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1PB0002620071011

MIAMI

PLEASANT HILL STP

MILLER, JOSEPH

2007/10/11

Ted Strickland, Governor
Lee Fisher, Lieutenant Governor
Chris Korleski, Director

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State of Ohio Environmental Protection Agency

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Ted Strickland, Governor
Lee Fisher, Lieutenant Governor
Chris Korleski, Director

October 11, 2007

Mayor and Board of Public Affairs
Village of Pleasant Hill
8 West High Street, P.O. Box 557
Pleasant Hill, OH 45359

**RE: NOTICE OF VIOLATION
Compliance Evaluation Investigation (CEI)
Village of Pleasant Hill Wastewater Treatment Plant
NPDES Permit 1PB00026*ID/OH0029475
Pleasant Hill, Miami County**

Mayor and Board:

On September 25, 2007, I conducted a Compliance Evaluation Investigation at the Village of Pleasant Hill wastewater treatment works. This inspection was conducted to determine compliance with the NPDES discharge permit and to discuss renewal of this permit. Jeff Derksen, Service Superintendent, Tim Byrd, Asst. Superintendent, and Stan Fessler, BPA President, represented the Village during the inspection. Mayor Gary Johnston was present for part of the follow-up interview.

While the wastewater plant was rated as satisfactory, a number of items were noted which require attention. As we discussed, wastewater plant improvements are needed to address shortcomings as well as to prevent effluent violations. Sludge solids observed at the discharge to the Stillwater River are unacceptable and a violation of your NPDES permit.

Provide a response to the "Items Requiring a Response" section of the inspection report by **November 9, 2007**. Your response should include items completed or planned to be completed to address identified issues. If you have any questions, I can be reached at (937) 285-6109.

Sincerely,

Joe Miller
Division of Surface Water
Compliance and Enforcement

CC: Miami County Health Department
Fanning/Howey Engineers

**Village of Pleasant Hill Wastewater Treatment Plant
Compliance Evaluation Investigation (CEI)
Miami County**

Overview

The Village of Pleasant Hill is located in western Miami County south of Covington near the Stillwater River. The Pleasant Hill wastewater treatment plant serves a population of approximately 1150. The wastewater treatment plant consists of a bar screen, dual oxidation ditches, (1) secondary clarifier, ultraviolet disinfection, and sludge-anaerobic digestion. A comminutor unit and sludge drying beds were part of the treatment plant, however, these are no longer functional and are planned to be removed. Proposed/needed improvements include a second clarifier, upgraded pretreatment/screening, and elimination of the bottleneck created by the ultraviolet disinfection (perhaps by installing dual UV units). The wastewater plant does not have standby power or an adequate alarm system, both of which were recommended in inspections as far back as 1990.

The average design flow for the wastewater plant is 200,000 gallons per day. Wastewater flows average 150,000 gallons per day or lower during dry weather period. During wet weather flows exceed the design capacity of the treatment system with some events flows exceeding 600,000 gallons per day (see attached graph).

At the time of inspection, the Village shared the Pleasant Hill Sewer System Upgrade Project Schedule. Benchmarks in the schedule include: Preliminary Design by April 2008, Final Engineering Design by August 2008, and Begin Construction in January 2010. It is advised to keep Ohio EPA informed and involved in this process to help expedite the process.

The Stillwater River TMDL Report requires the reduction of total phosphorus from the wastewater effluent. A compliance schedule will be included in the renewal permit to reduce the effluent total phosphorus concentration. Completion is expected 36 months after the permit effective date.

Other items of note:

- OAC 3745-7-05 requires the operator of record to display a copy of their certification for public examination at the treatment plant or principal office of the operator.
- OAC 3745-33-08 requires a sign to be posted at each outfall under permit. The sign shall include, at minimum, the name of the permittee, the permit number, and the outfall number identified in the permit. The sign is to be at least two feet by two feet and the bottom of the sign shall be a minimum of three feet off of the ground. A contact number is recommended. This requirement will be included in the renewal permit.

