ALBANY COUNTY SEWER DISTRICT

TO: ALL SANITARY WASTE HAULERS FROM: PERMIT COMPLIANCE MANAGER

SUBJECT: SANITARY HAULED WASTE REQUIREMENTS

DATE: MAY 17, 2011

Attached please find the following:

1. A copy of the Sanitary Hauled Waste Rules and Requirements. .

- 2. A copy of Local Law F, 2008 Article IX entitled: Disposition of Sanitary Hauled Wastes.
- 3. Permit Application Form.
- 4. A copy of the Sanitary Hauled Waste Daily Worksheet
- 5. Request Form for Hauled Waste Disposal (to be completed by the waste generator if necessary).
- 6. General Permit Conditions for all Sanitary Waste Haulers.
- 7. Schedule of Charges and Fees

All applicants must complete the application in order to be issued a Sanitary Hauled Waste Disposal Permit.

Please contact the District at 518-447-1611, with any questions.

SANITARY HAULED WASTE DISPOSAL RULES & REGULATIONS

- 1. Sanitary Hauled Waste Disposal Permit Application The New York State Department of Environmental Conservation will issue your company a waste hauler permit as per NYCRR 364. A copy of this permit is required in order for your company to be issued a Disposal Permit by the District. The District will issue a permit number for each truck permitted to haul waste to the District facilities. This number must be displayed on each side of the truck using a minimum of 2 inch numbers. Failure to display your permit number on the vehicle may result in a fine and/or possible suspension of your permit.
- 2. All Sanitary Hauled Waste haulers must have a valid discharge permit issued by the District.
- 3. All Sanitary Hauled Waste must be in compliance with Local Law F, 2008, Article IX (copy attached).
- **4.** Disposal hours at the District's facility are between the hours of 6:00 a.m. and 9:00 p.m. Additional times are available upon request and the approval of the District.
- 5. Sanitary Hauled Waste Daily Worksheets (copy attached) All worksheets must be completed with customer contact name, address, phone number, type of waste, volume of waste, indication whether the waste was generated inside or outside of the County, the name of the driver, date, time of delivery, and the vehicle permit number issued by the District (not your NYSDEC number). Failure to complete the Sanitary Hauled Waste Daily Worksheet may result in a fine. Please advise your customers that the District may contact them to verify the load.
- 6. All vehicles must stop upon entering the facility to drop off the Sanitary Hauled Waste Daily Worksheet before the load is dumped. Periodic spot checking of loads (by sampling) will be performed. If your name appears on the District's drop box, you will be required to take the sampling container located at the top of the drop box and collect a sample as you discharge your load. The sample must then be dropped off at the laboratory on your way out.
- 7. Loads will be discharged at designated areas indicated by the District.
- **8.** Any spills must be reported immediately to District personnel and be cleaned up by the hauler. Any costs incurred by the District to clean spills caused by the hauler will be billed to the hauler.
- 9. Any vehicle used to haul other materials prior to hauling District approved waste must certify that their vehicles are clean. This may mean taking the vehicle in question to an independent truck wash station to be cleaned prior to hauling waste to the District facility. This certification is included on each District worksheet. Failure to maintain a clean vehicle may result in a fine and/or revocation of your permit.
- 10. The permit ONLY allows the hauler to haul waste from RESIDENTIAL septic tanks, RESTAURANT grease traps and PORTABLE toilets. All other waste must be approved by the District by completing a "Request Form for Hauled Waste Disposal" (copy attached). Haulers should make sure the customer has completed this form and been approved by the District prior to loading the truck. There are NO exceptions. If a hauler hauls waste other than what is approved on the permit, the permit may be revoked and the hauler may be fined.
- **11.** The **General Permit Conditions for Sanitary Waste Haulers** (copy attached), applies to <u>all</u> Waste Hauler Permits upon issuance by the District.
- 12. Trucks must not exceed 10 mph in the plant.

