

COLUMBUS COUNTY BOARD OF COMMISSIONERS**Monday, November 18, 2013****6:30 P.M.**

The Honorable Columbus County Commissioners met on the above stated date and at the above stated time in the Dempsey B. Herring Courthouse Annex Building, located at 112 West Smith Street, Whiteville, North Carolina, for the purpose of conducting their regularly scheduled meeting on the third Monday.

COMMISSIONERS PRESENT:

Charles T. McDowell, **Chairman**
 Ricky Bullard, **Vice Chairman**
 Amon E. McKenzie
 James E. Prevatte
 Giles E. Byrd
 P. Edwin Russ
 Trent Burroughs

APPOINTEES PRESENT:

William S. Clark, **County Manager**
 Mike Stephens, **County Attorney**
 June B. Hall, **Clerk to Board**
 Bobbie Faircloth, **Finance Officer**

Agenda Items #1, #2 and #3:**MEETING CALLED TO ORDER, INVOCATION AND PLEDGE OF ALLEGIANCE:**

At 6:30 P.M., Chairman Charles T. McDowell called the November 18, 2013 Columbus County Board of Commissioners Regular Session Meeting to order. The invocation was delivered by Commissioner Amon E. McKenzie. Everyone in attendance stood and pledged Allegiance to the Flag of the United States of America which was led by Vice Chairman Ricky Bullard.

Agenda Item #4: BOARD MINUTES APPROVAL:

Commissioner McKenzie made a motion to approve the November 04, 2013 Regular Session Board Meeting Minutes, as recorded, seconded by Commissioner Burroughs. The motion unanimously passed.

Agenda Item #5: Public Input:

Chairman McDowell opened the floor for public input. No public input was received either orally or written.

Agenda Item #6: PROCLAMATION - PROCLAMATION OF APPRECIATION and RECOGNITION to OLD DOCK/CYPRESS CREEK FIRE DEPARTMENT:

Chairman Charles T. McDowell requested Board approval and adoption of the following Proclamation of Appreciation and Recognition to Old/Dock/Cypress Creek Fire Department for presentation to the department.

**PROCLAMATION of APPRECIATION and RECOGNITION to
 OLD DOCK/CYPRESS CREEK FIRE DEPARTMENT**

WHEREAS, within Columbus County, there are nineteen (19) fire departments which encompasses several departments operating on a volunteer basis in the rural parts of our county; **and**

WHEREAS, having locations in the rural parts of a county places limitations on the accessibility of the needed resources; **and**

WHEREAS, the *Old Dock/Cypress Creek Fire Department* is a five (5) mile rural department which operates with volunteer workers, with a fire rating of nine (9); **and**

WHEREAS, over the years, the *Old Dock/Cypress Creek Fire Department* has worked diligently to improve their fire rating from a nine (9) to a lower rating for the benefit of the homeowners and the business owners in their district; **and**

WHEREAS, *Old Dock/Cypress Creek Fire Department* has diligently and tirelessly executed the following requirements in their pursuit of a lower fire rating:

- ✧ Diagramed the structures in the district;
- ✧ Established water points in the district;
- ✧ Improved the quantity and quality of equipment;
- ✧ Underwent endless hours of firefighter training and officer training; **and**
- ✧ Displayed exemplary dedication of service; **and**

WHEREAS, on October 29, 2013, *Old Dock/Cypress Creek Fire Department* received a 6/9E rating to be effective February 01, 2014, from the North Carolina Insurance Commissioners and the State Fire Marshal's Office; **and**

WHEREAS, the rating of 6/9E means the department is overall better equipped to respond to fires in its district and can also significantly lower the homeowners insurance rates in that district.

NOW, THEREFORE, BE IT PROCLAIMED, we, the Columbus County Board of Commissioners proudly presents this **Proclamation of Appreciation and Recognition** to ***OLD DOCK/CYPRESS CREEK FIRE DEPARTMENT***, for their diligent and endless hours of dedication in their efforts to accomplish, and receive, the rating of 6/9E.

APPROVED and **ADOPTED** this the 18th day of November, 2013.

COLUMBUS COUNTY BOARD OF COMMISSIONERS

/s/ **CHARLES T. McDOWELL**, Chairman

/s/ **AMON E. McKENZIE**

/s/ **GILES E. BYRD**

/s/ **TRENT BURROUGHS**

/s/ **WILLIAM S. CLARK**, Manager

/s/ **RICKY BULLARD**, Vice Chairman

/s/ **JAMES E. PREVATTE**

/s/ **P. EDWIN RUSS**

/s/ **JUNE B. HALL**, Clerk to Board

/s/ **MICHAEL H. STEPHENS**, Attorney

Commissioner McKenzie made a motion to approve and adopt the Proclamation of Appreciation and Recognition to Old/Dock/Cypress Creek Fire Department, seconded by Vice Chairman Bullard. The motion unanimously passed.

The document was presented the Chief Edwin Ezzell of the Old Dock/Cypress Creek Fire Department.

Agenda Item #7: PROCLAMATION - PROCLAMATION of APPRECIATION and RECOGNITION to ST. JAMES VOLUNTEER FIRE DEPARTMENT:

Commissioner Giles E. Byrd requested Board approval and adoption of the following Proclamation of Appreciation and Recognition to St. James Volunteer Fire Department.

PROCLAMATION of APPRECIATION and RECOGNITION to *ST. JAMES VOLUNTEER FIRE DEPARTMENT*

WHEREAS, over one hundred (100) fire departments in the State of North Carolina have earned the Life Safety Achievement Award this summer; **and**

WHEREAS, the National Association of State Fire Marshals Fire Research and Education Foundation (NASFM) and Grinnell Mutual Reinsurance Company has awarded ***St. James Volunteer Fire Department*** the 2012 Life Safety Achievement Award; **and**

WHEREAS, to qualify for this award, a fire department must record zero (0) fire deaths in residential structures or a ten (10%) percent reduction of fire deaths from the prior year, must demonstrate commitment to prevent residential fires in their local communities through active and effective fire prevention programs, and must present evidence by some measure (department-determined) that the department's fire prevention efforts increased over the previous year and made a positive impact; **and**

WHEREAS, the 2012 Life Safety Achievement Award recipients have done the following:

- ✧ Organized educational programs targeted to specific age groups;
- ✧ Participated in fire safety inspections and home fire safety surveys, emergency evacuation drills, smoke alarm giveaways and installation assistance, the National Gasoline Safety Project "Stop Gas Fires", and child car seat installation and safety checks;
- ✧ Provided safety information through open houses, community events, newsletters, YouTube

- videos, and street boulevard banners, as well as by working with local news stations to provide monthly fire safety video clips; **and**
- ☼ Active in increasing fire sprinkler coverage in homes and encouraging the adoption of fire prevention codes that require residential sprinkler systems.

NOW, THEREFORE, BE IT PROCLAIMED, we, the Columbus County Board of Commissioners proudly presents this **Proclamation of Appreciation and Recognition** to ***St. James Volunteer Fire Department***, for their diligent and endless hours of dedication in their efforts to provide quality fire protection.

