

2018 08 27 10:05

**IMPORTANT:** Please consult "Instructions for Financial Assistance for Capital Infrastructure Projects" for guidance in completion of this form.

**Applicant**

Applicant: Village of Grover Hill Subdivision Code: 125-32620

District Number: 5 County: Paulding Date: 08/27/2018

Contact: John Moon, Mayor Phone: (419) 587-3225  
(The individual who will be available during business hours and who can best answer or coordinate the response to questions)

Email: moon-john@tds.net FAX: (419) 587-3228

**Project**

Project Name: Wastewater Facilities Improvements Project Zip Code: 45859

Subdivision Type	Project Type	Funding Request Summary
(Select one)	(Select single largest component by \$)	(Automatically populates from page 2)
<input type="checkbox"/> 1. County	<input type="checkbox"/> 1. Road	Total Project Cost: <u>2,335,000.00</u>
<input type="checkbox"/> 2. City	<input type="checkbox"/> 2. Bridge/Culvert	1. Grant: <u>500,000.00</u>
<input type="checkbox"/> 3. Township	<input type="checkbox"/> 3. Water Supply	2. Loan: <u>0.00</u>
<input checked="" type="checkbox"/> 4. Village	<input checked="" type="checkbox"/> 4. Wastewater	3. Loan Assistance/ Credit Enhancement: <u>0.00</u>
<input type="checkbox"/> 5. Water (6119 Water District)	<input type="checkbox"/> 5. Solid Waste	Funding Requested: <u>500,000.00</u>
	<input type="checkbox"/> 6. Stormwater	

**District Recommendation** (To be completed by the District Committee)

Funding Type Requested	SCIP Loan - Rate: _____ % Term: _____ Yrs	Amount: _____ .00
(Select one)	RPL Loan - Rate: _____ % Term: _____ Yrs	Amount: _____ .00
<input type="checkbox"/> State Capital Improvement Program	Grant:	Amount: _____ .00
<input type="checkbox"/> Local Transportation Improvement Program	LTIP:	Amount: _____ .00
<input type="checkbox"/> Revolving Loan Program	Loan Assistance / Credit Enhancement:	Amount: _____ .00
<input type="checkbox"/> Small Government Program		
District SG Priority: _____		

**For OPWC Use Only**

STATUS	Grant Amount: _____ .00	Loan Type: <input type="checkbox"/> SCIP <input type="checkbox"/> RLP
Project Number: _____	Loan Amount: _____ .00	Date Construction End: _____
_____	Total Funding: _____ .00	Date Maturity: _____
Release Date: _____	Local Participation: _____ %	Rate: _____ %
OPWC Approval: _____	OPWC Participation: _____ %	Term: _____ Yrs

# 1.0 Project Financial Information (All Costs Rounded to Nearest Dollar)

## 1.1 Project Estimated Costs

### Engineering Services

Preliminary Design:	_____	.00	
Final Design:	<u>164,500</u>	.00	
Construction Administration:	<u>236,000</u>	.00	
Total Engineering Services:	a.) <u>400,500</u>	.00	<u>23</u> %
Right of Way:	b.) _____	.00	
Construction:	c.) <u>1,750,000</u>	.00	
Materials Purchased Directly:	d.) _____	.00	
Permits, Advertising, Legal:	e.) <u>9,500</u>	.00	
Construction Contingencies:	f.) <u>175,000</u>	.00	<u>10</u> %
Total Estimated Costs:	g.) <u>2,335,000</u>	.00	

## 1.2 Project Financial Resources

### Local Resources

Local In-Kind or Force Account:	a.) _____	.00	
Local Revenues:	b.) _____	.00	
Other Public Revenues:	c.) _____	.00	
ODOT / FHWA PID:	d.) _____	.00	
USDA Rural Development:	e.) _____	.00	
OEPA / OWDA:	f.) <u>235,000</u>	.00	
CDBG:	g.) <u>650,000</u>	.00	
<input type="checkbox"/> County Entitlement or Community Dev. "Formula"			
<input checked="" type="checkbox"/> Department of Development			
Other: <u>US Army Corps 594</u>	h.) <u>950,000</u>	.00	
Subtotal Local Resources:	i.) <u>1,835,000</u>	.00	<u>79</u> %

### OPWC Funds (Check all requested and enter Amount)

Grant: <u>100</u> % of OPWC Funds	j.) <u>500,000</u>	.00	
Loan: <u>0</u> % of OPWC Funds	k.) <u>0</u>	.00	
Loan Assistance / Credit Enhancement:	l.) <u>0</u>	.00	
Subtotal OPWC Funds:	m.) <u>500,000</u>	.00	<u>21</u> %
Total Financial Resources:	n.) <u>2,335,000</u>	.00	<u>100</u> %

### 1.3 Availability of Local Funds

Attach a statement signed by the Chief Financial Officer listed in section 5.2 certifying all local resources required for the project will be available on or before the earliest date listed in the Project Schedule section. The OPWC Agreement will not be released until the local resources are certified. Failure to meet local share may result in termination of the project. Applicant needs to provide written confirmation for funds coming from other funding sources.

### 2.0 Repair / Replacement or New / Expansion

2.1 Total Portion of Project Repair / Replacement:	<u>2,335,000</u> .00	<u>100</u> %	A Farmland Preservation letter is required for any impact to farmland
2.2 Total Portion of Project New / Expansion:	<u>0</u> .00	<u>0</u> %	
2.3 Total Project:	<u>2,335,000</u> .00	<u>100</u> %	

### 3.0 Project Schedule

3.1 Engineering / Design / Right of Way	Begin Date: <u>10/01/2018</u>	End Date: <u>04/01/2019</u>
3.2 Bid Advertisement and Award	Begin Date: <u>07/01/2019</u>	End Date: <u>09/01/2019</u>
3.3 Construction	Begin Date: <u>10/01/2019</u>	End Date: <u>10/01/2020</u>

Construction cannot begin prior to release of executed Project Agreement and issuance of Notice to Proceed.

Failure to meet project schedule may result in termination of agreement for approved projects. Modification of dates must be requested in writing by project official of record and approved by the Commission once the Project Agreement has been executed.

### 4.0 Project Information

If the project is multi-jurisdictional, information must be consolidated in this section.

#### 4.1 Useful Life / Cost Estimate / Age of Infrastructure

Project Useful Life: 20 Years      Age: 1990 (Year built or year of last major improvement)

*Attach Registered Professional Engineer's statement, with seal or stamp and signature confirming the project's useful life indicated above and detailed cost estimate.*

#### 4.2 User Information

Road or Bridge:      Current ADT \_\_\_\_\_ Year \_\_\_\_\_      Projected ADT \_\_\_\_\_ Year \_\_\_\_\_

Water / Wastewater: Based on monthly usage of 4,500 gallons per household; attach current ordinances.

Residential Water Rate      Current \$ 0.00      Proposed \$ 0.00

Number of households served: 168

Residential Wastewater Rate      Current \$ 40.00      Proposed \$ 50.00

Number of households served: 0

Stormwater: Number of households served: 0

## 4.3 Project Description

- A: **SPECIFIC LOCATION** (Supply a written location description that includes the project termini; a map does not replace this requirement.) 500 character limit.

The proposed project will rehab the Village's entire collection system that serves all its residents, including replacement of individual septic tanks at each property. The project will also make additional improvements to the wastewater treatment plant located at the end of E Wayne Street just northeast of the Village.

- B: **PROJECT COMPONENTS** (Describe the specific work to be completed; the engineer's estimate does not replace this requirement) 1,000 character limit.

The project includes replacement of septic tanks, collection system cleaning, purchase of 1-honey wagon and tractor, replacement and lining of manholes, rehabilitation of 1-lift station (at WWTP), with piping and valve replacement, grouting and electrical improvements and installing bypass pumping capabilities. WWTP improvements include: septage receiving station improvements, diffuser replacement in aeration basin and aerobic digester, RAS/WAS piping and pumping improvements, new UV disinfection system, conversion of (unused) tertiary settling basin into wet-weather EQ basin, miscellaneous electrical improvements and installation of new geotextile solids dewatering system

- C: **PHYSICAL DIMENSIONS** (Describe the physical dimensions of the existing facility and the proposed facility. Include length, width, quantity and sizes, mgd capacity, etc in detail.) 500 character limit.

The project will replace 201 septic tanks, rehab 13 manholes, rehab 1-lift station and install various WWTP improvements

## 5.0 Project Officials

Changes in Project Officials must be submitted in writing from an officer of record.

### 5.1 Chief Executive Officer (Person authorized in legislation to sign project agreements)

Name: John Moon  
Title: Mayor  
Address: 301 W Walnut Street  
  
City: Grover Hill State: OH Zip: 45849  
Phone: (419) 587-3225  
FAX: (419) 587-3228  
E-Mail: moon-john@tds.net

### 5.2 Chief Financial Officer (Can not also serve as CEO)

Name: Susie Moon  
Title: Fiscal Officer  
Address: 301 W Walnut Street  
  
City: Grover Hill State: OH Zip: 45849  
Phone: (419) 587-3225  
FAX: (419) 587-3228  
E-Mail: moon-john@tds.net

### 5.3 Project Manager

Name: Ryan Brauen  
Title: Project Manager  
Address: Wessler Engineering  
103 N Main Street  
City: Bluffton State: OH Zip: 45817  
Phone: (419) 358-0521  
FAX:   
E-Mail: ryanb@wesslerengineering.com

## 6.0 Attachments / Completeness review

Confirm in the boxes below that each item listed is attached (Check each box)

- A certified copy of the legislation by the governing body of the applicant authorizing a designated official to sign and submit this application and execute contracts. This individual should sign under 7.0, Applicant Certification, below.
- A certification signed by the applicant's chief financial officer stating the amount of all local share funds required for the project will be available on or before the dates listed in the Project Schedule section. If the application involves a request for loan (RLP or SCIP), a certification signed by the CFO which identifies a specific revenue source for repaying the loan also must be attached. Both certifications can be accomplished in the same letter.
- A registered professional engineer's detailed cost estimate and useful life statement, as required in 164-1-13, 164-1-14, and 164-1-16 of the Ohio Administrative Code. Estimates shall contain an engineer's seal or stamp and signature.
- A cooperative agreement (if the project involves more than one subdivision or district) which identifies the fiscal and administrative responsibilities of each participant.
- Farmland Preservation Review - The Governor's Executive Order 98-IV, "Ohio Farmland Protection Policy" requires the Commission to establish guidelines on how it will take protection of productive agricultural and grazing land into account in its funding decision making process. Please include a Farm Land Preservation statement for projects that have an impact on farmland.
- Capital Improvements Report. CIR Required by O.R.C. Chapter 164.06 on standard form.
- Supporting Documentation: Materials such as additional project description, photographs, economic impact (temporary and/or full time jobs likely to be created as a result of the project), accident reports, impact on school zones, and other information to assist your district committee in ranking your project. Be sure to include supplements which may be required by your local District Public Works Integrating Committee.

## 7.0 Applicant Certification

The undersigned certifies: (1) he/she is legally authorized to request and accept financial assistance from the Ohio Public Works Commission as identified in the attached legislation; (2) to the best of his/her knowledge and belief, all representations that are part of this application are true and correct; (3) all official documents and commitments of the applicant that are part of this application have been duly authorized by the governing body of the applicant; and, (4) should the requested financial assistance be provided, that in the execution of this project, the applicant will comply with all assurances required by Ohio Law, including those involving Buy Ohio and prevailing wages.

**Applicant certifies that physical construction on the project as defined in the application has NOT begun, and will not begin until a Project Agreement for this project has been executed with the Ohio Public Works Commission. Action to the contrary will result in termination of the agreement and withdrawal of Ohio Public Works Commission funding from the project.**

John Moon, Mayor

\_\_\_\_\_  
Certifying Representative (Printed form, Type or Print Name and Title)

Original Signature / Date Signed

*John E. Moon* / 8-20-18

## FARMLAND PRESERVATION REVIEW LETTER

### FARMLAND PRESERVATION REVIEW FOR THE OHIO PUBLIC WORKS COMMISSION

Grover Hill Wastewater Facilities Improvements Project  
September 4, 2018

This review is to comply with Farmland Preservation Review Advisory of the Ohio Public Works Commission and the Governor's Executive Order 98-IIV. This review was accomplished by Ohio RCAP.

