

MONITORING AND REPORTING PROGRAM NO. R1-2011-0061

FOR

**DANCO - WILLOW CREEK APARTMENTS
DOMESTIC WASTEWATER TREATMENT FACILITY**

Humboldt County

FLOW MEASUREMENT

Wastewater effluent flow to the leachfields shall be recorded monthly. The total monthly flow to the leachfields shall be reported on the quarterly monitoring report. All flow measurement devices shall be tested annually and their accuracy certified. Certification shall be submitted with the annual monitoring report. A detailed site map shall be submitted, which depicts the location and construction details of each groundwater monitoring well.

VISUAL MONITORING

The Permittee shall conduct surface inspections of all septic tanks, pretreatment units, filters and leachfields no less than monthly to record any odors, evidence of surface runoff, or other signs of malfunction or improper operation.

GROUNDWATER MONITORING

The purpose of groundwater monitoring is to determine compliance with water quality objectives for groundwater in the vicinity of the Permittee's subsurface wastewater disposal system.

1. Monitoring Locations

The groundwater monitoring wells shall be sampled twice yearly, during seasonal high and seasonal low groundwater conditions. Additional monitoring wells shall be added to the monitoring network as needed. Groundwater samples shall be analyzed for the constituents specified in Table 1.

2. Monitoring Schedule

Groundwater samples shall be collected from the groundwater monitoring wells quarterly and analyzed for the following constituents:

Table 1 Groundwater Monitoring Constituents

Constituent	Units	Type of Sample	Frequency
Total Nitrogen	mg/l	Grab	Quarterly
Nitrate Nitrogen	mg/l (as N)	Grab	Quarterly
Fecal Coliform Bacteria	MPN/ 100 ml	Grab	Quarterly

3. Groundwater Elevation Monitoring

The groundwater surface elevation in all wells shall be measured on a quarterly basis and used to determine groundwater depth and direction of flow. For each monitored groundwater well, the Permittee shall measure the water level and determine groundwater gradient and direction at least annually. Groundwater measurements shall be made prior to purging the well and sampling. The information for each monitoring well shall include top of casing elevation, the calculated depth to groundwater, and water table elevation for each monitoring well. This information shall be included in each quarterly report and summarized in the annual monitoring report.

SEPTIC TANK MONITORING

The Permittee shall make inspections of all septic tanks not less than monthly to record any odors, evidence of surfacing effluent, or other signs of malfunction. Septic tanks shall be pumped when any one of the following conditions exist or may occur before the next inspection:

- a. The combined thickness of sludge and scum exceeds one-third of the tank depth of the first compartment; or
- b. The scum layer is within three inches of the outlet device; or
- c. The sludge layer is within eight inches of the outlet device.

The Permittee shall record the date and waste hauler information whenever a septic tank is pumped. Receipts from the properly licensed waste hauler shall be submitted in conjunction with quarterly reports whenever tank pumping occurs.

Effluent Monitoring

The Permittee shall collect effluent samples prior to discharge to the leachfield to determine treatment system efficiency and suitability for disposal. Effluent samples are expected to contain less than 10 mg/l Nitrate. The effluent monitoring shall be as follows:

Table 2 Effluent Monitoring Constituents

Constituent	Units	Type of Sample	Frequency
Total Nitrogen	mg/l	Grab	Quarterly
Nitrate Nitrogen	mg/l (as N)	Grab	Quarterly

QUARTERLY MONITORING REPORT

For each quarter, a self-monitoring report shall be submitted to the Regional Water Board in accordance with the following:

1. The report shall be submitted by the first day of the second month following the end of the quarter, as follows:

Table 3 Monitoring Report Due Dates

<u>Reporting Period</u>	<u>Monitoring Period</u>	<u>Report Due Date</u>
1 st Quarter	January 1 – March 31	May 1 st
2 nd Quarter	April 1 – June 30	August 1 st
3 rd Quarter	July 1 – September 30	November 1 st
4 th Quarter	October 1 – December 31	February 1 st

2. *Letter of Transmittal*: Each report shall be submitted with a letter of transmittal. This letter shall include the following:
 - a. Identification of facility: Name, Address, Order number, and WDID number;
 - b. Date of report and monitoring period;
 - c. Identification of all violations of permit conditions found during the monitoring period;
 - d. Details of the violations: parameters, magnitude, test results, frequency, and dates;
 - e. The cause of the violation;
 - f. Discussion of corrective actions taken or planned to resolve violations and prevent recurrence, and dates or time schedule of action implementation;
 - g. Other relevant information including, but not limited to, incidents of wastewater treatment and collection system equipment failure, results of visual observations, and reports of wastewater spills or surfacing effluent; and
 - h. Authorized signature and certification statement.
3. *Results of Analyses and Observations* shall be incorporated into each report, including the following:
 - a. Tabulations of all required analyses, including parameter, sample date and time, sample station, and test result;

- b. Written summary of results of all visual monitoring conducted during the monitoring period that indicate non-compliance with provisions of waste discharge requirements; and
 - c. If the Permittee monitors any pollutant at the point of compliance or conducts visual inspection more frequently than required by this Permit, using test procedures approved under 40 CFR Part 136 or as specified in this Permit, the results of this monitoring shall be included in the calculation and tabulation of the data submitted in the Permittee's monitoring report.
4. *Report Submittal:* Copies of each monitoring report shall be mailed to:

North Coast Regional Water Quality Control Board
5550 Skylane Boulevard, Suite A
Santa Rosa, CA 95403

ANNUAL REPORT

The Permittee shall submit an annual report to the Regional Water Board for each calendar year. The report shall be submitted so that it is received by the Regional Water Board by March 1st of the following year. The report shall include, at a minimum, the following:

1. Tabular and, where appropriate, graphical summaries of the groundwater monitoring data and disposal records from the previous year. This includes summaries of quarterly groundwater gradient maps and groundwater quality data; and
2. A comprehensive discussion of the facility's compliance with waste discharge requirements, and the corrective actions taken or planned which may be needed to bring the discharge into full compliance with the Permit.

Ordered by: _____

Catherine Kuhlman
Executive Officer

May 10, 2011