APPROVED and **ADOPTED** this the 18th day of November, 2013.

COLUMBUS COUNTY BOARD OF COMMISSIONERS

/s/ **CHARLES T. McDOWELL**, Chairman

/s/ **RICKY BULLARD**, Vice Chairman

/s/ **AMON E. McKENZIE**

/s/ **JAMES E. PREVATTE**

/s/ **GILES E. BYRD**

/s/ **P. EDWIN RUSS**

/s/ **TRENT BURROUGHS**

/s/ **JUNE B. HALL**, Clerk to Board

/s/ **WILLIAM S. CLARK**, Manager

/s/ **MICHAEL H. STEPHENS**, Attorney

Commissioner Byrd made a motion to approve and adopt the Proclamation of Appreciation and Recognition to St. James Volunteer Fire Department, seconded by Commissioner McKenzie. The motion unanimously passed.

Agenda Item #8: SOCIAL SERVICES - MONTHLY ADMINISTRATIVE UPDATE:

Algernon McKenzie, Social Services Director, delivered the following monthly Administrative Update to the Board.

During the month of October, the State conducted conference calls every Wednesday afternoon to give County Directors information about the possible government shutdown. We were advised there would be very little funding available for Work First, Day Care, Social Services Block Grant and Adult Protective Services; if an agreement was not reached by October 17, 2013. We were told to look at ways to reduce services if our counties could not fund these mandated services. I spoke with our County Manager about the possible funding and service cuts. We also sent letters to Day Care Providers and recipients of Day Care Subsidy to inform them of the situation we were facing. However, the government was able to reach an agreement and those services suspended were restored. We will continue to receive federal funding through January 15, 2014.

On October 2, 2013 our monthly agency staff meeting was held.

On October 16, 2013 I attended the Department Heads Monthly Meeting and the Smart Start Partnership Meetings, where I gave updates on the government shutdown and Day Care Funding issues. During the partnership meeting, we were informed DSS will receive the remaining part of its Smart Start Funding around the end of October. These funds will allow us to continue to serve children 0 – 5 years of age.

On October 23-25, 2013 I along with some staff attended the 91st Social Services Institute in Hickory, NC. During the institute, there were sessions on NCFAST, Universal Workers, The Health Care Act, Mental Health Substance Abuse, etc. Secretary Aldona encouraged staff to continue working with NCFAST and said the Division was continuing to work on system issues. Everyone seemed to be glad the government shutdown was avoided, at least for now.

Our agency was represented with a very nice door prize for the Institute donated by our staff.

On October 28, 2013, we welcomed our NCFAST on-site support worker, who is a Columbus County, resident provided by the State, to assist with NCFAST processing and issues. We hope to have the second worker with us soon. The State is paying the salary for these workers.

On October 30, 2013 our monthly Supervisors Meeting was held. We discussed NCFAST issues and Supervisors were given updates on the Energy Programs coming in November and December.

I have been evaluating the agency 4-day work week alternate schedule and concerns. I have researched its start date and how it was implemented. I have talked with the County Manager about this issue. This schedule was not brought to the County for approval; therefore, effective November 18, 2013, DSS will return to the schedule approved by the County. Our hours of operation will be

8:15am until 5:30pm; Monday through Friday. No staff will be off every Friday or every Monday; they will rotate. We have posted notices on our agency doors to inform the public and staff has been informed of the change.

We will begin the Crisis Intervention Program (CIP) for heating assistance November 12, 2013. We will be taking a limited number of applications each day due to staffing demands. We have posted notices on our agency doors and developed flyers for the local agencies, informing applicants of the program requirements.

Economic Services

Food & Nutrition	Applications Taken: 227 Applications Approved: 25 Active Cases: 6,605 Benefits Issued: \$1,711,063 Participants Served: 13,833
Adult Medicaid	Applications Taken: 121 Individuals Receiving: 5,643 Cases Terminated: 64
Family & Children's Medicaid	Applications Taken: 277 Individuals Receiving: 10,072 Applications Processed: 287
Child Support	Absent Parents Located: 154 Orders Enforced: 925 Active Cases: 4,519 Collections: \$443,341.22

Human Services

Adult Services (APS)	APS Reports Accepted: 16 County Wards: 20 Adults Served via Guardianship: 16 Adults Served APS: 28 Number of Medicaid Transportation Trips: 2,047 Amount Requested for Reimbursement: \$35,471.07
Children's Protective Services (CPS)	Reports Accepted: 32 Reports Screened Out: 17 Families Receiving In-Home Services: 44 Children Served: 101 Contacts with Families Monthly: 130 Assessments: 24
Foster Care	Foster Children in Foster Homes: 65 Children Placed Outside County: 11 Agency Adoptions: 3 Pending Adoptions: 3 Total Foster Homes Licensed: 14
Work First Employment (TANF)	Applications Taken: 45 Applications Approved: 40 Individuals Receiving Benefits: 686 Entered Employment: 1 Number in Non-Paid Work Experience: 5
Program Integrity	Collections for Fraud: \$5,005.37 New Referrals: 17 Cases Established: 9
Day Care	Children Receiving Day Care Assistance: 476 Children on the Waiting List: 273 Amount Spent on Day Care Services: \$150,892.15

HUMAN SERVICES BOARD REPORT

Children's Protective Services/Intake/Investigation/Assessment
 Children's Protective Services/In-Home Services
 Children's Protective Services/Foster Care/Adoptions
 Adult Services
 Work First Employment
 Child Day Care
 Program Integrity

Melinda H. Lane, Program Manager

Vacancies/Updates/News for October 2013**Intake/Investigation/Assessment:**

The Intake/Investigation/Assessment Unit continues to have a Social Worker on limited duty, but will be welcoming back the Social Worker with the new baby girl in early November.

In-Home Services:

The In-Home Services Unit continues to be two staff members short because of resignations and a third is on medical leave. Interviews have taken place and recommendations made for the two vacancies. The Supervisor and her remaining staff are working to cover what visits, etc. are required for each case.

Foster Care/Adoptions:

The Foster Care/Adoptions Unit in collaboration with the Children's Home Society successfully completed a MAPP training class for prospective foster parents that began September 14th and ended October 26th with five couples completing the training. This Unit also had a fun and successful Office Door-to-Door Trick or Treat event for the Foster Children on October 31st.

Adult Services:

None.

Work First Employment:

None.

Child Day Care:

None.

Program Integrity:

Applications for the Duke Energy Progress Assistance Program continued throughout October with a total of 191 applications and 14 denials. This Unit, along with temporary staff, will begin training the first week of November for the Crisis Intervention Program to begin taking applications November 12th.