1. The immediate impact the project will have on productive agricultural and grazing land related to land acquisition.

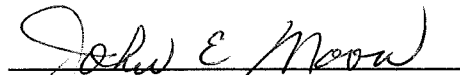
None. The proposed project will rehabilitate the Village's existing wastewater collection system and make improvements to its existing treatment plant which are not located in areas of agricultural production.

2. Indirect impact that will result in the loss of productive agricultural and grazing land from development related to the project.

None. The project will contribute to growth in the area and will therefore not affect agricultural land.

3. Mitigation measures that could be implemented when alternative sites or locations are not feasible.

n/a

  
\_\_\_\_\_  
John Moon, Mayor

RESOLUTION NO: R-08-20-2018

A RESOLUTION AUTHORIZING THE VILLAGE OF GROVER HILL TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT, TO EXECUTE CONTRACTS AS REQUIRED AND DECLARING AN EMERGENCY

WHEREAS, the State Capital Improvement provides financial assistance to political subdivisions for capital improvements to public infrastructure, and

WHEREAS, the Village of Grover Hill needs to make capital improvements to their wastewater collection and treatment facilities, and

WHEREAS, the infrastructure improvement herein above described is considered to be a priority need for the community and is a qualified project under the OPWC programs,

NOW THEREFORE, BE IT RESOLVED by the Village of Grover Hill:

Section 1: The Mayor of the Village of Grover Hill is hereby authorized to apply to the OPWC for funds as described above.

Section 2: The Mayor of the Village of Grover Hill is authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

Section 3: That this resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of said Village for the reason that immediate wastewater treatment improvements be made at the earliest possible time is necessary in order to protect the health of the residents of the Village by providing adequate and reliable wastewater treatment; therefore, this Resolution shall be in full force and effect from and immediately after passage.

Passed: 8-20-2018  
(DATE)

Attest: John E. Moon  
John Moon, Mayor

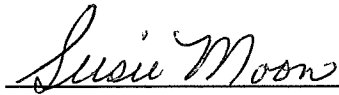
Susie Moon  
Susie Moon, Clerk Treasurer



**CHIEF FINANCIAL OFFICER'S CERTIFICATION OF LOCAL FUNDS /  
LOAN REPAYMENT LETTER**

September 4, 2018

I, Susie Moon of the Village of Grover Hill, hereby certify that Grover Hill has the amount of \$950,000.00 in US Army Corps funding and that this amount will be used to pay the local share for the wastewater facilities improvements project when it is required. I further certify that the Village is in the process of applying for Ohio EPA WPCLF program funds and CDBG Residential Public Infrastructure Grant funds in the amount of \$885,000 to make up the remainder of local funds.

A handwritten signature in cursive script that reads "Susie Moon". The signature is written in black ink and is positioned above a horizontal line.

Susie Moon, Clerk-Treasurer

Engineer's Opinion of Probable Construction Costs

Order No. 011 - Wastewater System Improvements

Septic Tank Replacement

1	Septic Tank Replacement (1,000gal. Plastic w/Ports)	198	EACH	\$ 4,900	\$ 970,200
2	Septic Tank Replacement (2,000gal. Conc. w/Ports)	3	EACH	\$ 5,900	\$ 17,700
3	Septic Tank Demo & Disposal (for new tank)	201	EACH	\$ 600	\$ 120,600
4	Septic Tank Demo & Disposal (for permanent removal)	20	EACH	\$ 900	\$ 18,000
5	Collection System Cleaning	1	EACH	\$ 35,000	\$ 35,000
6	Honey Wagon (1,600 gal.)	1	EACH	\$ 20,000	\$ 20,000
7	Honey Wagon Tractor	1	EACH	\$ 50,000	\$ 50,000

Manhole Rehabilitation

8	Replace Frame & Cover	2	EACH	\$ 1,200	\$ 2,400
9	Replace Frame & Cover (in Pavement)	11	EACH	\$ 1,000	\$ 11,000
10	Raise Manhole to Grade	8	EACH	\$ 800	\$ 6,400
11	Reconstruct Channel and Bench	13	EACH	\$ 750	\$ 9,750
12	Interior Manhole Lining	145	VF	\$ 375	\$ 54,375

Lift Station Improvements

13	Rehabilitate Lift Station	18	VF	\$ 550	\$ 9,900
14	Wet Well - Force Main Piping Replacement	1	EACH	\$ 16,000	\$ 16,000
15	Valve Vault - Force Main and Valve Replacement	1	EACH	\$ 24,000	\$ 24,000
16	Valve Vault - Grout Floor and Add Drain Check Valve	1	EACH	\$ 2,500	\$ 2,500
17	Electrical Improvemnts/Generator Connection	1	EACH	\$ 10,000	\$ 10,000
18	Bypass Pumping	1	EACH	\$ 7,500	\$ 7,500

WWTP Improvements

19	Wastewater Treatment Plant Improvements	1	LSUM	\$ 250,000	\$ 250,000
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Other

20	Mob, Demob, Bonds, Insurance (Est. 7% Total)	1	LS	\$ 114,000	\$ 114,000
				Subtotal	\$ 1,750,000
				10% Contingency	\$ 175,000
				<b>Total Probable Construction Costs</b>	<b>\$ 1,925,000</b>

Engineering

1	Phase I Env. Site Assessment	1	LSUM	\$ 5,500	\$ 5,500
2	Design	1	LSUM	\$ 150,000	\$ 150,000
3	Permitting	1	LSUM	\$ 9,500	\$ 9,500
4	Bid	1	LSUM	\$ 9,000	\$ 9,000
5	Construction Administration	1	LSUM	\$ 81,500	\$ 81,500
6	Resident Project Representative (Est. 10-mo.)	1	LSUM	\$ 145,000	\$ 145,000
7	Warranty Inspections (1-yr. & 3-yr.)	1	LSUM	\$ 9,500	\$ 9,500
				<b>Total Engineering Expenses</b>	<b>\$ 410,000</b>

**Total Estimated Project Cost \$ 2,335,000**

Note: All probable construction costs are based upon 2018 dollars and will likely increase with time. Construction materials and costs have been volatile in recent years. In providing these cost estimates, Wessler Engineering has no control over the costs of labor, equipment, materials, or contractors' methods of pricing. The cost estimates are based without the benefit of plans and specifications, and are provided on the basis of the Engineer's qualifications and experience. Wessler Engineering makes no warranty, expressed or implied, as to the accuracy of such cost estimates as compared to bids or actual costs.

The expected useful service life of non-mechanical components is 30-years or greater and the expected useful life of mechanical components is 20-years.

Ryan K. Brauen, P.E. No. 79180



## **PROJECT DESCRIPTION**

The Village of Grover Hill owns and maintains a small diameter gravity sewer system that is comprised of 222 concrete septic tanks that discharge to primarily 4-inch gravity sewers laid at less than minimum grade. The sewers are designed to handle only the septic tank effluent and do not have adequate grade to transport solids. The Village maintains significant non-compliance status with its NPDES permit and operates a largely inefficient plant.

Surface and internal video inspection of a sample set of septic tanks, revealed fully corroded effluent baffles in approximately 80% of the tanks, while the remaining 20% have heavily corroded effluent baffles with only a limited remaining life. The failure of the effluent baffles has resulted in the discharge of solids and grease to the sewers, causing blockages and backups – creating safety concerns for residents. An attempt to televise the sewers in multiple locations was abandoned due to the significant debris accumulation in the lines, with many lines more than 50% full. Due to the uniquely corrosive nature of the wastewater in this system, combined with the level of failure witnessed during inspections, it is recommended that all concrete tanks be replaced with new plastic tanks containing internal baffles as well as effluent baffles with effluent filters. These improvements will not only better protect the sanitary sewers from solids deposition, but also improve the safety of the septic tank due to improved access ports located at the ground surface. Additionally, a new honey wagon and tractor are necessary to replace the unreliable and aging equipment currently being used to maintain the system and prevent solids accumulation in the gravity sewers.

A single lift station receives all flow from the collection system and pumps it to the wastewater treatment plant (WWTP). The pumps within the station have been replaced in late 2016 due to a lightning strike, but the force main piping and valves in both the wet well and valve vault are highly corroded and will require replacement. Further, the wet well and valve vault have both been subjected to significant concrete corrosion and will need to be rehabilitated to resist further deterioration. Lastly, the existing bypass pump connection does not appear to be operable and there is no emergency generator connection at the control panel; each should be addressed to ensure maximum pumping performance in the event of a power outage or pump failure.

Wastewater treatment plant operations have improved greatly, thanks in part to assistance provided by the OEPA's compliance assistance unit. However, additional capital improvements are necessary to ensure long-term NPDES permit compliance. WWTP improvements include: septage receiving station improvements to address infiltration and pumping modifications, diffuser replacement in the aeration basin and aerobic digester, RAS/WAS piping and pumping improvements for improved solids removal from the final clarifiers, new UV disinfection to replace the unreliable tablet disinfection system, conversion of the existing tertiary settling basin (which has been sitting unused) to a wet-weather EQ basin, electrical improvements to allow for more reliable emergency power distribution of critical processes, and installation of a new geotextile solids dewatering system to provide reliable and cost-effective solids handling solution.

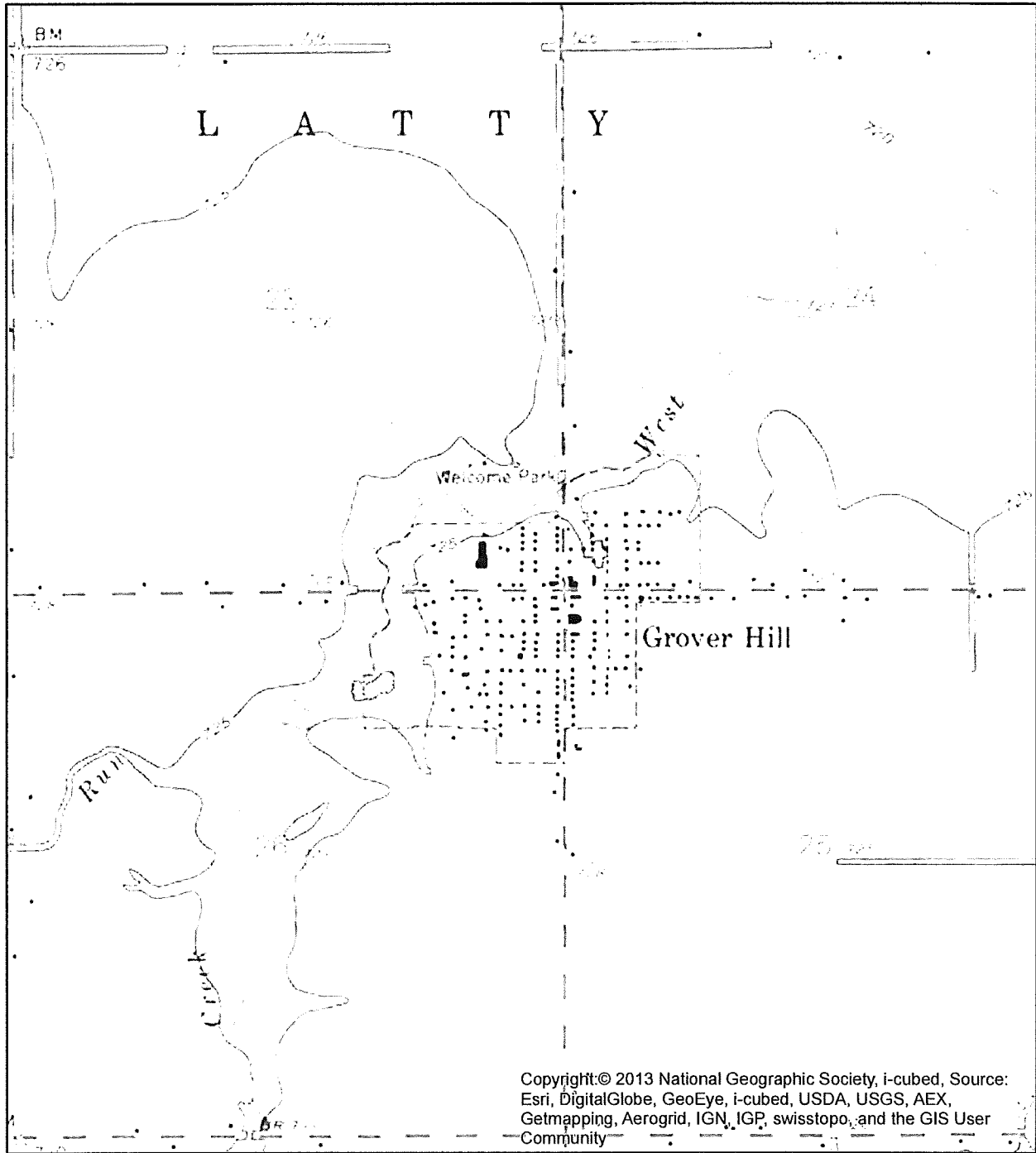
The collective improvements are expected to reduce inflow and infiltration, protect against further corrosion of concrete structures within the collection system, reduce the deposition of solids within the collection system, ensure long-term lift station performance, provide wet-weather treatment alternatives at the WWTP, ensure more consistent effluent quality, and provide for a reliable and low-maintenance solids handling solution at the WWTP.