Wastewater Operation

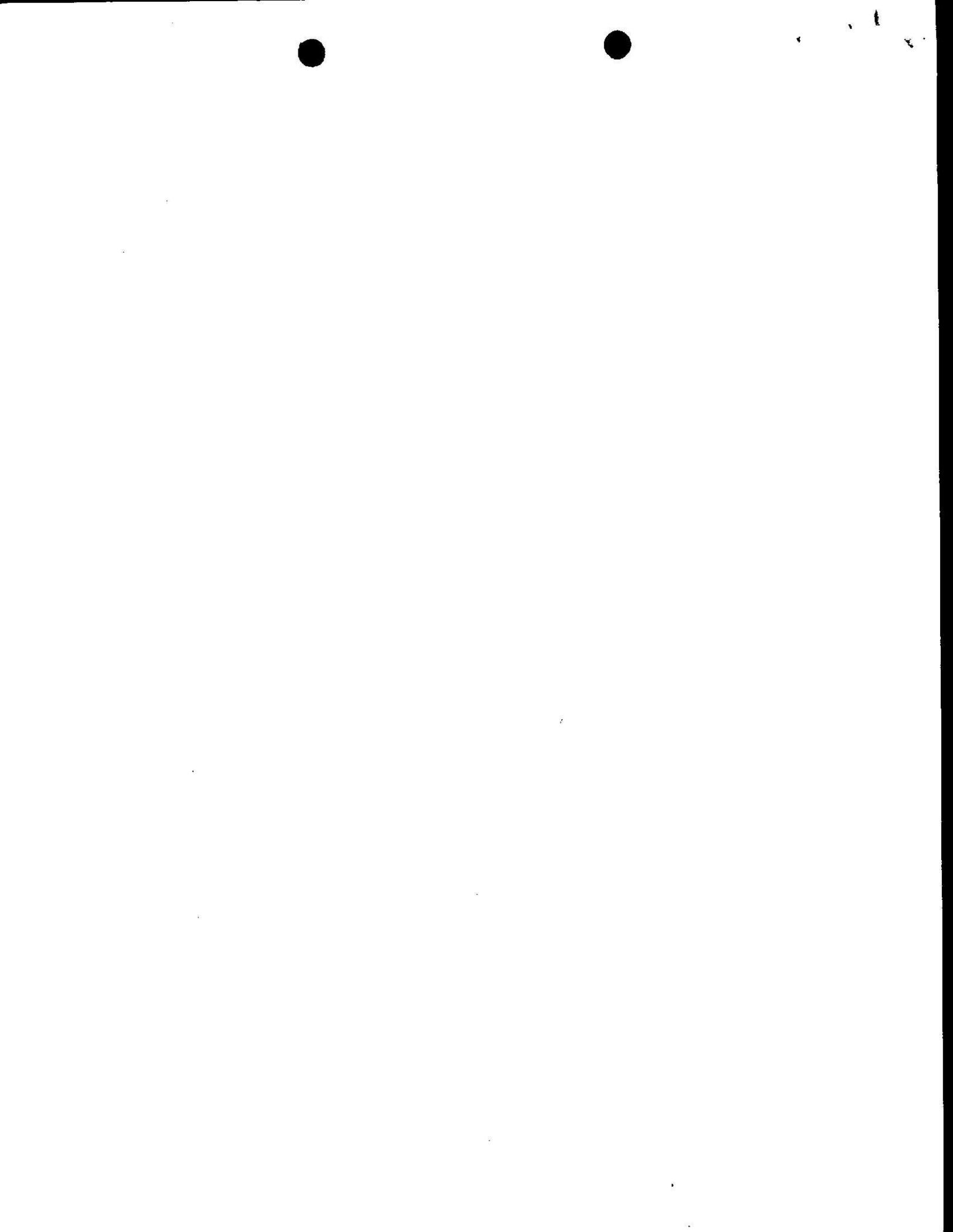
Changes in OAC 3745-7-09 (attached) include additional record keeping information for operators. The following bullets are some of the items to note:

- A log book is to be maintained by the operator on-site
- The log book should contain the following:
 - Identification of treatment works
 - Date/times of arrival/departure for Operator of Record and any other operator required
 - Daily record of operation and maintenance activities (including preventative maintenance, repairs, and request for repairs)
 - Laboratory results (unless documented on bench sheets)
 - Identification of person making log entries

An effluent limit violation was reported in August 2006. Jeff Derksen believes this was due to the ultraviolet bulbs needing cleaning. Frequency violations reported include many sludge samples that were not coded appropriately. The renewal permit will require annual sampling so this issue will be resolved.

ITEMS REQUIRING A RESPONSE

1. **Sludge solids discharge** – Describe what measures will be taken to prevent additional loss of sludge solids to the Stillwater River, including interim measures before completion of any upgrades.
2. **Log Book** – Implement the operator log book as required by OAC 3745-7. Provide details of the format of the log book and the date this was implemented.
3. **Thermometer** – The refrigerator used for samples during their holding time needs to be provided with a thermometer and maintained at 4 degrees Celsius.
4. **QA/QC Program** – As requested in a 1997 inspection of this facility, a QA/QC program still needs to be implemented for sample analysis. Provide the expected date this will be completed. Notify this office upon completion.
5. **Infiltration and Inflow (I/I) Removal** – Provide details on the I/I removal completed and the improvements proposed to address I/I in the future. Include dates either proposed or actual.
6. **Sump pump in Ultraviolet Disinfection** – Remove the sump pump from the UV unit that was discharging to the ground. If this unit needs pumped out, wastewater should be diverted back into the treatment plant. If a permanent solution is desired, this should be included in the WWTP improvements.



Permit # : 1PB00026*ID
 NPDES #: OH0029475



State of Ohio Environmental Protection Agency
 Southwest District Office

NPDES Compliance Inspection Report

Section A: National Data System Coding					
Permit #	NPDES#	Month/Day/Year	Inspection Type	Inspector	Facility Type
1PB00026*ID	OH0029475	9/25/2007	C	S	1

Section B: Facility Data		
Name and Location of Facility Inspected	Entry Time	Permit Effective Date
Village of Pleasant Hill WWTP 317 West Monument Pleasant Hill, OH 45359	9:20 AM	1/2/2003
	Exit Time	Permit Expiration Date
	12:40 PM	12/31/2007
Name(s) and Title(s) of On-Site Representatives	Phone Number(s)	
Jeff Derksen, Service Supt. Tim Byrd, Asst. Supt. Stan Fessler, BPA President Gary Johnston, Mayor	937-676-3241	
Name, Address and Title of Responsible Official	Phone Number	
Mayor and Council Village of Pleasant Hill 8 High Street, PO Box 557 Pleasant Hill, OH 45359	937-676-3241	

