

ITHACA AREA WASTEWATER TREATMENT FACILITY

TOWN OF ITHACA

CITY OF ITHACA

TOWN OF DRYDEN, OWNERS

525 THIRD STREET
ITHACA, NEW YORK 14850
(607) 273-8381
FAX (607) 273-8433

Special Joint Committee
Wednesday, January 16, 2019 1:00pm

- 1) Welcome
- 2) Agenda Review and Approval of Minutes
- 3) Financial Report – *Steve Thayer City Controller*
- 4) Operations and Engineering Report – *CJ Kilgore Chief Operator*
- 5) Voting Items
 - a) Election of Chairperson
- 6) Presentation/Discussion Items
 - a) Presentation of protocols for new business/commercial/industrial discharge permits – *Ed Gottlieb*
 - b) Meeting of the Six Parties, [Joint Sewer Agreement, Plant to Plant Agreement, Intermunicipal Agreement](#) – *Bill Goodman, Cynthia Brock*
- 7) Announcements / Other Business
- 8) Adjournment

Upcoming Meeting Dates: February 20, March 20

Out of consideration for the health of other individuals, please refrain from using perfume/cologne and other scented personal care products at City of Ithaca meetings.
Thank you for your cooperation and understanding.

IAWWTF
 Approved Budget and Actual Activity
 As of December 31, 2018 (Not Final)
 1/11/2019

Revenues:							
J8150							
<u>Account #</u>	<u>Description</u>		<u>Budget</u>	<u>Actual</u>		<u>Excess or (Deficiency)</u>	<u>% Rec'd</u>
2373	Septage Service Other		\$ 380,000	\$ 416,848		\$ 36,848	109.70%
2374	Sewer Service Other Gov't's		\$ 2,732,340	\$ 2,732,340		\$ -	100.00%
2392	Debt Service Other Gov't's		\$ 864,909	\$ 861,319		\$ (3,590)	99.58%
2401	Interest & Earnings		\$ 3,000	\$ -		\$ (3,000)	0.00%
2665	Sale of Equipment		\$ 4,000	\$ 2,073		\$ (1,927)	51.83%
2680	Insurance Recoveries		\$ -	\$ -		\$ -	
2701	Refund of Prior Year Expense		\$ -	\$ -		\$ -	
2705	Gifts and Donations		\$ -	\$ -		\$ -	
2770	Unclassified Revenue		\$ 1,500	\$ -		\$ (1,500)	0.00%
Total Revenues as of 12/31/18			\$ 3,985,749	\$ 4,012,580		\$ 26,831	100.67%

IAWWTF
 Approved Budget and Actual Activity
 As of December 31, 2018 (Not Final)
 1/11/2019

Expenditures:								
J8150							Available	%
Account #	Description		Budget	Actual		Balance	Used	
Operations:								
1920	Municipal Association Dues		\$ 1,119	\$ 1,086		\$ 33	97.05%	
1990	Contingency Account		\$ 20,000	\$ -		\$ 20,000	0.00%	
5105	Administration Salaries		\$ 66,178	\$ 64,762		\$ 1,416	97.86%	
5110	Staff Salaries		\$ 672,537	\$ 596,602		\$ 75,935	88.71%	
5115	Hourly F/T		\$ 35,266	\$ 29,244		\$ 6,022	82.92%	
5120	Hourly P/T		\$ 25,000	\$ 34,841		\$ (9,841)	139.36%	
5125	Overtime		\$ 22,000	\$ 18,318		\$ 3,682	83.26%	
5210	Office Equipment		\$ 2,237	\$ 2,237		\$ -	0.00%	
5215	Motor Vehicles		\$ 25,000	\$ 25,000		\$ -	0.00%	
5225	Other Equipment		\$ 2,763	\$ -		\$ 2,763	0.00%	
5405	Telephone		\$ 6,200	\$ 6,620		\$ (420)	106.77%	
5410	Utilities		\$ 290,000	\$ 192,394		\$ 97,606	66.34%	
5415	Clothing		\$ 5,300	\$ 6,783		\$ (1,483)	127.98%	
5420	Gas & Oil		\$ 11,000	\$ 1,199		\$ 9,801	10.90%	
5425	Office Expense		\$ 2,000	\$ 1,326		\$ 674	66.30%	
5430	Fees		\$ 115,000	\$ 99,101		\$ 15,899	86.17%	
5435	Contracts		\$ 299,748	\$ 195,142		\$ 104,606	65.10%	
5436	Overhead Charge City General Fund		\$ 205,984	\$ 205,984		\$ -	100.00%	
5440	Staff Development		\$ 15,000	\$ 14,301		\$ 699	95.34%	
5450	Advertising		\$ 300	\$ 53		\$ 247	17.67%	
5455	Insurance		\$ 123,000	\$ 125,169		\$ (2,169)	101.76%	
5475	Property Maintenance		\$ -	\$ -		\$ -	0.00%	
5476	Equipment Maintenance		\$ -	\$ -		\$ -	0.00%	
5477	Equipment Parts		\$ 100,000	\$ 86,395		\$ 13,605	86.40%	
5479	Vehicle Maintenance		\$ 3,000	\$ -		\$ 3,000	0.00%	
5480	Building Maintenance Supplies		\$ 22,000	\$ 14,253		\$ 7,747	64.79%	
5494	Safety Materials & Supplies		\$ 7,000	\$ 1,634		\$ 5,366	23.34%	
5495	Treatment Supplies		\$ 360,000	\$ 494,869		\$ (134,869)	137.46%	
5496	Lab Supplies		\$ 84,000	\$ 78,420		\$ 5,580	93.36%	
5499	Sludge Disposal Fees		\$ 300,000	\$ 324,297		\$ (24,297)	108.10%	
5700	Prior Year Encumbrances		\$ 81,847	\$ -		\$ 81,847	0.00%	
5720	Prior Year Equipment		\$ 75,000	\$ -		\$ 75,000	0.00%	
	Sub-Totals		\$ 2,978,479	\$ 2,620,030		\$ 358,449	87.97%	
Benefits:								
9010	State Retirement		\$ 110,160	\$ 109,581		\$ 579	99.47%	
9030	Social Security		\$ 63,000	\$ 56,918		\$ 6,082	90.35%	
9040	Workers Compensation		\$ 34,160	\$ 14,502		\$ 19,658	42.45%	
9050	Unemployment Insurance		\$ -	\$ -		\$ -	0.00%	
9060	Health Insurance		\$ 337,038	\$ 382,914		\$ (45,876)	113.61%	
9070	Dental Insurance		\$ 3,200	\$ 3,160		\$ 40	98.75%	
9080	Day Care Assistance		\$ 250	\$ -		\$ 250	0.00%	
9089	Employee Tuition		\$ 1,400	\$ -		\$ 1,400	0.00%	
	Sub-Totals		\$ 549,208	\$ 567,075		\$ (17,867)	103.25%	
Debt Service								
9710	Serial Bonds		\$ 418,549	\$ 418,549		\$ -	100.00%	
9711	Interest on Serial Bonds		\$ 368,147	\$ 364,557		\$ 3,590	99.02%	
9730	BANS		\$ 33,862	\$ 33,862		\$ -	100.00%	
9731	Interest on BANS		\$ 44,351	\$ 44,351		\$ -	100.00%	
	Sub-Totals		\$ 864,909	\$ 861,319		\$ 3,590	99.58%	
Interfund Transfers								
9951	Transfer to Capital Reserves		\$ -	\$ -		\$ -	0.00%	
	Sub-Totals		\$ -	\$ -		\$ -	0.00%	
Total All Expenditures as of 12/31/18			\$ 4,392,596	\$ 4,048,424		\$ 344,172	92.16%	
Surplus(deficit) as of 12/31/18			\$ (406,847)	\$ (35,844)		\$ 371,003		
*\$250,000 was appropriated from Fund Balance surplus for 2018								