The Village currently discharges its wastewater to West Branch Creek, which is part of the Maumee River Watershed in the Western Lake Erie Basin. Water quality of these surface waters are being impaired by the discharge of partially treated wastewater from the Village. The proposed project is

being designed to address the treatment deficiencies at the plant, bring the Village into compliance and eliminate sources of contamination to waters of the State.

The Village is currently going through the process of being put into fiscal emergency primarily due to the arrearages owed in the sewer fund. The Village currently has 3 outstanding loans on the sewer system totaling approximately \$558,000. It has been determined by the auditor's office that the Village has no additional borrowing capacity for this project so maximizing grant funding is crucial to the Village obtaining compliance with Ohio EPA. Village residents currently pay \$40/month for sewer service, which will increase to \$50/month beginning January 1, 2019. Additional increases in sewer rates are being determined by the auditor's office. This means residents currently pay \$480/annually, increasing to \$600/annually in 2019. The most recent ACS estimates for the Village of Grover Hill reveal an MHI of \$40,455.

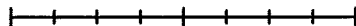
# Village of Grover Hill Wastewater Facilities Improvements Project 8/29/2017



## Legend

WWTP Site

0 0.175 0.35 0.7 Miles



1 inch = 2,000 feet



Application No. OH0102245

Issue Date: April 2, 2012

Effective Date: May 1, 2012

Expiration Date: April 30, 2017

Ohio Environmental Protection Agency  
Authorization to Discharge Under the  
National Pollutant Discharge Elimination System

In compliance with the provisions of the Federal Water Pollution Control Act, as amended (33 U.S.C. 1251 et. seq., hereinafter referred to as the "Act"), and the Ohio Water Pollution Control Act (Ohio Revised Code Section 6111),

Village of Grover Hill

is authorized by the Ohio Environmental Protection Agency, hereinafter referred to as "Ohio EPA," to discharge from the Grover Hill WWTP wastewater treatment works located at N end of E Wayne St, Grover Hill, Ohio, Paulding County and discharging to West Branch Creek in accordance with the conditions specified in Parts I, II, and III of this permit.

This permit is conditioned upon payment of applicable fees as required by Section 3745.11 of the Ohio Revised Code.

This permit and the authorization to discharge shall expire at midnight on the expiration date shown above. In order to receive authorization to discharge beyond the above date of expiration, the permittee shall submit such information and forms as are required by the Ohio EPA no later than 180 days prior to the above date of expiration.

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Scott Nally  
Director

Total Pages: 26

Part I, A. - FINAL EFFLUENT LIMITATIONS AND MONITORING REQUIREMENTS

1. During the period beginning on the effective date of this permit and lasting until the expiration date, the permittee is authorized to discharge in accordance with the following limitations and monitoring requirements from the following outfall: 2PA00085001 . See Part II, OTHER REQUIREMENTS, for locations of effluent sampling.

Table - Final Outfall - 001 - Final

Effluent Characteristic	Discharge Limitations				Monitoring Requirements			
	Parameter	Concentration Maximum	Specified Units	Loading* kg/day	Measuring Frequency	Sampling Type	Monitoring Months	
00010 - Water Temperature - C	-	-	-	-	1/Day	Grab	All	
00300 - Dissolved Oxygen - mg/l	-	5.0	-	-	1/Week	Grab	Winter	
00300 - Dissolved Oxygen - mg/l	-	7.0	-	-	1/Week	Grab	Summer	
00400 - pH - S.U.	9.0	6.5	-	-	1/Week	Grab	All	
00530 - Total Suspended Solids - mg/l	-	-	18	4.1	1/Week	Composite	Summer	
00530 - Total Suspended Solids - mg/l	-	-	45	10.2	1/Week	Composite	Winter	
00610 - Nitrogen, Ammonia (NH3) - mg/l	-	-	-	-	1 / 2 Weeks	Composite	Winter	
00610 - Nitrogen, Ammonia (NH3) - mg/l	-	-	2.3	0.52	1 / 2 Weeks	Composite	Summer	
00630 - Nitrite Plus Nitrate, Total - mg/l	-	-	-	-	1/2 months	Composite	Bimonthly	
00665 - Phosphorus, Total (P) - mg/l	-	-	-	-	1/Month	Composite	All	
01350 - Turbidity, Severity - Units	-	-	-	-	1/Day	Estimate	All	
31648 - E. coli - #/100 ml	-	-	2318	1030	1/Month	Grab	Summer	
50050 - Flow Rate - MGD	-	-	-	-	1/Day	Continuous	All	
50060 - Chlorine, Total Residual - mg/l	0.019	-	-	-	1/Day	Grab	Summer	
80082 - CBOD 5 day - mg/l	-	-	40	9.1	1/Week	Composite	Winter	
80082 - CBOD 5 day - mg/l	-	-	15	3.4	1/Week	Composite	Summer	

Notes for station 2PA00085001:

- \* Effluent loadings based on average design flow of 0.060 MGD.
- \* Turbidity See Part II, Item G.
- \* Total residual chlorine - See Part II, Item K.



**Part I, B. - SSO MONITORING EFFLUENT LIMITATIONS AND MONITORING REQUIREMENTS**

1. SSO Monitoring. During the period beginning on the effective date of this permit and lasting until the expiration date, the permittee shall monitor at Station Number 2PA00085300, and report to the Ohio EPA in accordance with the following table. See Part II, OTHER REQUIREMENTS, for location of sampling.

Table - SSO Monitoring - 300 - Final

Effluent Characteristic	Discharge Limitations				Monitoring Requirements		
	Concentration Maximum	Specified Units	Loading* kg/day	Measuring Frequency	Sampling Type	Monitoring Months	Total
Parameter	Weekly	Monthly	Daily	Weekly	Monthly	1/Month	All
74062 - Overflow Occurrence - No./Month	-	-	-	-	-	-	-

NOTES for Station Number 2PA00085300:

- A sanitary sewer overflow is an overflow, spill, release, or diversion of wastewater from a sanitary sewer system. These overflows shall be monitored when they discharge. Only sanitary sewer overflows that enter waters of the state, either directly or through a storm sewer or other conveyance, must be reported under this monitoring station.
- For the purpose of counting occurrences, each location on the sanitary sewer system where there is an overflow, spill, release, or diversion of wastewater on a given day that enters waters of the state is counted as one occurrence. For example, if on a given day overflows occur from a manhole at one location and from a damaged pipe at another location and they both enter waters of the state, record two occurrences for that day. If overflows from both locations continue on the following day, record two occurrences for the following day. At the end of the month, total the daily occurrences and report this number in the first column of the first day of the month on the 4500 form. If there are no overflows during the entire month, report "zero" (0).
- All sanitary sewer overflows are prohibited.
- See Part II, Items E and F.

Part I, B. - SLUDGE MONITORING REQUIREMENTS

1. Sludge Monitoring. During the period beginning on the effective date of this permit and lasting until the expiration date, the permittee shall monitor the treatment works' final sludge at Station Number 2PA00085586, and report to the Ohio EPA in accordance with the following table. See Part II, OTHER REQUIREMENTS, for location of sludge sampling.

Table - Sludge Monitoring - 586 - Final

Effluent Characteristic	Discharge Limitations				Monitoring Requirements		
	Concentration Specified	Units	Loading* kg/day	Measuring Frequency	Sampling Type	Monitoring Months	
Parameter	Maximum Minimum	Weekly Monthly	Daily Monthly	Weekly Monthly	1/Year	Total	December
51129 - Sludge Fee Weight - dry tons	-	-	-	-	-	-	-

NOTES for Station Number 2PA00085586:

\* Monitoring is required when sewage sludge is removed from the permittee's facility for disposal in a mixed solid waste landfill. Monthly Operating Report (MOR) data shall be submitted in December. The total for the entire calendar year shall be reported in the data area for the first day of December. If no sewage sludge is removed from the permittee's facility during the calendar year, report "AL" in the first column of the first day in December on the 4500 Form. A signature is still required.

- See Part II, Items N and O.

## Part I, C - Schedule of Compliance

### Municipal Construction Schedule

1. This entity shall attain compliance with the final effluent limitations of the permit as expeditiously as practicable, but not later than the dates developed in accordance with the following schedule:

a. Submit detail plans for plant and sewer system improvements as soon as possible, but not later than 12 months from the effective date of this permit. (Event Code 01299)

b. Advertise for construction bids, receive bids, and award contracts as soon as possible, but not later than 18 months from the effective date of this permit. (Event Code 01899)

c. Commence construction as soon as possible, but not later than 21 months from the effective date of this permit. (Event Code 03099)

d. Notify the Ohio EPA Northwest District Office within seven days of construction initiation

e. Complete construction as soon as possible, but not later than 30 months from the effective date of this permit. (Event Code 04599)

f. Notify the Ohio EPA District Northwest Office within seven days of construction completion.

g. Attain operational level of the treatment works and meet final effluent limitations as soon as possible, but not later than 33 months from the effective date of this permit. (Event Code 05599)

h. Notify the Ohio EPA Northwest District Office within seven days of attaining operational level.

## Part II, Other Requirements

### A. Operator Certification Requirements

#### 1. Classification

a. In accordance with Ohio Administrative Code 3745-7-04, the sewage treatment facility at this facility shall be classified as a Class I facility.

#### 2. Operator of Record

a. The permittee shall designate one or more operator of record to oversee the technical operation of the treatment works and sewerage (collection) system in accordance with paragraph (A)(2) of rule 3745-7-02 of the Ohio Administrative Code.

b. Each operator of record shall have a valid certification of a class equal to or greater than the classification of the treatment works as defined in Part II, Item A.1 of this NPDES permit.

c. Within three days of a change in an operator of record, the permittee shall notify the Director of the Ohio EPA of any such change on a form acceptable to Ohio EPA. The appropriate form can be found at the following website:

[http://www.epa.ohio.gov/portals/28/Documents/opcert/Operator\\_of\\_Record\\_Notification\\_](http://www.epa.ohio.gov/portals/28/Documents/opcert/Operator_of_Record_Notification_)

d. Within 60 days of the effective date of this permit, the permittee shall notify the Director of Ohio EPA of the operators of record on a form acceptable to Ohio EPA.

#### 3. Minimum Staffing Requirements

a. The permittee shall ensure that the treatment works operator of record is physically present at the facility in accordance with the minimum staffing requirements per paragraph (C)(1) of rule 3745-7-04 of the Ohio Administrative Code or the requirements from an approved 3745-7-04(C) minimum staffing hour reduction plan.

b. Sewerage (collection) system Operators of Record are not required to meet minimum staffing requirements in paragraph (C)(1) of rule 3745-7-04 of the Ohio Administrative Code.

c. If Ohio EPA approves a reduction in minimum staffing requirements based upon a facility operating plan, any change in the criteria under which the operating plan was approved (such as enforcement status, history of noncompliance, or provisions included in the plan) will require that the treatment works immediately return to the minimum staffing requirements included in paragraph (C)(1) of rule 3745-7-04 of the Ohio Administrative Code.