Section C: Areas Evaluated During Inspection					
(S = Satisfactory, M = Marginal, U = Unsatisfactory, N = Not Evaluated)					
S	Permit	S	Flow Measurement	N	Pretreatment
S	Records/Reports	S	Laboratory	N	Compliance Schedule
M	Operations & Maintenance	M	Effluent/Receiving Waters	S	Self-Monitoring Program
N	Facility Site Review	S	Sludge Storage/Disposal	N	Other
M	Collection System				

Section D: Summary of Findings (Attach additional sheets if necessary)	
<p>Operations and Maintenance was rated as marginal due to rusty railing, non-function skimmer on clarifier, sump pump in the UV chamber, and poor screening.</p> <p>Effluent/Receiving Water was rated as marginal due to accumulation of sludge deposits and wastewater outfall.</p> <p>Collection system was rated as marginal due to the volume of infiltration and inflow exceeding the WWTP capacity during wet weather.</p>	
Inspector	Reviewer
 Joseph Miller Division of Surface Water Southwest District Office	 Martyr Burt Compliance & Enforcement Supervisor Division of Surface Water Southwest District Office
10/11/07 Date	10/11/07 Date



Permit # : 1PB00026*ID
NPDES #: OH0029475

Sections E thru K: Complete on all inspections as appropriate
Y – Yes, N – No, N/A – Not Applicable, N/E – Not Evaluated

Section E: Permit Verification

Inspection observations verify the permit

- (a) Correct name and mailing address of permittee Y
- (b) Correct name and location of receiving waters..... Y
- (c) Product(s) and production rates conform with permit application (Industries)..... N/A
- (d) Flows and loadings conform with NPDES permit..... N
- (e) Treatment processes are as described in permit application... Y
- (f) New treatment process(es) added since last inspection..... N
- (g) Notification given to State of new, different or increased discharges..... N/A
- (h) All discharges are permitted..... Y
- (i) Number and location of discharge points are as described in permit..... Y

Comments/Status:

Flows exceed WWTP design flow capacity during wet weather.
Eliminate sump pump and pipe discharging to ground from UV chamber or reroute to the treatment system under a Permit to Install.

Section E: Permit Verification

- (a) Any significant violations since the last inspection..... N
- (b) Permittee is taking actions to resolve violations..... N/A
- (c) Permittee has a compliance schedule..... N
- (d) Compliance schedule contained in
- (e) Permittee is meeting compliance schedule..... N/A

Comments/Status:

Sludge deposits observed at outfall to Stillwater River. Clarifier is likely being flushed during wet weather/high flows. Measures need to be taken to prevent sludge discharge to river.



Section G: Operation & Maintenance

Treatment Works:

Treatment facility properly operated and maintained

- (a) Standby power available....generator or dual feed N
- (b) Adequate alarm system available for power or equipment failures.. N
- (c) All treatment units in service other than backup units..... Y
- (d) Wastewater Treatment Works classification (OAC 3745-7)..... I
- (e) Operator of Record holds unexpired license of class required by permit..... Y
 Class: I
- (f) Copy of certificate of Operator of Record displayed on-site..... N
- (g) Minimum operator staffing requirements fulfilled (OAC 3745-7)... Y
- (h) Routine and preventative maintenance scheduled/performed... Y
- (i) Any major equipment breakdown since last inspection..... N
- (j) Operation and maintenance manual provided and maintained.... Y
- (k) Any plant bypasses since last inspection..... N
- (l) Regulatory agency notified of bypasses..... N/A
 On MORs and/or Spill Hotline (1-800-282-9378)
- (m) Any hydraulic and/or organic overloads since last inspection..... Y

Record Keeping:

- (a) Log book provided..... N
- (b) Format of log book (i.e. computer log, hard bound book)

Operators were unaware of requirements, OAC 3745-7 sections attached.

- (c) Log book(s) kept onsite (in an area protected from weather)..... N
- (d) Log book contains the following:
 - I. Identification of treatment works..... N
 - II. Date/times of arrival/departure for Operator of Record and any other operator required by OAC 3745-7..... N
 - III. Daily record of operation and maintenance activities (including preventative maintenance, repairs and request for repairs)..... N
 - IV. Laboratory results (unless documented on bench sheets)... N/E
 - V. Identification of person making log entries..... N
- (d) Has the operator of record submitted written notification to the permittee, Ohio EPA and (if applicable) any local environmental agencies when a collection system overflow, treatment plant bypass or effluent limit violation has occurred..... N



Section G: Operation & Maintenance (con't)

Collection System:

- (a) Percent combined system: 0%
- (b) Any collection system overflows since last inspection..... N
(CSO and/or SSO)
- (c) Regulatory agency notified of overflows (SSOs)..... N/A
- (d) CSO O&M plan provided and implemented..... N/A
- (e) CSOs monitored and reported in accordance with permit..... N/A
- (f) Portable pumps used to relieve system..... Y
- (g) Lift station alarms provided and maintained..... Y
- (h) Are lift stations equipped with permanent standby power
or equivalent..... Y
- (i) Is there an inflow/infiltration problem (separate sewer system),
or were there any major repairs to collection system since
last inspection..... Y
- (j) Any complaints received since last inspection of basement flooding N
- (k) Are any portions of the sewer system at or near capacity..... N

Comments/Status:

Infiltration and inflow cause flows to exceed plant design capacity. Some smoke testing and camera-work has been done on sewers. A program to identify and eliminate I/I should be continued to address these issues.