Economic Services Program Narrative

Universal Intake and Triage Unit
 Food and Nutrition Program
 Adult and Family and Children's Medicaid
 Work First Family Assistance/Cash/Medicaid Transportation & Supportive Services
 Rest Home and Nursing Home/Community Alternatives Program(CAP)
 Child Support & Paralegal

Submitted by Cyndi Hammonds
 Income Maintenance Administrator
 Reporting Month: October 2013

News/Updates/Vacancies**Universal Intake, Triage and Processing**

The Intake Unit has been extremely busy this month, still trying to cross-train and take applications as clients walk in. Clients are now allowed to apply several different ways; in person at DSS, by phone and by mail. They can also now go on the website and apply electronically at www.epass.nc.gov. We currently receive applications from the Social Security office when a client applies for extra help with their Part D Prescription Drug plan. These applications are electronically

submitted to us with the client's total income and reserve amounts. We then have to call the client within 2 workdays and go over the application to finish completing it so we can send out verifications. We currently have a vacancy in the intake unit. NC FAST is still having problems which slow workers down also; this system will not currently allow workers to key applications for retro coverage and applications for those clients that are also applying for disability. NC FAST is also not taking any of the new Affordable Care Act applications; we are taking these as paper applications until they build the screens in the system to allow us to key them.

The Processing Unit consists of workers from Adult Medicaid, Family and Children's Medicaid and Food and Nutrition. They are also extremely busy trying to cross-train and process applications. They have successfully processed several applications in NC FAST; however it is a very slow process. Our old system is still up so they are back and forth between 2 systems. Along with trying to get their work out, they have to take web based trainings as the State sends them. There are 3 vacancies within the processing unit.

Our Triage Unit also has a vacancy. This unit consists of 3 workers that assist all clients that do not have appointments and just walk in to see their worker. We are using one to help take applications and just one is seeing the walk-in clients. She assisted 694 clients for October.

Food and Nutrition/Adult Medicaid/Family and Children's Medicaid

Our Adult Medicaid and Family and Children's Medicaid ongoing workers are cross-training with the Food and Nutrition workers. Family and Children's Medicaid have been notified that the State is automatically extending their certifications periods for 3 consecutive months; hopefully this will allow them to get their cross-training in and help the Food and Nutrition Unit get their recerts current. They are 30 days behind on their recertifications due to the NC FAST system being slow and having glitches and having to learn the system for the past year. The assistance the State was going to provide to help with the backlog of Food and Nutrition cases was for cases that were more than 30 days old. They were asking for July and August recerts for Food and Nutrition and our workers had just finished these cases the Saturday before they called for them.

We filled 2 positions in Food and Nutrition and still have 2 more to hire. Adult Medicaid ongoing team has 1 vacancy.

NC FAST supplied us with On Site Support on October 15th and sent another one on October 28. They are here to assist workers when they have problems that they encounter as they work on cases. If the On Site Support can not help, they contact the Help Desk in Raleigh and sometimes it is several days or a week at times before the problem is solved.

Our NC FAST County Liaison met with supervisors on October 22nd, to complete an assessment to see how ready we are concerning Hard Launch—Phase 2 of NC FAST for Medicaid.

Work First Family Assistance/Cash//Medicaid Transportation & Supportive Services

The Work First Unit has been able to key a few applications in NC FAST. It is a slow process. We have also been experiencing problems with the EIS (current) system and the State is working to resolve these issues. These workers are also cross-training in Food and Nutrition.

We have been notified from the State office that they will be monitoring all counties between the months of November 2013 and June 2014 for Medicaid Transportation. They will notify us shortly before they monitor us and will be looking at the service month of February 2013.

Child Support

The Child Support Representative visited with us on October 2nd and she reviewed new policy and reviewed some randomly pulled files. They prepared 366 cases for court.

Paralegal

Our paralegal completed 151 orders and 94 Certificates of Service (attachments to orders) in the month of October. She also reviewed 161 orders and 194 Certificates of Service (attachments to orders) that were completed by the Attorney.

Mr. McKenzie highlighted the following areas of the update:

1. The NCFAST system continues to be problematic and is a work in progress;
2. When the Affordable Care Act is added to the system, it will be problematic;
3. We have two (2) workers that have been trained by the State to help with the NCFAST Program and they are Columbus County residents;
4. We did start the CIP Program on November 12, 2013, and we have spent \$114,218.37 so far, and did receive approximately \$291,000; **and**
5. Starting in December, we will start the Low Income Energy Assistance Program.

Commissioner Russ requested that Mr. McKenzie explain how the Alt Time works. Mr. McKenzie replied stating the following:

1. The Alt Time was scheduled where the employee had either every Monday or every Friday off, and those work hours were from 7:30 A.M. until 6:00 P.M.;
2. On the week the employee is off, they get thirty (30) minutes for lunch, and on the week are not off, they get an hour;
3. The regular scheduled hours are from 8:30 A.M. until 5:00 P.M.;
4. The Flex Schedule, which the County Commissioners approved, is from 8:15 P.M. until 5:30 P.M., and they have every other Monday or every other Friday off; **and**
5. They get a day off every other week, and they have thirty (30) minutes for lunch on the week they are off, and the week they work, they have an hour for lunch.

Agenda Item #9: HUMAN RESOURCES - DEPARTMENTAL UPDATE:

Virginia Taylor, Human Resources Director, delivered the following departmental update to the Board.

1. We are staying very busy;
2. We have 497 full-time employees, 33 part-time employees, 103 special employees;
3. We have the following vacancies: 4 in Detention, 4 in the Health Department, 8 in Social Services and 3 in Public Utilities;
4. We have 89 retirees of which 55 are on the Part D Program, out of the 55, 52 are on the supplement, and there were 3 that were unable to get on the group supplement due to medical reasons, so we send them a separate check each month;
5. The premium for the group supplement as of today is \$8,518.25 per month, \$4,591.60 premium for the Part D Plan per month, and the 3 individuals that we send checks to each month totals to \$621.00 per month, for a total premium for the retirees supplement of \$13,730.85 per month;
6. We do have 34 employees on the County Plan due to the fact of not having reached the age of 65, and that total is \$20,753.26 monthly;
7. The total premium monthly for all 3 plans, supplement, Part D and the 34 employees that are on the County Plan is \$34,484.11 that we pay out for retirees;
8. Beginning January 1, 2014, our Part D premiums, which is \$83.90 per person will be reduced to \$78.60 which is a decrease of \$5.30;
9. Effective last year, July 12, the County began offering employees a FSA Plan, which is a Flex Spending Account, and with that, the employee is allowed to contribute \$2,500.00 maximum, per plan year, and this money can be used for co-pays and other healthcare expenses;
10. In addition, the employee can use the \$2,500.00 to pay for their spouse or dependents' co-pays and other healthcare expenses;
11. Effective July 01, 2013, the County offered a Whole-Life Plan and a Term-Life Plan and that is through Liberty National; **and**
12. The County Wellness Program started in August, 2013 with a week-long screening process provided by Doctors Direct Healthcare and Columbus Regional, and we did have a participation of 65 employees, and I think we might could get more participation with some incentive.