B. The plant must be staffed and operated in accordance with the Ohio EPA approved Operation and Maintenance Manual.

C. Description of the location of the required sampling stations are as follows:

Sampling Station	Description of Location
2PA00085001	Final effluent (Lat: 41N 01' 29"; Long: 84W 23' 42")
2PA00085586	Sludge hauled to Landfill
2PA00085300	System wide sanitary sewer overflow occurrences

D. All parameters, except flow, need not be monitored on days when the plant is not normally staffed (Saturdays, Sundays, and Holidays). On those days, report "AN" on the monthly report form.

E. Sanitary Sewer Overflow (SSO) Reporting Requirements

A sanitary sewer overflow is an overflow, spill, release, or diversion of wastewater from a sanitary sewer system. SSOs do not include wet weather discharges from combined sewer overflows specifically listed in Part II of this NPDES permit (if any). All SSOs are prohibited except under emergency conditions where the overflow occurs in full compliance with all of the provisions of 40 CFR 122.41(m) and Part III Item 11 of this NPDES permit. Sanitary sewer overflows must be reported as required below.

1. Reporting for SSOs That Imminently and Substantially Endanger Human Health

a) Immediate Notification

You must notify Ohio EPA (1-800-282-9378) and the appropriate Board of Health (i.e., city or county) within one hour of learning of any SSO from your sewers or from your maintenance contract areas that may imminently and substantially endanger human health. The telephone report must identify the location, estimated volume and receiving water, if any, of the overflow. An SSO that may imminently and substantially endanger human health includes dry weather overflows, major line breaks, overflow events that result in fish kills or other significant harm, and overflow events that occur in sensitive waters and high exposure areas such as protection areas for public drinking water intakes and waters where primary contact recreation occurs.

## b) Follow-Up Written Report

Within 5 days of the time you become aware of any SSO that may imminently and substantially endanger human health, you must provide the appropriate Ohio EPA district office a written report that includes:

- (i) the estimated date and time when the overflow began and stopped or will be stopped (if known);
- (ii) the location of the SSO including an identification number or designation if one exists;
- (iii) the receiving water (if there is one);
- (iv) an estimate of the volume of the SSO (if known);
- (v) a description of the sewer system component from which the release occurred (e.g., manhole, constructed overflow pipe, crack in pipe);
- (vi) the cause or suspected cause of the overflow;
- (vii) steps taken or planned to reduce, eliminate, and prevent reoccurrence of the overflow and a schedule of major milestones for those steps; and
- (viii) steps taken or planned to mitigate the impact(s) of the overflow and a schedule of major milestones for those steps.

A document showing the acceptable format for a 5-day follow up written report can be downloaded from the Ohio EPA Division of Surface Water Permits Program Technical Assistance web page at [http://www.epa.ohio.gov/dsw/permits/technical\\_assistance.aspx](http://www.epa.ohio.gov/dsw/permits/technical_assistance.aspx) .

## 2. Reporting for All SSOs, Including Those That Imminently and Substantially Endanger Human Health

### a) Monthly Operating Reports

Sanitary sewer overflows that enter waters of the state, either directly or through a storm sewer or other conveyance, shall be reported on your monthly operating reports. You must report the system-wide number of occurrences for SSOs that enter waters of the state in accordance with the requirements for station number 300. A monitoring table for this station is included in Part I, B of this NPDES permit. For the purpose of counting occurrences, each location on the sanitary sewer system where there is an overflow, spill, release, or diversion of wastewater on a given day is counted as one occurrence. For example, if on a given day overflows occur from a manhole at one location and from a damaged pipe at another location and they both enter waters of the state, you should record two occurrences for that day. If overflows from both locations continue on the following day, you should record two occurrences for the following day. At the end of the month, total the daily occurrences from all locations on your system and report this number using reporting code 74062 (Overflow Occurrence, No./Month) on the 4500 form for station number 300.

b) Annual Report

You must prepare an annual report of all SSOs in your collection system, including those that do not enter waters of the state. The annual report must be in an acceptable format (see below) and must include:

- (i) A table that lists an identification number, a location description, and the receiving water (if any) for each existing SSO. If an SSO previously included in the list has been eliminated, this shall be noted. Assign each SSO location a unique identification by numbering them consecutively, beginning with 301.
- (ii) A table that lists the date that an overflow occurred, the unique ID of the overflow, the name of affected receiving waters (if any), and the estimated volume of the overflow (in millions of gallons). The annual report may summarize information regarding overflows of less than approximately 1,000 gallons.
- (iii) A table that summarizes the occurrence of water in basements (WIBs) by total number and by sewershed. The report shall include a narrative analysis of WIB patterns by location, frequency and cause.

Not later than March 31 of each year, beginning in 2005, you must submit two copies of the annual report for the previous calendar year to the appropriate Ohio EPA district office. You also must provide adequate notice to the public of the availability of the report.

Systems serving fewer than 10,000 people are not required to prepare an annual report if all monthly operating reports for the preceding calendar year show no discharge from overflows.

A document showing the acceptable format for an annual SSO report can be downloaded from the Ohio EPA Division of Surface Water Permits Program Technical Assistance web page at [http://www.epa.ohio.gov/dsw/permits/technical\\_assistance.aspx](http://www.epa.ohio.gov/dsw/permits/technical_assistance.aspx).

F. The permittee shall maintain in good working order and operate as efficiently as possible the "treatment works" and "sewerage system" as defined in ORC 6111.01 to achieve compliance with the terms and conditions of this permit and to prevent discharges to the waters of the state, surface of the ground, basements, homes, buildings, etc.

G. If Severity Units are required for Turbidity, Odor, or Color, use the following table to determine the value between 0 and 4 that is reported.

REPORTED VALUE*	SEVERITY DESCRIPTION	TURBIDITY
0	None	Clear
1	Mild	
2	Moderate	Light Solids
3	Serious	
4	Extreme	Heavy Solids

\* Interpolate between the descriptive phrases.

H. Composite samples shall be comprised of at least three grab samples proportionate in volume to the sewage flow rate at the time of sampling and collected at intervals of at least 30 minutes, but not more than 2 hours, during the period that the plant is staffed on each day for sampling. Such samples shall be collected at such times and locations, and in such fashion, as to be representative of the facility's overall performance.

I. Grab samples shall be collected at such times and locations, and in such fashion, as to be representative of the facility's performance.

J. The treatment works must obtain at least 85 percent removal of carbonaceous biochemical oxygen demand (five-day) and suspended solids (see Part III, Item 1).

K. The parameters below have had effluent limitations established that are below the Ohio EPA Quantification Level (OEPA QL) for the approved analytical procedure promulgated at 40 CFR 136. OEPA QLs may be expressed as Practical Quantification Levels (PQL) or Minimum Levels (ML).

Compliance with an effluent limit that is below the OEPA QL is determined in accordance with ORC Section 6111.13 and OAC Rule 3745-33-07(C). For maximum effluent limits, any value reported below the OEPA QL shall be considered in compliance with the effluent limit. For average effluent limits, compliance shall be determined by taking the arithmetic mean of values reported for a specified averaging period, using zero (0) for any value reported at a concentration less than the OEPA QL, and comparing that mean to the appropriate average effluent limit. An arithmetic mean that is less than or equal to the average effluent limit shall be considered in compliance with that limit.

The permittee must utilize the lowest available detection method currently approved under 40 CFR Part 136 for monitoring these parameters.



**REPORTING:**

All analytical results, even those below the OEPA QL (listed below), shall be reported. Analytical results are to be reported as follows:

1. Results above the QL: Report the analytical result for the parameter of concern.
2. Results above the MDL, but below the QL: Report the analytical result, even though it is below the QL.
3. Results below the MDL: Analytical results below the method detection limit shall be reported as "below detection" using the reporting code "AA".

The following table of quantification levels will be used to determine compliance with NPDES permit limits:

Parameter	PQL	ML
Chlorine, tot. res.	0.050 mg/l	--

This permit may be modified, or, alternatively, revoked and reissued, to include more stringent effluent limits or conditions if information generated as a result of the conditions of this permit indicate the presence of these pollutants in the discharge at levels above the water quality based effluent limit (WQBEL).

L. POTWs that accept hazardous wastes by truck, rail, or dedicated pipeline are considered to be hazardous waste treatment, storage, and disposal facilities (TSDFs) and are subject to regulation under the Resource Conservation and Recovery Act (RCRA). Under the "permit-by-rule" regulation found at 40 CFR 270.60(c), a POTW must:

- 1) comply with all conditions of its NPDES permit,
- 2) obtain a RCRA ID number and comply with certain manifest and reporting requirements under RCRA,
- 3) satisfy corrective action requirements, and
- 4) meet all federal, state, and local pretreatment requirements.

M. Final permit limitations based on preliminary or approved waste load allocations are subject to change based on modifications to or finalization of the allocation or report or changes to Water Quality Standards. Monitoring requirements and/or special conditions of this permit are subject to change based on regulatory or policy changes.

N. All disposal, use, storage, or treatment of sewage sludge by the Permittee shall comply with Chapter 6111. of the Ohio Revised Code, Chapter 3745-40 of the Ohio Administrative Code, any further requirements specified in this NPDES permit, and any other actions of the Director that pertain to the disposal, use, storage, or treatment of sewage sludge by the Permittee.

O. No later than January 31 of each calendar year the Permittee shall submit two (2) copies of a report summarizing the sewage sludge disposal, use, storage, or treatment activities of the Permittee during the previous calendar year. One copy of the report shall be sent to the Ohio EPA, Division of Surface Water, P.O. Box 1049, Columbus, Ohio 43216-1049, and one copy of the report shall be sent to the appropriate Ohio EPA District Office. The report shall be submitted on Ohio EPA Form 4229.

P. Not later than 4 months from the effective date of this permit, the permittee shall post a permanent marker on the stream bank at each outfall that is regulated under this NPDES permit and discharges to West Branch Creek. This includes final outfalls, bypasses, and combined sewer overflows. The marker shall consist at a minimum of the name of the establishment to which the permit was issued, the Ohio EPA permit number, and the outfall number and a contact telephone number. The information shall be printed in letters not less than two inches in height. The marker shall be a minimum of 2 feet by 2 feet and shall be a minimum of 3 feet above ground level. The sign shall be not be obstructed such that persons in boats or persons swimming on the river or someone fishing or walking along the shore cannot read the sign. Vegetation shall be periodically removed to keep the sign visible. If the outfall is normally submerged the sign shall indicate that. If the outfall is a combined sewer outfall, the sign shall indicate that untreated human sewage may be discharged from the outfall during wet weather and that harmful bacteria may be present in the water.

## PART III - GENERAL CONDITIONS

### 1. DEFINITIONS

"Daily discharge" means the discharge of a pollutant measured during a calendar day or any 24-hour period that reasonably represents the calendar day for purposes of sampling. For pollutants with limitations expressed in units of mass, the "daily discharge" is calculated as the total mass of the pollutant discharged over the day. For pollutants with limitations expressed in other units of measurement, the "daily discharge" is calculated as the average measurement of the pollutant over the day.

"Average weekly" discharge limitation means the highest allowable average of "daily discharges" over a calendar week, calculated as the sum of all "daily discharges" measured during a calendar week divided by the number of "daily discharges" measured during that week. Each of the following 7-day periods is defined as a calendar week: Week 1 is Days 1 - 7 of the month; Week 2 is Days 8 - 14; Week 3 is Days 15 - 21; and Week 4 is Days 22 - 28. If the "daily discharge" on days 29, 30 or 31 exceeds the "average weekly" discharge limitation, Ohio EPA may elect to evaluate the last 7 days of the month as Week 4 instead of Days 22 - 28. Compliance with fecal coliform bacteria or E coli bacteria limitations shall be determined using the geometric mean.