IAWWTF
 Approved Budget and Actual Activity
 As of January 1, 2019
 1/11/2019

Revenues:							
J8150							
<u>Account #</u>	<u>Description</u>		<u>Budget</u>	<u>Actual</u>		<u>Excess or (Deficiency)</u>	<u>% Rec'd</u>
2373	Septage Service Other		\$ 420,000	\$ -		\$ (420,000)	0.00%
2374	Sewer Service Other Gov't's		\$ 2,824,544	\$ -		\$ (2,824,544)	0.00%
2392	Debt Service Other Gov't's		\$ 896,696	\$ -		\$ (896,696)	0.00%
2401	Interest & Earnings		\$ 3,000	\$ -		\$ (3,000)	0.00%
2665	Sale of Equipment		\$ 3,000	\$ -		\$ (3,000)	0.00%
2680	Insurance Recoveries		\$ -	\$ -		\$ -	
2701	Refund of Prior Year Expense		\$ -	\$ -		\$ -	
2705	Gifts and Donations		\$ -	\$ -		\$ -	
2770	Unclassified Revenue		\$ 1,500	\$ -		\$ (1,500)	0.00%
Total Revenues as of 1/01/19			\$ 4,148,740	\$ -		\$ (4,148,740)	0.00%

IAWWTF
Approved Budget and Actual Activity
As of January 1, 2019
1/11/2019

Expenditures:							Available	%
J8150							Balance	Used
Account #	Description	Budget	Actual					
Operations:								
1920	Municipal Association Dues	\$ 1,119	\$ -			\$ 1,119	0.00%	
1990	Contingency Account	\$ 20,000	\$ -			\$ 20,000	0.00%	
5105	Administration Salaries	\$ 69,255	\$ -			\$ 69,255	0.00%	
5110	Staff Salaries	\$ 813,202	\$ -			\$ 813,202	0.00%	
5115	Hourly F/T	\$ 38,197	\$ -			\$ 38,197	0.00%	
5120	Hourly P/T	\$ 25,000	\$ -			\$ 25,000	0.00%	
5125	Overtime	\$ 22,000	\$ -			\$ 22,000	0.00%	
5210	Office Equipment	\$ -	\$ -			\$ -	0.00%	
5215	Motor Vehicles	\$ 30,000	\$ -			\$ 30,000	0.00%	
5225	Other Equipment	\$ 30,000	\$ -			\$ 30,000	0.00%	
5405	Telephone	\$ 6,200	\$ -			\$ 6,200	0.00%	
5410	Utilities	\$ 283,000	\$ -			\$ 283,000	0.00%	
5415	Clothing	\$ 6,500	\$ -			\$ 6,500	0.00%	
5420	Gas & Oil	\$ 10,000	\$ -			\$ 10,000	0.00%	
5425	Office Expense	\$ 2,000	\$ -			\$ 2,000	0.00%	
5430	Fees	\$ 115,000	\$ -			\$ 115,000	0.00%	
5435	Contracts	\$ 185,000	\$ -			\$ 185,000	0.00%	
5436	Overhead Charge City General Fund	\$ 189,790	\$ -			\$ 189,790	0.00%	
5440	Staff Development	\$ 18,000	\$ -			\$ 18,000	0.00%	
5450	Advertising	\$ 200	\$ -			\$ 200	0.00%	
5455	Insurance	\$ 128,000	\$ -			\$ 128,000	0.00%	
5475	Property Maintenance	\$ -	\$ -			\$ -	0.00%	
5476	Equipment Maintenance	\$ -	\$ -			\$ -	0.00%	
5477	Equipment Parts	\$ 100,000	\$ -			\$ 100,000	0.00%	
5479	Vehicle Maintenance	\$ 2,000	\$ -			\$ 2,000	0.00%	
5480	Building Maintenance Supplies	\$ 22,000	\$ -			\$ 22,000	0.00%	
5494	Safety Materials & Supplies	\$ 6,000	\$ -			\$ 6,000	0.00%	
5495	Treatment Supplies	\$ 402,000	\$ -			\$ 402,000	0.00%	
5496	Lab Supplies	\$ 84,000	\$ -			\$ 84,000	0.00%	
5499	Sludge Disposal Fees	\$ 320,000	\$ -			\$ 320,000	0.00%	
5700	Prior Year Encumbrances	\$ -	\$ -			\$ -	0.00%	
5720	Prior Year Equipment	\$ -	\$ -			\$ -	0.00%	
	Sub-Totals	\$ 2,928,463	\$ -			\$ 2,928,463	0.00%	
Benefits:								
9010	State Retirement	\$ 110,925	\$ -			\$ 110,925	0.00%	
9030	Social Security	\$ 74,026	\$ -			\$ 74,026	0.00%	
9040	Workers Compensation	\$ 29,160	\$ -			\$ 29,160	0.00%	
9050	Unemployment Insurance	\$ -	\$ -			\$ -	0.00%	
9060	Health Insurance	\$ 354,620	\$ -			\$ 354,620	0.00%	
9070	Dental Insurance	\$ 3,200	\$ -			\$ 3,200	0.00%	
9080	Day Care Assistance	\$ 250	\$ -			\$ 250	0.00%	
9089	Employee Tuition	\$ 1,400	\$ -			\$ 1,400	0.00%	
	Sub-Totals	\$ 573,581	\$ -			\$ 573,581	0.00%	
Debt Service								
9710	Serial Bonds	\$ 428,702	\$ -			\$ 428,702	0.00%	
9711	Interest on Serial Bonds	\$ 357,057	\$ -			\$ 357,057	0.00%	
9730	BANS	\$ 35,556	\$ -			\$ 35,556	0.00%	
9731	Interest on BANS	\$ 75,381	\$ -			\$ 75,381	0.00%	
	Sub-Totals	\$ 896,696	\$ -			\$ 896,696	0.00%	
Interfund Transfers								
9951	Transfer to Capital Reserves	\$ -	\$ -			\$ -	0.00%	
	Sub-Totals	\$ -	\$ -			\$ -	0.00%	
Total All Expenditures as of 1/1/19		\$ 4,398,740	\$ -			\$ 4,398,740	0.00%	
Surplus(deficit) as of 1/1/19		\$ (250,000)	\$ -			\$ 250,000		
*\$250,000 was appropriated from Fund Balance surplus for 2019								

