4. Sanitary Sewer Standard Operating Procedure – Occurrences

SSO: Standard Operating Procedure – This document is used by the Bureau to address SSO occurrences.

Sanitary Sewer Overflow 5-Day Follow Up Report – This report is prepared during the investigation of an SSO within the sanitary sewer collection system. Details are gathered and entered into the report, which is distributed to divisions throughout the department and to the Ohio EPA local office. There have been two (2) occurrences this calendar year. The report contains information of how much raw sewage entered the environment and weather conditions during the occurrence. Our follow up procedure, which is generated from SSO occurrences, affords our Bureau the opportunity to assess the conditions of our main lines. Any cross-connections discovered in this process or routinely are immediately addressed. Any debris or raw sewage detected during the process of relieving an overflowing sewer is vacuumed into the combination unit on site and disposed at the Water Reclamation Facility.

Sanitary Sewer Overflow

Standard Operating Procedure

1. Dispatch receives a call of an overflow
2. A service request is generated
3. A crew is dispatched to the overflow location (120 minute window to respond)
4. The crew confirms an overflow
5. The mainline is flushed to relieve the overflow
6. The blockage is determined to be debris, grease, roots, asset erosion, etc.
7. A follow up inspection is scheduled
   (determine if immediate attention is necessary or can be scheduled during regular work hours)
8. Crews flush, treat, repair and CCTV the mainline
9. A report to the EPA is prepared and distributed
   (Copy to cleaning and CCTV supervisors)
10. The location of the Sanitary Sewer Overflow is mapped and strategies are formulated to decrease reoccurrence

Crew Leader Responsibilities

1. Ensure that the mainline is clear of debris and treated with the appropriate type of facilitation:
   - Grease treatment
   - Root treatment; rodder, chain nozzle; placed on list for the treatment program
2. Increase the frequency of high probability blockage area investigations (to include areas not within the crew leaders' assigned routine cleaning area)
3. Confirm routine cleaning effectiveness (quality oriented)
   (use new camera nozzle to check effectiveness of cleaning activities)
4. Remain cognizant of daily routine quantity of cleaning assets
5. Continue to attend training sessions to enhance the ability of equipment use

SIT Crew Leaders

1. Follow up on Sanitary Sewer Overflows
2. Determine probable cause of stoppage
3. Schedule routine inspections of completed routine cleaning

Overtime Crews

1. Vigorously flush the mainline in question; **mandatory**
2. Determine the probable cause of the stoppage or blockage
3. Perform the appropriate type of maintenance or treatment; use of the rodder or grease treatment, etc.
4. Record actions performed (i.e. note what was seen, not a probable or possible opinion)
5. Schedule follow up inspection

(Mainlines must be flushed at time of arrival at the area in question, rodder and flusher equipment must be available for use at the area in question)

(Dispatched calls received at 3:00 pm or later on regularly scheduled workdays "must" be addressed by the assigned Overtime Crews. The Crew leader must assemble crews and be en route to the complaint before the end of the regular shift. Crews must not "clock out" and "clock back in" after 3:30 pm unless the call comes in after or at 3:30 pm on a regularly scheduled workday.)

*It is necessary for these procedures to be followed, to the letter, in the pursuit of reducing SSO occurrences in 2014. Our goal is to eliminate all SSO's for this upcoming year. Any training, equipment, or safety devices requested will be considered for purchase to facilitate the crews' abilities to perform more efficiently and effectively in the pursuit of achieving our goal. If there are any questions regarding this "**Sanitary Sewer Overflow Standard Operating Procedure**" please feel free to contact Tim Jones or Scott Darnell, Sewer Cleaning Supervisors or Anthony Wade, Sewer Maintenance Bureau Operations Administrator.*

OhioEPA

State of Ohio Environmental Protection Agency

Ohio EPA Form 4237
Issued 08/04

Sanitary Sewer Overflow 5-Day Follow Up Report

Report Submitted by:	
Date	04/07/15
Facility Name	City of Dayton, Water Utility Field Operations-Sewer Maintenance Bureau
Ohio NPDES Permit No.	OH0024881
Period Covered by Report	2014-2015
Contact Person Name	Anthony Wade
Contact PersonTitle	Operations Administrator
Mailing Address	900 Ottawa Street
City, State, Zip	Dayton, Ohio 45402
County	Montgomery
Telephone No.	937-333-4918
E-mail Address	anthony.wade@daytonohio.gov