Local Law F, 2008

ARTICLE IX

DISPOSITION OF SANITARY HAULED WASTES

Section 9.1 Permit Required

The discharge of sanitary hauled wastes into the County Sewerage system and sewers tributary thereto will be permitted only with the approval of the Commission. Persons desiring to so discharge sanitary hauled wastes shall be required to obtain a permit from the Director. Sanitary hauled wastes under this Article shall mean suitably conditioned human excrement in a fluid state, or such other fluid wastes which are non-toxic industrial wastes, and also sewage sludge from small sewage treatment plants. The discharge of sewage sludges, from small treatment plants located outside of Albany County, will be accepted at the discretion of the Director and approval of the Commission. The discharge of industrial waste sludges is prohibited.

Section 9.2 Conditions for Discharge of Sanitary Hauled Wastes

The discharge of sanitary hauled wastes shall be made only at the location stated on said permit unless the Director requires another location. The time and conditions for permissible discharge shall be as set forth on the permit unless revised by the Director.

All fluid wastes which are non-toxic industrial wastes shall be made only at the location stated on said permit unless the Director requires another location. The time and conditions for permissible discharge shall be as set forth on the permit unless revised by the Director.

All fluid wastes which are non-toxic industrial wastes shall be accepted only upon recommendation of the Director and approval of the Board of Commissioners. In the event that such fluid wastes which are non-toxic industrial wastes are accepted, the industry from which such wastes are accepted must provide for the cost and expense of sampling and analysis as required by the District and shall be responsible for the sanitary hauled waste fees in affect at the time of discharge.

Section 9.3 Regulations Relating to Permits

The applicant for a permit shall be the owner of the vehicle for which a permit is applied. Any false or misleading statement in any application for a permit will invalidate the permit. All permits issued by the Director will be valid for one (1) year and renewed each year thereafter at the discretion of the Director. Such a permit may be suspended or revoked at any time by the Director.

Any industry which discharges fluid wastes which are non-toxic industrial wastes shall obtain a permit under Article VII of this Local Law and shall meet and comply with all other provisions of both Article VII and Article IX.

All acts performed in connection with the permit shall be subject to regulations of the County Sewer District and all local and general laws, ordinances and regulations which are now or may come into effect. Such acts shall also be subject to inspection by the Director or his representatives.

Albany County Sewer District Sanitary Hauled Waste Disposal Permit Application Form ACSD Permit #_____

Company Name			Telephone Number			
Street Address			City	State	Zip Code	
Vehicles	1	2	3	4	5	
ACSD Permit #						
Make						
Year						
Color						
Permit Plate #						
Tank Capacity						
Sewage S Septic Tar Chemical	aps ludge nks Toilet scribe					
List Communities of	or Institutions S	Served and/o	r Special Condition	s:		
			Company Name			
	Signa	ature of Autho	orized Representat	ive of Company		



ALBANY COUNTY SEWER DISTRICT SANITARY HAULED WASTE DAILY WORKSHEET

Company:	ACSD Per	mit #		_
Truck Capacity:		Gallons		Waste Approval # If Applicable
Name, Phone # & Address of Custome	<u>:r</u>	In County	Out of County	п друпсавте
1				
2				
Type of Waste:	Total Gallons			
Place the number from above load with	the corresponding m	aterial:		
Sewage Sludge				
Septic Tank				
Chemical Toilets				
Grease Trap				
Other (explain)				
I hereby certify under penalty of law that this dor information is accurate and true. I certify that the or the vehicle has been certified clean prior to lo the possibility of fines and imprisonment for known	e vehicle has not carried a pading. I am aware that the	ny waste other than	the waste listed above pri-	or to hauling this load
Driver Signature				
Time & Date				



For office use only				
Date Approved/Denied:				
Approval Number:				
Approved by:				

Albany County Sewer District

REQUEST FORM FOR HAULED WASTE DISPOSAL

This form has been completed to request the Albany County Sewer District to accept sanitary hauled waste/septic tank waste/sewage from the facility listed herein.

1. Listed below are many types of business. Consider each of the listed activities and indicate all that you believe may apply to the proposed discharge. It is possible that more than one activity will be applicable in any given case.