EMPLOYEE PERFORMANCE EVALUATION:

A lengthy and in-depth discussion was conducted about the starting date of the employee performance evaluations relative to the following:

1. The beginning date will be January 01, 2014;
2. The fact that all employees have not been furnished a copy of their **new** job description that was prepared by The Maps Group;

3. The need for proper training for the person performing the evaluation;
4. The need for a meeting between the supervisor and the employee for both to be on board as to the expectations of the said employee's job requirements;
5. The need for all employees to be provided with a copy of their new job description which was released in August, 2013, by the end of the year 2013;
6. Who was responsible for getting the new job descriptions to all of the employees; **and**
7. The Employee Performance Evaluation form that will be utilized will be **Form 27**, which is a four (4) page form which is based on fifteen (15) personal traits that will be rated on a 0-4 scale.

MOTION:

After in-depth discussion, Commissioner Prevatte made a motion for William S. Clark, Columbus County Manager, and Virginia Taylor, Columbus County Human Resources Director, to send out job descriptions to each supervisor, the supervisor is to get to their employees by the end of the year 2013, and for the employee performance evaluations to begin on January 01, 2014, on the employee's anniversary date. The motion was seconded by Vice Chairman Bullard. The motion unanimously passed. A copy of the Employee Performance Evaluation will be marked as Exhibit "A", and kept on file in the Minute Book Attachments, Book Number 5, in the Clerk to the Board's Office, for review.

Agenda Item #10: SOLID WASTE - APPROVAL to RESCIND and REPLACE SEWER USE ORDINANCE:

Danny Fowler, Interim Solid Waste Director, requested the Board to rescind and replace the following Sewer Use Ordinance. **(This will be the second reading.)**

Sewer Use Ordinance
Columbus County

SECTION 1 - GENERAL PROVISIONS

1.1 Purpose and Policy

This ordinance sets forth uniform requirements for direct and indirect contributors into the wastewater collection and treatment system for Columbus County, hereafter referred to as the County, and enables the County to comply with all applicable State and Federal laws, including the Clean Water Act (33 United States Code §1251 et seq.) and the General Pretreatment Regulations (40 CFR, Part 403).

The objectives of this ordinance are:

- (a) To prevent the introduction of pollutants and wastewater discharges into the county wastewater system that will interfere with the operation of the system or contaminate the resulting sludge;
- (b) To prevent the introduction of pollutants and wastewater discharges into the county wastewater system which will pass through the system, inadequately treated, into any waters of the State or otherwise be incompatible with the system;
- (c) To promote reuse and recycling of industrial wastewater and sludges from the county system;
- (d) To protect both county personnel who may be affected by sewage, sludge, and effluent in the course of their employment as well as protecting the general public;
- (e) To provide for equitable distribution of the cost of operation, maintenance and improvement of the county wastewater system; and
- (f) To ensure that the county complies with its NPDES or Non-discharge Permit conditions, sludge use and disposal requirements and any other Federal or State laws to which the county wastewater system is subject.

This ordinance provides for the regulation of direct and indirect contributors to the county wastewater system, through the issuance of permits to certain non-domestic users and through enforcement of general requirements for the other users, authorizes monitoring and enforcement activities, requires user reporting and provides for the setting of fees for the equitable distribution of costs resulting from the program established herein.

This ordinance shall apply to all users of the county wastewater system, as authorized by N.C.G.S. 160A-312 and/or 153A-275]. The County shall designate an administrator of the Publicly Owned Treatment Works or POTW and pretreatment program hereafter referred to as the County Manager. Except as otherwise provided herein, the POTW Director shall administer, implement, and enforce the provisions of this ordinance. Any powers granted to or imposed upon the County Manager may be delegated by the County Manager to other County personnel. By discharging wastewater into the County wastewater system, industrial users agree to comply with the terms and conditions established in this Ordinance, as well as any permits, enforcement actions, or orders issued hereunder.

1.2 Definitions and Abbreviations

- (a) Unless the context specifically indicates otherwise, the following terms and phrases, as used in this ordinance, shall have the meanings hereinafter designated:
- (1) Act or "the Act". The Federal Water Pollution Control Act, also known as the Clean Water Act, as amended, 33 U.S.C. §1251, et seq.
 - (2) Approval Authority. The Director of the Division of Water Resources of the North Carolina Department of Environment and Natural Resources or his designee.
 - (3) Authorized Representative of the Industrial User.
 - (i) If the industrial user is a corporation, authorized representative shall mean:
 - A) the president, secretary, or a 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
 - B) the manager of one or more manufacturing, production, or operation facilities, provided, the manager is authorized to make management decisions which govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations, and initiate and direct comprehensive measures to assure long-term environmental compliance with environmental laws and regulations; can ensure that the necessary systems are established or actions taken to gather complete and accurate information for control mechanism requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.
 - (ii) If the industrial user is a partnership or sole proprietorship, an authorized representative shall mean a general partner or the proprietor, respectively.
 - (iii) If the industrial user is a Federal, State or local government facility, an authorized representative shall mean a director or highest official appointed or designated to oversee the operation and performance of the activities of the government facility, or their designee.
 - (iv) The individuals described in paragraphs i-iii above may designate another authorized representative if the authorization is in writing, the authorization specifies the individual or position responsible for the overall operation of the facility from which the discharge originates or having overall responsibility for environmental matters for the company, and the written authorization is submitted to the County.
 - (v) If the designation of an authorized representative is no longer accurate because a different individual or position has responsibility for the overall operation of the facility, or overall responsibility for environmental matters for the company, a new authorization satisfying the requirements of this section must be submitted to the County Manager prior to or together with any reports to be signed by an authorized representative.
 - (4) Biochemical Oxygen Demand (BOD). The quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedures for five (5) days at 20° centigrade, usually expressed as a concentration (e.g. mg/l).
 - (5) Building Sewer. A sewer conveying wastewater from the premises of a user to the POTW.
 - (6) Bypass. The intentional diversion of waste streams from any portion of a user's treatment facility.
 - (7) Categorical Standards. National Categorical Pretreatment Standards or Pretreatment Standard.
 - (8) Control Authority. Refers to the POTW organization of the POTW organizations Pretreatment Program approval has not been withdrawn.

