



WATER POLLUTION CONTROL FACILITIES PERMIT

Oregon Department of Environmental Quality
Eastern Region – City Office
800 SE Emigrant, #330
Pendleton, OR 97801
Telephone: 541-276-4063

Issued pursuant to ORS 468B.050

ISSUED TO:	SOURCES COVERED BY THIS PERMIT:		
	Type of Waste	Outfall Number	Location
City of Monument 291 Main Street Monument, Oregon 97864	Facultative lagoons and polishing pond	001	44.82859, -119.42156
	Recycled Water	002	Specified in Recycled Water Use Plan
	Biosolids	003	Specified in Biosolids Management Plan

FACILITY TYPE AND LOCATION:

Facultative lagoons, polishing pond, and recycled water land application
0.5 miles north of Monument
Monument, Oregon 97864
County: Grant

RIVER BASIN INFORMATION:

WRD Basin: John Day

USGS Sub-Basin: Upper NF John Day
Nearest surface water body name: North Fork John Day River at mile 15.5
LLID: 1196393447553

Issued in response to renewal Application No. 959319 received January 14, 2015. This permit is issued based on the land use findings in the permit record.

Mike Hiatt, Water Quality Permitting
Manager, Eastern Region

6-13-2024

Issuance Date

8-1-2024

Effective Date

PERMITTED ACTIVITIES

Until this permit expires or is modified or revoked, the permittee is authorized to construct, install, modify or operate a wastewater collection, treatment, control and disposal system in conformance with the requirements, limits, and conditions set forth in this permit.

Unless specifically authorized by this permit, by another NPDES or WPCF permit, or by Oregon statute or administrative rule, any direct or indirect discharge of pollutants to waters of the state is prohibited.

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SCHEDULE A: WASTE DISCHARGE LIMITS

1. Permitted System

The City of Monument is authorized to operate and maintain a domestic wastewater treatment facility consisting of a two cell-facultative treatment lagoon, polishing pond, and to land apply recycled water for beneficial use in accordance with a DEQ approved Recycled Water Use Plan (RWUP).

2. Surface Water Protection

Direct discharge to navigable waters as defined in OAR Chapter 340 Division 045 Section 0010 (14) is prohibited.

3. Groundwater Protection

Any activity that has an adverse effect on existing or potential beneficial uses of groundwater is prohibited. All wastewater and wastewater solids must be managed and disposed in a manner that will prevent a violation of the Groundwater Quality Protection Rules (OAR Chapter 340, Division 40). If warranted, at any time, DEQ may evaluate the need for or require a full assessment of the facility's effect on groundwater quality.

4. Use of Recycled Water

The permittee is authorized in OAR Chapter 340 Division 055 Section 0012 to distribute recycled water if it is:

- a. Treated and used according to the criteria listed in Table A1.
- b. Managed in accordance with its DEQ-approved Recycled Water Use Plan unless exempt as provided in Schedule D.
- c. Used in a manner and applied at a rate that does not adversely affect groundwater quality.
- d. Applied at a rate and in accordance with site management practices that ensure continued agricultural, horticultural, or silvicultural production and does not reduce the productivity of the site.
- e. Irrigated using sound irrigation practices to prevent:
 - i. Offsite surface runoff or subsurface drainage through drainage tile;
 - ii. Creation of odors, fly and mosquito breeding, or other nuisance conditions; and
 - iii. Overloading of land with nutrients, organics, or other pollutants.

Table A1: Recycled Water Limits

Class	Level of Treatment (after disinfection unless otherwise specified)	Beneficial Uses
D.	Class D recycled water must be oxidized and disinfected. <i>E. coli</i> may not exceed: <ul style="list-style-type: none"> • A 30-day geometric mean of 126 organisms per 100 mL. 406 organisms per 100 mL in any single sample.	Class D recycled water may be used for: <ul style="list-style-type: none"> • Nondisinfected uses. Irrigation of firewood, ornamental nursery stock, Christmas trees, sod, or pasture for animals.

5. Agronomic rates for Nutrient Loading

Crop and site-specific agronomic loading rates for nutrients will be approved by DEQ only after consideration of agronomic rates published in appropriate, region specific, fertilizer guides and proposed by the Permittee. DEQ may require adjustment to the allowable agronomic rates after review of annual reporting and to ensure adequate protection of public waters, including groundwater. The Recycled Water Use Plan must list the approved agronomic rates for each proposed crop.