7

Section H: Sludge Management

- (a) Sludge management plan (SMP)
Submitted date: 8/3/98 Approval #: 05-383PW Not submitted N/A
- (b) Sludge management plan current..... Y
(c) Sludge adequately disposed..... Y
(Method: landfill/hauling)
(d) If sludge is incinerated, where is ash disposed of
(e) Is sludge disposal contracted..... Y
(Name: Mike's Sanitation)
(f) Has amount of sludge generated changed significantly since
last inspection..... N
(g) Adequate sludge storage provided at plant..... Y
(h) Land application sites monitored and inspected per SMP..... Y
(i) Records kept in accordance with State and Federal law..... Y
(j) Any complaints received in last year regarding sludge..... N
(k) Is sludge adequately processed (digestion, pathogen control)..... Y

Comments/Status:

Sludge is being hauled by Mike's Sanitation to disposal facility in Mercer County.

Section I: Self-Monitoring Program

Flow Measurement:

- (a) Primary flow measuring device operated and maintained..... Y
Type of device: Ultrasonic & Parshall flume Ultrasonic & Weir Weir
Calculated from influent Other (Specify:)
- (b) Calibration frequency adequate Y
(Date of last calibration: 1/year)
(c) Secondary instruments operated and maintained..... Y
(d) Flow measurement equipment adequate to handle full range
of flows..... Y
(e) Actual flow discharged is measured..... Y
(f) Flow measuring equipment inspection frequency
 Daily Weekly monthly other

Comments/Status:

Anaerobic sludge digestion



Section I: Self-Monitoring Program (con't)

Sampling:

- (a) Sampling location(s) are as specified by permit..... Y
- (b) Parameters and sampling frequency agree with permit..... Y
- (c) Permittee uses required sampling method..... Y
- (d) Sample collection procedures are adequate..... Y
 - (i) Samples refrigerated during compositing..... Y
 - (ii) Proper preservation techniques used..... Y
 - (iii) Containers and sample holding times prior to analysis conform with 40 CFR 136.3..... Y
- (e) Monitoring records (i.e., flow, pH, DO) maintained for a minimum of three years including all original strip chart recordings (i.e., continuous monitoring instrumentation, calibration and maintenance records)..... Y
- (f) Adequate records maintained of sampling date, time, location, etc.. Y

Laboratory:

General

- (a) EPA approved analytical testing procedures used (40 CFR 136.3).. Y
 - (b) If alternate analytical procedures are used, proper approval has been obtained..... N/A
 - (c) Analyses being performed more frequently than required by permit. Y
 - (d) If (c) is yes, are results in permittee's self-monitoring report..... Y
 - (e) Commercial laboratory used..... Y
- Parameters analyzed by commercial lab: Metals, phosphorus, O&G, NH3, fecal coliform

Lab name: Belmonte Laboratories

Quality Control/Quality Assurance

- (f) Quality assurance manual provided and maintained..... N
- (g) Satisfactory calibration and maintenance of instruments/equipment. Y
- (h) Adequate records maintained..... N
- (i) Results of latest USEPA quality assurance performance sampling program: Satisfactory Marginal Unsatisfactory

Date:

Comments/Status:

Thermometer needs to be provided in holding refrigerator, temperature needs to be maintained at 4 degrees C. QA/QC manual needs to be provided. Records of calibration should be recorded on bench sheets. Follow standard methods for calibration.



Section J: Effluent/Receiving Water Observations

Outfall Number	Oil sheen	Grease	Turbidity	Visible Foam	Visible Floating Solids	Color	Other
001	No	No	No	Slight	yes	Clear	Sludge deposits

Comments/Status:

Sludge deposits accumulated at effluent to Stillwater River. Discharge of solids to the river is a violation of Part III, Item 2. of the NPDES permit entitled "General Effluent Limitations." The effluent shall be free of substances: A. In amounts that will settle to form putrescent, or otherwise objectionable, sludge deposits; or that will adversely affect aquatic life or water fowl.

Section K: Multimedia Observations

- (a) Are there indications of sloppy housekeeping or poor maintenance in work and storage areas or laboratories..... N/E
- (b) Do you notice staining or discoloration of soils, pavement or floors.. N/E
- (c) Do you notice distressed (unhealthy, discolored, dead) vegetation.. N/E
- (d) Do you see unidentified dark smoke or dust clouds coming from sources other than smokestacks..... N/E
- (e) Do you notice any unusual odors or strong chemical smells..... N
- (f) Do you see any open or unmarked drums, unsecured liquids, or damaged containment facilities..... N