Capital Activity:		Status	Current Cash Balance	Current Auth Balance	Original Authorization	Expended To date	Expended This Period	Funded Amount	Comment
Account #	Capital Reserves:								
J1	Capital Reserve Balance		\$ 252,950.00						
Capital Projects:									
409J	Phosphorus Removal Improvements	To close	\$ 191,657.79	\$ (3,271.80)	\$ 4,975,000	\$ 4,978,271.80	\$ -	\$ 4,975,000.00	Authorized, funded by each entity
410J	Primary Settling Tanks Rehab I & II	Closed	\$ -	\$ 13,423.83	\$ 360,000	\$ 346,576.17	\$ -	\$ 150,000.00	Project complete, funding needed phase II
411J	Admin Building & Thickner Roof Addition Design	Closed	\$ -	\$ 10,000.00	\$ 10,000	\$ -	\$ -	\$ -	Authorized, funding from each entity
412J	Energy Reduction Upgrades	Closed	\$ -	\$ 31,369.44	\$ 60,000	\$ 28,630.56	\$ -	\$ -	Authorized, funding from each entity
413J	Boiler Replacement	Closed	\$ -	\$ 100,000.00	\$ 100,000	\$ -	\$ -	\$ -	Authorized, funding from each entity
414J	Flow Meter Stations Rehabilitation	Active	\$ 3,021.66	\$ 5,948.66	\$ 102,927	\$ 96,978.34	\$ 1,188.67	\$ 100,000.00	Authorized, funding from each entity
415J	Facility Concrete Restoration	Closed	\$ -	\$ 118,279.28	\$ 135,000	\$ 16,720.72	\$ -	\$ -	Authorized, funding from each entity
416J	Misc Plant Improvements	Active	\$ (4,859.19)	\$ (4,859.19)	\$ 1,504,950	\$ 1,509,809.19	\$ -	\$ 1,430,950.00	Authorized, funding from each entity
417J	IAWWTF Energy Improvements	Active	\$ 202,567.15	\$ 202,567.39	\$ 8,026,398	\$ 8,247,921.61	\$ -	\$ 8,026,398.00	Authorized, funding from each entity, NYSERDA Grant \$406,179
418J	Septage Receiving Facility Improvements	Active	\$ 143,282.38	\$ 143,282.38	\$ 3,077,475	\$ 2,934,192.62	\$ -	\$ 3,077,475.00	Authorized, funding from each entity
419J	Influent Building & Dewatering System Imp	Active	\$ 23,675.24	\$ 72,675.24	\$ 3,953,563	\$ 3,880,887.76	\$ -	\$ 3,879,563.00	Authorized, funding from each entity
420J	Enhanced Primary Treatment Feasibility Study	Active	\$ 39,227.84	\$ 39,227.84	\$ 287,650	\$ 248,422.16	\$ -	\$ 287,650.00	Authorized, capital reserve funding
421J	IAWWTF Microgrid Electric Power Feasibility	To close	\$ (48,960.00)	\$ -	\$ 148,960	\$ 148,960.00	\$ -	\$ 148,960.00	Authorized, funded from NYSERDA Grant
422J	IAWWTF Design for Various Improvements to Plant	Active	\$ 29,025.00	\$ 7,219,025.00	\$ 7,624,175	\$ 405,150.00	\$ 33,000.00	\$ 434,175.00	Authorized, capital reserve funding/Bonds
Total Capital Projects			\$ 578,637.87	\$ 7,947,668.07	\$ 30,366,098.00	\$ 22,842,520.93	\$ 34,188.67	\$ 22,510,171.00	
Fund Balance:									
			Amount						
12/31/2015	Capital Reserves		\$ 714,520						
	Assigned		\$ 160,665						
	Unassigned		\$ 1,234,482						
	Total Fund Balance		\$ 2,109,667						
12/31/2016	Restricted for Capital		\$ 427,684	Capital reserves					
	Nondspendable		\$ 27,231	Prepaid expenses					
	Assigned		\$ 276,960	Encumbrances, next year budget					
	Unassigned		\$ 1,276,218						
	Total Fund Balance		\$ 2,008,093						
12/31/2017	Restricted for Capital		\$ 253,257	Capital reserves					
	Nondspendable		\$ 28,530	Prepaid expenses					
	Assigned		\$ 406,847	Encumbrances, next year budget					
	Unassigned		\$ 1,255,039						
	Total Fund Balance		\$ 1,943,673						