6. Biosolids

The permittee may land apply biosolids or provide biosolids for sale or distribution, subject to OAR 340; Division 50 and 40 CFR Part 503, and the following conditions:

- a. The permittee must manage biosolids in accordance with its DEQ-approved Biosolids Management Plan and Land Application Plan.
- b. The permittee must apply biosolids at or below the agronomic rates approved by DEQ in order to minimize potential groundwater degradation. DEQ may require adjustment to the allowable agronomic rate after review of annual reporting and to ensure adequate protection of public waters, including groundwater.
- c. The permittee must obtain written site authorization from DEQ for each land application site prior to land application (see Schedule D) and follow the site-specific management conditions in the DEQ-issued site authorization letter.
- d. Prior to application, the permittee must ensure that biosolids meet one of the pathogen reduction standards under 40 CFR 503.32 and one of the vector attraction reduction standards under 40 CFR 503.33.
- e. The permittee must not apply biosolids containing pollutants in excess of the ceiling concentrations shown in the table below. The permittee may apply biosolids containing pollutants in excess of the pollutant concentrations, but below the ceiling concentrations, however, the total quantity of biosolids applied cannot exceed the cumulative pollutant loading rates in the table below.

Table A2: Biosolids Limits

Pollutant See note a.	Ceiling concentrations (mg/kg)	Pollutant concentrations (mg/kg)	Cumulative pollutant loading rates (kg/ha)
Arsenic	75	41	41
Cadmium	85	39	39
Copper	4300	1500	1500
Lead	840	300	300
Mercury	57	17	17
Molybdenum	75	N/A	N/A
Nickel	420	420	420
Selenium	100	100	100
Zinc	7500	2800	2800
Note:			
a. Biosolids pollutant limits are described in 40 CFR 503.13, which uses the terms <i>ceiling concentrations</i> , <i>pollutant concentrations</i> , and <i>cumulative pollutant loading rates</i> .			

7. Hauled Waste Requirements

The Permittee may not accept hauled wastes, including but not limited to wastewater solids from another treatment facility, domestic septage, grease trap wastes, portable and chemical toilet wastes, landfill leachate, groundwater remediation wastewater, and commercial or industrial wastewater at this facility for treatment or processing without a DEQ-approved hauled waste management plan and written approval from DEQ.

SCHEDULE B: MINIMUM MONITORING AND REPORTING REQUIREMENTS

1. Reporting Requirements

The permittee must submit to DEQ monitoring results and reports as listed below.

Table B1: Reporting Requirements and Due Dates

Reporting Requirement	Frequency	Due Date (See Note a.)	Report Form (See Note b.)	Submit To:
Tables B2 and B3 Influent Monitoring and Lagoon Monitoring	Monthly	By the 15th of the following month	Specified in Schedule B. Section 2 of this permit	As directed by DEQ
Recycled Water Annual Report (see Schedule D)	Annually	January 15	Electronic copy in the DEQ- approved format	As directed by DEQ Electronic copy to DEQ Water Reuse Program Coordinator
Wastewater solids and Biosolids Annual Report (see Schedule D)	Annually	February 19	Electronic copy in the DEQ- approved format	As directed by DEQ Electronic copy to DEQ Biosolids Program Coordinator
Inflow and infiltration report (see Schedule D)	Annually	February 15	Electronic copy in a DEQ- approved format	As directed by DEQ
Hauled Waste Annual Report (see Schedule D)	Annually	January 15	Electronic copy in the DEQ- approved format	As directed by DEQ
Sludge Depth Survey Report (see Schedule D – Lagoon Solids)	One time	Submit by 06/15/2033	Electronic copy in a DEQ- approved format	As directed by DEQ
Hauled Waste Control Plan (see Schedule D)	One time	Submit by 10/15/2024	Electronic copy in a DEQ- approved format	As directed by DEQ
Recycled Water Use Plan (see Schedule D)	One time	Submit by 03/15/2025	Electronic copy in a DEQ- approved format	As directed by DEQ Electronic copy to DEQ Water Reuse Program Coordinator
Lagoon Leak Test (see Schedule D)	One time	Submit by 06/15/2033	Electronic copy in a DEQ- approved format	As directed by DEQ
Industrial User Survey (see Schedule D)	One time	Submit by 06/15/2033	Electronic copy in a DEQ- approved format	As directed by DEQ
Notes:				
a. For submittals that are provided to DEQ by mail, the postmarked date must not be later than the due date.				
b. All reporting requirements are to be submitted in a DEQ approved format, unless otherwise specified in writing.				

2. Monitoring and Reporting Protocols

a. Paper Submissions.

When submitting paper copies as required by table B1, the permittee must submit to DEQ the results of the monitoring in a paper format as specified below.

- i. Until directed by DEQ all Discharge Monitoring Reports (DMRs) must be submitted in an approved paper format:
 - (A) The reporting period is the calendar month.
 - (B) The permittee must submit monitoring data and other information required by this permit for all compliance points by the 15th day of the month following the reporting period unless specified otherwise in this permit or as specified in writing by DEQ.
- ii. Until directed by DEQ, the permittee must submit any required Pretreatment Program Reports, Wastewater Solids and Biosolids Annual Report, Recycled Water Annual Report, Sanitary Sewer Overflow/Bypass Event Reports, and other required information to DEQ.
- iii. The permittee must sign and certify submittals of Discharge Monitoring Reports (DMRs), reports, and other information in accordance with the requirements of Section D8 within Schedule F of this permit.

b. Electronic Submissions.