- (9) Environmental Protection Agency, or EPA. The U.S. Environmental Protection Agency, or where appropriate the term may also be used as a designation for the Administrator or other duly authorized official of said agency.
- (10) Food Service Establishment means any food service facility, with the exception of private residences, discharging kitchen or food preparation wastewater such as restaurants, motels, hotels, cafeterias, delicatessens, meat cutting preparation, bakeries, catering establishments, hospitals, schools, bars, food courts, food manufacturers, grocery stores, lounges, nursing homes, churches, Bed & Breakfast Homes and Inns, etc. and any other facility that, in the opinion of the Utilities Director would require a grease trap installation by virtue of its operation. The definition includes, but is not limited to, any establishment required to have a North Carolina Department of Health food service license.
- (11) Grab Sample. A sample which is taken from a waste stream on a one-time basis without regard to the flow in the waste stream and over a period of time not to exceed 15 minutes.
- (12) Grease means a material either liquid or solid, composed primarily of fat, oil and grease from animal or vegetable sources. The terms “fats, oil, and grease (FOG)”, “oil and grease” or “oil and grease substances” shall all be included within this definition.
- (13) Grease Interceptor or Grease Traps means devices located underground, outside or under sinks or fixtures of the food service establishments designed to collect, contain or remove food wastes and grease from the wastestream while allowing the balance of the liquid waste to discharge to the wastewater collection system. Grease Interceptors and Grease Traps shall have a means of inspection, cleaning and maintenance. For the purpose of this definition, the terms are used interchangeably, however, grease interceptors are usually large and normally located outside the establishment while grease traps are normally sized for under-the-counter use and located inside the establishment under sinks and fixtures.
- (14) Holding Tank Waste. Any waste from holding tanks, including but not limited to such holding tanks as vessels, chemical toilets, campers, trailers, septic tanks, and vacuum-pump tank trucks.
- (15) Indirect Discharge or Discharge. The discharge or the introduction from any nondomestic source regulated under section 307(b), ©, or (d) of the Act, (33 U.S.C. 1317), into the POTW (including holding tank waste discharged into the system).
- (16) Industrial User or User. Any person which is a source of indirect discharge.
- (17) Interference. The inhibition, or disruption of the POTW treatment processes, operations, or its sludge process, use, or disposal, which causes or contributes to a violation of any requirement of the POTW's NPDES or Non-discharge Permit or prevents sewage sludge use or disposal in compliance with specified applicable State and Federal statutes, regulations, or permits. The term includes prevention of sewage sludge use or disposal by the POTW in accordance with section 405 of the Act, (33 U.S.C. 1345) or any criteria, guidelines, or regulations developed pursuant to the Solid Waste Disposal Act (SWDA)(42 U.S.C. §6901, et seq.), the Clean Air Act, the Toxic Substances Control Act, the Marine Protection Research and Sanctuary Act (MPRSA) or more stringent state criteria (including those contained in any State sludge management plan prepared pursuant to Title IV of SWDA) applicable to the method of disposal or use employed by the POTW.
- (18) Medical Waste. Isolation wastes, infectious agents, human blood and blood products, pathological wastes, sharps, body parts, contaminated bedding, surgical wastes, potentially contaminated laboratory wastes, and dialysis wastes.
- (19) National Categorical Pretreatment Standard or Categorical Standard. Any regulation containing pollutant discharge limits promulgated by EPA in accordance with sections 307(b) and © of the Act (33 U.S.C. §1317) which applies to a specific category of industrial users, and which appears in 40 CFR Chapter 1, Subchapter N, Parts 405-471.
- (20) National Prohibitive Discharge Standard or Prohibitive Discharge Standard. Absolute prohibitions against the discharge of certain substances; these prohibitions appear in section 2.1 of this ordinance and are developed under the authority of 307(b) of the Act and 40 CFR, section 403.5.
- (21) New Source.
 - (i) Any building, structure, facility, or installation from which there may be a discharge of pollutants, the construction of which commenced after the publication of proposed categorical pretreatment standards under section 307© of the Act which will be applicable to such source if such standards are

thereafter promulgated in accordance with section 307©, provided that:

- (A) the building, structure, facility, or installation is constructed at a site at which no other source is located; or
 - (B) the building, structure, facility, or installation totally replaces the process or production equipment that causes the discharge of pollutants at an existing source; or
 - (C) the production or wastewater generating processes of the building, structure, facility, or installation are substantially independent of an existing source at the same site. In determining whether these are substantially independent, factors such as the extent to which the new facility is integrated with the existing plant, and the extent to which the new facility is engaged in the same general type of activity as the existing source, should be considered.
- (ii) Construction on a site at which an existing source is located results in a modification rather than a new source if the construction does not create a new building, structure, facility, or installation meeting the criteria of section (i)(B) or © above but otherwise alters, replaces, or adds to existing process or production equipment.
 - (iii) For purposes of this definition, construction of a new source has commenced if the owner or operator has:
 - (A) Begun, or caused to begin, as part of a continuous on-site construction program:
 1. Any placement, assembly, or installation of facilities or equipment; or
 2. Significant site preparation work including clearing, excavation, or removal of existing buildings, structures or facilities which is necessary for the placement, assembly, or installation of new source facilities or equipment; or
 - (B) Entered into a binding contractual obligation for the purchase of facilities or equipment that are intended to be used in its operation within a reasonable time. Options to purchase or contracts which can be terminated or modified without substantial loss, and contracts for feasibility, engineering, and design studies do not constitute a contractual obligation under this definition.
- (22) Noncontact Cooling Water. Water used for cooling which does not come into direct contact with any raw material, intermediate product, waste product, or finished product.
 - (23) National Pollution Discharge Elimination System, or NPDES, Permit. A permit issued pursuant to section 402 of the Act (33 U.S.C. §1342), or pursuant to N.C.G.S. 143-215.1 by the State under delegation from EPA.
 - (24) Non-discharge Permit. A permit issued by the State pursuant to G.S. 143-215.1(d) for a waste which is not discharged directly to surface waters of the State or for a wastewater treatment works which does not discharge directly to surface waters of the State.
 - (25) Pass Through. A discharge which exits the POTW into waters of the State in quantities or concentrations which, alone or with discharges from other sources, causes a violation, including an increase in the magnitude or duration of a violation, of the POTW's NPDES, collection system, or Non-discharge Permit, or a downstream water quality standard.
 - (26) Person. Any individual, partnership, co-partnership, firm, company, corporation, association, joint stock company, trust, estate, governmental entity or any other legal entity, or their legal representatives, agents or assigns. This definition includes all Federal, State, and local government entities.
 - (27) pH. A measure of the acidity or alkalinity of a substance, expressed as standard units, and calculated as the logarithm (base 10) of the reciprocal of the concentration of hydrogen ions expressed in grams per liter of solution.
 - (28) Pollutant. Any "waste" as defined in N.C.G.S. 143-213(18) and dredged spoil, solid waste, incinerator residue, sewage, garbage, sewage sludge, munitions, medical wastes, chemical wastes, biological materials, radioactive materials, heat, wrecked or discarded equipment, rock, sand, cellar dirt and industrial, county, and agricultural waste and certain characteristics of wastewater (e.g., pH, temperature, TSS, turbidity, color, metals, BOD, COD, toxicity, or and odor).
 - (29) POTW Director. The chief administrative officer of the Control Authority and his/her delegate.