City of Ithaca
IAWWTP
Summary of CP 414J
1/11/2019

IAWWTP Flow Meter Stations Rehabilitation CP 414J							
Authorizations:						Amount	Source
6/2/2004	CC regular Meeting					\$ 100,000.00	Capital Reserve J1/Bonds
12/9/2017	CC regular Meeting					\$ 2,927.00	Capital Reserve J1/Bonds
Total Authorization						\$ 102,927.00	
Expenditures:							
Date	Payee	PO	Voucher	Amount	Comments		
10/17/2007	Dataflow		1024	\$ 123.00	inv 40209 for bid documents		
10/24/2007	Dataflow		1025	\$ 73.30	inv 40347 for additional documents		
11/15/2007	Ithaca Journal		1026	\$ 31.05	inv 1140935 legal ad		
	UPS		1027	\$ 30.40	inv AE5225407, AE5225417 delivery of documents		
11/24/2008	City of Ithaca W/S		1050	\$ 2,185.00	inv 8360 manholes provided to contractor		
12/18/2008	McPherson Builders	\$ 61,993.00	1057	\$ 59,808.00	App 1 final const work for Sanitary Sewer Flow Monitoring Station		
9/16/2010	Siemens Industry		1076	\$ 2,592.80	inv 5564418859 monitoring station upgrade Danby Road		
10/10/2010	McMaster-Carr		1077	\$ 621.18	inv 63622659 flow stations control cabinet		
10/27/2010	Siemens Industry		1078	\$ 487.86	inv 5564561637 monitoring station part		
2/1/2011	Pleasant Valley Electric Inc	ap10	\$ 5,074.84	1081	\$ 1,373.00	inv 18257 new service at the pump station	
2/25/2011	Pleasant Valley Electric Inc			1082	\$ 188.70	inv 18397 electrical work at breaker	
6/10/2011	Ritec			1084	\$ 504.16	inv 21130 monitoring station part	
6/12/2012	Process Control Specialists			1096	\$ 4,690.09	inv 12.036, 12.040, 12.041 for instrumentation for remote site flow metering stations	
8/22/2012	McMaster-Carr	\$ 5,065.31		1099	\$ 375.22	inv 32680468 flow meter equip	
5/31/2013	Process Control Specialists			1108	\$ 4,509.79	inv 13.035, 13.036 for instrumentation for remote site flow metering stations	
6/20/2013	Process Control Specialists	\$ 6,005.66		1109	\$ 1,495.87	inv 13.041, 13.048 for instrumentation for remote site flow metering stations	
12/31/2017	MRB Group			1282	\$ 710.00	inv 25796 Flow meter work 11/26/17-12/23/17	
2/26/2018	MRB Group			1283	\$ 1,668.67	inv 26014 Flow meter work 12/24/17-1/20/18	
3/17/2018	MRB Group			1287	\$ 1,748.67	inv 26214 Flow meter work 1/21/18-2/17/18	
4/9/2018	MRB Group			1288	\$ 5,577.34	inv 26419 Flow meter work 2/21/18-3/17/18	
5/8/2018	MRB Group			1289	\$ 2,023.55	inv 26762 Flow meter work 3/18/18-4/14/18	
6/13/2008	MRB Group			1291	\$ 880.00	inv 26762 Flow meter work 4/15/18-5/12/18	
7/9/2018	MRB Group			1293	\$ 777.34	inv 27129 Flow meter work 5/13/18-6/9/18	
8/6/2019	MRB Group			1295	\$ 1,257.34	inv 27373 Flow meter work 6/10/18-7/7/18	
9/10/2018	MRB Group			1300	\$ 457.34	inv 27687 Flow meter work 7/8/18-8/4/18	
9/25/2018	MRB Group			1301	\$ 1,120.00	inv 28014 Flow meter work 8/5/18-9/1/18	
10/23/2018	MRB Group			1303	\$ 480.00	inv 28236 Flow meter work 9/2/18-9/29/18	
12/31/2018	MRB Group				\$ 1,188.67	inv 28812 Flow meter work 10/28/18-11/24/18	
Total Expenditures to date						\$ 96,978.34	
Balance of Authorization						\$ 5,948.66	
Funding Sources:							
12/9/2013	From Capital Reserve J-1					\$ 100,000.00	
Total Funding						\$ 100,000.00	
Cash Balance						\$ 3,021.66	
Contracts:							
		Amount	Expended	Balance			
McPherson Builders		\$ 59,808.00	\$ 59,808.00	\$ -			
MRB Group		\$ 23,837.50	\$ 17,888.92	\$ 5,948.58	Design work		

**Operator and Engineer's Report
SJC Meeting
16 JANUARY, 2019**

1. Plant Maintenance & Operations

- a. Wet Weather event 21-22 December. Appeared to have had significant loss of biology, notified NY Alert system. Actual loss not as severe as first observed; due to obstruction or blockage in a sludge return line discovered a large amount of sludge had been saved in an offline tank. Cleared the line and returned sludge to system and fully recovered fairly quickly. No permit violations resulted during the event.
- b. Sludge Hauling contracts being finalized.

2. Facilities Maintenance & Operations

- a. Final drawings and plans for Ithaca Beer Company pre-treatment system approved, will receive updates and progress reports as work proceeds.

3. Staff Management

4. Reporting

5. Business, Long Term Development

- a. Grit Removal and Misc. Improvements (GHD) – Resolution approved by Town of Dryden, GHD finalizing plans/bid documents. Monitoring Sta. parts procurement in progress.