When submitting electronic copies as required by table B1, the permittee must submit to DEQ the results of monitoring in an electronic format as specified below.

- i. When directed by DEQ, the permittee must submit monitoring results required by this permit via DEQ-approved web-based Electronic Discharge Monitoring Report (DMR) forms.
- ii. The reporting period is the calendar month.
- iii. The permittee must submit monitoring data and other information required by this permit for all compliance points by the 15th day of the month following the reporting period unless specified otherwise in this permit or as specified in writing by DEQ.
- iv. When directed by DEQ, the permittee must submit electronic reports for any required Pretreatment Program Reports, Wastewater Solids and Biosolids Annual Report, Recycled Water Annual Report, Sewer Overflow/Bypass Event Reports, and other required information to DEQ via designated web-based reporting process.

c. Test Methods.

The permittee must conduct monitoring according to test procedures in 40 CFR part 136 and 40 CFR part 503 for biosolids or other approved procedures as per Schedule F.

d. Quality Assurance and Quality Control

- i. Quality Assurance Plan – The permittee must develop and implement a written Quality Assurance Plan that details the facility sampling procedures. This plan should include any equipment calibration and maintenance, analytical methods, quality control activities and laboratory data handling and reporting if the permittee conducts any of their own analytical work. The QA/QC program must conform to the requirements of 40 CFR 136.7.

- ii. If QA/QC requirements are not met for any analysis, the permittee must re-analyze the sample. If the sample cannot be re-analyzed, the permittee must re-sample and analyze at the earliest opportunity. If the permittee is unable to collect a sample that meets QA/QC requirements, then the permittee must include the result in the discharge monitoring report (DMR) along with a notation (data qualifier). In addition, the permittee must explain how the sample does not meet QA/QC requirements. The permittee may not use the result that failed the QA/QC requirements in any calculation required by the permit unless authorized in writing by DEQ.
- iii. Flow measurement, field measurement, and continuous monitoring devices - The permittee must:
 - (A) Establish verification and calibration frequency for each device or instrument in the quality assurance plan that conforms to the frequencies recommended by the manufacturer.
 - (B) Verify at least once per year that flow-monitoring devices are functioning properly according to manufacturer's recommendation. Calibrate as needed according to manufacturer's recommendations.
 - (C) Verify at least weekly that the continuous monitoring instruments are functioning properly according to manufacturer's recommendation unless the permittee demonstrates a longer period is sufficient and such longer period is approved by DEQ in writing.
- e. **Reporting Sample Results**
 - i. The permittee must report the same number of significant digits as the permit limit for a given parameter.

3. Monitoring and Reporting Requirements

- a. The permittee must monitor influent at the influent lift station and report results in accordance with the table below:

Table B2: Influent Monitoring Requirements

Item or Parameter	Units	Time Period	Minimum Frequency	Sample Type / Required Action See note a.	Report Statistic
Flow (50050)	MGD	Year-round	5/week	Calculated	Monthly Average Daily Maximum
BOD ₅ (00310)	mg/L	Year-round	Quarterly	24-hour composite	Quarterly Maximum Quarterly Minimum
TSS (00530)	mg/L	Year-round	Quarterly	24-hour composite	Quarterly Maximum Quarterly Minimum
pH (00400)	Standard Units SU	Year-round	2/week	Grab	Monthly Maximum Monthly Minimum

Note:

- a. In the event of equipment failure or loss, the permittee must notify DEQ and repair or replace effected equipment to minimize interruption of data collection. If the equipment cannot be immediately repaired or replaced, the permittee must perform grab measurements daily.

- b. The permittee must monitor effluent at each lagoon and polishing pond and report results in accordance with Table B1 and the table below:

Table B3: Lagoon Monitoring Requirements

Item or Parameter	Units	Time Period	Minimum Frequency	Sample Type/ Required Action	Report Statistic
Perimeter Inspection of each lagoon	n/a	Year-round	5/week	Observation	Record Observation
Lagoon freeboard	gauge units (inches or feet)	Year-round	Weekly	Measurement	Weekly Value Monthly Minimum
Lagoon Solids Accumulation	Amount	n/a	Once per permit cycle		Record Observation

4. Recycled Water Monitoring Requirements: Outfall 002

The permittee must monitor recycled water as listed below only when distributing recycled water. The samples must be representative of the recycled water delivered for beneficial reuse at a location identified in the Recycled Water Use Plan.

