OhioEPA
State of Ohio Environmental Protection Agency

Northwest District Office

347 North Dunbridge Rd.
Bowling Green, OH 43402-9398

TELE: (419) 352-8461 FAX: (419) 352-8468
www.epa.ohio.gov

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

Re: Hardin County
Ada WWTP
NPDES Permit

January 28, 2010

Mayor and Council
Village of Ada
P.O. Box 292
Ada, Ohio 45810

Dear Mayor and Council:

On January 20, 2010, National Pollutant Discharge Elimination System (NPDES) permit compliance inspections were conducted at the Ada Wastewater Treatment and Water Treatment Plants. Mr. Phil Epley was present and provided information on operation and maintenance at each plant. Our inspection findings are as follows:

Wastewater Treatment Plant
During our visit, all major treatment units were in operation. The final effluent discharging to Grass Run Creek was clear. However, no samples were taken to verify compliance with permit limits.

A Review of your discharge monitoring reports indicates that the Village is in Significant Non-Compliance with NPDES permit limits for ammonia nitrogen. Actions must be taken to return to compliance or we will have no choice but to recommend escalated enforcement action. Compliance with ammonia nitrogen limits should be addressed during the plant capacity study that will be performed this year.

During the inspection, Mr. Epley acknowledged that the Village is not meeting the minimum staffing requirements (Class II Operator - 5 days per week for a minimum of 20 hours per week) outlined in your NPDES permit. Mr. Epley stated that the wastewater treatment plant is currently down one employee and that the Village plans to hire another operator in an effort to meet the staffing requirements.

We are currently processing your NPDES permit renewal for the WWTP. Please continue to follow your current permit until the renewal permit becomes effective.

Water Treatment Plant
A brief inspection of the water treatment plant was also conducted. During our visit, the discharge from the east lagoon was clear. The west lagoon was not being used. We are also processing your NPDES permit renewal for the WTP. Please continue to follow your current permit until the renewal permit becomes effective.

Our completed inspection reports are enclosed for your records. If you have any questions, please call Tom Poffenbarger at (419)373-3008.

Yours truly,

Elizabeth A. Wick, P.E.
Water Quality Engineer/Unit Supervisor
Division of Surface Water

TP/lb

Enclosures

pc: Mr. Philip Epley, Village of Ada w/enclosures
DSW-NWDO Files (2) w/enclosures

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NPDES Compliance Inspection Report

Section A: National Data System Coding

Permit #	NPDES#	Month/Day/Year	Inspection Type	Inspector	Facility Type
2PB00050	OH0020583	1/20/2010	C	S	1

Section B: Facility Data

Name and Location of Facility Inspected	Entry Time	Permit Effective Date
Village of Ada WWTP 3623 County Road 44 Ada, Hardin County, Ohio	9:30 AM	November 1, 2009
	Exit Time	**Permit Expiration Date**
	10:30 AM	June 30, 2010
Name(s) and Title(s) of On-Site Representatives	**Phone Number(s)**	
Mr. Phil Epley, Superintendent	419-634-4045	
Name, Address and Title of Responsible Official	**Phone Number**	
Mayor & Council Village of Ada P.O. Box 292 Ada, Ohio 45810	419-634-4045	

Section C: Areas Evaluated During Inspection
(S = Satisfactory, M = Marginal, U = Unsatisfactory, N = Not Evaluated)

S	Permit	S	Flow Measurement	N	Pretreatment
M	Records/Reports	S	Laboratory	N	Compliance Schedule
M	Operations & Maintenance	M	Effluent/Receiving Waters	S	Self-Monitoring Program
S	Facility Site Review	S	Sludge Storage/Disposal	N	Other
N	Collection System				

Section D: Summary of Findings (Attach additional sheets if necessary)

Discharge monitoring reports show the Village is in Significant Non-Compliance with ammonia nitrogen NPDES permit Limits.

Minimum staffing requirements are now in effect. Village must document that a Class II or higher Certified Operator is present at the WWTP five days a week for a minimum of 20 hours per week.

Plant capacity study is budget to be performed this year.

NPDES permit renewal application is currently being processed. A request letter must be submitted if the Village wants to renew your mercury variance.

Inspector		Reviewer	
Thomas Poffenbarger 1/25/10		Elizabeth Wick 1/27/10	
Thomas Poffenbarger, P.E. Division of Surface Water Northwest District Office	Date	Elizabeth A. Wick. P.E. Water Quality Engineer Division of Surface Water Northwest District Office	Date

Permit # :
NPDES #:

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.....	Y
(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:

Section F: Compliance

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

Comments/Status:

(a) Facility is in significant non-compliance for nitrogen, ammonia.
(b) Ammonia violations mainly occur during months when there are major changes in pollutant loadings due to the students arriving or leaving for breaks at Ohio Northern University.

