

Effective Date: January 1, 2011

Authorized by: 

Warren R. Price, Service Director

## City of Canton Administrative Penalty Schedule

Any Industrial User violating any of the following regulations will receive administrative penalties accordingly.

Discharge slug lead which causes POTW upset	\$ 500
Discharge slug lead which causes pass-through	\$1,000
*Either of the above would also be subject to pay Canton's NPDES fines for the excursion(s).	
Deliberately discharge constituents known to be in violation of local or categorical limits	\$1,000
Report, fee and/or administrative penalty submitted late or delay in compliance with administrative order, corrective action and/or other response:	
1 to 10 days	\$ 250
11 to 20 days	\$ 500
21 to 30 days	\$ 750
> 30 days	\$1,000
Failure to report :	
A change in discharge characteristics	\$ 100
Any permit discharge violation (within 24 hours of first awareness)	\$ 250
A spill or slug load with no harm to POTW (within 1 hour of occurrence)	\$ 250
*no harm to POTW example: conventional pollutant of concern	
A spill or slug load with harm to POTW (within 1 hour of occurrence)	\$ 500
*harm to POTW example: nonconventional pollutant of concern	
Failure to report:	
Analysis for required parameters (per parameter)	\$ 100
Incomplete or missing files (recurrent)	\$ 100
Additional monitoring (EPA approved method)	\$ 250
Reporting violations:	
Report is improperly completed	\$ 100
Report is improperly signed or certified	\$ 100
Report is improperly signed or certified after notice by POTW	\$ 250
Unpermitted discharge:	
Unaware of requirement (no harm)	NOV
Unaware of requirement (harm to POTW)	\$ 500
Failure to apply for permit and discharge continues after notice by POTW	\$ 750
Monitoring:	
Failure to monitor all pollutants as required by permit (per parameter and per event)	\$ 100
Failure to install monitoring equipment or comply with administrative order (penalty applied on each day thereafter)	\$ 200
Improper sampling or analysis ( i.e. wrong techniques or methods)	\$ 200
Recurring failure to monitor, improper sampling and/or improper analysis	\$ 500
POTW personnel denied entry to facility for inspection or sampling	\$1,000

Sample results which exceed local and/or categorical limits will result in the assessment of administrative penalty or penalties as defined by the tables below.

### Exceed Any Limit By (Excluding pH violations):

Flows	<25%	25-50%	51-75%	76-100%	>100%
<1,000 GPD	NOV	NOV	\$100	\$250	\$500
1,000 - 10,000 GPD	NOV	\$100	\$200	\$400	\$650
10,001 - 50,000 GPD	NOV	\$150	\$300	\$500	\$750
50,001 - 100,000 GPD	NOV	\$200	\$400	\$750	\$900
>100,000 GPD	NOV	\$250	\$500	\$900	\$1,000

### pH Violations (Grab samples only):

	4.50 - 4.99 SU	3.50 - 4.49 SU	<3.50 SU
Flows	10.01 - 10.50 SU	10.51 - 12.50 SU	>12.50 SU
<1,000 GPD	NOV	\$100	\$200
1,000 - 10,000 GPD	NOV	\$200	\$400
10,001 - 50,000 GPD	NOV	\$300	\$600
50,001 - 100,000 GPD	NOV	\$400	\$800
>100,000 GPD	NOV	\$500	\$1,000

#### Other permit violations:

Wastestreams are diluted in lieu of treatment	\$ 500
Failure to properly maintain monitoring equipment	\$ 100
Failure to properly maintain pretreatment facility	\$ 500
Failure to correct noncompliance or halt discharge (including operating upset condition):	
No harm to POTW	\$ 500
Harm to POTW	\$1,000

Repeated violations will be penalized, in addition to the administrative penalty, \$200 for each event. This penalty will carry over and increased by \$200 with every event in a series of recurring violations.

Administrative penalty range increments increase per event, not per day.

Three successive administrative penalties may result in the issuance of a compliance schedule.

Fines may be levied for missed milestone dates during compliance schedule implementation.

Fines may be levied by the courts in excess of these amounts.

Any or all administrative penalties may be waived or modified per the discretion of the Service Director.

Any user who violates any provision of the City of Canton Sewer Use Code ordinance may be liable for a fine(s) up to a maximum amount of \$1,000 per violation, with each day that such violation continues being considered separate per 943.36 (b).

GPD – Gallons Per Day  
SU – Standard Units

NOV - Notice of Violation  
POTW – Publicly-Owned Treatment Works

# **City of Canton, Ohio Water Reclamation Facility Continuous Monitoring of Wastewater pH - Guidelines -**

## **Purpose:**

The purpose of these guidelines is to provide information regarding the continuous monitoring of wastewater pH and preparation of self-monitoring worksheets.