Table B4: Recycled Water Monitoring

Item or Parameter	Minimum Frequency	Sample Type/ Required Action	Report
Total Flow (MGD)	Daily	Measurement	Annual Report
Quantity Irrigated (inches/acre)	Daily	Calculation	Annual Report
Chlorine, Total Residual (mg/L)	Daily	Grab	Annual Report
pH	2/Week	Grab	Annual Report
<i>E. coli</i>	Weekly (Class D)	Grab	Annual Report
Total Nitrogen Loading Rate from all sources (lbs/acre-year)	Annually	Calculation	Annual Report
Supplemental Fertilizer Applied	As applied	Record Amounts	Annual Report
Nutrients (TKN, NO ₂ +NO ₃ -N, Total Ammonia (as N), Total Phosphorus, or other limiting parameters as identified in the RWUP)	Quarterly	Grab	Annual Report

5. Biosolids Monitoring Requirements

The permittee must monitor biosolids land applied or produced for sale or distribution as listed below. The samples must be representative of the quality and quantity of biosolids generated and undergo the same treatment process used to prepare the biosolids.

Table B5: Biosolids Monitoring

Item or Parameter	Minimum Frequency	Sample Type
Nutrient and conventional parameters (% dry weight unless otherwise specified): Total Kjeldahl Nitrogen (TKN) Nitrate-Nitrogen (NO ₃ -N) Total Ammoniacal Nitrogen (NH-N) Total Phosphorus (P) Potassium (K) pH (S.U.) Total Solids Volatile Solids	As described in the DEQ-approved Biosolids Management Plan, but not less than the frequency in Table B1.	As described in the DEQ-approved Biosolids Management Plan

Item or Parameter	Minimum Frequency	Sample Type
Pollutants: As, Cd, Cu, Hg, Pb, Mo, Ni, Se, Zn, mg/kg dry weight	As described in the DEQ-approved Biosolids Management Plan, but not less than the frequency in Table B1	As described in the DEQ-approved Biosolids Management Plan
Pathogen reduction	As described in the DEQ-approved Biosolids Management Plan, but not less than the frequency in Table B1.	As described in the DEQ-approved Biosolids Management Plan
Vector attraction reduction	As described in the DEQ-approved Biosolids Management Plan, but not less than the frequency in Table B1.	As described in the DEQ-approved Biosolids Management Plan
Record of biosolids land application: date, quantity, location.	Each event	Record the date, quantity, and location of biosolids land applied on site location map or equivalent electronic system, such as GIS.

Table B6: Biosolids Minimum Monitoring Frequency

Quantity of biosolids land applied or produced for sale or distribution per calendar year		Minimum Sampling Frequency
(dry metric tons)	(dry U.S. tons)	
Less than 290	Less than 320	Once per year
290 to 1,500	320 to 1,653	Once per quarter (4x/year)
1500 to 15,000	1,653 to 16,535	Once per 60 days (6x/year)
15,000 or more	16,535 or more	Once per month (12x/year)

SCHEDULE C: COMPLIANCE SCHEDULE

There is no compliance schedule in this permit.

SCHEDULE D: SPECIAL CONDITIONS

1. Inflow and Infiltration

The permittee must submit to DEQ an annual inflow and infiltration report on a DEQ approved form as directed in Table B1. The report must include the following:

- a. An assessment of the facility's I/I issues based on a comparison of seasonal flows to the plant.
- b. Details of activities performed in the previous year to identify and reduce inflow and infiltration.
- c. Details of activities planned for the following year to identify and reduce inflow and infiltration.
- d. A summary of sanitary sewer overflows that occurred during the previous year. This should include the following: date of the SSO, location, estimated volume, cause, follow-up actions and if performed, the results of receiving stream monitoring.

2. Emergency Response and Public Notification Plan

The permittee must develop an Emergency Response and Public Notification Plan ("plan") or ensure the facility's existing plan is current and accurate, per Schedule F, Section B, and Condition 8 within 6 months of permit effective date. The permittee must update the plan annually to ensure all information contained in the plan, including telephone and email contact information for applicable public agencies, is current and accurate. An updated copy of the plan must be kept on file at the facility for DEQ review. The latest plan revision date must be listed on the plan cover along with the reviewer's initials or signature.

3. Recycled Water Use Plan

The permittee must update and maintain a DEQ-approved Recycled Water Use Plan meeting the requirements in OAR 340-055-0025 by the timeline provided in Table B.1. The permittee must submit this plan or any significant modifications to DEQ for review and approval with sufficient time to clear DEQ review and a public notice period prior to implementing changes to the recycled water program. The permittee must keep the plan updated. All plan revisions require written authorization from DEQ and are effective upon permittee's receipt of DEQ written approval. No significant modifications can be made to a plan for an administratively extended permit (after the permit expiration date). Conditions in the plan are enforceable requirements under this permit. DEQ will provide an opportunity for public review and comment on any significant plan modifications prior to approving or denying. Public review is not required for minor modifications, changes to utilization dates or changes in use within the recycled water class.