- (30) POTW Treatment Plant. That portion of the POTW designed to provide treatment to wastewater.
- (31) Pretreatment. The reduction of the amount of pollutants, the elimination of pollutants, or the alteration of the nature of pollutant properties in wastewater prior to or in lieu of discharging or otherwise introducing such pollutants into a POTW collection system and/or treatment plant. The reduction or alteration may be obtained by physical, chemical, or biological processes, or process changes or other means, except as prohibited by 40 CFR Part 403.6(d).
- (32) Pretreatment Program. The program for the control of pollutants introduced into the POTW from non-domestic sources which was developed by the County in compliance with 40 CFR 403.8 and approved by the approval authority as authorized by N.C.G.S. 143-215.3(a)(14) in accordance with 40 CFR 403.11.
- (33) Pretreatment Requirements. Any substantive or procedural requirement related to pretreatment, other than a pretreatment standard.
- (34) Pretreatment Standards. Any prohibited discharge standards, categorical standards, or local limit which applies to an industrial user.
- (35) Publicly Owned Treatment Works (POTW) or County Wastewater System. A treatment works as defined by section 212 of the Act, (33 U.S.C. §1292) which is owned in this instance by the County. This definition includes any devices or systems used in the collection, storage, treatment, recycling, and reclamation of county sewage or industrial wastes of a liquid nature. It also includes sewers, pipes, and other conveyances only if they convey wastewater to the POTW treatment plant. For the purposes of this ordinance, "POTW" shall also include any sewers that convey wastewaters to the POTW from persons outside the County who are, by contract or agreement with the County, or in any other way, users of the POTW of the County.
- (36) Severe Property Damage. Substantial physical damage to property, damage to the user's treatment facilities which causes 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.
- (37) Significant Industrial User or SIU. An industrial user that discharges wastewater into a publicly owned treatment works and that:
 - (i) Discharges an average of 25,000 gallons per day or more of process wastewater to the POTW (excluding sanitary, noncontact cooling and boiler blowdown wastewaters); or
 - (ii) contributes more than 5% of any design or treatment capacity (i.e., allowable pollutant load) of the wastewater treatment plant receiving the indirect discharge, or
 - (iii) is subject to Categorical Pretreatment Standards under 40 CFR Part 403.6 and 40 CFR chapter I, Subchapter N, Parts 405-471; or
 - (iv) is found by the County, the Division Of Water Resources or the U.S. Environmental Protection Agency (EPA) to have the potential for impact, either singly or in combination with other contributing industrial users, on the wastewater treatment system, the quality of sludge, the system's effluent quality, or compliance with any pretreatment standards or requirements.
- (38) Significant Noncompliance. A status of noncompliance defined as follows:
 - (A) Chronic violations of wastewater discharge limits, defined here as those in which sixty-six (66) percent or more of all the measurements taken for the same pollutant parameter (not including flow) during a six month period exceed (by any magnitude) a numeric Pretreatment Standard or Requirement including instantaneous limits, as defined by 40 CFR Part 403.3(l);
 - (B) Technical Review Criteria (TRC) violations, defined here as those in which thirty-three (33) percent or more of all the measurements taken for the same pollutant parameter during a six-month period equal or exceed the product of the numeric Pretreatment Standard or Requirement including instantaneous limits, as defined by 40 CFR Part 403.3(l) multiplied by the applicable TRC; (TRC = 1.4 for BOD, TSS, fats, oil and grease, 1.2 for all other pollutants (except flow and pH);
 - (C) Any other violation of a Pretreatment Standard or Requirement as defined by 40 CFR Part 403.3(l) (daily maximum, long-term average, instantaneous limit, or narrative standard) that the Control Authority and/or POTW determines has caused, alone or in combination with other discharges,

- interference or pass through (including endangering the health of POTW personnel or the general public);
- (D) Any discharge of a pollutant or wastewater that has caused imminent endangerment to human health, welfare or to the environment or has resulted in either the Control Authority's or the POTW's, if different from the Control Authority, exercise of its emergency authority under 40 CFR Part 403.8(f)(1)(vi)(B) and Section [8.1(e)] of this SUO to halt or prevent such a discharge;
- (E) Violations of compliance schedule milestones, contained in a pretreatment permit or enforcement order, for starting construction, completing construction, and attaining final compliance by 90 days or more after the schedule date.
- (F) Failure to provide reports for compliance schedule, self-monitoring data, baseline monitoring reports, 90-day compliance reports, and compliance reports within 45 days from the due date.
- (G) Failure to accurately report noncompliance.
- (H) Any other violation or group of violations that the control authority considers to be significant.
- (39) Slug Load or Discharge. Any discharge at a flow rate or concentration which has a reasonable potential to cause Interference or Pass-Through, or in any other way violates the POTW's regulations, local limits, or Industrial User Permit conditions. This can include but is not limited to spills and other accidental discharges; discharges of a non-routine, episodic nature; a non-customary batch discharge; or any other discharges that can cause a violation of the prohibited discharge standards in section 2.1 of this ordinance.
- (40) Standard Industrial Classification (SIC). A classification pursuant to the Standard Industrial Classification Manual issued by the Executive Office of the President, Office of Management and Budget, 1987.
- (41) Storm Water. Any flow occurring during or following any form of natural precipitation and resulting therefrom.
- (42) Suspended Solids. The total suspended matter that floats on the surface of, or is suspended in, water, wastewater or other liquids, and which is removable by laboratory filtering.
- (43) Upset. An exceptional incident in which there is unintentional and temporary noncompliance with categorical pretreatment standards because of factors beyond the reasonable control of the user. 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.
- (44) Wastewater. The liquid and water-carried industrial or domestic wastes from dwellings, commercial buildings, industrial facilities, mobile sources, treatment facilities and institutions, together with any groundwater, surface water, and storm water that may be present, whether treated or untreated, which are contributed into or permitted to enter the POTW.
- (45) Wastewater Permit. As set forth in section 4.2 of this ordinance.
- (46) Waters of the State. All streams, rivers, brooks, swamps, sounds, tidal estuaries, bays, creeks, lakes, waterways, reservoirs and all other bodies or accumulations of water, surface or underground, natural or artificial, public or private, which are contained within, flow through, or border upon the State or any portion thereof.
- (b) This ordinance is gender neutral and the masculine gender shall include the feminine and vice-versa.
- (c) Shall is mandatory; may is permissive or discretionary.
- (d) The use of the singular shall be construed to include the plural and the plural shall include the singular as indicated by the context of its use.
- (e) The following abbreviations when used in this ordinance, shall have the designated meanings:
- | | | |
|-----|-----|---------------------------------|
| (1) | BOD | Biochemical Oxygen Demand |
| (2) | CFR | Code of Federal Regulations |
| (3) | COD | Chemical Oxygen Demand |
| (4) | EPA | Environmental Protection Agency |
| (5) | gpd | Gallons per day |
| (6) | l | Liter |
| (7) | mg | Milligrams |

- (8) mg/l Milligrams per liter
- (9) N.C.G.S. North Carolina General Statutes
- (10) NPDES National Pollution Discharge Elimination System
- (11) O & M Operation and Maintenance
- (12) POTW Publicly Owned Treatment Works
- (13) RCRA Resource Conservation and Recovery Act
- (14) SIC Standard Industrial Classification
- (15) SIU Significant Industrial User
- (16) SWDA Solid Waste Disposal Act
- (17) TSS Total Suspended Solids
- (18) TKN Total Kjeldahl Nitrogen
- (19) U.S.C United States Code.