Permit # :
NPDES #:

Section G: Operation & Maintenance

Treatment Works:

Treatment facility properly operated and maintained

(a)	Standby power available.....generator ☒ or dual feed ☐.....	Y
(b)	Adequate alarm system available for power or equipment failures..	Y
(c)	All treatment units in service other than backup units.....	Y
(d)	Wastewater Treatment Works classification (OAC 3745-7).....	II
(e)	Operator of Record holds unexpired license of class required by permit..... Class: III	Y
(f)	Copy of certificate of Operator of Record displayed on-site.....	Y
(g)	Minimum operator staffing requirements fulfilled (OAC 3745-7)...	N
(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..... On MORs ☐ and/or Spill Hotline (1-800-282-9378) ☐	N/A
(m)	Any hydraulic and/or organic overloads since last inspection.....	Y

Record Keeping:

(a)	Log book provided.....	Y
(b)	Format of log book (i.e. computer log, hard bound book) 3 Ring Binder	
(c)	Log book(s) kept onsite (in an area protected from weather).....	Y
(d)	Log book contains the following:	
	I. Identification of treatment works.....	Y
	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).....	Y
	IV. Laboratory results (unless documented on bench sheets)...	Y
	V. Identification of person making log entries.....	Y
(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.....	Y

Permit # :
NPDES #:

Section G: Operation & Maintenance (con't)

Collection System:

(a)	Percent combined system: 0%	
(b)	Any collection system overflows since last inspection..... (CSO ☐ and/or SSO ☒)	Y
(c)	Regulatory agency notified of overflows (SSOs).....	Y
(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.....	N
(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:

Permit # :
NPDES #:

Section H: Sludge Management

(a) Sludge management plan (SMP)
Submitted date: Approval #: Not submitted ☐ N/A ☒

(b) Sludge management plan current..... Y
(c) Sludge adequately disposed..... Y
(Method:Land Applied)
(d) If sludge is incinerated, where is ash disposed of
(e) Is sludge disposal contracted..... Y
(Name:Craig Services)
(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:

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: 6/1/2009)
(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:

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
(see GLC page 5 and 8)
(d) 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

Laboratory:

General

(a) Do you have written Standard Operating Procedures (SOP's) for all analysis performed onsite? *SOP's are provided for some parameters* N

(b) Do SOP's include the following if applicable: (✓ indicates included)

- Title ✓
- Scope and Application
- Summary
- Sample Handling and Preservation **NA**
- Interferences
- Apparatus and Materials ✓
- Reagents ✓
- Procedure ✓
- Calculations **NA**
- Quality Control
- Maintenance
- Corrective Action
- Reference (Parent Method)

Note: SOP's are required per Standard Methods 1020A and states "Standard operating procedures are to be used in the laboratory in sufficient detail that a competent analyst unfamiliar with the method can conduct a reliable review and/or obtain acceptable results."

(c) EPA approved analytical testing procedures used for all analysis (40 CFR 136.3, see GLC page 8). Y
(d) If alternate analytical procedures are used, proper approval has been obtained..... N/A
(e) Analyses being performed more frequently than required by permit. N
(f) If (e) is yes, are results in permittee's self-monitoring report..... N/A

Quality Control/Quality Assurance

(g) Quality assurance manual provided and maintained..... N
(h) Satisfactory calibration and maintenance of instruments/equipment. Y
(see score from GLC page 7)
(i) Results of latest USEPA quality assurance performance sampling program: ☐ Satisfactory ☐ Marginal ☐Unsatisfactory
Date:

(j) Commercial laboratory used..... Y
Parameters analyzed by commercial lab: Phosphorus, fecal coliform, metals, nitrate, nitrite

Lab name: Masi

Comments/Status:

Section J: Effluent/Receiving Water Observations

Outfall Number	Outfall sign in place?	Oil sheen	Grease	Turbidity	Foam	Solids	Color	Other
001	No	none	none	none	slight	none	clear	

Comments/Status:

Section K: Multimedia Observations

(a) Are there indications of sloppy housekeeping or poor maintenance in work and storage areas or laboratories..... N
(b) Do you notice staining or discoloration of soils, pavement or floors.. N
(c) Do you notice distressed (unhealthy, discolored, dead) vegetation.. N
(d) Do you see unidentified dark smoke or dust clouds coming from sources other than smokestacks..... N
(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?

Form Approved
OMB No. 158-R0035

F. GUIDE - VISUAL OBSERVATION - UNIT PROCESS

RATING CODES: **S** = Satisfactory; **U** = Unsatisfactory; **M** = Marginal; **IN** = In Operation; **OUT** = Out of Operation

CONDITION OR APPEARANCE		RATING	COMMENTS
General	Grounds	S	
	Buildings	S	
	Potable Water Supply Protection	--	
	Safety Features	S	Fence surrounding plant
	Bypasses	--	
	Storm Water Overflows	--	
	Alternate Power Source	S	Generator
Preliminary	Maintenance of Collection Systems	S	
	Pump Station	IN	3 Units
	Ventilation	S	
	Bar Screen	--	
	Disposal of Screenings	--	
	Comminutor	IN	Muffin Monster
	Grit Chamber	IN	
	Disposal of Grit	S	Landfilled
Primary	Settling Tanks	IN	2 Units floating solids
	Scum Removal	IN	Dewatered and landfilled
	Sludge Removal	IN	To Digester
	Effluent	M	light brown color
Sludge Disposal	Digesters	IN	Anaerobic
	Temperature and pH	S	
	Gas Production	IN	Used in boilers
	Heating Equipment	IN	
	Sludge Pumps	IN	6 Units
	Drying Beds	OUT	4 Beds – available but not used
	Belt Filter Press	--	
	Centrifuge	--	
	Disposal of Sludge	S	Land Application
	Sludge Storage Tank	IN	½ Full
Other	Flow Meter and Recorder	IN	
	Records	S	
	Lab Controls	S	
	Chemical Treatment	IN	polymer
Secondary - Tertiary	Aeration Tanks	IN	2 Units – Medium brown color
	Clarifiers	IN	2 Units
	Nitrification Towers	IN	2 Units
Disinfection	Effluent	S	clear
	Disinfection System	OUT	Chlorine Gas
	Effective Dosage	S	
	Contact Time	S	
	Contact Tank	IN	
	Dechlorination	OUT	Sodium Bisulfite