4. Exempt Wastewater Reuse at the Treatment System

Recycled water used for landscape irrigation within the property boundary or in-plant processes at the wastewater treatment system is exempt from the requirements of OAR 340-055 if all of the following conditions are met:

- a. The recycled water is an oxidized and disinfected wastewater.
- b. The recycled water is used at the wastewater treatment system site where it is generated or at an auxiliary wastewater or sludge treatment facility that is subject to the same NPDES or WPCF permit as the wastewater treatment system.
- c. Spray and/or drift from the use does not migrate off the site.
- d. Public access to the site is restricted.

5. Wastewater Solids and Biosolids Annual Report

The permittee must submit a Wastewater Solids and Biosolids Annual Report each year documenting removal of wastewater solids from the facility during the previous calendar year. The permittee must use the DEQ approved wastewater solids annual report form. This report must include the volume of material removed and the name of the permitted facility that received the solids.

6. Biosolids Management Plan

Prior to distributing biosolids to the public, the permittee must develop and maintain a Biosolids Management Plan and Land Application Plan meeting the requirements in OAR 340-050-0031. The permittee must submit these plans and any significant modification of these plans to DEQ for review and approval with sufficient time to clear DEQ review and a public notice period prior to removing biosolids from the facility. The permittee must keep the plans updated. All plan revisions require written authorization from DEQ and are effective upon permittee's receipt of DEQ written approval. No significant modifications can be made to a plan for an administratively extended permit (after the permit expiration date). Conditions in the plans are enforceable requirements under this permit.

7. Wastewater Solids Transfers

- a. *Within state.* The permittee may transfer wastewater solids including Class A and Class B biosolids, to another facility permitted to process or dispose of wastewater solids, including but not limited to: another wastewater treatment facility, landfill, or incinerator. The permittee must satisfy the requirements of the receiving facility. The permittee must report the name of the receiving facility and the quantity of material transferred in the wastewater solids annual report identified in Schedule B.
- b. *Out of state.* If wastewater solids, including Class A and Class B biosolids, are transferred out of state for use or disposal, the permittee must obtain written authorization from DEQ, meet Oregon requirements for the use or disposal of wastewater solids, notify in writing the receiving state of the proposed use or disposal of wastewater solids, and satisfy the requirements of the receiving state.

8. Hauled Waste Control Plan

The permittee may accept hauled wastes at discharge points designated by the POTW. The permittee must submit a written Hauled Waste Control Plan by the date listed in Table B1. Within 60 days of receiving DEQ comments, the permittee must submit hauled waste control plan revised to be consistent with DEQ's comments. Hauled wastes may include wastewater solids from another wastewater treatment facility, septage, grease trap wastes, portable and chemical toilet wastes, landfill leachate, groundwater remediation wastewaters and commercial/industrial wastewaters. The permittee must keep the plan updated and submit substantial modifications to an existing plan to DEQ for approval at least 60 days prior to making the proposed changes. Plan modifications are effective upon receipt of written DEQ approval.

9. Hauled Waste Annual Report

The permittee must submit a Hauled Waste Annual Report each year documenting amount of hauled waste received by the facility in accordance with a DEQ-approved Hauled Waste Plan.

10. Lagoon Solids

By the date listed in Table B1, the permittee must submit to DEQ a sludge depth survey report. The report must include a comparison of the design sludge depth to the actual sludge depth. If the actual sludge depth exceeds the design sludge depth, the permittee must submit a plan to reduce or remove the sludge. Prior to the removal of accumulated solids from the lagoon for land application, the permittee must submit to DEQ a biosolids management plan as required in condition 6 respectively. The permittee must follow the conditions in the approved plan.

11. Lagoon Leak Test

The permittee must submit a Lagoon Leak Test report one-time during the permit cycle as specified in Schedule B for each lagoon. Leak testing must be completed using DEQ's Guidelines for Estimating Leakage from Existing Sewage Lagoons which is applicable to certain domestic operations with low strength wastewater. The report must include description of the test in line with the DEQ guidance, and a summary of results with estimated leak rate of each cell.