SECTION 2 - GENERAL SEWER USE REQUIREMENTS

2.1 Prohibited Discharge Standards

- (a) General Prohibitions. No user shall contribute or cause to be contributed into the POTW, directly or indirectly, any pollutant or wastewater which causes interference or pass through. These general prohibitions apply to all users of a POTW whether or not the user is a significant industrial user or subject to any National, State, or local pretreatment standards or requirements.
- (b) Specific Prohibitions. No user shall contribute or cause to be contributed into the POTW the following pollutants, substances, or wastewater:
 - (1) Pollutants which create a fire or explosive hazard in the POTW, including, but not limited to, waste streams with a closed cup flashpoint of less than 140°F (60°C) using the test methods specified in 40 CFR 261.21.
 - (2) Solid or viscous substances in amounts which will cause obstruction of the flow in the POTW resulting in interference but in no case solids greater than one half inch (½") in any dimension.
 - (3) Petroleum oil, nonbiodegradable cutting oil, or products of mineral oil origin, in amounts that will cause interference or pass through.
 - (4) Any wastewater having a pH less than 5.0 or more than 12 or wastewater having any other corrosive property capable of causing damage to the POTW or equipment.
 - (5) Any wastewater containing pollutants, including oxygen-demanding pollutants, (BOD, etc) in sufficient quantity, (flow or concentration) either singly or by interaction with other pollutants, to cause interference with the POTW.
 - (6) Any wastewater having a temperature greater than 150° F (66° C), or which will inhibit biological activity in the POTW treatment plant resulting in Interference, but in no case wastewater which causes the temperature at the introduction into the treatment plant to exceed 104° F (40° C).
 - (7) Any 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.
 - (8) Any trucked or hauled pollutants, except at discharge points designated by the County Manager in accordance with section 2.9 of this ordinance.

Pollutants, substances, wastewater, or other wastes prohibited by this section shall not be processed or stored in such a manner that they could be discharged to the county wastewater system. All floor drains located in process or materials storage areas must discharge to the industrial user's pretreatment facility before connecting with the system.

When the County Manager determines that a user(s) is contributing to the POTW, any of the above-enumerated substances in such amounts which may cause or contribute to interference of POTW operation or pass through, the County Manager shall:

- 1) advise the user(s) of the potential impact of the contribution on the POTW in accordance with section 8.1; and
- 2) take appropriate actions in accordance with section 4 for such user to protect the POTW from interference or pass through.

2.2 National Categorical Pretreatment Standards

Users subject to categorical pretreatment standards are required to comply with applicable standards as set out in 40 CFR Chapter 1, Subchapter N, Parts 405-471 and incorporated herein.

- (a) Where a categorical pretreatment standard is expressed only in terms of either the mass or the concentration of a pollutant in wastewater, the County Manager may impose equivalent concentration or mass limits in accordance with 40 CFR 403.6©.
- (b) When wastewater subject to a categorical pretreatment standard is mixed with wastewater not regulated by the same standard, the County Manager shall impose an alternate limit using the combined wastestream formula in 40 CFR 403.6(e).
- (c) A user may obtain a variance from a categorical pretreatment standard if the user can prove, pursuant to the procedural and substantive provisions in 40 CFR 403.13, that factors relating to its discharge are fundamentally different from the factors considered by EPA when developing the categorical pretreatment standard.
- (d) A user may obtain a net gross adjustment to a categorical standard in accordance with 40 CFR 403.15.
- (e) A user may request a removal credit adjustment to a categorical standard in accordance with 40 CFR 403.7.

2.3 Local Limits

An industrial waste survey is required prior to a User discharging wastewater containing in excess of the following average discharge limits.

BOD	250	mg/l	
TSS	250	mg/l	
NH3	25	mg/l	
Arsenic	0.003	mg/l	
Cadmium	0.003	mg/l	
Chromium	0.05	mg/l	(total chromium)
Copper	0.061	mg/l	
Cyanide	0.015	mg/l	
Lead	0.049	mg/l	
Mercury	0.0003	mg/l	
Nickel	0.021	mg/l	
Silver	0.005	mg/l	
Zinc	0.175	mg/l	

Industrial Waste Survey information will be used to develop user-specific local limits when necessary to ensure that the POTW's maximum allowable headworks loading are not exceeded for particular pollutants of concern. User-specific local limits for appropriate pollutants of concern shall be included in wastewater permits. The County Manager may impose mass based limits in addition to, or in place of concentration based limits.

2.4 State Requirements

State requirements and limitations on discharges shall apply in any case where they are more stringent than Federal requirements and limitations or those in this ordinance.

2.5 Right of Revision

The County reserves the right to establish limitations and requirements which are more stringent than those required by either State or Federal regulation if deemed necessary to comply with the objectives presented in section 1.1 of this ordinance or the general and specific prohibitions in section 2.1 of this ordinance, as is allowed by 40 CFR 403.4.

2.6 Dilution

No user shall ever increase the use of process water or, in any way, attempt to dilute a discharge as a partial or complete substitute for adequate treatment to achieve compliance with the limitations contained in the National categorical pretreatment standards, unless expressly authorized by an applicable pretreatment standard, or in any other pollutant-specific limitation developed by the County or State.

2.7 Pretreatment of Wastewater

- (a) Pretreatment Facilities

Users shall provide wastewater treatment as necessary to comply with this ordinance and wastewater permits issued under section 4.2 of this ordinance and shall achieve compliance with all National categorical pretreatment standards, local limits, and the prohibitions set out in section 2.1 of this ordinance within the time limitations as specified by EPA, the State, or the County Manager, whichever is more stringent. Any facilities necessary for compliance shall be provided, operated, and maintained at the user's expense. Detailed plans showing the pretreatment facilities and operating procedures shall be submitted to the County for review, and shall be approved by the County Manager before construction of the facility. The review of such plans and operating procedures shall in no way relieve the user from the responsibility of modifying the facility as necessary to produce an effluent acceptable to the County under the provisions of this ordinance. Any subsequent changes in the pretreatment facilities or method of operation shall be reported to and be approved by the County Manager prior to the user's initiation of the changes.

(b) Additional Pretreatment Measures

1. Whenever deemed necessary, the County Manager may require users to restrict their discharge during peak flow periods, designate that certain wastewater be discharged only into specific sewers, relocate and/or consolidate points of discharge, separate sewage wastestreams from industrial wastestreams, and such other conditions as may be necessary to protect the POTW and determine the user's compliance with the requirements of this ordinance.
2. The County Manager may require any person discharging into the POTW to install and maintain, on their property and at their expense, a suitable storage and flow-control facility to ensure equalization of flow. A wastewater discharge permit may be issued solely for flow equalization.
3. Grease, oil, and sand interceptors shall be provided when, in the opinion of the County Manager, they are necessary for the proper handling of wastewater containing excessive amounts of grease and oil, or sand; except that such interceptors shall not be required for residential users. All interception units shall be of type and capacity approved by the County Manager and shall be so located to be easily accessible for cleaning and inspection. Such interceptors shall be inspected, cleaned, and repaired regularly, as needed, by the user at their expense.
4. Users with the potential to discharge flammable substances may be required to install and maintain an approved combustible gas detection meter.