Equipment	Usage(ft ²) December	Usage(ft ²) November	Usage (ft ²) October	Usage (ft ²) September	Usage (ft ²) August	Usage (ft ²) July	Usage (ft ²) June	Usage (ft ²) May
Micro-turbines	3,399,000	3,168,000	3,715,000	3,248,000	3,003,000	3,149,000	3,370,000	3,459,000
Boilers	124,000	311,000	27,000	36,000	53,000	0	87,000	278,000
Waste Flare	55,000	257,000	87,000	159,000	74,000	41,000	26,000	337,000
Total Biogas Produced	3,578,000	3,456,000	3,829,000	3,443,000	3,130,000	3,190,000	3,483,000	4,074,000

DIVISION OF WATER

WASTEWATER FACILITY OPERATION REPORT FOR THE MONTH OF December, 2018

SPDES PERMIT NO. NY 0026638			FACILITY NAME Ithaca Area Wastewater Treatment Facility					FACILITY OWNER Ithaca (C) Ithaca (T) Dryden (T)				FACILITY IAWWTF						
Day	Date	Daily Precip in/day	VOLUME OF SEWAGE TREATED			TEMPERATURE (F)		pH (s.u.)				SETTLABLE SOLIDS (ml/l)		B.O.D.5 (mg/l)		SUSPENDED SOLIDS (mg/l)		
			Inst.Max. MGD	Daily Average MGD	Inst.Min. MGD	Influent (2)	Effluent (2)	Influent Minimum	Influent Maximum	Effluent Minimum	Effluent Maximum	Influent Maximum	Effluent Maximum	Influent Type	Effluent Type	Influent Type	Effluent Type	
Sat	01	0.01	11.00	8.18	5.40	58	57	7.3	7.5	7.2	7.3	8.5	<0.10					
Sun	02	0.21	12.00	8.664	5.00	60	57	7.5	7.5	7.1	7.2	5.8	<0.10					
Mon	03	0.08	12.00	8.38	5.00	60	57	7.3	7.6	7.1	7.4	7.8	<0.10	231	9	135	6	
Tue	04	0.12	12.00	8.26	4.50	60	56	7.5	7.6	7.2	7.4	10.3	<0.10	156	19	134	8	
Wed	05		10.50	6.89	3.50	58	56	7.5	7.6	7.4	7.4	7.8	<0.10					
Thu	06		9.70	7.39	3.80	59	57	7.5	7.6	7.2	7.4	9.3	<0.10					
Fri	07	0.01	10.00	6.984	4.00	58	56	7.6	7.7	7.4	7.4	9.2	<0.10					
Sat	08	0.03	10.50	6.773	3.50	57	58	7.5	7.6	7.2	7.3	10.3	<0.10					
Sun	09	0.00	9.50	6.699	3.80	59	56	7.4	7.5	7.1	7.3	9.0	<0.10					
Mon	10	0.00	10.00	6.617	3.00	58	56	7.5	7.8	7.2	7.4	6.3	<0.10	177	12	152	4	
Tue	11	0.00	9.70	6.417	3.10	59	56	7.5	7.6	7.3	7.5	9.7	<0.10	204	11	166	4	
Wed	12	0.02	9.00	6.178	3.40	57	56	7.5	7.8	7.2	7.5	9.2	<0.10					
Thu	13		9.10	6.205	3.50	59	56	7.5	7.7	7.3	7.4	10.5	<0.10					
Fri	14		9.50	6.166	2.50	59	57	7.4	7.6	7.4	7.6	8.7	<0.10					
Sat	15	0.00	8.60	5.635	2.80	58	57	7.5	7.6	7.3	7.4	8.8	<0.10					
Sun	16	0.00	9.00	5.816	3.00	59	57	7.5	7.5	7.2	7.3	8.0	<0.10					
Mon	17	0.11	8.50	5.696	2.30	58	55	7.4	7.6	7.3	7.4	9.7	<0.10	203	22	169	4	
Tue	18		7.90	5.266	2.80	58	55	7.2	7.5	7.3	7.4	7.2	<0.10	218	23	144	4	
Wed	19		8.50	5.233	2.50	58	55	7.6	7.8	7.5	7.5	7.3	<0.10					
Thu	20	0.00	8.10	5.807	4.30	59	55	7.5	7.7	7.2	7.3	8.0	<0.10					
Fri	21	0.39	23.50	12.285	6.40	57	55	7.5	7.8	7.2	7.4	6.2	<0.10					
Sat	22	0.95	15.20	11.098	7.80	56	53	7.4	7.5	7.5	7.6	1.8	<0.10					
Sun	23		12.50	8.542	5.50	58	53	7.4	7.5	7.4	7.8	1.2	<0.10	81	17	50	5	
Mon	24	0.10	10.20	7.45	4.50	55	52	7.5	7.5	7.3	7.4	3.5	<0.10	120	14	58	4	
Tue	25	0.02	9.00	6.632	4.50	55	52	7.5	7.5	7.2	7.2	2.3	<0.10					
Wed	26	0.01	9.50	6.653	4.10	55	53	7.3	7.5	7.3	7.4	3.5	<0.10	188	9	110	4	
Thu	27		9.20	6.572	4.20	54	53	7.4	7.5	7.2	7.3	4.0	<0.10	183	10	87	4	
Fri	28	0.07	9.40	6.337	3.70	56	53	7.4	7.6	7.2	7.3	5.7	<0.10					
Sat	29	0.04	8.40	6.105	3.50	56	53	7.2	7.5	7.2	7.6	5.0	<0.10					
Sun	30	0.02	7.20	4.900	3.00	54	53	7.4	7.5	7.3	7.4	2.7	<0.10					
Mon	31	0.00	10.50	7.226	4.20	55	53	7.3	7.5	7.3	7.4	4.0	<0.10	120	22	92	4	
		Total Precip 2.19	Monthly 7.002		Monthly Average Influent 57 Effluent 55		Monthly Minimum 7.2 Maximum 7.8 Minimum 7.1 Maximum 7.8				Monthly Maximum 10.5	Monthly Maximum <0.10	30 day arithmetic mean (1) Inf.(mg/l) 171 Eff.(mg/l) 15		30 day arithmetic mean (1) Inf.(mg/l) 118 Eff.(mg/l) 5			
		Monthly Total 217.041										30 Day Avg Quantity Loading (1) 9,791 lbs/day		882 lbs/day	6,715 lbs/day	278 lbs/day		

(1) Refer to January 1994 edition of *Dmr Manual for Completing the Discharge Monitoring Report for the National Pollutant Discharge Elimination System (NPDES)*

for procedures to calculate loadings, arithmetic mean, geometric mean, maximum, minimum, percent removal, etc.