12. Operator Certification

- a. Definitions
 - i. "Supervise" means to have full and active responsibility for the daily on site technical operation of a wastewater treatment system or wastewater collection system.
 - ii. "Supervisor" or "designated operator", means the operator delegated authority by the permittee for establishing and executing the specific practice and procedures for operating the wastewater treatment system or wastewater collection system in accordance with the policies of the owner of the system and any permit requirements.
 - iii. "Shift Supervisor" means the operator delegated authority by the permittee for executing the specific practice and procedures for operating the wastewater treatment system or wastewater collection system when the system is operated on more than one daily shift.
 - iv. "System" includes both the collection system and the treatment systems.
- b. The permittee must comply with OAR Chapter 340, Division 49, "Regulations Pertaining to Certification of Wastewater System Operator Personnel" and designate a supervisor whose certification corresponds with the classification of the collection and/or treatment system as specified in the DEQ Supervisory Wastewater Operator Status Report. DEQ may revise the permittee's classification in writing at any time to reflect changes in the collection or treatment system. This reclassification is not considered a permit modification and may be made after the permit expiration date provided the permit has been administratively extended by DEQ. If a facility is re-classified, a certified letter will be mailed to the system owner from the DEQ Operator Certification Program. Current system classifications are publicized on the DEQ Supervisory Wastewater Operator Status Report found on the [DEQ Wastewater Operator Certification Homepage](#).
- c. The permittee must have its system supervised on a part-time or full-time basis by one or more operators who hold a valid certificate for the type of wastewater treatment or wastewater

collection system the operator is supervising and at a grade equal to or greater than the wastewater system's classification.

- d. The permittee's wastewater system may be without the designated supervisor for up to 30 consecutive days if another person who is certified at no more than one grade lower than the classification of the wastewater system supervises. The permittee must delegate authority to this operator to supervise the operation of the system.
- e. If the wastewater system has more than one daily shift, the permittee must have another properly certified operator available to supervise operation of the system. Each shift supervisor must be certified at no more than one grade lower than the system classification.
- f. The permittee is not required to have a supervisor on site at all times; however, the supervisor must be available to the permittee and operator at all times.
- g. The permittee must notify DEQ in writing of the name of the system supervisor by completing and submitting the Supervisory Wastewater System Operator Designation Form along with the Delegated Authority form?). The most recent version of this form may be found on the [DEQ Wastewater Operator Certification homepage](#) *NOTE: This form is different from the Delegated Authority form. The permittee may replace or re-designate the system supervisor with another properly certified operator at any time and must notify DEQ in writing within 30 days of replacement or re-designation of the operator in charge. As of this writing, the notice of replacement or re-designation must be sent to Water Quality Division, Operator Certification Program, 700 NE Multnomah St, Suite 600, Portland, OR 97232-4100. This address may be updated in writing by DEQ during the term of this permit.
- h. When compliance with item (e) of this section is not possible or practicable because the system supervisor is not available or the position is vacated unexpectedly, and another certified operator is not qualified to assume supervisory responsibility, the Director may grant a time extension for compliance with the requirements in response to a written request from the system owner. The Director will not grant an extension longer than 120 days unless the system owner documents the existence of extraordinary circumstances.

13. Industrial User Survey

- a. By the date listed in Table B1, the permittee must conduct an industrial user survey as described in 40CFR 403.8(f)(2)(i-iii) to determine the presence of any industrial users discharging wastewaters subject to pretreatment and submit a report on the findings to DEQ. The purpose of the survey is to identify whether there are any industrial users discharging to the POTW, and ensure regulatory oversight of these discharges to state waters.
- b. Should the DEQ determine that a pretreatment program is required, the permit must be reopened and modified in accordance with 40 CFR 403.8(e)(1) to incorporate a compliance schedule for development of a pretreatment program. The compliance schedule must be developed in accordance with the provisions of 40 CFR 403.12(k), and must not exceed twelve (12) months.

SCHEDULE F

WPCF GENERAL CONDITIONS – DOMESTIC FACILITIES

SECTION A. STANDARD CONDITIONS

1. Duty to Comply with Permit

The permittee must comply with all conditions of this permit. Failure to comply with any permit condition is a violation of Oregon Revised Statutes (ORS) 468B.025 and grounds for an enforcement action. Failure to comply is also grounds for the Department to modify, revoke, or deny renewal of a permit.

2. Property Rights and Other Legal Requirements

Issuance of this permit does not convey any property rights of any sort, or any exclusive privilege, or authorize any injury to persons or property or invasion of any other rights, or any infringement of federal, tribal, state, or local laws or regulations.

3. Liability

The Department of Environmental Quality or its officers, agents, or employees may not sustain any liability on account of the issuance of this permit or on account of the construction or maintenance of facilities or systems because of this permit.

4. Permit Actions

After notice by the Department, this permit may be modified, suspended, or revoked in whole or in part during its term for cause including but not limited to the following:

- a. Violation of any term or condition of this permit, any applicable rule or statute, or any order of the Commission;
- b. Obtaining this permit by misrepresentation or failure to disclose fully all relevant facts.

5. Transfer of Permit

This permit may not be transferred to a third party without prior written approval from the Department. The Department may approve transfers where the transferee acquires a property interest in the permitted activity and agrees in writing to fully comply with all the terms and conditions of this permit and the rules of the Commission. A transfer application and filing fee must be submitted to the Department.