(A) FEDERALLY REGULATED INDUSTRIA	L PROCESSES			
☐ The discharge is likely subject to the federal	regulations checked below:			
□ Dairy Products Processing □ Sugar Processing □ Concentrated Animal Feeding Operations □ Inorganic Chemicals Manufacturing □ Soap and Detergent Manufacturing □ Iron and Steel Manufacturing □ Steam Electric Power Generating □ Glass Manufacturing □ Builders Paper and Board Mills □ Meat and Poultry Products □ Oil and Gas Extraction □ Pharmaceutical Manufacturing □ Ore Mining and Dressing □ Electric and Electronic Components □ Pesticide Chemicals □ Explosives Manufacturing □ Battery Manufacturing □ Metal Molding and Casting □ Centralized Waste Treatment □ Construction and Development	Grain Mills Cement Manufacturing Textile Mills Electroplating Petroleum Refining Petroleum Refining Asbestos Manufacturing Timber Products Metal Finishing Hospitals Waste Combustors Paint Formulating Ink Formulating Coil Coating Copper Forming Aluminum Forming Porcelain Enameling Landfills	Canned/Preserved Fruits/Vegetables Processing Canned and Preserved Seafood Processing Paving and Roofing Materials (Tars and Asphalts) Organic Chemicals, Plastics and Synthetic Fibers Nonferrous Metals Manufacturing Phosphate Manufacturing Leather Tanning and Finishing Rubber Manufacturing Pulp, Paper and Paperboard Coal Mining Mineral Mining and Processing Photographics (Development and Printing) Nonferrous Metals Forming and Metal Powders Gum and Wood Chemicals Manufacturing Concentrated Aquatic Animal Production Carbon Black Manufacturing Plastics Molding and Forming Transportation Equipment Cleaning Metal Products and Machinery Industrial Laundries		
\square Check here for none of the above				
(B) COMMERCIAL / PROFESSIONAL				
☐ Grocery Store/Deli ☐ Laundromat ☐ Restaurant/Bar ☐ Automotive Service/Repair	☐ Doctor's, ☐ College/	☐ Drug Store/Pharmacy ☐ Doctor's/Dentist's Office ☐ College/School ☐ Other (Type:)		
(C) LIGHT INDUSTRIAL				
☐ Food Processing ☐ Laundry/Dry Cleaner ☐ Research and Development (Type:	☐ Car Was ☐ Quick Ph) ☐ Other (T	noto Lab		

(Please complete both sides of this Request Form before submitting to the District)

☐ Manufacturing (Type: ____ ☐ Recycling (metal/glass/plastic) ☐ Waste Handling/Treatment/Disposal ☐ Other (Type: _____ ☐ Remediation (Type: _____ 2. Briefly indicate the type of business or activity: 3. Type of waste generated for disposal (sanitary septic tank, grease, etc.) ______ 4. Address or site of proposed activity: ____ 5. Please provide contact information: Name: Address: Telephone: Fax: **Certification and Validation** The Certification Statement below must be endorsed for this Request to be valid and complete. All users should carefully read the Certification and have a clear understanding of the provisions and penalties set forth for knowingly submitting false or incomplete information. Upon District approval, the user must use a hauler with a valid New York State 364 permit as well as maintain a valid permit issued by the Albany County Sewer District. **CERTIFICATION STATEMENT** I certify under penalty of law that I have personally examined and am familiar with the information submitted herein; and that based upon my inquiry of those individuals immediately responsible for obtaining the information, I believe the information submitted is true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment. I understand that should any information submitted herein change; I am required to notify the District immediately. Name of Signing Official (print) Title of Signing Official Signature of Company Official Date Please return all completed Notification Forms to: Albany County Sewer District P.O. Box 4187 Albany, NY 12110 Alternately, you may fax the Forms to ACSD at: (518) 433-0369 (Attn: Pretreatment)

(D) HEAVY INDUSTRIAL

If you have questions regarding any of the information required above, please contact ACSD Offices at (518) 447-1611.