"Average monthly" discharge limitation means the highest allowable average of "daily discharges" over a calendar month, calculated as the sum of all "daily discharges" measured during a calendar month divided by the number of "daily discharges" measured during that month. Compliance with fecal coliform bacteria or E coli bacteria limitations shall be determined using the geometric mean.

"85 percent removal" means the arithmetic mean of the values for effluent samples collected in a period of 30 consecutive days shall not exceed 15 percent of the arithmetic mean of the values for influent samples collected at approximately the same times during the same period.

"Absolute Limitations" Compliance with limitations having descriptions of "shall not be less than," "nor greater than," "shall not exceed," "minimum," or "maximum" shall be determined from any single value for effluent samples and/or measurements collected.

"Net concentration" shall mean the difference between the concentration of a given substance in a sample taken of the discharge and the concentration of the same substances in a sample taken at the intake which supplies water to the given process. For the purpose of this definition, samples that are taken to determine the net concentration shall always be 24-hour composite samples made up of at least six increments taken at regular intervals throughout the plant day.

"Net Load" shall mean the difference between the load of a given substance as calculated from a sample taken of the discharge and the load of the same substance in a sample taken at the intake which supplies water to given process. For purposes of this definition, samples that are taken to determine the net loading shall always be 24-hour composite samples made up of at least six increments taken at regular intervals throughout the plant day.

"MGD" means million gallons per day.

"mg/l" means milligrams per liter.

"ug/l" means micrograms per liter.

"ng/l" means nanograms per liter.

"S.U." means standard pH unit.

"kg/day" means kilograms per day.

"Reporting Code" is a five digit number used by the Ohio EPA in processing reported data. The reporting code does not imply the type of analysis used nor the sampling techniques employed.

"Quarterly (1/Quarter) sampling frequency" means the sampling shall be done in the months of March, June, August, and December, unless specifically identified otherwise in the Effluent Limitations and Monitoring Requirements table.

"Yearly (1/Year) sampling frequency" means the sampling shall be done in the month of September, unless specifically identified otherwise in the effluent limitations and monitoring requirements table.

"Semi-annual (2/Year) sampling frequency" means the sampling shall be done during the months of June and December, unless specifically identified otherwise.

"Winter" shall be considered to be the period from November 1 through April 30.

"Bypass" means the intentional diversion of waste streams from any portion of the treatment facility.

"Summer" shall be considered to be the period from May 1 through October 31.

"Severe property damage" means substantial physical damage to property, damage to the treatment facilities which would cause them to become inoperable, or substantial and permanent loss of natural resources which can reasonably be expected to occur in the absence of a bypass. Severe property damage does not mean economic loss caused by delays in production.

"Upset" means an exceptional incident in which there is unintentional and temporary noncompliance with technology based permit effluent limitations because of factors beyond the reasonable control of the permittee. An upset does not include noncompliance to the extent caused by operational error, improperly designed treatment facilities, inadequate treatment facilities, lack of preventive maintenance, or careless or improper operation.

"Sewage sludge" means a solid, semi-solid, or liquid residue generated during the treatment of domestic sewage in a treatment works as defined in section 6111.01 of the Revised Code. "Sewage sludge" includes, but is not limited to, scum or solids removed in primary, secondary, or advanced wastewater treatment processes. "Sewage sludge" does not include ash generated during the firing of sewage sludge in a sewage sludge incinerator, grit and screenings generated during preliminary treatment of domestic sewage in a treatment works, animal manure, residue generated during treatment of animal manure, or domestic septage.

"Sewage sludge weight" means the weight of sewage sludge, in dry U.S. tons, including admixtures such as liming materials or bulking agents. Monitoring frequencies for sewage sludge parameters are based on the reported sludge weight generated in a calendar year (use the most recent calendar year data when the NPDES permit is up for renewal).

"Sewage sludge fee weight" means the weight of sewage sludge, in dry U.S. tons, excluding admixtures such as liming materials or bulking agents. Annual sewage sludge fees, as per section 3745.11(Y) of the Ohio Revised Code, are based on the reported sludge fee weight for the most recent calendar year.

## 2. GENERAL EFFLUENT LIMITATIONS

The effluent shall, at all times, be free of substances:

- A. In amounts that will settle to form putrescent, or otherwise objectionable, sludge deposits; or that will adversely affect aquatic life or water fowl;
- B. Of an oily, greasy, or surface-active nature, and of other floating debris, in amounts that will form noticeable accumulations of scum, foam or sheen;
- C. In amounts that will alter the natural color or odor of the receiving water to such degree as to create a nuisance;
- D. In amounts that either singly or in combination with other substances are toxic to human, animal, or aquatic life;
- E. In amounts that are conducive to the growth of aquatic weeds or algae to the extent that such growths become inimical to more desirable forms of aquatic life, or create conditions that are unsightly, or constitute a nuisance in any other fashion;
- F. In amounts that will impair designated instream or downstream water uses.

## 3. FACILITY OPERATION AND QUALITY CONTROL

All wastewater treatment works shall be operated in a manner consistent with the following:

- A. At all times, the permittee shall maintain in good working order and operate as efficiently as possible all treatment or control facilities or systems installed or used by the permittee necessary to achieve compliance with the terms and conditions of this permit. Proper operation and maintenance also includes adequate laboratory controls and appropriate quality assurance procedures. This provision requires the operation of back-up or auxiliary facilities or similar systems which are installed by a permittee only when the operation is necessary to achieve compliance with conditions of the permit.
- B. The permittee shall effectively monitor the operation and efficiency of treatment and control facilities and the quantity and quality of the treated discharge.
- C. Maintenance of wastewater treatment works that results in degradation of effluent quality shall be scheduled during non-critical water quality periods and shall be carried out in a manner approved by Ohio EPA as specified in the Paragraph in the PART III entitled, "UNAUTHORIZED DISCHARGES".

#### 4. REPORTING

A. Monitoring data required by this permit shall be submitted on Ohio EPA 4500 Discharge Monitoring Report (DMR) forms using the electronic DMR (e-DMR) internet application. e-DMR allows permitted facilities to enter, sign, and submit DMRs on the internet. e-DMR information is found on the following web page:

<http://www.epa.ohio.gov/dsw/edmr/eDMR.aspx>

Alternatively, if you are unable to use e-DMR due to a demonstrated hardship, monitoring data may be submitted on paper DMR forms provided by Ohio EPA. Monitoring data shall be typed on the forms. Please contact Ohio EPA, Division of Surface Water at (614) 644-2050 if you wish to receive paper DMR forms.

B. DMRs shall be signed by a facility's Responsible Official or a Delegated Responsible Official (i.e. a person delegated by the Responsible Official). The Responsible Official of a facility is defined as:

1. For corporations - a president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision making functions for the corporation; or the manager of one or more manufacturing, production or operating facilities, provided the manager is authorized to make management decisions which govern the operation of the regulated facility including having explicit or implicit duty of making major capital investment recommendations, and initiating and directing other comprehensive measures to assure long-term environmental compliance with environmental laws and regulations; the manager can ensure that the necessary systems are established or actions taken to gather complete and accurate information for permit application requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures;
2. For partnerships - a general partner;
3. For a sole proprietorship - the proprietor; or,
4. For a municipality, state or other public facility - a principal executive officer, a ranking elected official or other duly authorized employee.

For e-DMR, the person signing and submitting the DMR will need to obtain an eBusiness Center account and Personal Identification Number (PIN). Additionally, Delegated Responsible Officials must be delegated by the Responsible Official, either on-line using the eBusiness Center's delegation function, or on a paper delegation form provided by Ohio EPA. For more information on the PIN and delegation processes, please view the following web page:

<http://www.epa.ohio.gov/dsw/edmr/eDMRpin.aspx>

C. DMRs submitted using e-DMR shall be submitted to Ohio EPA by the 20th day of the month following the month-of-interest. DMRs submitted on paper must include the original signed DMR form and shall be mailed to Ohio EPA at the following address so that they are received no later than the 15th day of the month following the month-of-interest:

Ohio Environmental Protection Agency  
Lazarus Government Center  
Division of Surface Water - PCU  
P.O. Box 1049  
Columbus, Ohio 43216-1049

D. Regardless of the submission method, a paper copy of the submitted Ohio EPA 4500 DMR shall be maintained onsite for records retention purposes (see Section 7. RECORDS RETENTION). For e-DMR users, view and print the DMR from the Submission Report Information page after each original or revised DMR is submitted. For submittals on paper, make a copy of the completed paper form after it is signed by a Responsible Official or a Delegated Responsible Official.

E. If the permittee monitors any pollutant at the location(s) designated herein more frequently than required by this permit, using approved analytical methods as specified in Section 5. SAMPLING AND ANALYTICAL METHODS, the results of such monitoring shall be included in the calculation and reporting of the values required in the reports specified above.

F. Analyses of pollutants not required by this permit, except as noted in the preceding paragraph, shall not be reported to the Ohio EPA, but records shall be retained as specified in Section 7. RECORDS RETENTION.

#### 5. SAMPLING AND ANALYTICAL METHOD

Samples and measurements taken as required herein shall be representative of the volume and nature of the monitored flow. Test procedures for the analysis of pollutants shall conform to regulation 40 CFR 136, "Test Procedures For The Analysis of Pollutants" unless other test procedures have been specified in this permit. The permittee shall periodically calibrate and perform maintenance procedures on all monitoring and analytical instrumentation at intervals to insure accuracy of measurements.

#### 6. RECORDING OF RESULTS

For each measurement or sample taken pursuant to the requirements of this permit, the permittee shall record the following information:

- A. The exact place and date of sampling; (time of sampling not required on EPA 4500)
- B. The person(s) who performed the sampling or measurements;
- C. The date the analyses were performed on those samples;
- D. The person(s) who performed the analyses;
- E. The analytical techniques or methods used; and
- F. The results of all analyses and measurements.

## 7. RECORDS RETENTION

The permittee shall retain all of the following records for the wastewater treatment works for a minimum of three years except those records that pertain to sewage sludge disposal, use, storage, or treatment, which shall be kept for a minimum of five years, including:

- A. All sampling and analytical records (including internal sampling data not reported);
- B. All original recordings for any continuous monitoring instrumentation;
- C. All instrumentation, calibration and maintenance records;
- D. All plant operation and maintenance records;
- E. All reports required by this permit; and
- F. Records of all data used to complete the application for this permit for a period of at least three years, or five years for sewage sludge, from the date of the sample, measurement, report, or application.

These periods will be extended during the course of any unresolved litigation, or when requested by the Regional Administrator or the Ohio EPA. The three year period, or five year period for sewage sludge, for retention of records shall start from the date of sample, measurement, report, or application.

## 8. AVAILABILITY OF REPORTS

Except for data determined by the Ohio EPA to be entitled to confidential status, all reports prepared in accordance with the terms of this permit shall be available for public inspection at the appropriate district offices of the Ohio EPA. Both the Clean Water Act and Section 6111.05 Ohio Revised Code state that effluent data and receiving water quality data shall not be considered confidential.

## 9. DUTY TO PROVIDE INFORMATION

The permittee shall furnish to the Director, within a reasonable time, any information which the Director may request to determine whether cause exists for modifying, revoking, and reissuing, or terminating the permit, or to determine compliance with this permit. The permittee shall also furnish to the Director, upon request, copies of records required to be kept by this permit.

## 10. RIGHT OF ENTRY

The permittee shall allow the Director or an authorized representative upon presentation of credentials and other documents as may be required by law to:

- A. Enter upon the permittee's premises where a regulated facility or activity is located or conducted, or where records must be kept under the conditions of this permit.
- B. Have access to and copy, at reasonable times, any records that must be kept under the conditions of the permit.
- C. Inspect at reasonable times any facilities, equipment (including monitoring and control equipment), practices, or operations regulated or required under this permit.
- D. Sample or monitor at reasonable times, for the purposes of assuring permit compliance or as otherwise authorized by the Clean Water Act, any substances or parameters at any location.



## 11. UNAUTHORIZED DISCHARGES

A. Bypass Not Exceeding Limitations - The permittee may allow any bypass to occur which does not cause effluent limitations to be exceeded, but only if it also is for essential maintenance to assure efficient operation. These bypasses are not subject to the provisions of paragraphs 11.B and 11.C.