Signature required at end of form

Overflow Information	
Event start date and time – if multiple locations, include information for each	4/5/15 - 12:40
Event end date and time	4/5/15 - 13:15
Location(s) the SSO – include unique ID number if one exists	Burkhardt Av & N Garland Av through Mad River MRL - 10 at manhole #J43AM0170
Destination(s) of overflow	☐ Basement or building ☐ Ground ☒ Storm sewer to receiving water ☐ Directly to receiving water
Specific receiving water(s) (if applicable)	Mad River MRL - 10 into Catch Basin #15242
Estimated volume (million gallons) – if multiple locations, include volume for each	Unknown, approximately 50 gallons
Sewer system component(s) from which release occurred	☒ Manhole ☐ Constructed overflow ☐ Pipe crack ☐ Pump station ☐ Other (explain)
Cause(s) of overflow	☐ Extreme weather ☐ Equipment failure ☐ Power failure ☐ Debris in line ☐ Roots ☒ Grease ☐ Other blockages ☐ Line deterioration ☐ Vandalism ☐ Other (explain) 0 inches of rain per Nat. Weather Ser.

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Steps taken or planned to eliminate and/or reduce the overflow – include schedule of major milestones	Cleaning crews were dispatched to the location of the overflow and found that raw sewage had overflowed into the paved area from a sanitary sewer manhole. The crews flushed 25 feet of the mainline which relieved the sewer.
Steps taken or planned to prevent reoccurrence of the overflow(s) – include schedule of major milestones	A follow up investigation will be scheduled to further address the stoppage. The mainline will be treated with grease solvent.
Steps taken or planned to mitigate the impact(s) of the overflow(s) – include schedule of major milestones	The mainline will be investigated and cleaned more frequently to reduce reoccurrence.
Additional information (attach additional pages, maps, etc. as needed)	None.

I CERTIFY THAT I HAVE PERSONALLY EXAMINED AND AM FAMILIAR WITH THE INFORMATION IN THIS REPORT AND ALL ATTACHMENTS. I BELIEVE THAT THE INFORMATION IS TRUE, ACCURATE, AND COMPLETE.

Signature

Date

Operations Administrator

Title

OhioEPA

State of Ohio Environmental Protection Agency

Ohio EPA Form 4237
Issued 08/04

Sanitary Sewer Overflow 5-Day Follow Up Report

Report Submitted by:	
Date	04/24/15
Facility Name	City of Dayton, Water Utility Field Operations-Sewer Maintenance Bureau
Ohio NPDES Permit No.	OH0024881
Period Covered by Report	2015-2016
Contact Person Name	Anthony Wade
Contact PersonTitle	Operations Administrator
Mailing Address	900 Ottawa Street
City, State, Zip	Dayton, Ohio 45402
County	Montgomery
Telephone No.	937-333-4918
E-mail Address	anthony.wade@daytonohio.gov

Signature required at end of form

Overflow Information	
Event start date and time – if multiple locations, include information for each	4/20/2015 - 15:47
Event end date and time	4/20/2015 - 16:10
Location(s) the SSO – include unique ID number if one exists	1100 E. Monument Avenue through Mad River MRL - 02 at manholes #17986, #17985, #17984
Destination(s) of overflow	☐ Basement or building ☒ Ground ☒ Storm sewer to receiving water ☐ Directly to receiving water
Specific receiving water(s) (if applicable)	Mad River MRL - 02 into catch basins #12859 and #24633
Estimated volume (million gallons) – if multiple locations, include volume for each	Approximately 0.000414 MGD total
Sewer system component(s) from which release occurred	☒ Manhole ☐ Constructed overflow ☐ Pipe crack ☐ Pump station ☐ Other (explain)
Cause(s) of overflow	☐ Extreme weather ☐ Equipment failure ☐ Power failure ☒ Debris in line ☐ Roots ☐ Grease ☐ Other blockages ☐ Line deterioration ☐ Vandalism ☒ Other (explain) 0.10 inches of Rain this date, National Weather Service Record. Unscheduled discharge of sewage into sanitary main, operator error.

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Steps taken or planned to eliminate and/or reduce the overflow – include schedule of major milestones	Operator reduced the amount of sewage being discharged into the sanitary main which relieved the sewer and eliminated the overflow.
Steps taken or planned to prevent reoccurrence of the overflow(s) – include schedule of major milestones	A follow up was scheduled to flush the mainline removing any debris in the sewer which could have responsible for flow reduction.
Steps taken or planned to mitigate the impact(s) of the overflow(s) – include schedule of major milestones	This mainline is cleaned semiannually as scheduled by operations maintenance and operators. Operators will notify maintenance crews when discharges are taking place to avoid future overflows.
Additional information (attach additional pages, maps, etc. as needed)	

I CERTIFY THAT I HAVE PERSONALLY EXAMINED AND AM FAMILIAR WITH THE INFORMATION IN THIS REPORT AND ALL ATTACHMENTS. I BELIEVE THAT THE INFORMATION IS TRUE, ACCURATE, AND COMPLETE.

Signature

Date

Operations Administrator

Title