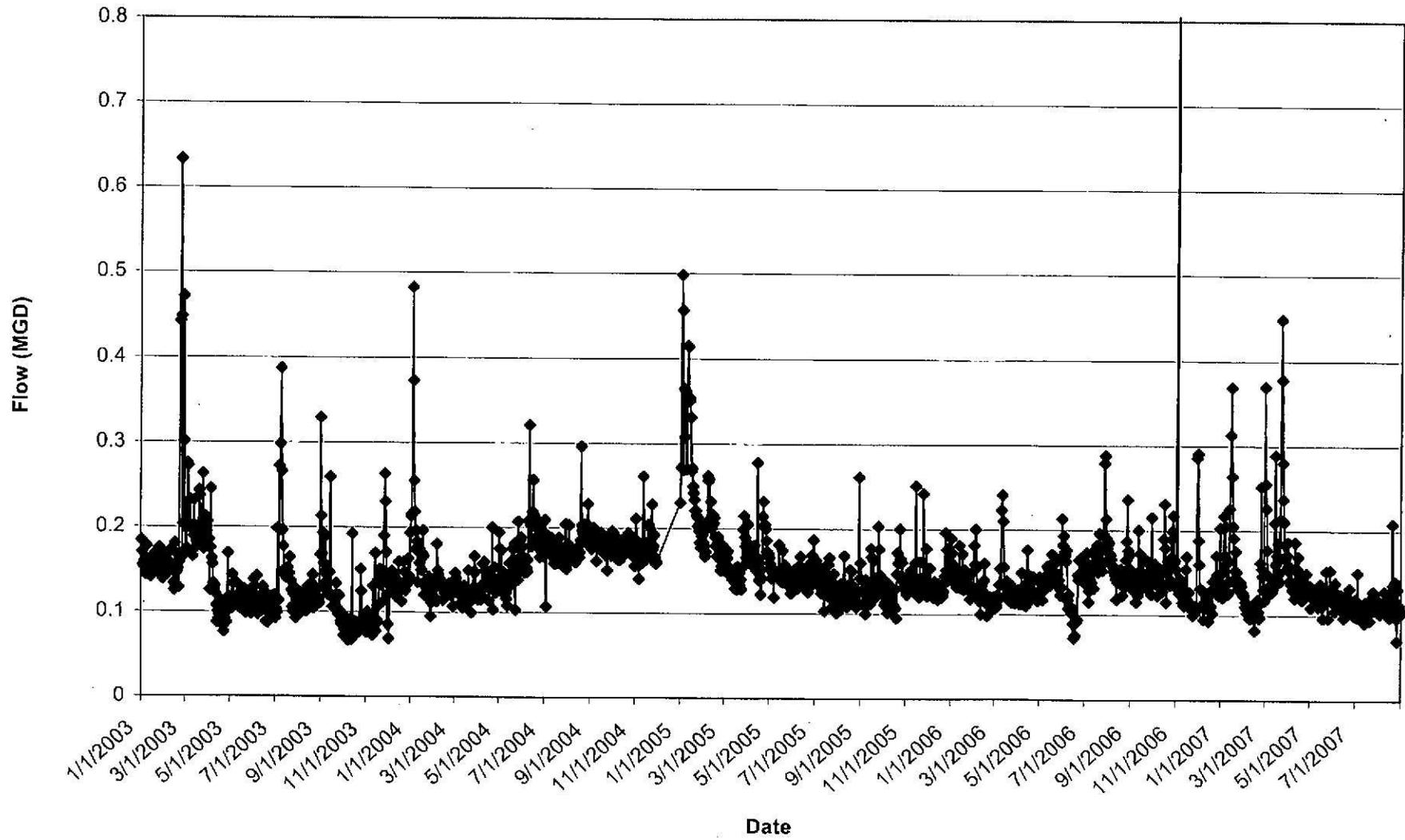
If any of the above are observed, ask the following questions:

- (1) What is the cause of the condition?
- (2) Is the observed condition or source a waste product?
- (3) Where is the suspected contaminant normally disposed?
- (4) Is this disposal permitted?
- (5) How long has the condition existed and when did it begin?

Comments/Status:

