

# ATTACHMENT A

## HAULED WASTEWATER PERMIT PROGRAM GUIDANCE AND GENERAL PERMIT CONDITIONS

**VIOLATION OF ANY OF THESE PERMIT CONDITIONS CAN RESULT IN THE  
SUSPENSION OR REVOCATION OF PERMITTEE DISPOSAL PRIVILEGES**

**1. INTRODUCTION:** The City of Springfield has established a hauled wastewater program to provide for the environmentally safe, cost effective, and convenient disposal of septic and holding tank wastewaters. Recognizing that the acceptance of hauled wastewaters presents certain risks including plant upsets and sludge contamination, the City has developed these guidelines to minimize those risks and protect its facilities.

**2. TYPES OF WASTEWATERS ACCEPTED:** In general, any wastewater that is:

- a) Nontoxic to the biological processes and has no adverse impact on any physical and/or chemical treatment processes at the wastewater treatment plant, and
- b) biodegradable and determined to have no adverse impacts on the wastewater treatment plant operation or discharge effluent or sludge, will be considered for acceptance. Hauled wastewater can be categorized into three categories:

**I.) Normally acceptable wastewater:**

- Residential septic tank wastewater
- Residential holding tanks wastewater
- Commercial holding/septic tanks used for domestic type sanitary wastewater (non-process wastewater)
- Grease trap wastewater from food establishments (accepted **at Southwest Plant only!**)

**II.) Conditionally acceptable wastewater:** Prior approval is required for this type of wastewater and approval is considered on a case-by-case individual basis. The location of the generator or of the discharge site is to be identified on each approval. This type wastewater includes:

- Industrial and commercial process wastewaters
- Municipal sludge if they are from biological processes and meet all State and Federal Guidelines for treatment, handling, and land application

- Petroleum contaminated water from underground storage tanks and site remediation
- Mud or sand trap wastes from car washes and automotive service bays
- High organic strength liquids such as dairy byproducts, food processing residuals, etc.
- Special wastewaters such as landfill leachate, condensates, wash waters, and others.

**III.) Restricted Wastewaters: (Not acceptable for discharge to any Springfield POTW)**

- Any wastewater as defined in Section 120-112 and 120-113 of Chapter 120, Wastewater Regulations, including any flammable, explosive, or corrosive wastes and any wastewater or sludge with unacceptable levels of metals.

In all cases, the City reserves the unconditional right to accept or reject any hauled wastewater as it deems necessary to protect its employees, facilities, or treatment processes. Any City of Springfield employee may unconditionally refuse to accept a load or stop an unloading in progress.

**3. ADMINISTRATIVE PROCEDURES:** All haulers are required to obtain a hauled wastewater discharge permit before discharging wastewater to the City of Springfield for treatment at any City of Springfield wastewater treatment plant. Permits will be issued to haulers that meet the following conditions during the application process:

- Submit a completed permit application with proof of vehicle insurance in amounts required by State law, as well as a copy of valid City of Springfield Business License.
- For permit renewals, haulers must have a record of satisfactory compliance with all conditions and requirements of the expiring hauled wastewater discharge permit.
- Haulers must understand and agree that no discharge of hauled wastewater may be introduced into the sanitary sewer collection system via manholes, cleanouts, building sewers, or any appurtenance tributary to the City wastewater collection and treatment system without prior approval from the Director of Environmental Services or his representative in accordance with Section 120-75 of the Springfield City Code.

Permits will be issued for a period of three years. Haulers who have satisfactorily operated within all the conditions of their hauled wastewater discharge permit shall submit an application for permit renewal ninety (90) days before the expiration date of their current permit.

**4. MANIFESTS:** Haulers must complete and provide to the City a hauled wastewater discharge manifest for each source of wastewater on a truck load including:

- Section 1- Wastewater Identification - Indicating volume, type, and source of hauled wastewater.
- Section 2- Wastewater Generator- Indicating source name, location address, and telephone number for all pumping activities.

- Section 3- Wastewater Hauler - Indicating the hauler company name, City hauled wastewater discharge permit number, vehicle license number, vehicle tank capacity, pump out date and time, and driver signature.
- The location of discharge- Indicate the location of disposal at the NW Treatment Plant (Septage Only) or at the SW Wastewater Treatment Plant. There are multiple areas for discharge of hauled wastewater at the SW Wastewater Treatment Plant depending on the type of wastewater being disposed of. **If you are unsure of exactly where to discharge please contact Clean Water Operations or the Shift Supervisor on duty at the treatment plant before unloading.**

The white (top) copy of the hauled wastewater manifest shall be submitted to the treatment plant at time of unloading with the date and time of discharge to the City indicated at the top right of the manifest. The pink copy is intended to be returned to the generator of the wastewater.

**5. FEES:** The following fees are utilized in the hauled wastewater acceptance program. The actual fee shall be in accordance with and as authorized by Section 120-76 of the Springfield City Code.

- Hauled Wastewater Discharge Volume Charges
- High Strength Volume Charges, if applicable
- Laboratory Analysis Charges, if applicable

Disposal and treatment charges of hauled wastewater by the City of Springfield are based on the volume and type of each of source of hauled wastewater. Charges for non-grease types of hauled wastewater are multiplied by the usable tank capacity of each vehicle. Partial loads of all non-grease wastewater are considered as full loads and will be charged for the full capacity of the vehicle unless otherwise approved of by Clean Water Operations prior to disposal. A hauled wastewater discharge manifest shall be completed for each source of hauled wastewater. Collection of hauled wastewater charges and fees are by monthly invoicing and are due within thirty (30) days. When applicable, additional fees and charges associated with the laboratory analysis of hauled wastewater for high strength and/or local limit testing will be made in accordance with Chapter 120.

**6. COMPLIANCE:** A hauled wastewater discharge permit and the associated disposal privileges may be immediately suspended or revoked for any violation of the hauled wastewater permit conditions, including the failure to submit timely hauled wastewater disposal invoice payments to the City of Springfield.