6. Permit Fees

The permittee must pay the fees required by Oregon Administrative Rules.

SECTION B. OPERATION AND MAINTENANCE OF POLLUTION CONTROLS

1. Proper Operation and Maintenance

At all times the permittee must maintain in good working order and properly operate as efficiently as possible all treatment or control facilities or systems installed or used by the permittee to comply with the terms and conditions of this permit.

2. Standard Operation and Maintenance

All waste collection, control, treatment, and disposal facilities or systems must be operated in a manner consistent with the following:

- a. At all times, all facilities or systems must be operated as efficiently as possible in a manner that will prevent discharges, health hazards, and nuisance conditions.
- b. All screenings, grit, and sludge must be disposed of in a manner approved by the Department to prevent any pollutant from the materials from reaching waters of the state, creating a public health hazard, or causing a nuisance condition.
- c. Bypassing untreated waste is generally prohibited. Bypassing may not occur without prior written permission from the Department except where unavoidable to prevent loss of life, personal injury, or severe property damage.

3. Noncompliance and Notification Procedures

If the permittee is unable to comply with conditions of this permit because of surfacing sewage; a breakdown of equipment, facilities or systems; an accident caused by human error or negligence; or any other cause such as an act of nature, the permittee must:

- a. Immediately take action to stop, contain, and clean up the unauthorized discharges and correct the problem.
- b. Immediately notify the Department's Regional office so that an investigation can be made to evaluate the impact and the corrective actions taken, and to determine any additional action that must be taken.
- c. Within 5 days of the time the permittee becomes aware of the circumstances, the permittee must submit to the Department a detailed written report describing the breakdown, the actual quantity and quality of waste discharged, corrective action taken, steps taken to prevent a recurrence, and any other pertinent information.

Compliance with these requirements does not relieve the permittee from responsibility to maintain continuous compliance with the conditions of this permit or liability for failure to comply.

4. Wastewater System Personnel

The permittee must provide an adequate operating staff that is duly qualified to carry out the operation, maintenance, and monitoring requirements to assure continuous compliance with the conditions of this permit.

5. Public Notification of Effluent Violation or Overflow

If effluent limitations specified in this permit are exceeded or an overflow occurs that threatens public health, the permittee must take such steps as are necessary to alert the public, health agencies and other affected entities (e.g., public water systems) about the extent and nature of the discharge in accordance with the notification procedures developed under General Condition B.6. Such steps may include, but are not limited to, posting of the river at access points and other places, news releases, and paid announcements on radio and television.

6. Emergency Response and Public Notification Plan

The permittee must develop and implement an emergency response and public notification plan that identifies measures to protect public health from overflows, bypasses or upsets that may endanger public health. At a minimum the plan must include mechanisms to:

- a. Ensure that the permittee is aware (to the greatest extent possible) of such events;
- b. Ensure notification of appropriate personnel and ensure that they are immediately dispatched for investigation and response;
- c. Ensure immediate notification to the public, health agencies, and other affected public entities (including public water systems). The overflow response plan must identify the public health and other officials who will receive immediate notification;
- d. Ensure that appropriate personnel are aware of and follow the plan and are appropriately trained;
- e. Provide emergency operations; and
- f. Ensure that DEQ is notified of the public notification steps taken.

SECTION C. MONITORING AND RECORDS

1. Inspection and Entry

The permittee must at all reasonable times allow authorized representatives of the Department to:

- a. Enter upon the permittee's premises where a waste source or disposal system is located or where any records are required to be kept under the terms and conditions of this permit;
- b. Have access to and copy any records required by this permit;
- c. Inspect any treatment or disposal system, practices, operations, monitoring equipment, or monitoring method regulated or required by this permit; or
- d. Sample or monitor any substances or permit parameters at any location at reasonable times for the purpose of assuring permit compliance or as otherwise authorized by state law...

2. Averaging of Measurements

Calculations of averages of measurements required for all parameters except bacteria must use an arithmetic mean; bacteria must be averaged as specified in the permit.

3. Monitoring Procedures

Monitoring must be conducted according to test procedures specified in the most recent edition of **Standard Methods for the Examination of Water and Wastewater**, unless other test procedures have been approved in writing by the Department and specified in this permit.

4. Retention of Records

The permittee must retain records of all monitoring and maintenance information, including all calibrations, copies of all reports required by this permit, and records of all data used to complete the application for this permit, for a period of at least 3 years from the date of the sample, measurement, report or application. The Department may extend this period at any time.