(2) If temperature is measured more than once a day, report the average for the day.

NOTE: Refer to current SPDES permit for specific monitoring requirements. Sample type for temperature, pH and settleable solids is grab

FACILITY MAILING ADDRESS (Street, City, State, Zip Code)				TELEPHONE NUMBER		CHIEF OPERATOR'S NAME		CERTIFICATION GRADE
525 Third Street, Ithaca N.Y. 14850				(607) 273-8381		CJ Kilgore		4 - A
Day	Date	TOTAL PHOSPHORUS(mg/l)		PHOS TMRA Eff	CHLORINE RESIDUAL Effluent mg/l		FECAL COLIFORM Effluent MF or MPN/100ml	REMARKS Enter any other comments, observations, operating problems, equipment failure, etc.
		Influent Type	Effluent Type		Pre-SO2	Post SO2		
Sat	01				0.58	0.030		
Sun	02				0.42	0.000		
Mon	03	3.10	0.07		0.49	0.020	2	
Tue	04	2.45	0.10		0.41	0.020	6	
Wed	05				0.52	0.020	2	
Thu	06				0.58	0.030		
Fri	07				0.42	0.030		
Sat	08				0.40	0.020		
Sun	09				0.64	0.010		
Mon	10	3.63	0.11		0.56	0.030	4	
Tue	11	3.54	0.08		0.52	0.000	2	
Wed	12				0.53	0.010		
Thu	13				0.45	0.020		
Fri	14				0.37	0.030		
Sat	15				0.46	0.050		
Sun	16				0.40	0.010		
Mon	17	3.27	0.11		0.29	0.030	16	
Tue	18	3.43	0.12		0.34	0.030	17	
Wed	19				0.42	0.040		
Thu	20				0.31	0.030		
Fri	21				0.22	0.000	1	
Sat	22				0.22	0.020		
Sun	23	0.98	0.01		0.56	0.020		
Mon	24	0.95	0.01		0.40	0.020		
Tue	25				0.34	0.020		
Wed	26	1.89	0.05		0.33	0.030	12	
Thu	27	1.77	0.05		0.28	0.020	5	
Fri	28				0.38	0.030	1	
Sat	29				0.39	0.030		
Sun	30				0.46	0.003		
Mon	31	2.12	0.05		0.12	0.010	1	
		30 day arithmetic mean (1) Influent(mg/l) Effluent(mg/l)		TMRA Eff	Monthly Minimum(1) Maximum(1)		30 Day Geo. Mean (1)	
		2.47	0.07		0.12	0.050	3	
		139.96	3.86	9.09				
		lbs/day	lbs/day	lbs/day				

(1) Refer to January 1994 edition of Dmr Manual for Completing the Discharge Monitoring Report for the National Pollutant Discharge Elimination System (NPDES) for procedures to calculate loadings, arithmetic mean, geometric mean, maximum, minimum, percent removal, etc.

NOTE: Refer to current SPDES permit for specific monitoring requirements. Sample type for chlorine residual and fecal coliform is grab.

		NON-CONVENTIONAL POLLUTANTS NY0026638																		
		SEMI-VOLATILE ORGANICS										METALS								
		TKN mg/l	TKN mg/l	AMM mg/l	AMM mg/l	TRI ug/l	TETRA ug/l	CHLORO ug/l	1,2 TRANS ug/l	METH ug/l	PHTHAL ug/l	Ca mg/l	Ca mg/l	Cu mg/l	Cu mg/l	Pb mg/l	Ni mg/l	Ag mg/l	Zn mg/l	
Day	Date	Influent Sample	Effluent Type	Influent Sample	Effluent Type	Effluent Sample	Effluent Sample	Effluent Sample	Effluent Sample	Effluent Sample	Effluent Sample	Influent Sample	Effluent Sample	Influent Sample	Effluent Sample	Effluent Sample	Effluent Sample	Effluent Sample	Effluent Sample	
Sat	01																			
Sun	02																			
Mon	03																			
Tue	04																			
Wed	05																			
Thu	06																			
Fri	07																			
Sat	08																			
Sun	09																			
Mon	10																			
Tue	11	33.8	21.7	24.7	20.4	<1.0	<1.0	1.2	<1.0	<5.0		<0.020	<0.020	0.064	<0.020					
Wed	12																			
Thu	13																			
Fri	14																			
Sat	15																			
Sun	16																			
Mon	17																			
Tue	18																			
Wed	19																			
Thu	20																			
Fri	21																			
Sat	22																			
Sun	23																			
Mon	24	9.4	7.2	6.5	8.1															
Tue	25																			
Wed	26	11.5	6.4	7.7	5.8															
Thu	27	20.8	6.6	14.9	6.3															
Fri	28	16.2	7.5	10.1	8.1															
Sat	29																			
Sun	30																			
Mon	31																			
30 day arithmetic mean (1)		18.34 mg/l	9.88 mg/l	12.78 mg/l	9.74 mg/l	<1.0 ug/l	<1.0 ug/l	1.2 ug/l	<1.0 ug/l	<5.0 ug/l	ug/l	<0.020 mg/l	<0.020 mg/l	0.064 mg/l	<0.020 mg/l	mg/l	mg/l	mg/l	mg/l	
30 Day Aver. Quantity Loading (1)		1,005.5 lbs/day	544.4 lbs/day	700.7 lbs/day	538.1 lbs/day	<0.054 lbs/day	<0.054 lbs/day	0.064 lbs/day	<0.054 lbs/day	<0.268 lbs/day	lbs/day	<1.07 lbs/day	<1.07 lbs/day	3.43 lbs/day	<1.07 lbs/day	lbs/day	lbs/day	lbs/day	lbs/day	

(1) Refer to January 1994 edition of DMR Manual for Completing the Discharge Monitoring Report for the National Pollutant Discharge Elimination System (NPDES) for procedures to calculate loading, arithmetic mean, geometric mean, maximum, minimum, percent removal, etc.

