



State of Ohio Environmental Protection Agency

Northwest District Office

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Bowling Green, OH 43402-9398

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www.epa.state.oh.us

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

Re: Richland County
City of Shelby
NPDES Permit

January 5, 2009

Brad Harvey, Deputy Director of Public Service
City of Shelby
23 West Main Street
Shelby, Ohio 44875

Dear Mr. Harvey,

On December 23, 2008, Walter Ariss conducted a compliance evaluation inspection of the City of Shelby's wastewater treatment plant (WWTP) located at 3626 London West Road, Shelby, Richland County. Mr. Gary Bail, Superintendent, and Mr. Charlton Brown were present to provide information on plant operations. A copy of our completed inspection checklist is enclosed for your review.

At the time of the inspection all major treatment units were in operation. The raw bypass of the wastewater treatment plant was not active and all flow was receiving full treatment. The bypass was used twice in the last year. Both events were related to significant rainfall amounts. The overflow structure between the two EQ basins was recently modified to provide for increased flow. This should allow for full utilization of the capacity within the basins before a bypass condition occurs. No major concerns with plant operations were noted.

A review of your discharge monitoring reports covering the months of December 2007 through November 2008 revealed two violations of the effluent limitations contained in your NPDES permit. One violation was for exceeding the total suspended solids limit, the other was for violating the ammonia limit.

Your new NPDES permit contains a compliance schedule to complete various projects. So far the City has met all of the milestone dates. The next milestone date is April 1, 2009. By this date the City shall submit an I/I reduction plan as well as the results of an industrial user survey.

Mr. Bail as well as two other operators will be retiring in the near future. Mr. Brown will be taking over as superintendent. Two additional staff have been hired to replace the two operators who are leaving. We are pleased that the City chose to hire and train additional personnel prior to the experienced staff retiring.

Mr. Brad Harvey
January 5, 2009
Page Two

Please contact Walter Ariss at 419-373-3070 with any questions.

Yours truly,



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

/lb

Enclosed

pc: Gary Bail, Shelby WWTP w/enclosure

~~NWDC-DSWfile~~



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NPDES Compliance Inspection Report

Section A: National Data System Coding					
Permit #	NPDES#	Month/Day/Year	Inspection Type	Inspector	Facility Type
2PD00036	OH0023540	12/23/2008	C	S	1

Section B: Facility Data		
Name and Location of Facility Inspected	Entry Time	Permit Effective Date
City of Shelby WWTP 3626 London West Road Shelby, OH 44875	10:30 AM	7/1/2008
	Exit Time	Permit Expiration Date
	12:30 PM	7/31/2012
Name(s) and Title(s) of On-Site Representatives	Phone Number(s)	
Gary Bail, Superintendent	419-755-3413	
Name, Address and Title of Responsible Official	Phone Number	
Brad Harvey, Deputy Director of Public Service	419-755-3700	

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

Section D: Summary of Findings (Attach additional sheets if necessary)			
Inspector		Reviewer	
	12/23/08		12/31/08
Walter Ariss Division of Surface Water Northwest District Office	Date	Elizabeth A. Wick, P.E. Water Quality Engineer Division of Surface Water Northwest District Office	Date

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:

e) retubed heat exchanger for sludge digesters, constructed new bypass channel between EQ basins

Section F: Compliance Schedules/Violations

- (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..... Y
- (d) Compliance schedule contained in NPDES permit
- (e) Permittee is meeting compliance schedule..... Y

Comments/Status:

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..... N
- (d) Wastewater Treatment Works classification (OAC 3745-7)..... II
- (e) Operator of Record holds unexpired license of class required by permit..... Y
Class: II
- (f) Copy of certificate of Operator of Record displayed on-site..... Y
- (g) Minimum operator staffing requirements fulfilled (OAC 3745-7)... N/A
- (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..... Y
- (l) Regulatory agency notified of bypasses..... Y
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..... Y
- (b) Format of log book (i.e. computer log, hard bound book)
kept in 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..... Y
 - 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