### B. Notice

1. Anticipated Bypass - If the permittee knows in advance of the need for a bypass, it shall submit prior notice, if possible at least ten days before the date of the bypass.

2. Unanticipated Bypass - The permittee shall submit notice of an unanticipated bypass as required in paragraph 12.B (24 hour notice).

### C. Prohibition of Bypass

1. Bypass is prohibited, and the Director may take enforcement action against a permittee for bypass, unless:

a. Bypass was unavoidable to prevent loss of life, personal injury, or severe property damage;

b. There were no feasible alternatives to the bypass, such as the use of auxiliary treatment facilities, retention of untreated wastes, or maintenance during normal periods of equipment downtime. This condition is not satisfied if adequate back-up equipment should have been installed in the exercise of reasonable engineering judgment to prevent a bypass which occurred during normal periods of equipment downtime or preventive maintenance; and

c. The permittee submitted notices as required under paragraph 11.B.

2. The Director may approve an anticipated bypass, after considering its adverse effects, if the Director determines that it will meet the three conditions listed above in paragraph 11.C.1.

## 12. NONCOMPLIANCE NOTIFICATION

### A. Exceedance of a Daily Maximum Discharge Limit

1. The permittee shall report noncompliance that is the result of any violation of a daily maximum discharge limit for any of the pollutants listed by the Director in the permit by e-mail or telephone within twenty-four (24) hours of discovery.

The permittee may report to the appropriate Ohio EPA district office e-mail account as follows (this method is preferred):

Southeast District Office: sedo24hournpdes@epa.state.oh.us  
Southwest District Office: swdo24hournpdes@epa.state.oh.us  
Northwest District Office: nwdo24hournpdes@epa.state.oh.us  
Northeast District Office: nedo24hournpdes@epa.state.oh.us  
Central District Office: cdo24hournpdes@epa.state.oh.us  
Central Office: co24hournpdes@epa.state.oh.us

The permittee shall attach a noncompliance report to the e-mail. A noncompliance report form is available on the following web site:

<http://www.epa.ohio.gov/dsw/permits/permits.aspx>

Or, the permittee may report to the appropriate Ohio EPA district office by telephone toll-free between 8:00 AM and 5:00 PM as follows:

Southeast District Office: (800) 686-7330  
Southwest District Office: (800) 686-8930  
Northwest District Office: (800) 686-6930  
Northeast District Office: (800) 686-6330  
Central District Office: (800) 686-2330  
Central Office: (614) 644-2001

The permittee shall include the following information in the telephone noncompliance report:

- a. The name of the permittee, and a contact name and telephone number;
- b. The limit(s) that has been exceeded;
- c. The extent of the exceedance(s);
- d. The cause of the exceedance(s);
- e. The period of the exceedance(s) including exact dates and times;
- f. If uncorrected, the anticipated time the exceedance(s) is expected to continue; and,
- g. Steps taken to reduce, eliminate or prevent occurrence of the exceedance(s).

**B. Other Permit Violations**

1. The permittee shall report noncompliance that is the result of any unanticipated bypass resulting in an exceedance of any effluent limit in the permit or any upset resulting in an exceedance of any effluent limit in the permit by e-mail or telephone within twenty-four (24) hours of discovery.

The permittee may report to the appropriate Ohio EPA district office e-mail account as follows (this method is preferred):

Southeast District Office: [sedo24hournpdes@epa.state.oh.us](mailto:sedo24hournpdes@epa.state.oh.us)  
Southwest District Office: [swdo24hournpdes@epa.state.oh.us](mailto:swdo24hournpdes@epa.state.oh.us)  
Northwest District Office: [nwdo24hournpdes@epa.state.oh.us](mailto:nwdo24hournpdes@epa.state.oh.us)  
Northeast District Office: [nedo24hournpdes@epa.state.oh.us](mailto:nedo24hournpdes@epa.state.oh.us)  
Central District Office: [cdo24hournpdes@epa.state.oh.us](mailto:cdo24hournpdes@epa.state.oh.us)  
Central Office: [co24hournpdes@epa.state.oh.us](mailto:co24hournpdes@epa.state.oh.us)

The permittee shall attach a noncompliance report to the e-mail. A noncompliance report form is available on the following web site:

<http://www.epa.ohio.gov/dsw/permits/permits.aspx>

Or, the permittee may report to the appropriate Ohio EPA district office by telephone toll-free between 8:00 AM and 5:00 PM as follows:

Southeast District Office: (800) 686-7330  
Southwest District Office: (800) 686-8930  
Northwest District Office: (800) 686-6930  
Northeast District Office: (800) 686-6330  
Central District Office: (800) 686-2330  
Central Office: (614) 644-2001

The permittee shall include the following information in the telephone noncompliance report:

- a. The name of the permittee, and a contact name and telephone number;
  - b. The time(s) at which the discharge occurred, and was discovered;
  - c. The approximate amount and the characteristics of the discharge;
  - d. The stream(s) affected by the discharge;
  - e. The circumstances which created the discharge;
  - f. The name and telephone number of the person(s) who have knowledge of these circumstances;
  - g. What remedial steps are being taken; and,
  - h. The name and telephone number of the person(s) responsible for such remedial steps.
2. The permittee shall report noncompliance that is the result of any spill or discharge which may endanger human health or the environment within thirty (30) minutes of discovery by calling the 24-Hour Emergency Hotline toll-free at (800) 282-9378. The permittee shall also report the spill or discharge by e-mail or telephone within twenty-four (24) hours of discovery in accordance with B.1 above.
- C. When the telephone option is used for the noncompliance reports required by A and B, the permittee shall submit to the appropriate Ohio EPA district office a confirmation letter and a completed noncompliance report within five (5) days of the discovery of the noncompliance. This follow up report is not necessary for the e-mail option which already includes a completed noncompliance report.
- D. If the permittee is unable to meet any date for achieving an event, as specified in a schedule of compliance in their permit, the permittee shall submit a written report to the appropriate Ohio EPA district office within fourteen (14) days of becoming aware of such a situation. The report shall include the following:
1. The compliance event which has been or will be violated;
  2. The cause of the violation;
  3. The remedial action being taken;
  4. The probable date by which compliance will occur; and,
  5. The probability of complying with subsequent and final events as scheduled.
- E. The permittee shall report all other instances of permit noncompliance not reported under paragraphs A or B of this section on their monthly DMR submission. The DMR shall contain comments that include the information listed in paragraphs A or B as appropriate.
- F. If the permittee becomes aware that it failed to submit an application, or submitted incorrect information in an application or in any report to the director, it shall promptly submit such facts or information.

### 13. RESERVED

### 14. DUTY TO MITIGATE

The permittee shall take all reasonable steps to minimize or prevent any discharge in violation of this permit which has a reasonable likelihood of adversely affecting human health or the environment.

### 15. AUTHORIZED DISCHARGES

All discharges authorized herein shall be consistent with the terms and conditions of this permit. The discharge of any pollutant identified in this permit more frequently than, or at a level in excess of, that authorized by this permit shall constitute a violation of the terms and conditions of this permit. Such violations may result in the imposition of civil and/or criminal penalties as provided for in Section 309 of the Act and Ohio Revised Code Sections 6111.09 and 6111.99.

### 16. DISCHARGE CHANGES

The following changes must be reported to the appropriate Ohio EPA district office as soon as practicable:

A. For all treatment works, any significant change in character of the discharge which the permittee knows or has reason to believe has occurred or will occur which would constitute cause for modification or revocation and reissuance. The permittee shall give advance notice to the Director of any planned changes in the permitted facility or activity which may result in noncompliance with permit requirements. Notification of permit changes or anticipated noncompliance does not stay any permit condition.

B. For publicly owned treatment works:

1. Any proposed plant modification, addition, and/or expansion that will change the capacity or efficiency of the plant;
2. The addition of any new significant industrial discharge; and
3. Changes in the quantity or quality of the wastes from existing tributary industrial discharges which will result in significant new or increased discharges of pollutants.

C. For non-publicly owned treatment works, any proposed facility expansions, production increases, or process modifications, which will result in new, different, or increased discharges of pollutants.

Following this notice, modifications to the permit may be made to reflect any necessary changes in permit conditions, including any necessary effluent limitations for any pollutants not identified and limited herein. A determination will also be made as to whether a National Environmental Policy Act (NEPA) review will be required. Sections 6111.44 and 6111.45, Ohio Revised Code, require that plans for treatment works or improvements to such works be approved by the Director of the Ohio EPA prior to initiation of construction.

D. In addition to the reporting requirements under 40 CFR 122.41(l) and per 40 CFR 122.42(a), all existing manufacturing, commercial, mining, and silvicultural dischargers must notify the Director as soon as they know or have reason to believe:

1. That any activity has occurred or will occur which would result in the discharge on a routine or frequent basis of any toxic pollutant which is not limited in the permit. If that discharge will exceed the highest of the "notification levels" specified in 40 CFR Sections 122.42(a)(1)(i) through 122.42(a)(1)(iv).
2. That any activity has occurred or will occur which would result in any discharge, on a non-routine or infrequent basis, of a toxic pollutant which is not limited in the permit, if that discharge will exceed the highest of the "notification levels" specified in 122.42(a)(2)(i) through 122.42(a)(2)(iv).

## 17. TOXIC POLLUTANTS

The permittee shall comply with effluent standards or prohibitions established under Section 307 (a) of the Clean Water Act for toxic pollutants within the time provided in the regulations that establish these standards or prohibitions, even if the permit has not yet been modified to incorporate the requirement. Following establishment of such standards or prohibitions, the Director shall modify this permit and so notify the permittee.

## 18. PERMIT MODIFICATION OR REVOCATION

A. After notice and opportunity for a hearing, this permit may be modified or revoked, by the Ohio EPA, in whole or in part during its term for cause including, but not limited to, the following:

1. Violation of any terms or conditions of this permit;
2. Obtaining this permit by misrepresentation or failure to disclose fully all relevant facts; or
3. Change in any condition that requires either a temporary or permanent reduction or elimination of the permitted discharge.

B. Pursuant to rule 3745-33-04, Ohio Administrative Code, the permittee may at any time apply to the Ohio EPA for modification of any part of this permit. The filing of a request by the permittee for a permit modification or revocation does not stay any permit condition. The application for modification should be received by the appropriate Ohio EPA district office at least ninety days before the date on which it is desired that the modification become effective. The application shall be made only on forms approved by the Ohio EPA.

## 19. TRANSFER OF OWNERSHIP OR CONTROL

This permit may be transferred or assigned and a new owner or successor can be authorized to discharge from this facility, provided the following requirements are met:

A. The permittee shall notify the succeeding owner or successor of the existence of this permit by a letter, a copy of which shall be forwarded to the appropriate Ohio EPA district office. The copy of that letter will serve as the permittee's notice to the Director of the proposed transfer. The copy of that letter shall be received by the appropriate Ohio EPA district office sixty (60) days prior to the proposed date of transfer;

B. A written agreement containing a specific date for transfer of permit responsibility and coverage between the current and new permittee (including acknowledgement that the existing permittee is liable for violations up to that date, and that the new permittee is liable for violations from that date on) shall be submitted to the appropriate Ohio EPA district office within sixty days after receipt by the district office of the copy of the letter from the permittee to the succeeding owner;

At anytime during the sixty (60) day period between notification of the proposed transfer and the effective date of the transfer, the Director may prevent the transfer if he concludes that such transfer will jeopardize compliance with the terms and conditions of the permit. If the Director does not prevent transfer, he will modify the permit to reflect the new owner.

## 20. OIL AND HAZARDOUS SUBSTANCE LIABILITY

Nothing in this permit shall be construed to preclude the institution of any legal action or relieve the permittee from any responsibilities, liabilities, or penalties to which the permittee is or may be subject under Section 311 of the Clean Water Act.

21. SOLIDS DISPOSAL

Collected grit and screenings, and other solids other than sewage sludge, shall be disposed of in such a manner as to prevent entry of those wastes into waters of the state, and in accordance with all applicable laws and rules.

22. CONSTRUCTION AFFECTING NAVIGABLE WATERS

This permit does not authorize or approve the construction of any onshore or offshore physical structures or facilities or the undertaking of any work in any navigable waters.