- A requirement that new industries fill out applications for discharge when they apply for business licenses
- Communications with other city departments (i.e., water, utilities, health and safety, and building departments) concerning new industries in the POTW service area
- Continual review of business license records or other standard listings of industrial firms, such as Chamber of Commerce rosters or the telephone directory
- Ongoing inspection and monitoring activities
- Periodic expiration of permits and subsequent reapplication by permit holders
- Periodic mailing of a survey questionnaire to the industry accompanied by a request to update the information

The Control Authority must submit to the Approval Authority an updated list of its Industrial Users at least annually [40 CFR 403.12(i)]. In addition to programmatic requirements expressed in the General Pretreatment Regulations at 40 CFR Part 403, POTWs should also be aware of the requirement to identify their Industrial Users as part of their POTW NPDES Permit application [40 CFR 122.21(j)(6) and (7)] and also to report any new or substantially changed pollutant introduced during the NPDES Permit term [40 CFR 122.42(b).]

2.2 WHO NEEDS A PERMIT

One of the first decisions to be made when establishing a permit program is to determine which Industrial Users will be required to obtain a permit. At a minimum, EPA requires that permits be issued to all SIUs. The Control Authority must establish a definition of an SIU to clearly establish which Industrial Users are required to apply for and obtain permits to discharge. The Control Authority's definition of SIU must be at least as stringent as the federal definition as listed at 40 CFR 403.3(v).

EPA has defined Significant Industrial Users as the following:

- All Industrial Users subject to categorical Pretreatment Standards under 40 CFR 403.6 and 40 CFR Chapter I, subchapter N.—known as Categorical Industrial Users (CIUs).
- Any other Industrial User that discharges an average of 25,000 gallons per day (gpd) or more of process wastewater to the POTW (excluding sanitary, noncontact cooling, and boiler blowdown wastewater); contributes a process wastestream that makes up 5 percent or more of the average dry-weather hydraulic or organic capacity of the POTW treatment plant; or is designated as such by the Control Authority on the basis that the Industrial User has a reasonable potential to adversely affect the POTW's operation; or for violating any Pretreatment Standard or Requirement.

Furthermore, some categorical pretreatment standards require a facility to not discharge certain process wastewaters. For those facilities, the permit writer should evaluate whether there is a potential for the facility to actually discharge the prohibited process wastewater into the POTW. If the facility has no potential (e.g., no sewer connection) of discharging the prohibited wastewater, permit issuance to those users is discretionary. Similarly if the facility uses a 100 percent recycling treatment system and has no potential for discharge of the prohibited process wastewater, the facility would also not be considered a CIU. Regardless, CIUs that employ a 100 percent recycling system or claim no discharge of regulated process wastewater should be thoroughly evaluated through an on-site inspection to determine if there is any reasonable potential for adversely affecting the POTW's operation or for violating any pretreatment standard or requirement due to accidental spills, operational problems, or other causes. If the Control Authority concludes that no regulated process wastewater can reach the POTW, and therefore, the

facility has no reasonable potential for adversely affecting the POTW's operation or for violating any pretreatment standard or requirement, the facility need not be designated a CIU or an SIU, as defined by 40 CFR 403.3(v).

But if an Industrial User, subject to a federal standard of no discharge of certain process wastewaters or prohibition of discharge of particular pollutants, has a potential to discharge a wastestream that is subject to the federal standard, the user must be considered a CIU and, thus, an SIU (at least until a compliance record can be established and the Control Authority can assess if the preconditions for a Nonsignificant Categorical Industrial User (NSCIU) are satisfied. See below regarding NSCIU.). Therefore, these facilities must be permitted. (For a summary of categorical sectors with prohibited discharge requirements, see Appendix G.)

Other factors to consider when determining which additional Industrial Users the Control Authority should permit include the following:

- Pollutants being introduced
- Spill potential
- Slug discharge potential
- Previous compliance history
- Potential for causing the POTW to violate its NPDES permit
- Potential for causing difficulties with sludge use or disposal

The federal Pretreatment Regulations allow, at the Control Authority's discretion, the classification of certain CIUs as nonsignificant and, thus, not subject to permitting. Before implementing this provision, the Control Authority must **verify that it is authorized under state law [this provision is NOT allowed in NYS, making this ¶ moot]** and ensure that the POTW has the legal authority to implement such provision. As defined in the Pretreatment Regulations at 40 CFR 403.3(v)(2), an NSCIU is a discharger that, among other things, never discharges more than 100 gpd of total categorical wastewater to the POTW and never discharges any untreated concentrated wastes. If an Industrial User is determined to be an NSCIU, the user is no longer an SIU and is therefore not required to be controlled through a permit or other control mechanism although the Control Authority, of course, may choose to do so. Regardless of whether an Industrial User is determined to be an NSCIU, it is still a categorical discharger and, as such, is still required to comply with applicable categorical Pretreatment Standards and related reporting and notification requirements at 40 CFR 403.12(b), (c), (d), (f), (j), (l), and (p). Furthermore, the Control Authority still must perform the same minimum oversight of an NSCIU that is required for other facilities that are not SIUs, including notifying the CIU of its status and requirements, reviewing required reports, verifying that daily regulated flow rates do not exceed 100 gpd, random sampling and inspection, and investigating noncompliance as necessary.

Once the permitting program has become more firmly established, or if problems with specific pollutants are identified, the Control Authority should consider expanding its program beyond the SIUs, such as waste haulers, restaurants, auto maintenance facilities, and dental and medical facilities.* Consequently, the POTW should also establish the legal authority to issue permits to non-SIUs. For further discussion on permitting waste haulers, see the *Guidance Manual for the Control of Wastes Hauled to Publicly Owned Treatment Works*.

