility as required.
13. Hoses must be put in their proper place. If the connection hose is broken, the Hauler will report this to the Company's operators using the operator call button or provided phone number.
14. The Septage Receiving Bay shall be kept clean. Each driver shall be responsible for leaving the area clean of any material resulting from discharging.
15. No cleaning sand or other debris from the Hauler's vehicle is allowed at the Facility. This material shall be taken by the Hauler to a suitable site as required.
16. Charges will be determined by tank capacity, not by the actual septage volume in the tank.
- 17) A "Septage Hauler's Report" (attached) shall be maintained by all Haulers and submitted no later than the 15th of the following month to the County.

Septage Unloading Procedure

After calling ahead (509 536-3717) to confirm the daily maximum septage volume has not already been met, the Hauler's vehicle may proceed to the SCRWRF located at 3880 E. Boone Avenue (at the Facility's Julia Driveway) in Spokane, WA (see attached Site Map). Hauler's vehicles will enter the Facility by using an assigned magnetic gate card at the SCRWRF entrance gate. Once inside the fence line, they will pull around the Headworks Building and into the Septage Receiving Bay from the West side (see attached Site Map). The Haulers will input all required information into the touch screen located inside the Bay prior to the discharge of septage. Once the computer has accepted the information, the Bay door will close, the Bay's receiving valve will automatically open, and a connection can be established between the vehicle and the Bay facilities using a Hauler furnished four-inch cam lock hose. The inline pH probe in the Bay will monitor the septage transferred. Should the pH probe detect septage outside of the acceptable range, the Bay valve will automatically close and the Supervisory Control and Data Acquisition System (SCADA) will send an alarm to the Company's operators who will respond promptly. Operators will then determine whether to allow the remainder of the load to be discharged or rejected (see Septage Rejection Procedure). If the septage falls within the acceptable pH range, the Hauler will extract a sample into a sampling container, provided in the Bay, and discharge the remainder of their load.

Once the vehicle is empty, the Hauler will be responsible for disconnecting their hose from the Bay facilities and washing down the Bay as needed. This will be done to preserve sanitary conditions and minimize odors. Wash down hoses and plant water will be provided within the Bay. Once this is complete, the Hauler will verify that they have fulfilled their responsibility by completing required input into the touch screen. The exit door will open and the vehicle can leave the Bay.

SCADA will log all information entered into the computer by the Hauler to produce a Septage Delivery Log. The Septage Delivery Log will include date, time, Hauler identification and volume discharged (based upon that vehicle's permitted tank volume). This information will be transmitted monthly to the County in order for them to bill each Hauler for septage discharged at the Facility. The County will match the Septage Delivery Log against the monthly Hauler's Septage Report. In the case of a discrepancy, the County will analyze the two data source to reconcile the discrepancy; and, as needed make an adjustment on a subsequent bill.

Septage Sampling and Analysis Procedure

CH2M HILL will furnish clean sample bottles with labels, in the Septage Receiving Bay, that the Hauler will use to collect and leave a sample for every load discharged at the SCRWRF. The Hauler will complete the blocks on the label of the sample bottle with the delivery date, time, Hauler identification, septage source (owner, address), and amount of septage discharged (the vehicle's maximum tank volume). The sample shall be collected after the load has gone through the acceptance process.

CH2M HILL will exercise prudent industry standards with regard to determining whether the septage is acceptable in the case of a rejection or during routine and random sampling. This determination will include: 1) visual observation of the septage for unusual color or excessive amounts of grit, sand, oil or grease; 2) septage odor for excessive amounts of solvents, hydrocarbons, or other unusual odors; and, 3) test the pH of each sample collected.

CH2M HILL will preserve all septage samples under refrigeration at 4°C for one week. If after one week there is no indication of a Facility impact potentially related to septage, the Company will dispose of the sample. If Facility impacts are suspected to be related to septage, the Company will analyze the septage samples for potentially toxic or other deleterious substances. The Company will immediately notify the County of any Hauler failing toxicity testing. If a sample fails toxicity testing, the County will notify the Hauler and applicable actions will be taken.

Septage Rejection Procedure

There are several instances that could result in a septage load being rejected. They could be the result of visual observation of the septage, unusual odors, pH outside of the acceptable range, sample analyses, or other mitigating circumstances. The City of Spokane's Riverside Park Water Reclamation Facility (RPWRF) will also be notified of the rejection in order to prevent the delivery of an unfit load to the RPWRF. Similarly, the RPWRF will notify the County of any such rejections at the RPWRF. When a load is rejected, the Hauler will be expected to dispose of the load in a manner appropriate to the materials being hauled. Haulers may be required to re-apply for their permit if the reason for rejection is severe enough to revoke their existing permit.

A septage load will also be rejected if a Hauler's permit(s) have been revoked.

If a load is rejected, the County will be notified with the Hauler's identification and applicable date(s) and the reason(s) for rejection.