23. CIVIL AND CRIMINAL LIABILITY

Except as exempted in the permit conditions on UNAUTHORIZED DISCHARGES or UPSETS, nothing in this permit shall be construed to relieve the permittee from civil or criminal penalties for noncompliance.

24. STATE LAWS AND REGULATIONS

Nothing in this permit shall be construed to preclude the institution of any legal action or relieve the permittee from any responsibilities, liabilities, or penalties established pursuant to any applicable state law or regulation under authority preserved by Section 510 of the Clean Water Act.

25. PROPERTY RIGHTS

The issuance of this permit does not convey any property rights in either real or personal property, or any exclusive privileges, nor does it authorize any injury to private property or any invasion of personal rights, nor any infringement of federal, state, or local laws or regulations.

26. UPSET

The provisions of 40 CFR Section 122.41(n), relating to "Upset," are specifically incorporated herein by reference in their entirety. For definition of "upset," see Part III, Paragraph 1, DEFINITIONS.

27. SEVERABILITY

The provisions of this permit are severable, and if any provision of this permit, or the application of any provision of this permit to any circumstance, is held invalid, the application of such provision to other circumstances, and the remainder of this permit, shall not be affected thereby.

28. SIGNATORY REQUIREMENTS

All applications submitted to the Director shall be signed and certified in accordance with the requirements of 40 CFR 122.22.

All reports submitted to the Director shall be signed and certified in accordance with the requirements of 40 CFR Section 122.22.

29. OTHER INFORMATION

A. Where the permittee becomes aware that it failed to submit any relevant facts in a permit application or submitted incorrect information in a permit application or in any report to the Director, it shall promptly submit such facts or information.

B. ORC 6111.99 provides that any person who falsifies, tampers with, or knowingly renders inaccurate any monitoring device or method required to be maintained under this permit shall, upon conviction, be punished by a fine of not more than \$25,000 per violation.

C. ORC 6111.99 states that any person who knowingly makes any false statement, representation, or certification in any record or other document submitted or required to be maintained under this permit including monitoring reports or reports of compliance or noncompliance shall, upon conviction, be punished by a fine of not more than \$25,000 per violation.

D. ORC 6111.99 provides that any person who violates Sections 6111.04, 6111.042, 6111.05, or division (A) of Section 6111.07 of the Revised Code shall be fined not more than \$25,000 or imprisoned not more than one year, or both.

30. NEED TO HALT OR REDUCE ACTIVITY

40 CFR 122.41(c) states that it shall not be a defense for a permittee in an enforcement action that it would have been necessary to halt or reduce the permitted activity in order to maintain compliance with conditions of this permit.

31. APPLICABLE FEDERAL RULES

All references to 40 CFR in this permit mean the version of 40 CFR which is effective as of the effective date of this permit.

32. AVAILABILITY OF PUBLIC SEWERS

Notwithstanding the issuance or non-issuance of an NPDES permit to a semi-public disposal system, whenever the sewage system of a publicly owned treatment works becomes available and accessible, the permittee operating any semi-public disposal system shall abandon the semi-public disposal system and connect it into the publicly owned treatment works.

Revised: April 17, 2018

**DISTRICT 5  
CAPITAL IMPROVEMENT PROJECTS  
QUESTIONNAIRE  
ROUND 33**

Name of Applicant: Village of Grover Hill

Project Title: Wastewater Facilities Improvements Project

The following questions are to be answered for each application submitted for State Issue II SCIP, LTIP and Loan Projects. Please provide specific information using the best documentation available to you. Justification of your responses to these questions will be required if your project is selected for funding, so please provide correct and accurate responses. **Communities and Townships under 5,000 in population should also complete the Small Government Criteria.**

1. What percentage of the project in repair A=100%, replacement B= \_\_%, expansion C= \_\_%, and new D= \_\_%? (Use dollar amounts of project to figure percentages and make sure the total equals one hundred(100) percent) A+B= 100% C+D= \_\_%

Repair/Replacement = Repair or Replacement of public facilities owned by the government (any subdivision of the state).

New/Expansion = Replacement of privately owned wells, septic systems, private water or wastewater systems, etc.

2. Give the physical condition rating:

Closed or Not Operating: The condition is unusable, dangerous and unsafe. The primary components have failed. The infrastructure is not functioning at all.

Critical: The condition is causing or contributing to a serious non-compliance situation and is threatening the intended design level of service. The infrastructure is functioning at seriously diminished capacity. Imminent failure is anticipated within 18 months. Repair and/or replacement is required to eliminate the critical condition and meet current design standards. **(For Road Projects structural repair items would represent a minimum of 25% of the total Project Cost).**

Poor: The condition is substandard and requires repair/replacement in order to return to the intended level of service and comply with current design standards. Infrastructure contains a major deficiency and is functioning at a diminished capacity.

Fair: The condition is average, not good or poor. The infrastructure is still functioning as originally intended. Minor deficiencies exist requiring repair to continue to function as originally intended and/or to meet current design standards.



Good: The condition is safe and suitable to purpose. Infrastructure is functioning as originally intended, but requires minor repairs and/or upgrades to meet current design standards.

Excellent: The condition is new, or requires no repair. Or, no supporting documentation has been submitted.

**\* In order to receive points provide supporting documentation (e.g. photos, a narrative, maintenance history, or third party findings) to justifying the rating.**

3. If the proposed project is not approved what category would best represent the impact on the general health and/or public safety?

## ROADS

Extremely Critical: Resurfacing, Restoration, Rehabilitation and Reconstruction (4R) of a Major Access Road.\*

Critical: Resurfacing, Restoration and Rehabilitation (3R) of a Major Access Road.\*

Major: Resurfacing, Restoration, Rehabilitation and Reconstruction (4R) of a Minor Access Road.\*

Moderate: Resurfacing, Restoration and Rehabilitation (3R) of a Minor Access Road.\*

Minimal: Preventative Maintenance of a Major Access Road.

No Impact: Preventative Maintenance of a Minor Access Road.

**Projects that have a variety of work will be scored in the LOWEST category of work contained in the Construction Estimate.**

### ***Road/Street Classifications:***

*Major Access Road: Roads or streets that have a dual function of providing access to adjacent properties and providing through or connecting service between other roads.*

*Minor Access Road: Roads or streets that primarily provide access to adjacent properties without through continuity, such as cul-de-sacs or loop roads or streets.*

*Preventative Maintenance: Non Structural Pavement work such as chip sealing, cape sealing, microsurfacing, crack sealing, etc.*

\* (3R) Resurfacing, Restoration and Rehabilitation - Improvements to existing roadways, which have as their main purpose, the restoration of the physical features (pavement, curb, guardrail, etc.) without altering the original design elements.

\* (4R) Resurfacing, Restoration, Rehabilitation and Reconstruction - Much like 3R, except that 4R allows for the complete reconstruction of the roadway and alteration of certain design elements (i.e., lane widths, shoulder

width, SSD, etc.).

### BRIDGES SUFFICIENCY RATING

- Extremely Critical: 0-25, or a General Appraisal rating of 3 or less.
- Critical: 27-50, or a General Appraisal rating of 4.
- Major: 51-65 or a General Appraisal rating of 5 or 6.
- Moderate: 66-80 or a General Appraisal rating of 7.
- Minimal: 81-100 or a General Appraisal rating of more than 7.
- No Impact: Bridge on a new roadway.

### WASTEWATER TREATMENT PLANTS

- Extremely Critical: Environmental Protection Agency (EPA) orders in the form of a consent decree, findings and orders or court order. Health Department Construction Ban.
- Critical: Improvements ordered by the Environmental Protection Agency (EPA) in the form of NPDES Orders.
- Major: Replace deficient appurtenances. Update existing processes due to EPA recommendations.
- Moderate: Increase capacity to meet current needs or update processes to improve effluent quality.
- Minimal: New/Expansion project to meet a specific development proposal.
- No Impact: New/Expansion to meet future or projected needs.

### WATER TREATMENT PLANT

- Extremely Critical: EPA orders in the form of a consent decree, findings and orders or court order.
- Critical: Improvements to meet Environmental Protection Agency (EPA) Safe Drinking Water Regulations and/or NPDES Orders.
- Major: Replace deficient appurtenances. Update existing processes due to EPA recommendations.
- Moderate: Increase capacity to meet current needs or update processes to improve water quality.
- Minimal: New/Expansion project to meet a specific development proposal.
- No Impact: New/Expansion to meet future or projected needs.

COMBINED SEWER SEPARATIONS (May be construction of either new storm or sanitary sewer as long as the result is two separate sewer systems.)

- Extremely Critical: EPA orders in the form of a consent decree, findings and orders or court order. Health Department Construction Ban.
- Critical: Separate, due to chronic backup or flooding in basements.
- Major: Separate, due to documented water quality impairment, or due to EPA recommendations.
- Moderate: Separate, due to specific development proposal within or upstream of the combined system area.
- Minimal: Separate, to conform to current design standards.
- No Impact: No positive health effect.

STORM SEWERS

- Extremely Critical: EPA orders in the form of a consent decree, findings and orders or court order.
- Critical: Chronic flooding (structure damage).
- Major: Inadequate capacity (land damage).
- Moderate: Inadequate capacity with no associated damage.
- Minimal: New/Expansion to meet current needs.
- No Impact: New/Expansion to meet future or project needs.

CULVERTS

- Extremely Critical: Structurally deficient or functionally obsolete. Deterioration has already caused a safety Critical: hazard to the public.
- Critical: Inadequate capacity with land damage and the existing or high probability of property damage.
- Major: Inadequate capacity (land damage).
- Moderate: Inadequate capacity with no associated damage.
- Minimal: New/Expansion to meet current needs.
- No Impact: New/Expansion to meet future or projected needs.

## SANITARY SEWERS

- Extremely Critical: EPA orders in the form of a consent decree, findings and orders or court order. Health Department Construction Ban.
- Critical: Replace, due to chronic pipe failure, chronic backup or flooding in basements. Improvements ordered by the Environmental Protection Agency (EPA) in the form of NPDES Orders.
- Major: Replace, due to inadequate capacity or infiltration, or due to EPA recommendations.
- Moderate: Rehabilitate to increase capacity to meet current needs or to reduce inflow and infiltration.
- Minimal: New/Expansion project to meet a specific development proposal.
- No Impact: New/Expansion to meet future or projected needs.

## SANITARY LIFT STATIONS AND FORCE MAINS

- Extremely Critical: Structurally deficient. Deterioration has already caused a safety/health hazard to the public, or, EPA orders in the form of a consent decree, findings and orders or court order.
- Critical: Inadequate capacity with actual or a high probability of property damage. Improvements ordered by the Environmental Protection Agency (EPA) in the form of NPDES Orders.
- Major: EPA recommendations, or, reduces a probable health and/or safety problem.
- Moderate: Rehabilitate to increase capacity to meet current needs.
- Minimal: New/Expansion to meet a specific development proposal.
- No Impact: New/Expansion to meet future or projected needs.

## WATER PUMP STATIONS

- Extremely Critical: Structurally deficient. Deterioration has already caused a safety hazard to the public, or, EPA orders in the form of a consent decree, findings and orders or court order.
- Critical: Inadequate capacity with the inability to maintain pressure required for fire flows.
- Major: Replace due to inadequate capacity or EPA recommendations.
- Moderate: Rehabilitate to increase capacity to meet current needs.

Minimal: New/Expansion to meet a specific development proposal.

No Impact: New/Expansion to meet future or projected needs.

WATER LINES/WATER TOWERS

Extremely Critical: Solve low water pressure or excessive incidents of main breaks in project area.

Critical: Replace, due to deficiency such as excessive corrosion, etc.

Major: Replace undersized water lines as upgrading process.

Moderate: Increase capacity to meet current needs.

Minimal: New/Expansion project to meet a specific development proposal.

No Impact: New/Expansion to meet future or projected needs.

OTHER

Extremely Critical: There is a present health and/or safety threat.

Critical: The project will provide immediate health and/or safety benefit.

Major: The project will reduce a probable health and/or safety problem.