* We regulate dentists and permit waste haulers. After inspecting the Cayuga Medical Center, they promptly addressed all of my wastewater discharge concerns. In my judgement, CMC does not require a wastewater discharge permit. Currently, W&S determines which business (usually a food service establishment (FSE) was responsible for a pipe blockage (whether or

As discussed on the phone we will work on adding a similar line item as Bolton Point has. However, ours will require some data depth to make it work with our plumbing permit program since we do not issue hand written permits for jobs. And at some point, throughout a working year, we may want to pull a report of this data. We will go through the steps to allow that to happen now but it will be a bit of work.

I will keep you updated as we move forward with it.

Thanks,

Tommy Hayward II

Plumbing Inspector City of Ithaca

ph.607-274-6561\607-272-1717

cell.607-227-7386

APPLICATION FOR PLUMBING PERMIT
SOUTHERN CAYUGA LAKE INTERMUNICIPAL WATER COMMISSION (BOLTON POINT)
1402 EAST SHORE DRIVE, ITHACA, NY 14850

PROPERTY ADDRESS: _____ DATE OF COMPUTER ENTRY _____

MUNICIPALITY: _____ TAX PARCEL#: _____ PERMIT#: _____

PROPERTY OWNER: _____ DAY PHONE: _____

MAILING ADDRESS: _____

CITY: _____ STATE: _____ ZIPCODE: ----- E=MA =IL -----

PLUMBER/CONTRACTOR: _____ DAY PHONE: _____

INSPECTIONS: OUTSIDE- WATER SEWER TRAP ONLY UND_E_R_S_L_A_B--.0....
INSIDE- ROUGH DWV 181 SUPPLY FINAL

TOWN OF ITHACA APPROVED SEWER CONNECTION: WATER CONNECTION:

INDUSTRIAL DISCHARGE APPROVAL YES NOT APPLICABLE

PLUMBING TO BE DONE:

Meter setting / location to be rectified? Yes No

TYPE OF FACILITY: _____ NEW: EXISTING: 181

IF RESIDENTIAL, DWELLING UNITS _____

SERVICE LINE SIZE & MAT'L: _____ METER SIZE & TYPE _____

<u>BILLING INFORMATION</u>		METER INSTALLATION DATE	ACCOUNT#: _____
METER MAKE	_____	SERIAL#: _____	GAL 181 CUFT <input checked="" type="radio"/> SIZE: _____
#OF DIALS	_____	READING: _____	DATE: _____
METER LOCATION	_____		
REMOTE LOCATION	_____		
BILLING TYPE:	WATER <input checked="" type="radio"/>	WATER AND SEWER <input checked="" type="radio"/>	SEWER <input checked="" type="radio"/>
SEWER	INTERMUNICIPAL <input checked="" type="radio"/>	CAYUGA HEIGHTS <input checked="" type="radio"/>	SEPTIC SYSTEM <input checked="" type="radio"/>
TANK ZONE:	_____	BILLING UNITS	_____
NOTES: All NON-RESIDENTIAL OCCUPANCIES ARE 1 BILLING UNIT			
1-AND-2 DWELLING RESIDENCES ARE 1 BILLING UNIT			

INSPECTION HISTORY:

DATE	fi.	NOT OK	OK	TIME	INIT.	COMMENTS

APPLICATION FOR PLUMBING PERMIT
 SOUTHERN CAYUGA LAKE INTERMUNICIPAL WATER COMMISSION (BOLTON POINT)
 1402 EAST SHORE DRIVE, ITHACA, NY 14850

CCC SURVEY Containment Required Y N [8] EX RPZ DCVA PCKTD

Packet given to: _____ Initial RPZ test Yes No [8] Certification by Bolton Point Yes No [8]

PLANS SUBMITTED: _____ PLANS APPROVED: _____

SERVICE TAP FEE: \$ _____ INSPECTION FEE: _____ #OF TRIPS: _____

METER FEE: N/A RPZ Test Fee N/A Certification Fee N/A

CUSTOMER TO PAY: _____ CK# _____ INITIALS: _____ DATE: _____

EXTENSION FEE: _____ CK# _____ INITIALS: _____ DATE: _____

EXTENSION FEE: _____ CK# _____ INITIALS: _____ DATE: _____

APPROVED FOR BOLTON POINT BY: _____ DATE: _____

- 1) NO PLUMBING MAY BE COVERED UNTIL INSPECTED AND APPROVED
- 2) PLEASE ALLOW TWO WORKING DAYS TO SCHEDULE TAPS AND INSPECTIONS
- 3) IF YOUR SERVICE IS ACTIVATED IN THE MIDDLE OF A BILLING PERIOD, YOUR BILL WILL BE PRORATED ACCORDINGLY
- 4) ALL NECESSARY ROAD CROSSINGS OR ROAD EXCAVATION PERMITS MUST BE SECURED FROM MUNICIPALITY WITH JURISDICTION (INCLUDING COUNTY AND STATE)

I AGREE TO ENSURE PROPER PLUMBING WORK UNDER THIS PERMIT IN ACCORDANCE WITH THE NEW YORK STATE PLUMBING OR RESIDENTIAL CODE, S.C.L.I.W.C. RULES AND REGULATIONS, AND THE LAWS OF THE MUNICIPALITY WHERE THE WORK IS PERFORMED. I UNDERSTAND THAT THE OWNER OF THIS PROPERTY IS RESPONSIBLE FOR THE QUALITY OF WORK PERFORMED ON THIS PROPERTY AND ANY CHARGES RELATED TO THAT WORK. I UNDERSTAND THAT WATER BILLS WILL BE GENERATED QUARTERLY ON ACTIVE SERVICES AND THAT THOSE BILLS ARE THE SOLE RESPONSIBILITY OF THE PROPERTY OWNER.

OWNER OR AGENT SIGNATURE: _____ DATE: _____

OWNER OR AGENT PRINTED: _____

FINAL WATER CONNECTION APPROVAL: DATE: _____

FINAL SEWER CONNECTION APPROVAL: DATE: _____

FINAL PLUMBING APPROVAL: DATE: _____

NO FINAL APPROVAL OR CANCELLATION: DATE: _____

ADMIN COPY: _____

COPY TO CEO: _____