



John R. Kasich, Governor  
Mary Taylor, Lt. Governor  
Scott J. Nally, Director

Re: Ottawa County  
Portage-Catawba Island WWTP  
NPDES Permit

May 29, 2013

Mr. Kelly Frey, P.E.  
Ottawa County Sanitary Engineer  
315 Madison Street, Room 106  
Port Clinton, Ohio 43452

Dear Mr. Frey:

On May 14, 2013, Mr. Rick Zuzik conducted a compliance inspection at the Ottawa County Portage-Catawba Island Wastewater Treatment Plant (WWTP). Mr. Alan Jacoby, Superintendent, provided information on facility operations. The inspection consisted of an interview utilizing a compliance checklist covering major areas of facility operations, and walk through of the plant. Our comments and recommendations are as follows:

Your National Pollutant Discharge Elimination System (NPDES) permit compliance schedule requires that annual status reports be submitted by April 1 of each year indicating progress on eliminating periodic overflows at the main lift station. The second annual status report indicates continued inflow and infiltration reduction efforts at satellite mobile home parks (MHP's). Under the county cost sharing program, there were six private MHP collection systems replaced in 2012. This has been a very successful program in reducing significant amounts of I/I flow to the collection system, as spikes during wet weather have been reduced, and average daily flow to the plant has been trending downward as projects are completed. Your annual Sanitary Sewer Overflow Report indicated no events in 2012.

NPDES permit discharge monitoring reports are being received and the plant was in full compliance with all effluent limitations in 2012; however, one low level mercury violation was reported in March 2013. This should be monitored as this facility is operating under final Lake Erie water quality based low level mercury limits. Both operation and maintenance are very good at this facility, and a clear final effluent was observed being discharged from the plant.

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Lab personnel received all "acceptable" results in the 2012 U.S. EPA DMRQA #32 laboratory quality assurance sampling program. This is the highest rating available.

We appreciate Mr. Jacoby and his staff's efforts in operating and maintaining the plant. Please find enclosed our inspection reports. If there are any errors, or you have any questions, please call Mr. Zuzik at (419) 373-3020 or email at [rick.zuzik@epa.ohio.gov](mailto:rick.zuzik@epa.ohio.gov).

Yours truly,



Elizabeth A. Wick, P.E.  
Environmental Engineer/Section Manager  
Division of Surface Water

RAZ/jlm

Enclosure

pc: Alan Jacoby, Superintendent

ec: Tracking



State of Ohio Environmental Protection Agency  
Northwest District Office

NPDES Compliance Inspection Report

Section A: National Data System Coding					
Permit #	NPDES#	Month/Day/Year	Inspection Type	Inspector	Facility Type
2PJ00004	OH0095435	5/14/2013	C	S	1

Section B: Facility Data		
Name and Location of Facility Inspected	Entry Time	Permit Effective Date
Portage Catawba Island WWTP 1209 NW Catawba Road Catawba Island Township	10:00 am	4/1/11
	Exit Time	Permit Expiration Date
	11:15 pm	3/31/16
Name(s) and Title(s) of On-Site Representatives	Phone Number(s)	
Alan Jacoby, Superintendent	(419) 797-9645	
Name, Address and Title of Responsible Official	Phone Number	
Kelly Frey, PE Ottawa Co. Sanitary Engineer	(419) 734-6725	

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

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

Inspector	Reviewer
 Richard A. Zuzik, MSE Division of Surface Water Northwest District Office	 Thomas Poffenbarger, P.E. Water Quality Engineer II / Unit Supervisor Division of Surface Water Northwest District Office
Date 5-28-13	Date 5/22/13

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 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:

5 year schedule to eliminate main lift station overflows  
No events in 2012

**Section G: Operation & Maintenance**

**Treatment Works:**

Treatment facility properly operated and maintained

- (a) Standby power available.....generator X 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)..... III
- (e) Operator of Record holds unexpired license of class required by permit..... Y  
 Class: III
- (f) Copy of certificate of Operator of Record displayed on-site..... Y
- (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/A
- (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..... N

**Record Keeping:**

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

All operators keep logbook and computer log
- (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 (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..... 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:

Numerous MHP collection systems replaced in 2011 under county assistance program  
ADF showing steady decrease as MHP collection system projects are completed

All pump stations telemetered to monitor online

5 year schedule to eliminate main lift station overflows  
No SSO events in 2012

**Section H: Sludge Management**

- (a) Sludge management plan (SMP)  
Submitted date:                      Approval #:                      Not submitted     N/A X
- (b) Sludge management plan current..... Y  
(c) Sludge adequately disposed..... Y  
(Method:                      )  
(d) If sludge is incinerated, where is ash disposed of  
(e) Is sludge disposal contracted..... Y  
(Name:                      )  
(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 X    Ultrasonic & Weir     Weir   
Calculated from influent     Other  (Specify:                      )
- (b) Calibration frequency adequate ..... Y  
(Date of last calibration: 6/11)  
(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 X Weekly  monthly  other

**Comments/Status:**

ADF showing steady decrease as MHP collection system projects are completed.

**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..... Y
  - (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, Nitrates, O&G  
Lab name: Jones & Henry

*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: X Satisfactory  Marginal  Unsatisfactory
- Date: 7/11

**Comments/Status:**

DMRQA #31-All parameters "acceptable"

**Section J: Effluent/Receiving Water Observations**

Outfall Number	Oil sheen	Grease	Turbidity	Visible Foam	Visible Floating Solids	Color	Other
	None	None	None	None	None	None	

**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:**

Permit # 2PJ00004  
NPDES # OH0095435

## 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	
	Bypasses	-	
	Stormwater Overflows	-	
	Alternate Power Source	S	Diesel Generator
	Maintenance of Collection Systems	S	Numerous MHP collection systems replaced
	Pump Station	In	6 major
	Ventilation	S	
	Fine Screen	In	
	Disposal of Screenings	S	Landfill
	Comminutor	-	
	Grit Chamber	In	Aerated
	Disposal of Grit	S	Landfill
	Septage Receiving Station	In	2, 10,000 gal. tanks
Primary	Settling Tanks		
	Scum Removal		
	Sludge Removal		
	Effluent		
Sludge Disposal	Digesters		
	Temperature and pH		
	Gas Production		
	Heating Equipment		
	Sludge Pumps		
	Drying Beds		
	Vacuum Filter		
	Disposal of Sludge	S	Land applied
Storage Tanks	In	Three	
Other	Flow Meter and Recorder	In	
	Records	In	
	Lab Controls	S	
	Chemical Treatment	In	Alum for phosphorus removal
Secondary-Tertiary List Items as	SBR's	In	2 Units, 4 hour cycles Decanting arm gears adjusted to descend quicker- additional 0.125 mgd treatment capacity
Disinfection	Effluent	S	Very clear
	Disinfection System	In	
	Effective Dosage	S	
	Contact Time	S	
	Contact Tank	In	
	Dechlorination	In	Sodium Bisulfite