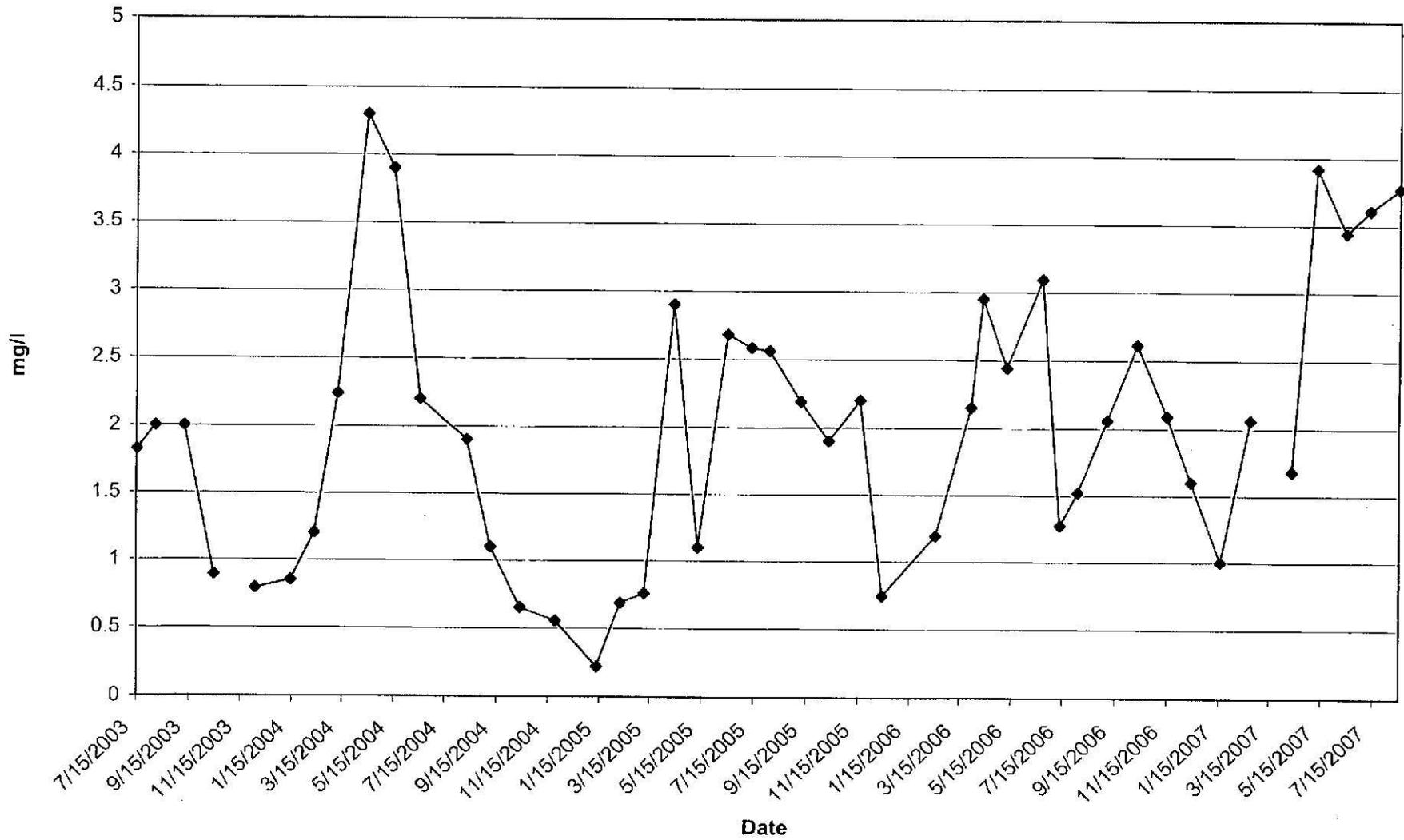


Pleasant Hill WWTP Flow January 2003 to August 2007





Pleasant Hill WWTP Total Phosphorus January 2003 to August 2007





3745-7-04 **Treatment works and sewerage system classification and staffing requirements.**

In accordance with this rule, all treatment works, sewerage systems, or wastewater treatment facilities within a treatment works shall be classified as a class A, I, II, III, or IV treatment works or class I or II sewerage systems and shall provide the minimum staffing required for that classification of wastewater treatment facility. Industrial wastewater treatment plants shall be classified in accordance with paragraph (B)(3)(c) of this rule.

(A) Applicability.

- (1) All treatment works, sewerage systems, or wastewater treatment facilities within a treatment works shall maintain the same level of classification and staffing as that on the effective date of this rule until subject to the requirements of paragraph (A)(2) of this rule, except that the classification requirements in paragraph (B)(1)(b) of this rule shall become effective on the effective date of this rule.
- (2) Beginning two years after the effective date of this rule the classification and staffing requirements in paragraphs (B)(1)(a), (B)(2), and (C) of this rule shall be incorporated into all new or renewed NPDES permits. The staffing requirements in paragraph (C) shall be fulfilled by either an operator of record pursuant to paragraph (A)(1) of rule 3745-7-02 of the Administrative Code or a backup operator pursuant to paragraphs (C)(3)(c) and (C)(3)(d) of this rule.
- (3) The owner of a treatment works or sewerage system may request that the director reclassify the facility in accordance with the provisions of this rule at any time.
- (4) One, two, and three family dwellings with household sewage treatment systems shall be excluded from the requirements of this rule.

(B) Classification

(1) Sewerage systems

- (a) Each sewerage system that is a tributary to a class I treatment works shall be classified as a class I sewerage system. Each sewerage system that is a tributary to a class II, III, or IV treatment works shall be classified as a class II sewerage system.
- (b) Each sewerage system for which an NPDES permit has been issued by the director, other than those sewerage systems described in



paragraph (B)(1)(a) of this rule, shall be classified as a class II sewerage system.

(2) Treatment works.

(a) Treatment works classification shall be based on design flow of the treatment works and the final effluent limits for the treatment works for monthly average concentrations of carbonaceous biochemical oxygen demand, total suspended solids, and summer month ammonia nitrogen designated in the treatment works' NPDES permit.