General Permit Conditions for Sanitary Waste Haulers

The following provisions apply to all Sanitary Waste Haulers that discharge waste to the Albany County Sewer District:

That it is understood that the Executive Director of the District may terminate the discharge of any waste if in his opinion it is necessary for the protection or proper functioning of the District sewer system and/or the District treatment facilities requires the same.

That it is understood that the issuance of this wastewater discharge permit does not relieve the Permittee of responsibility for compliance with all the applicable provisions of Local Law F, 2008.

That any damage to any portion of the District facilities, which is caused in whole, or in part, by the waste discharged, or the conveyance thereof, by the Permittee remains the responsibility of the Permittee; and that the Permittee shall be liable for the costs incurred for the repair, replacement or cleaning of the facilities so damaged.

That failure of the Permittee to comply with the applicable provisions of Local Law F for 2008 and the specific tenets of this permit may result in immediate revocation of this permit, the expiration date shown previously notwithstanding.

That the Permittee shall report fully to the District the results of analyses of the waste discharge by the Permittee, if such is required, and the functioning of the pre-treatment system from which the Permittee is hauling from, if such is required, and that the analyses to be performed and the frequency thereof shall be as specified by the District.

That this permit shall become effective upon the issuance date by the Executive Director of the Albany County Sewer District.

That as far as is practicable the points of waste discharge of the Permittee shall be solely at the District's North Plant facility located on Canal Road, in the Village of Menands and only at the point identified as *Scavenger Disposal Station*. Special conditions may cause the District to designate other discharge points within the District's facility. **No discharge will be designated nor permitted outside of the District's facility.**

That the District will be notified immediately if an accidental spill occurs. That there is a **minimum** of fifty dollar (\$50) fee associated with the clean up of spills at the District facility (this fee may be waived based upon circumstances). Larger fees will be assessed at the discretion of the District.

The Permittee shall notify the District in advance of any substantial change in the volume or characteristics of pollutants in the discharge.

The Permittee shall complete a Sanitary Hauled Waste Daily Worksheet for each load discharged at the District facility. (Sanitary Hauled Waste Daily Worksheets may be obtained from the Chief Operator of the District's North Plant facility).

Failure to properly and completely fill out the Sanitary Hauled Waste Daily Worksheet may result in a five dollar (\$5) fine per each incomplete sheet. Each sheet is subject to a separate fine. **ALL** requested information must be submitted on each sheet.

The Permittee shall comply with the following discharge prohibition, standards and limits (as per 40 CFR 403.5):

- a. Pollutants which create a fire or explosion hazard in the POTW, including, but not limited to, wastestreams with a closed cup flashpoint of less than 140° degrees Fahrenheit or 60° degrees Centigrade using the test methods specified in 40 CFR 261.21.
- b. Pollutants which will cause corrosive structural damage to the POTW, but in no case discharges with pH lower than 5.0 s.u., unless the works is specifically designed to accommodate such discharges.
- c. Solid or viscous pollutants in amounts which will cause obstruction to the flow in the POTW resulting in interference.
- d. Any pollutant, including oxygen demanding pollutants (BOD, etc.) released in a discharge at a flow rate and/or pollutant concentration which will cause interference with the POTW.
- e. Heat in amounts which will inhibit biological activity in the POTW resulting in interference, but in no case heat in such quantities that the temperature at the POTW treatment plant exceed 40 °C (104 °F) unless the Approval Authority, upon request of the POTW, approves alternate temperature limits.
- f. Petroleum oil, nonbiodegradable cutting oil, or products of mineral oil origin in amounts that will cause interference or pass through.
- g. Pollutants which result in the presence of toxic gases, vapors or fumes within the POTW in a quantity that may cause acute worker health and safety problems.
- h. Any trucked or hauled pollutants, except at discharge points designated by the POTW.

Periodic spot checking of loads (by sampling) will be performed. If the Permittee's name appears on the drop box the driver is required to take the sampling container and collect a sample during the off loading. The sample must be returned to the laboratory on the way out of the District facility.

The Permittee is required to comply with applicable pretreatment standards and requirements as set forth in Local Law Number 1 for 1984 and in 40 CFR Chapter 1, Subchapter N, Part 403 and incorporated by reference herein.