Septage Hauler Permitting Procedure

The following actions must be completed in order to discharge Septage at the Spokane County Regional Water Reclamation Facility (SCRWRF):

- 1) Apply for and obtain a Spokane Regional Health District Septic Pumper Permit.
 - i. Address: Spokane Regional Health District
Attn: Environmental Health Division
1101 West College Ave
Spokane, WA 99201
 - ii. Phone: (509) 324-1560

- 2) Complete and submit a Septage Hauler Permit Application (attached) to:
 - i. Address: Spokane County Regional Water Reclamation Facility
Attn: Spokane County Utilities
1004 North Freya St
Spokane, WA 99202-6004
 - ii. Phone: (509) 568-0970

- 3) Complete the top half of the Septage Hauler Truck Inspection Form (attached) for each vehicle and arrange for inspection(s). This is necessary to confirm that the vehicle is in a safe condition, is compatible with the SCRWRF septage discharge system, will safely fit into the Bay allowing both roll-up doorways to close during unloading, and to measure the maximum volume of the vehicle's tank. Haulers will be billed for the full tank volume, no credit for partial loads. Contact to schedule inspection(s):
 - i. Address: Spokane County Regional Water Reclamation Facility
Attn: Spokane County Utilities
1004 North Freya St
Spokane, WA 99202-6004
 - ii. Phone: (509) 568-0970

- 4) Submit a Septage Hauler Payment Bond in the amount specified in SCC Chapter 8.03.8570, using the attached form, to:
 - i. Address: Spokane County Regional Water Reclamation Facility
Attn: Spokane County Utilities
1004 North Freya St
Spokane, WA 99202-6004
 - ii. Phone: (509) 568-0970

Revocation and Reinstatement of Septage Hauler Permits

The Owner's or Authorized Representative's (see SCC 8.03A.0103) signature on the Septage Hauler Permit Application stipulates that the Hauler has read, understands and agrees to follow all the rules and regulations contained herein and in SCC Chapters 8.03 or 8.03A regarding discharging septage at the Spokane County Regional Water Reclamation Facility. Any violation(s) of these rules and regulations or the certifications made on the Application may result in all of the Hauler's permits being revoked by the Spokane County Division of Utilities Director (the "Director").

Such violations include, but are not limited to:

- 1) Any Hauler discharging septage without making a direct connection or following proper procedures.
- 2) Using poorly maintained or improper equipment that results in spillage, breakage, or other hazards.
- 3) Failing toxicity testing.
- 4) Failure to leave a sample.
- 5) Providing or entering in any false information on the Septage Hauler Permit Application, into the computer system in the Septage Receiving Bay, on any sample bottles, or Septage Hauler's Reports.
- 6) Failure to pay invoices in accordance with SCC 8.03.9070.

Any violation or instance of non-compliance may result in the Hauler having to appear at an Administrative Hearing before the Director to determine the facts for possible revocation of the Hauler's permit(s) and its duration.

During the Administrative Hearing, the Director may: 1) consider the severity of the current violation (i.e., potential effect on the Facility, falsification of data, etc); 2) consider past violations by the Hauler; 3) request additional information from the Hauler; and/or, 3) consider any other information pertinent to the decision making process.

Any appeal from the Director's decision following an Administrative Hearing shall be filed in accordance with SCC 8.03.9185.

Any decision relative to revoking or not revoking a Hauler's permit based on any violation(s) of the rules and regulations contained herein or in SCC Chapters 8.03 or 8.03A shall not preclude the County from pursuing any legal action in accordance with Article 9 of SCC Chapter 8.03 or any other remedy available to the County under the laws of this State.

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The result of any Administrative Hearing shall not preclude the County from pursuing any legal action in accordance with Article 9 of SCC Chapter 8.03 or any other remedy available to the County under the laws of this State.

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SPOKANE COUNTY

SEPTAGE HAULER PERMIT APPLICATION

To receive a permit to discharge acceptable septage at the Spokane County Regional Water Reclamation Facility, this application must be filled out and submitted to:

Spokane County Regional Water Reclamation Facility
Attn: Spokane County Utilities
1004 North Freya Street
Spokane, WA 99202-6004

Company Identification

Name of Company

Company Address

Billing/Mailing Address

(if different from above)

Telephone Number

Waste Transport Information

Does this vehicle transport any wastes other than domestic (residential) wastes? Yes _____ No _____

If "Yes", a separate permit fee and further requirements will be required.

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Vehicle Information

(Each vehicle must be listed and appear on the permit. Any other vehicle is prohibited from discharging at this Facility until such time as an application is submitted and a permit issued.)