(b) Class A, I, II, III, and IV treatment works shall be classified according to the following tables:

-Classification of treatment works where one or more of the final effluent limits for monthly average concentration is less than or equal to: 10 mg/L carbonaceous biochemical oxygen demand, 12 mg/L total suspended solids, or 1 mg/L ammonia nitrogen-

Design Flow	Classification
Less than or equal to 0.025 MGD	Class A
Greater than 0.025 MGD but less than 0.15 MGD	Class I
0.15 MGD to less than 1.0 MGD	Class II
1.0 MGD to less than 5.0 MGD	Class III
5 MGD and above	Class IV

-Classification of treatment works where all of the final effluent limits for monthly average concentration are greater than: 10 mg/L carbonaceous biochemical oxygen demand, 12 mg/L total suspended solids, or 1 mg/L ammonia nitrogen-

Design Flow	Classification
Less than or equal to 0.025 MGD	Class A
Greater than 0.025 MGD but less than 0.25 MGD	Class I
0.25 MGD to less than 2.0 MGD	Class II
2.0 MGD to less than 7.5 MGD	Class III
7.5 MGD and above	Class IV

(3) The director may classify the following types of treatment works as Class A, I, II, III, or IV treatment works. The classification may be included in a permit-to-install or NPDES permit issued to the treatment works:

- (a) Treatment works that do not discharge to waters of the state;
- (b) Sewage sludge treatment works;



- (c) An industrial water pollution control facility that is operated as an activated sludge treatment works. For the purposes of this chapter activated sludge treatment works means a treatment works that produces an activated mass of microorganisms capable of stabilizing waste aerobically; and
 - (d) Other treatment works.
- (4) The director may change the classification of a particular treatment works or sewerage system. Factors the director may consider include, but are not limited to, the complexity of treatment, downstream use designation as defined in Chapter 3745-1 of the Administrative Code, wet weather capacity problems, pretreatment program complexity, sewage sludge management complexity, past and present compliance with NPDES permit requirements, or potential public health or environmental risks.
- (5) After a treatment works or sewerage system is classified in accordance with paragraph (B) of this rule, if the director changes the classification, the permittee shall have up to twelve months to meet the requirements in paragraph (C)(1) of this rule for the new classification.

(C) Staffing.

- (1) The operator of record shall, at a minimum, be physically present at the treatment works and fulfill the time requirements in the following table and perform technical operation as assigned by the permittee of the treatment works.

-Minimum staffing requirements for the operator of record-

System classification	Staffing requirement
Class A	2 days per week for a minimum of 1 hour per week
Class I	3 days per week for a minimum of 1.5 hours per week
Class II	5 days a week for a minimum of 20 hours per week
Class III and IV	5 days a week for a minimum of 40 hours per week

(2) Exceptions

- (a) An operator of record of a sewerage system is not required to meet the minimum staffing requirements in paragraph (C)(1) of this rule.
- (b) Upon application by the permittee and the director's approval of the operating plan described in paragraph (C)(2)(b)(i) of this rule, the director shall reduce the minimum staffing requirement for an operator of record of a class II, III, or IV treatment works to no less than five days a week for a minimum of ten hours per week.



However, the director shall not grant a reduction to a treatment works where an operator of record cannot respond to operational problems within one hour. Nor will the director grant a reduction to a treatment works that has a history of noncompliance with sampling, reporting, effluent limits or any other violations related to the treatment process, including but not limited to, grit removal, primary clarification, aeration, secondary clarification, filtration, sludge, or biosolids handling. The director also shall not grant a reduction to a treatment works under formal enforcement excluding enforcement related to combined sewer overflows or sanitary sewer overflows.

- (i) Treatment works shall submit an operating plan for their facility as part of the application for a staffing reduction. The operating plan shall include a description of the level of automation and continuous monitoring at the facility, a standard operating procedure for any such automation or continuous monitoring equipment, and a detailed operations schedule showing the number of operators, their certification level, and the number of hours spent at the treatment works. Reductions in minimum staffing for the operator of record may be granted in accordance with the criteria in tables A and B below, either singly or in combination, based on the information provided in the wastewater treatment facility's operating plan. In no case shall a reduction of greater than thirty hours per week be granted to a class III or IV facility and ten hours per week for a class II facility.

-Table A: Reductions in minimum operator of record staffing based on wastewater treatment facility staffing levels-

	The operator of record staffing may be reduced by 5 hours per week if:	The operator of record staffing may be reduced by 10 hours per week if:	The operator of record staffing may be reduced by 15 hours per week if:	The operator of record staffing may be reduced by 20 hours per week if:
Plant staffing at class III and IV wastewater treatment facilities	There is another operator certified at a level no more than 2 classes below that of the treatment works or sewerage system onsite	There is another operator certified at a level no more than 2 classes below that of the treatment works or sewerage system onsite at the	There is another operator certified at a level no more than 2 classes below that of the treatment works or sewerage system onsite at the	There is another operator certified at a level no more than 2 classes below that of the treatment works or sewerage system onsite at the wastewater



	at the wastewater treatment facility 2 hours per day 5 days per week	wastewater treatment facility 4 hours per day 5 days per week	wastewater treatment facility 6 hours per day 5 days per week	treatment facility 8 hours per day 5 days per week
Plant staffing at class II wastewater treatment facilities	There is a class I operator onsite at the wastewater treatment facility 3 hours per day 5 days per week	There is a class I operator onsite at the wastewater treatment facility 4 hours per day 5 days per week	Not applicable	Not applicable

-Table B: Reductions in minimum operator of record staffing based on level of automation or continuous monitoring-