## **City of Canton Rules and Regulations:**

The applicable City of Canton rules and regulations governing the pH of wastewater discharge are as follows:

- 943.13 - General Discharge Prohibitions
- 943.37 - Enforcement
- 943.49 - Further Prohibitions
- 943.99 - Penalty  
Administrative Penalty Schedule

## **Allowable pH range:**

5.00 to 10.00 Standard Units

Any waste or wastewater that causes an adverse impact on the wastewater treatment process or causes the City of Canton WRF to be in violation on any of its NPDES permit criteria, the Service Director or Superintendent, may by means of an administrative action or issuance of an Industrial Waste Discharge Permit, impose more stringent limitations on the pH of the waste or wastewater so as to eliminate the adverse impact or violation of the NPDES permit(s).

## **Self-Monitoring Requirements:**

Continuous pH monitoring and recording equipment must be capable of measuring and recording pH levels with less than one-minute intervals. The equipment must record the number of consecutive minutes within each pH range (standard units) for excursions outside of the allowable pH range. The equipment must also continuously record the pH levels onto a wheel-type chart record. The following self-monitoring worksheets shall be completed and submitted whenever pH Excursion, Frequency violations and/or pH Range/Period violations occur:

- ▶ Self-Monitoring Worksheet #1: pH Range/Period Violations

Instructions have been provided at the bottom of each worksheet. Copies of the applicable pH recording And wheel-type charts shall be submitted with the self-monitoring worksheets. Example of self-monitoring worksheet is available.

## **pH Equipment Calibration:**

The calibration of pH equipment should be conducted in accordance with the requirements of the equipment manufacturer. Calibration checks should be conducted on a regular schedule. The frequency at which calibration checks are required is a function of the wastewater quality and should be determined for the specific monitoring location. A minimum calibration frequency of once per week is typically required.

## **Record-keeping:**

Each calibration check shall include the date, time and operator's initials on the pH recording chart. Any records, books, documents, memoranda, reports, correspondence and other summaries relating to the continuous monitoring of wastewater pH shall be retained for no less than three (3) years. All records which pertain to enforcement or litigation activities shall be retained and preserved until all enforcement activities have concluded and all periods of limitation with respect to appeals have expired.

*NPDES – National Pollutant Discharge Elimination System*

## Self Monitoring Worksheet pH Range/Period Violations

Date(s): \_\_\_\_\_

pH Range / pH Excursion Period																		
Period No.	pH<2		pH<3		pH<4		pH<5		pH 5 to 10	pH>10		pH>11		pH>12		pH>13		
	Total Min.	3 Min.	Total Min.	10 Min.	Total Min.	15 Min.	Total Min.	30 Min.		Total Min.	30 Min.	Total Min.	15 Min.	Total Min.	10 Min.	Total Min.	3 Min.	
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20																		
<b>Sum X:</b>																		
<b>Penalty \$:</b>		\$ 400		\$ 300		\$ 200		\$ 100				\$ 100		\$ 200		\$ 300		\$ 400
<b>Total \$:</b>																		

Total Penalty for this worksheet is: \_\_\_\_\_

**Instructions:**

1. Monitoring period must account for the full week (e.g. Sunday 00:00 hours to Saturday 24:00 hours).
2. Identify and number each continuous pH excursion period on the pH recording chart.
3. Determine the "Total Minutes" of each continuous pH excursion period and list in the corresponding pH range column (pH<2, pH<3, pH<4, pH<5....pH>10, pH>11, pH>12, pH>13.)
4. Divide each "Total Minutes" by the corresponding finable excursion period minutes (30 Min., 15 Min., 10 Min., 3 Min.) and round to the lowest whole number.  
Then enter this number in the block immediately to the right (in the finable pH excursion period column).
5. Notification must then be made to the Industrial Waste Division within 24 hours of first awareness of any finable pH excursion.
6. Sum the number of finable pH excursion period events for each column.
7. Multiply the "Sum X" value by the corresponding "Penalty \$" factor and enter this amount in the "Total \$" block for each column.  
Then add all "Total \$" amounts and list value in the space for "Total Penalty for this Worksheet."
8. Repeat above Instructions 2 through 7 for each monitored day.
9. The total fine for all worksheets must be submitted along with the reports by the end of business day on the Wednesday following each monitored week.  
\*If the Wednesday is an observed holiday, then full submittal is due by the end of business day on the next Thursday.
10. Copies of the applicable continuous pH recording charts and graphs shall be submitted along with the completed Worksheets.
11. Failure to submit the full report and total fine payment on time may result in additional fines.