Vehicle Make/Model	_____	Vehicle Tank Capacity (gal.)	_____
Vehicle License No.	_____	Licensing State	_____
Hauler Vehicle Designation	_____		_____

Vehicle Make/Model	_____	Vehicle Tank Capacity (gal.)	_____
Vehicle License No.	_____	Licensing State	_____
Company veh. designation	_____		_____

Vehicle Make/Model	_____	Vehicle Tank Capacity (gal.)	_____
Vehicle License No.	_____	Licensing State	_____
Company veh. designation	_____		_____

Vehicle Make/Model	_____	Vehicle Tank Capacity (gal.)	_____
Vehicle License No.	_____	Licensing State	_____
Company veh. designation	_____		_____

Permit Information

List all other permits or authorizations you currently possess for the disposal of any wastes:

Permit Type & Number	Issuing Agency	Expiration Date
County Regional Health District Septic Pumper Permit No. _____	Spokane County Regional Health District	

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Signatory Certification

I certify under penalty of perjury of the laws of the State of Washington (or state of execution):

- 1) That I am authorized to sign this statement on behalf of the person or entity for which it is submitted.
- 2) That this document and all attachments are reliable and were prepared based upon my personal knowledge or under my direction or supervision, after diligent inquiry in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted.
- 3) Based on my knowledge or inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting inaccurate or false information, including the possibility of fine and imprisonment. (NOTE: SCC 10.08.085 provides that negligent or careless submission of false or inaccurate statements is a misdemeanor and gross negligence or a knowing or willful submission of false or inaccurate statements is a gross misdemeanor.)

I further certify that I have read, understand and agree to follow all the rules and regulations contained in the Septage Receiving Plan prepared for Spokane County and Spokane County Code Chapter 8.03 and 8.03A regarding discharging septage at the Spokane County Regional Water Reclamation Facility.

 Signature of Owner or Authorized Representative (see SCC 8.03A.0103.E) _____
Date

 Name (please type or print legibly) _____
Title

office use only

insp	
utility #	
pix	
report file	

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SPOKANE COUNTY

SEPTAGE HAULER TRUCK INSPECTION FORM

Company Identification

Name of Company _____

Vehicle Information

Vehicle Make/Model _____

Vehicle License No. _____

Licensing State _____

Company veh. designation _____

Replacement Truck () Yes () No

If yes, which truck /tanker listed on the permit does this replace?

State: _____ License Number: _____

Inspection By: _____ Inspection Date: _____

1. Tank Volume:

a. Truck Certificate: _____ gallons; *OR*

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b. Calculation:

Length (ft., from front seam to rear cup) _____ Height (ft.) _____

$(\text{radius})^2 * \pi * \text{Length} =$ _____ vol. (CF) * 7.48 = _____ gallons

2. Discharge outlet on tank: 4" male camlock? Yes No

3. Leaking fluid (oil, antifreeze, etc.)? Yes No

If yes, describe: _____

4. Does truck have capability to pressurize tank? Yes No

5. Is truck cab and tanker clearly marked for Company Identification? Yes No

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**SEPTAGE HAULERS
SURETY BOND FORM**

Bond Number: _____

KNOW ALL MEN BY THESE PRESENTS:

THAT We, _____ as Principal,
and _____ as Surety, are
held and firmly bound unto SPOKANE COUNTY, a Washington State County, in the penal sum of TWO THOUSAND DOLLARS for the payment of which we jointly and severally bind ourselves, and our heirs, executors, administrators, successors, and assigns jointly and severally, firmly by these presents.

If the Principal fails to pay all Septage Discharge Charges as mandated by Spokane County Code Chapter 8.03 within 45 days of each billing of said charges, the amount of the delinquent charges up to the amount of this Bond shall be forfeited to the County.

In no event will the Surety's liability exceed this Bond's face amount.

SIGNED, SEALED AND DATED ON this _____ day of _____, 20_____.

PRINCIPAL:

SURETY:

Signature

Signature

Typed Name

Typed Name

Title

Title

(Affix Corporate Seal, if applicable)

(Affix Corporate Seal)

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**SEPTAGE HAULERS
CASH BOND FORM**

- Postal Money Order
- Cash
- Cashier's Check
- Certified Check

Amount: \$2,000

HEREWITH find my Cash Bond in the form of cash as checked above in the amount indicated.

I, _____ as Principal, am held and firmly bound unto SPOKANE COUNTY, a Washington State County, in the penal sum of TWO THOUSAND DOLLARS for the payment of which I bind myself, heirs, executors, administrators, successors and assigns, firmly by these presents.

If the Principal fails to pay all Septage Discharge Charges as mandated by Spokane County Code Chapter 8.03 within 45 days of each billing of said charges, the amount of the delinquent charges up to the amount of this Cash Bond shall be forfeited to the County.

SIGNED, SEALED AND DATED ON this _____ day of _____, 20_____.

PRINCIPAL:

Signature

Typed Name

Title

(Affix Corporate Seal, if applicable)

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SEPTAGE HAULERS SCRWRf SITE MAP