Moderate: The project will delay a health and/or safety problem.

Minimal: A possible future health and/or safety problem mitigation.

No Impact: No health and/or safety effect.

*NOTE: Combined projects that can be rated in more than one subset may be rated in the other category at the discretion of the District 5 Executive Committee. In general, the majority of the cost or scope of the project shall determine the category under which the project will be scored.*

(Submittals without supporting documentation will receive 0 Points for this question.)

Extremely Critical \_\_\_\_, Critical \_\_\_\_, Major \_\_\_\_, Moderate \_\_\_\_, Minimal \_\_\_\_, No Impact \_\_\_\_. Explain your answer.

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(Additional narrative, charts and/or pictures should be attached to questionnaire)

4. Identify the amount of local funds that will be used on the project as a percentage of the total project cost.

A.) Amount of Local Funds = \$ \_\_\_\_\_

B.) Total Project Cost = \$ \_\_\_\_\_

RATIO OF LOCAL FUNDS DIVIDED by TOTAL PROJECT COSTS (A/B)= \_\_\_\_\_%

Note: Local funds should be considered funds derived from the applicant budget or loans funds to be paid back through local budget, assessments, rates or tax revenues collected by the applicant.

5. Identify the amount of other funding sources to be used on the project, excluding State Issue II or LTIP Funds, as a percentage of the total project cost.

Grants 79% Gifts \_\_\_\_\_%, Contributions \_\_\_\_\_%

Other \_\_\_\_\_% (explain) \_\_\_\_\_, Total \_\_\_\_\_%

Note: Grant funds and other revenues not contributed or collected through taxes by the applicant should be considered other funds. The Scope of Work for each Funding Source must be the same.

6. Total Amount of SCIP and Loan Funding Requested- An Applicant can request a grant per the categories below for points as indicated on the Priority Rating Sheet. If the Applicant is including a loan request equal to, but not exceeding 50% of the OPWC funding amounts listed below, there will be no point penalty. If loan funds requested are more than 50%, points as listed in the Priority Rating Sheet will apply.

- \_\_\_\_\_ \$500,001 or More
- X   \$400,001-\$500,000
- \_\_\_\_\_ \$325,001-\$400,000
- \_\_\_\_\_ \$275,001-\$325,000
- \_\_\_\_\_ \$175,001-\$275,000
- \_\_\_\_\_ \$175,000 or Less

There are times when the District spends all of the grant money and has loan money remaining. When this happens, the district makes a loan offer in the amount of the requested grant to the communities that were not funded. The offers are made in the order of scoring. We need to know if you are not successful in obtaining grant dollars for your project if you would be interested in loan money:

YES \_\_\_\_\_ NO   X  

(This will only be considered if you are not funded with grant money and there is remaining loan money.) **Please note: if you answer “no” you will not be contacted, only if you answer “yes” will an offer be made in the event that there is loan money remaining.**

7. If the proposed project is funded, will its completion directly result in the creation of permanent full-time equivalent (FTE) jobs (FTE jobs shall be defined as 35 hours/week) ? Yes \_\_\_\_\_ No   X  . If yes, how many jobs within eighteen months? \_\_\_\_\_ Will the completed project retain jobs that would otherwise be

permanently lost? Yes \_\_\_ No X. If yes, how many jobs \_\_\_\_\_ **will be created/retrained** within 18 months **following the completion of the improvements?**

(Supporting documentation in the form of letter from affected industrial or commercial enterprises that specify full time equivalent jobs that will be retained or created directly by the installation or improvement of Public infrastructure. Additional items such as; 1) newspaper articles or other media news accounts, 2) public meeting minutes, and/or 3) a letter from the County Economic Development Director or State of Ohio Economic Development Professional that alludes to the requirement for the infrastructure improvement to support the business. Submittals without supporting documentation will receive 0 points for this question.)

8. What is the total number of existing users that will directly benefit from the proposed project if completed? 168 HH (Use households served, traffic counts, etc. and explain the basis by which you arrived at your number.)

9. Is subdivision's population less than 5,000 Yes X No \_\_\_

If yes, continue. You may want to design your project per Small Government Project Evaluation Criteria, released for the current OPWC Round to assist in evaluating your project for potential Small Government Funding. The Small Government Criteria is available on the OPWC website at

If No, skip to Question 11.

10. **OHIO PUBLIC WORKS COMMISSION SMALL GOVERNMENT PROGRAM GUIDELINES**

All projects that are sponsored by a subdivision with a population of 5,000 or less, and not earning enough points for District Funding from SCIP or LTIP Funds, are then rated using the Small Government Program Rating Criteria for the corresponding funding round. In order to be rated the entity must submit the Small Government Supplement and their required budgets with their application.

**Only infrastructure that is village- or township- owned is eligible for assistance.** The following policies have been adopted by the Small Government Commission:

- District Integrating Committees may submit up to seven (7) applications for consideration by the Commission. All 7 must be ranked, however, only the top five (5) will be scored. The remaining two (2) will be held as contingency projects should an application be withdrawn.
- Grants are limited to \$500,000. Any assistance above that amount must be in the form of a loan.
  - Grants for new or expanded infrastructure cannot exceed 50% of the project estimate.
- The Commission may deny funding for water and sewer systems that are deemed to be more

cost-effective if regionalized.

- If a water or sewer project is determined to be affordable, the project will be offered a loan rather than a grant. Pay special attention to the **Water & Wastewater Affordability Supplemental and the Small Government Water & Wastewater Affordability Calculation Worksheet. Both are available on the Small Government Program Tab at**

- Should there be more projects that meet the “annual score” than there is funding, the tie breaker is those projects which scored highest under Health & Safety, with the second tie breaker being Condition. If multiple projects have equivalent Health & Safety and Condition scores they are arranged according to the amount of assistance from low to high. Once the funded projects are announced, “contingency protects” may be funded from project under-runs by continuing down the approved project list.

- Supplemental assistance is not provided to projects previously funded by the Commission.

- Applicants have 30 days from receipt of application by OPWC without exception to provide additional documentation to make the application more competitive under the Small Government criteria. Applications will be scored after the 30-day period has expired. The applicants for each District's two (2) contingency projects will have the same 30-day period to submit supplemental information but these applications will not be scored unless necessary to do so. **It is each applicant’s responsibility for determining the need for supplemental material. The applicant will not be asked for or notified of missing information unless the Commission has changed the project type and it affects the documentation required. Important information may include, but is not limited to: age of infrastructure, traffic counts or utility users, median income information, user rates ordinances, and the Auditor’s Certificate of Estimated Revenues or documentation from the Auditor of State that subdivision is in a state of fiscal emergency.**

If you desire to have your Round 33 project considered for Small Government Funding please download the Small Government Evaluation Criteria applicable to Round 33 by accessing the OPWC Website at [Please complete the Small Government Evaluation Criteria](#) and attach all required supporting documentation and attach it to the District 5 Questionnaire for Round 32.

## 11. MANDATORY INFORMATION, DISTRICT 5, DISCRETIONARY RANKING POINTS

List all specific user fees: Amount or  
ROAD & BRIDGE PROJECTS:(OHIO REVISED CODE) Percentage

Permissive license fee	4504.02 or 4504.06 _____
	4504.15 or 4504.17 _____
	4504.16 or 4504.171 _____
	4504.172 _____
	4504.18 _____

Special property taxes	5555.48 _____
	5555.49 _____



Municipal Income Tax \_\_\_\_\_

County Sales Tax \_\_\_\_\_

Others \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
(DO NOT INCLUDE SCHOOL TAXES)

**SPECIFIC PROJECT AREA INFORMATION.**

Median household income \$40,455

Monthly utility rate: Water n/a

Sewer \$40-2018; \$50-2019

Other \_\_\_\_\_

List any special user fees or assessment (be specific)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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POLITICAL SUBDIVISION= \_\_\_\_\_

COUNTY= \_\_\_\_\_

DISCRETIONARY POINTS (BY DISTRICT COMMITTEE ONLY)= \_\_\_\_\_

(25-20-15)

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Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

FAX: \_\_\_\_\_

Email: \_\_\_\_\_

District 5

Capital Improvement Project

Priority Rating Sheet, Round 33

COUNTY: <b>Paulding</b>										Revised 04/17/18						
PROJECT: <b>Grover Hill WW Improvements</b>										PROJECT NUMBER						
EST. COST:																
No.	"A" WEIGHT FACTOR	CRITERIA TO BE CONSIDERED	"B" PRIORITY FACTORS					"A" x "B"	Priority Factors					No.		
			0	2	4	6	8		10	0	2	4	6		8	10
1	1	(Repair or Replace) vs. (New or Expansion)	0	2	4	6	8	10	0% + Repair or Replacement	20% + Repair or Replacement	40% + Repair or Replacement	60%+ Repair or Replacement	80%+ Repair or Replacement	100%+ Repair or Replacement	10	1
2	1.5	Existing Physical Condition:  Must submit substantiating documentation and CIR (100% New or Expansion = 0 Points)	0	2	4	6	8	10	Excellent	Good	Fair	Poor	Critical	Closed or Not Operating	12	2
3	2	Public Health and/or Public Safety Concerns  Submittals without supporting documentation will receive 0 points for this question.	0	2	4	6	8	10	No Impact	Minimal	Moderate	Major	Critical	Extremely Critical	16	3
4	2	Percentage of Local Share (Local funds are funds derived from the applicant budget or a loan to be paid back through the applicant budget, assessments, rates or tax revenues) *	0	2	4	6	8	10	0%+	10%+	20%+	30%+	40%+	50%+	0	4
5	1	OTHER FUNDING SOURCES  (Excluding Issue II Funds)  (Grants and other revenues not contributed or collected through taxes by the applicant; including Gifts, Contributions, etc. – must submit copy of award or status letter.)	0	2	4	6	8	10	0%+	10%+	20%+	30%+	40%+	50%+	10	5
No.	"A" WEIGHT FACTOR	CRITERIA TO BE CONSIDERED	"B" PRIORITY FACTORS					"A" x "B"	Priority Factors					No.		
									-9	-8	0	8	9	10		
6	2	OPWC Grant and Loan Funding Requested; Please refer to Item 6 on Questionnaire for Clarification.	-9	-8	0	8	9	10	Grant or Loan Only \$500,001 or more	\$400,001 to \$500,000	\$325,001 to \$400,000	\$275,001 to \$325,000	\$175,001 to \$275,000	\$175,000 or less	-16	6
	2		-9	-8	0	8	9	10	Grant/Loan Combination \$750,000 or more	\$600,001 to \$750,000	\$487,501 to \$600,000	\$412,501 to \$487,500	\$262,501 to \$412,500	\$262,500 or less		6
When scoring a project that is only grant or only loan. Please use the chart labeled "Grant or Loan Only". When scoring a grant/loan combination, score the project for the grant in the first chart, then use the second chart labeled "Grant/Loan Combination" to score the total (grant and loan combined). Use the lower of the two as the score.																
No.	"A" WEIGHT FACTOR	CRITERIA TO BE CONSIDERED	"B" PRIORITY FACTORS					"A" x "B"	Priority Factors					No.		
									0	2	4	6	8	10		
7	1	Will the Proposed Project Create Permanent jobs or retain jobs that would otherwise be permanently lost (Written Documentation Required)	0	2	4	6	8	10	0+ jobs	7+ jobs	15+ jobs	25+ jobs	50+ jobs	100+ jobs	0	8
8	1	Benefits to Existing Users such as households, (Equivalent dwelling units), traffic Counts, etc.	0	2	4	6	8	10	0+	100+	350+	500+	750+	1000+	2	9
9		SUBTOTAL RANKING POINTS (MAX. = 115)	34						Other Info:  Does this project have a significant impact on productive farmland? YES NO  Attach impact statement if yes.  Is the Applicant ready to proceed to bids after State Approval within 6 months? YES NO							
10		COUNTY PRIORITY POINTS (25-20 IS)							0							
11		DISCRETIONARY POINTS (BY DISTRICT ONLY) (MAX = 12)														
12		GRAND TOTAL RANKING POINTS							34							

\* Applicants must certify local share contribution. Specify, all funding sources to be utilized as local share at the time of application submittal.