Section G: Operation & Maintenance (cont)

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..... N
- (g) Lift station alarms provided and maintained..... N/A
- (h) Are lift stations equipped with permanent standby power
or equivalent..... N/A
- (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 Y
- (k) Are any portions of the sewer system at or near capacity..... N

Comments/Status:

Treatment Works c) only using one aeration tank

j) hope to have new O&M manual by mid January 2009

l) used the bypass twice, February 6 and March 19

Collection System g,h) no lift stations in town, system is entirely gravity fed

i) relined 20 manholes this past year

Section H: Sludge Management

- (a) Sludge management plan (SMP)
Submitted date: 6/11/1986 Approval #: 03-223-PW Not submitted N/A
- (b) Sludge management plan current..... Y
- (c) Sludge adequately disposed..... Y
(Method: Land Application)
- (d) If sludge is incinerated, where is ash disposed of
- (e) Is sludge disposal contracted..... Y
(Name: Mid Ohio Management)
- (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: Venturi on influent pump station)
- (b) Calibration frequency adequate Y
(Date of last calibration:)
- (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..... N
- (f) Flow measuring equipment inspection frequency
 Daily Weekly monthly other

Comments/Status:

b and c) chart recorder for one of the meters will be repaired in the next few months and the electronics for the Venturi meter were updated this past year

Section I: Self-Monitoring Program (cont)

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..... N
 - (e) Commercial laboratory used..... Y
- Parameters analyzed by commercial lab: Metals, Sludge, Nitrates, Phosphorous

Lab name: Ginosko

Quality Control/Quality Assurance

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

Date: 8/1/2008

Comments/Status:

Section J: Effluent/Receiving Water Observations

Outfall Number	Oil sheen	Grease	Turbidity	Visible Foam	Visible Floating Solids	Color	Other
001	none	none	none	none	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?

Comments/Status:

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	S	
	Safety Features	S	
	Equalization Diversion	OUT	
	Plant Bypass	OUT	
	Alternate Power Source	S	Generator
Preliminary	Maintenance of Collection Systems	M	Excessive I/I flows, relined 20 manholes this past year
	Pump Station	IN	4 raw, only use 3 pumps
	Ventilation	S	
	Bar Screen	OUT	
	Disposal of Screenings	S	
	Comminutor	IN	
	Grit Chamber	IN	Aerated
	Disposal of Grit	S	Landfill
Primary	Old primary treatment tanks	OUT	Not used
	Settling Tanks	IN	2 Tanks
	Scum Removal	OUT	scum skimmers drain to sludge digester so they are not used. Use VAC truck
	Sludge Removal	IN	
	Effluent	S	
Sludge Disposal	Digesters	IN	Anaerobic, 1 primary / 1 secondary
	Temperature and pH	S	
	Gas Production	IN	Used at plant, runs boilers almost 100%
	Heating Equipment	IN	heat exchanger was retubed this past year
	Sludge Pumps	IN	3 RAS, WAS
	Drying Beds	OUT	not used
		-	
	Disposal of Sludge	S	Land application
	Old plant aeration tanks	OUT	Used to store excess sludge during high production periods
Storage Tank	IN	Stores digested sludge until it can be land applied	
Other	Flow Meter and Recorder	IN	Influent venturi meter after wet well pumps
	Records	S	
	Lab Controls	S	
	Chemical Treatment		
Secondary-Tertiary List items as	Aeration Tanks	IN	2 tanks, only use one tank
	Blowers	IN	5 available
	Final Clarifiers	IN	2 units
Disinfection	Effluent	S	
	Disinfection System	OUT	use chlorine
	Effective Dosage	-	
	Contact Time	-	
	Contact Tank	IN	
	Dechlorination	OUT	
Post Aeration	IN		