	The operator of record staffing may be reduced by 5 hours per week if:	The operator of record staffing may be reduced by 10 hours per week if:	The operator of record staffing may be reduced by 15 hours per week if:	The operator of record staffing may be reduced by 20 hours per week if:
Automation or continuous monitoring at class II, III and IV wastewater treatment facilities	The wastewater treatment facility has supervisory control and data acquisition ("SCADA") equipment for monitoring permit requirements (flow, pH, chlorine residual, turbidity, dissolved oxygen, temperature)	The wastewater treatment facility is automated with continuous monitoring	The wastewater treatment facility is automated with continuous monitoring; the wastewater treatment facility must also have personnel onsite at the facility or an electronic notification system that notifies the	The wastewater treatment facility is automated with continuous monitoring and an electronic notification system or certified operators on each shift that will notify the operator of record when there are problems with the wastewater treatment facility; the



			operator of record when there are problems with the wastewater treatment facility	wastewater treatment facility must also have the ability to be operated remotely or have a certified operator respond within thirty minutes
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(ii) Any change in the criteria under which the reduction was approved will require that the treatment works immediately return to compliance with the minimum staffing requirements in paragraph (C)(1) of this rule. This provision shall not preclude a treatment works from submitting a modified operating plan.

(c) The operator of record for a class II, III, or IV treatment works or class II sewerage system may be replaced by a backup operator with a certificate one classification lower than the treatment works or sewerage system for a period of up to thirty consecutive days. The use of this provision does not require notification to the agency.

(d) Upon proper justification, such as military leave or long term illness, the director may authorize the replacement of the operator of record for a class II, III, or IV treatment works or class II sewerage system by a backup operator with a certificate one classification lower than the facility for a period of greater than thirty consecutive days. Such requests shall be made in writing to the appropriate district office.

(3) Additional staffing requirements.

(a) The operator of record or backup operator allowed under paragraphs (C)(2)(c) and (C)(2)(d) of this rule shall be available during all periods of treatment works operation.

(b) Daily visits to all treatment works shall be performed by the permittee, his representative, or agent five days a week and noted in the operational and maintenance records required by rule 3745-7-09 of the Administrative Code. Daily visits shall not be necessary when the treatment works is not in operation.

(c) A limited class A operator holds a facility-specific certificate and may not operate any other facilities or transfer the certificate to a different facility.



(D) The classification of the operator of record, and the numbers of days per week and hours per week for staffing requirements specified in paragraph (C) of this rule are minimum requirements. In order to protect public health and welfare and based on specific circumstances at a treatment works or sewerage system, the director may require a treatment works or sewerage system to be operated by an operator of record with a higher classification than the minimum requirement, or may require an operator of record to visit a treatment works or sewerage system more frequently and for more hours per week than the minimums required by this rule.

Replaces: Former 3745-7-04

Effective: 12/21/2006

R.C. 119.032 review dates: 12/21/2011

Promulgated Under: 119.03

Statutory Authority: RC Section 6111.46

Rule Amplifies: RC Section 6111.46

Prior Effective Dates: 2/1/64, 4/17/86, 1/1/99



Recordkeeping requirements and responsibilities of a certified operator.

- (A) The owner and operator of record of a public water system, treatment works or sewerage system shall maintain or cause to be maintained operation and maintenance records for each public water system, water treatment plant within a public water system, treatment works, or wastewater treatment facility within a treatment works. Some of the formats in which the records may be maintained include, but are not limited to, hard bound books with consecutive page numbering, time cards, separate operation and maintenance records, or well organized computer logs.
- (1) The records shall be housed and maintained in such a manner as to be protected from weather damage and guarantee the authenticity and accuracy of the records contained within.
 - (2) The records shall be accessible onsite for twenty-four hour inspection by agency or emergency response personnel.
 - (3) At a minimum, the following information shall be recorded:
 - (a) Identification of the public water system, sewerage system, or treatment works;
 - (b) Date and times of arrival and departure for the operator of record and any other operator required by this chapter;
 - (c) Specific operation and maintenance activities that affect or have the potential to affect the quality or quantity of sewage or water conveyed, effluent or water produced;
 - (d) Results of tests performed and samples taken, unless documented on a laboratory sheet;
 - (e) Performance of preventative maintenance and repairs or requests for repair of the equipment that affect or have the potential to affect the quality or quantity of sewage or water conveyed, effluent or water produced; and
 - (f) Identification of the persons making entries.
 - (4) The records shall be kept up to date, contain a minimum of the previous three months of data at all times, and be maintained for at least three years.



(B) A certified operator shall:

- (1) Perform their duties in a responsible and professional manner consistent with standard operating procedures and best management practices;
- (2) Operate and maintain public water systems, sewerage systems, treatment works, and appurtenances so as not to endanger the health or safety of persons working in or around the facility, the public at large, or the environment due to negligence or incompetence; and
- (3) Report all instances of noncompliance with applicable regulations to the operator of record or facility supervisor.

(C) The duties of an operator of record shall include, but not be limited to, those outlined in paragraphs (B)(1) to (B)(3) of this rule and the following additional duties and responsibilities:

- (1) Responsible and effective on site management and supervision of the technical operation of the public water system, treatment works, or sewerage system;
- (2) Immediately notifying the permittee or owner of a public water system, sewerage system, or treatment works, and ensuring the agency and, if applicable, the local regulatory agency, is notified of items that require notification in accordance with sections 6109. or 6111. of the Revised Code, the rules adopted thereunder, or the facility's NPDES permit; and

(D) In the event that there are issues related to paragraphs (A) to (C) of this rule that are within the area of responsibility of, but beyond an operator of record or a certified operator's ability to address, it shall be the operator's responsibility to document any efforts to rectify the problem.

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