A Permittee subject to Categorical Pretreatment Standards is required to comply with applicable standards as set forth in 40 CFR Chapter 1, Subchapter N, Part 405 - 471 and incorporated by reference herein.

The Permittee which fails to comply with all applicable pretreatment standards and/or any applicable compliance schedule will be subject to all applicable civil and/or criminal penalties.

The District may:

- a. Issue a Notice of violation to which the Permittee may be requested to respond.
- b. Establish a Compliance Schedule.
- c. Issue Show Cause Orders and hold subsequent Show Cause Hearings.
- d. Issue Administrative Orders and Directives.
- e. Revoke permits to discharge wastewater (septage).
- f. Suspend wastewater treatment service.
- g. Commence actions for appropriate legal and/or injunctive relief.

Any person who knowingly makes any false statements, representation or certification in any records or reports submitted pursuant to this Permit, or who falsifies, tampers with or knowingly renders inaccurate any monitoring device or method required by this Permit, shall, upon conviction, be punished by a fine of not more than one thousand dollars, or by imprisonment for not more than six months, or by both.

Each day of any continuing violation shall be subject to a separate fine, imprisonment or civil penalty.

The Permittee shall retain records and all reports required by this Permit for a period of at least three years from the date recorded and/or reported. This period of retention shall be extended during the course of any unresolved litigation regarding the Permittee.

The Permittee is hereby permitted to discharge, at the District facility, wastewater (septage) that has been generated in household septic tanks, restaurant grease traps, and portable toilets ONLY. If a Permittee hauls materials other than those specified herein it may cause the District to require the Permittee to have the vehicles cleaned at the Permittee's expense prior to resuming discharge at the District's facility. ALL other wastewater (septage) must receive prior approval by the District by completing a Request Form for Hauled Waste Disposal. Upon approval the facility will be issued an approval number to provide to the hauler. Haulers must provide this number on the District's Sanitary Hauled waste Daily Worksheet.

Disposal hours at the District facility are between the hours of 6:00am and 9:00pm Additional times are available upon request and approval by the District.



Albany County Sewer District Schedule of Charges and Fees

Adopted by Executive Director on October 26, 2009 Updated October, 2010

Section 1: Fees Covering the Disposition of Sanitary Hauled Wastes

The District charges fees for the disposition of sanitary waste in the following manner;

- 1. The fee for permit application is <u>twenty-five dollars</u> **Due with application.**
- 2. The fee for annual permit renewal is <u>twenty-five dollars</u>. **Due within 30 days of receipt of renewal.**
- The charges for sanitary waste disposal from areas *inside* of Albany County are <u>thirty-five dollars per thousand gallons.</u>
 Due within 30 days of receipt of invoice.
- The charges for sanitary waste disposal from areas *outside* of Albany County are <u>fifty-five dollars per thousand gallons</u>.
 Due within 30 days of receipt of invoice.
- 5. The fee for onsite monitoring, inspections and surveillance procedures are waived at this time.
 - Subject to change upon prior notification by the District.
- 6. The fee for copying Hauled Waste Disposal Worksheets is <u>twenty-five cents</u> <u>per copy</u>.
 - Due upon request.
- 7. Failure to properly and/or completely submitting all requested Information on the Sanitary Hauled Waste Daily Worksheet may be subject to a **five dollar** fine. Each sheet is subject to a separate fine.
 - Due within 30 days of receipt of invoice.

These charges and fees relate solely to the matters covered by the Rules and Regulations of the Albany County Sewer District Local Law F, 2008.

The Schedule of Charges and Fees may be modified by the Director as deemed necessary. Any changes to the Schedule of Charges and Fees will be given to the Sanitary Waste Hauler 30 days prior to taking effect.

Any objections to these charges and fees will be submitted in writing to the Commission for review. Any determination made by the Commission shall be final and conclusive unless reversed by order of a court in a proceeding commenced pursuant to CPLR Article 78.

Any fees not remitted to the District in their allotted time will be transferred to division of law for collection.