SECTION D. REPORTING REQUIREMENTS

1. Plan Submittal

Pursuant to Oregon Revised Statute 468B.055, unless specifically exempted by rule, construction, installation, or modification of disposal systems, treatment works, or sewerage systems may not commence until plans and specifications are submitted to and approved in writing by the Department. All construction, installation, or modification shall be in strict conformance with the Department's written approval of the plans.

2. Change in Discharge

Whenever a facility expansion, production increase, or process modification is expected to result in a change in the character of pollutants to be discharged or in a new or increased discharge that will exceed the conditions of this permit, a new application must be submitted together with the necessary reports, plans, and specifications for the proposed changes. A change may not be made until plans have been approved and a new permit or permit modification has been issued.

3. Signatory Requirements

All applications, reports, or information submitted to the Department must be signed and certified by the official applicant of record (owner) or authorized designee.

4. Twenty-Four Hour Reporting

The permittee must report any noncompliance that may endanger health or the environment. Any information must be provided orally (by telephone) to DEQ or to the Oregon Emergency Response System (1-800-452-0311) as specified below within 24 hours from the time the permittee becomes aware of the circumstances.

a. Overflows.

(1) Oral Reporting within 24 hours.

- i. For overflows other than basement backups, the following information must be reported to the Oregon Emergency Response System (OERS) at 1-800-452-0311. For basement backups, this information should be reported directly to DEQ.
 - a) The location of the overflow;
 - b) The receiving water (if there is one);
 - c) An estimate of the volume of the overflow;
 - d) A description of the sewer system component from which the release occurred (e.g., manhole, constructed overflow pipe, crack in pipe); and
 - e) The estimated date and time when the overflow began and stopped or will be stopped.
- ii. The following information must be reported to the Department's Regional office within 24 hours, or during normal business hours, whichever is first:
 - a) The OERS incident number (if applicable) along with a brief description of the event.

(2) Written reporting within 5 days.

- i. The following information must be provided in writing to the Department's Regional office within 5 days of the time the permittee becomes aware of the overflow:
 - a) The OERS incident number (if applicable);
 - b) The cause or suspected cause of the overflow;
 - c) Steps taken or planned to reduce, eliminate, and prevent reoccurrence of the overflow and a schedule of major milestones for those steps;
 - d) Steps taken or planned to mitigate the impact(s) of the overflow and a schedule of major milestones for those steps; and
 - e) (for storm-related overflows) The rainfall intensity (inches/hour) and duration of the storm associated with the overflow.

The Department may waive the written report on a case-by-case basis if the oral report has been received within 24 hours.

b. Other instances of noncompliance.

(1) The following instances of noncompliance must be reported:

- i. Any unanticipated bypass that exceeds any effluent limitation in this permit;
- ii. Any upset that exceeds any effluent limitation in this permit;
- iii. Violation of maximum daily discharge limitation for any of the pollutants listed by the Department in this permit; and
- iv. Any noncompliance that may endanger human health or the environment.

(2) During normal business hours, the Department's Regional office must be called. Outside of normal business hours, the Department must be contacted at 1-800-452-0311 (Oregon Emergency Response System).

(3) A written submission must be provided within 5 days of the time the permittee becomes aware of the circumstances. The written submission must contain:

- i. A description of the noncompliance and its cause;
- ii. The period of noncompliance, including exact dates and times;
- iii. The estimated time noncompliance is expected to continue if it has not been corrected;
- iv. Steps taken or planned to reduce, eliminate, and prevent reoccurrence of the noncompliance; and
- v. Public notification steps taken, pursuant to General Condition B.6.

(4) The Department may waive the written report on a case-by-case basis if the oral report has been received within 24 hours.

SECTION E. DEFINITIONS

1. *BOD₅* means five-day biochemical oxygen demand.
2. *TSS* means total suspended solids.
3. *FC* means fecal coliform bacteria.
4. *NH₃-N* means Ammonia Nitrogen.
5. *NO₃-N* means Nitrate Nitrogen.
6. *NO₂-N* means Nitrite Nitrogen.
7. *TKN* means Total Kjeldahl Nitrogen.
8. *Cl* means Chloride.
9. *TN* means Total Nitrogen.
10. "*Bacteria*" includes but is not limited to fecal coliform bacteria, total coliform bacteria, and E. coli bacteria.
11. *Total residual chlorine* means combined chlorine forms plus free residual chlorine.
12. *mg/l* means milligrams per liter.
13. *ug/l* means micrograms per liter.
14. *kg* means kilograms.
15. *GPD* means gallons per day.
16. *MGD* means million gallons per day.
17. *Grab sample* means an individual discrete sample collected over a period of time not to exceed 15 minutes.
18. *Composite sample* means a combination of samples collected, generally at equal intervals over a 24-hour period, and based on either time or flow.
19. *Week* means a calendar week of Sunday through Saturday.
20. *Month* means a calendar month.
21. *Quarter* means January through March, April through June, July through September, or October through December.