2.8 Accidental Discharge/Slug Control Plans

- (a) The County Manager shall evaluate whether each significant industrial user needs a plan or other action to control and prevent slug discharges and accidental discharges as defined in Section 1.2(a) (39). All SIUs must be evaluated within one year of being designated an SIU. The County Manager may require any user to develop, submit for approval, and implant such a plan or other specific action. Alternatively, the County Manager may develop such a plan for any user.
- (b) All SIUs are required to notify the POTW immediately of any changes at its facility affecting the potential for spills and other accidental discharge, discharge of a non-routine, episodic nature, a non-customary batch discharge, of a slug load. Also see Sections 5.5 and 5.6.
- (c) An accidental discharge/slug control plan shall address, at a minimum, the following:
 - (1) Description of discharge practices, including nonroutine batch discharges;
 - (2) Description of stored chemicals;
 - (3) Procedures for immediately notifying the County Manager of any accidental or slug discharge, as required by section 5.6 of this ordinance; and
 - (4) Procedures to prevent adverse impact from any accidental or slug discharge. Such procedures include, but are not limited to, inspection and maintenance of storage areas, handling and transfer of materials, loading and unloading operations, control of plant site runoff, worker training, building of containment structures or equipment, measures for containing toxic organic pollutants, including solvents, and/or measures and equipment for emergency response.

2.9 Hauled Wastewater

- (a) Septic tank waste may be introduced into the POTW only at locations designated by the County Manager, and at such times as are established by the County Manager. Such waste shall not violate section 2 of this ordinance or any other requirements established by the County. The County Manager may require septic tank waste haulers to obtain wastewater discharge permits.
- (b) The County Manager shall require haulers of industrial waste to obtain wastewater discharge permits. The County Manager may require generators of hauled industrial waste to obtain wastewater discharge permits. The County Manager also may prohibit the disposal of hauled industrial waste. The discharge of hauled industrial waste is subject to all other requirements of this ordinance.
- (c) Industrial waste haulers may discharge loads only at locations designated by the County Manager. No load may be discharged without prior consent of the County Manager. The County Manager may collect samples of each hauled load to ensure compliance with applicable standards. The County Manager may require the industrial waste hauler to provide a waste analysis of any load prior to discharge.
- (d) Industrial waste haulers must provide a waste-tracking form for every load. This form shall include, at a minimum, the name and address of the industrial waste hauler, permit number, truck identification, names and addresses of sources of waste, and volume and characteristics of waste. The form shall identify the type of industry, known or suspected waste constituents, and whether any wastes are RCRA hazardous wastes.

Requirement for Fats, Oil and Grease Interceptors and Grease Traps:

Oil and Grease Interceptors or Grease Traps shall be provided when, in the opinion of the County Manager, they are necessary for the proper handling of wastewater containing excessive amounts of fats, oil and grease; except that such interceptors or grease traps shall not be required for residential users. All interceptors or grease traps shall be of type and capacity approved by the County and shall be so located to be easily accessible for cleaning and inspection. Such interceptors or grease traps shall be installed, inspected, cleaned, maintained, and repaired regularly, as needed, by the owner, leaseholder or operator at their expense for continuous, satisfactory and effective operation.

2.10 Standards and Requirements for Food Service Establishments

(a) General Requirements

- (1) All Food Service Establishments shall provide means of preventing adverse impacts from grease and oil discharges to the POTW. This requirement is in addition to any applicable requirements of the North Carolina Plumbing Code.
- (2) Grease interceptors shall be adequately sized, with no interceptor less than 1000 gallons total capacity unless such interceptors are not feasible to install and approved by the County. Grease interceptors will be designed, constructed and installed for adequate load-bearing capacity.
- (3) For cases in which “outdoor” grease interceptors are infeasible to install, Food Service Establishments will be required to install approved “under-the-counter” grease traps.
- (4) A grease trap(s) may be installed in lieu of a grease interceptor, at the discretion of the County. This determination will be based on engineering concepts that dictate the grease interceptor installation is not feasible. The design and location of grease traps must be approved by the County prior to installation.
- (5) Alternative grease removal devices or technologies such as automatic grease removal systems shall be subject to approval by the County prior to installation. Approval of the device shall be based on demonstrated removal efficiencies and reliability of operation. The County may approve these types of devices depending on manufacturers’ specifications on a case-by-case basis.
- (6) All grease traps or interceptors must be installed by a properly licensed plumbing contractor.
- (7) In the event a Food Service Establishment’s grease handling facilities are nonexistent, under-designed or substandard in accordance with this Article, the owner will be notified of the deficiencies and of the required improvements necessary. The owner may be given a compliance deadline not to exceed six (6) months to correct deficiencies and to conform to the requirements of this standard.
- (8) The inlet chamber of interceptors will incorporate an open sanitary tee, which extends 16 inches below the operating water level of the vessel. The outlet chamber

of the interceptor will incorporate an open sanitary tee that extends to within 12 inches of the bottom of the vessel. The sanitary tees (both inlet and outlet) will not be capped but open for visual inspection of the wastestream.

- (9) All grease interceptors, whether singular or two tanks in series, must have each chamber directly accessible from the surface to provide means for servicing and maintaining the interceptors in working order and operating condition.
- (10) Sizing of “under-the-counter” grease trap units will be in accordance with recommended ratings for commercial grease traps as published by the Plumbing and Drainage Institute or by other acceptable engineering practice or recommendation.
- (11) All pot and pan wash, pre-rinse sinks of automatic dishwashers, can wash, wok ovens, food prep sinks, mop sinks and other grease laden drains shall discharge to a grease interceptor or grease trap.
- (12) Where automatic dishwashers are installed, the discharge from those units will discharge directly into the building drainage system without passing through a grease interceptor or grease trap, unless otherwise directed by the County.
- (13) Where food waste grinders are installed, the wastestream from those units shall discharge directly into the building drainage system without passing through the grease interceptor or grease trap.
- (14) Grease interceptors are not to be installed within a drive-thru pick up area or underneath menu boards or in the vicinity of menu boards.
- (15) No new Food Service Establishments will be allowed to initiate operations until all grease-handling facilities are installed, inspected and approved by the County. The County may elect to request from the appropriate building official that certificates of occupancy be withheld until compliance with the County’s grease handling facility requirements are fully met.
- (16) Establishments whose grease handling facilities or methods are not adequately maintained to prevent fats, oils and grease (FOG) from entering the sewerage system in quantities which cause or contribute to interference shall be notified of any noncompliance and required to provide corrections as necessary.
- (17) All Food Service Establishment grease handling facilities shall be subject to review, evaluation, and inspection by County representatives during normal working hours. Results of inspections will be made available to owners, or operator. The County may make recommendations for corrective actions and improvements.
- (18) Food Service Establishments receiving unsatisfactory evaluation or inspections may be subject to penalties or other corrective actions as provided for in this Article.
- (19) Food Service Establishments that continue to violate the County’s Fats, Oil and Grease Standards and Requirements may be subject to additional enforcement action including termination of services. Additionally, failure to comply may result in the notification of the Columbus County Health Department for request of enforcement action that may lead to revocation of food service permit.
- (20) Food Service Establishments whose operations cause or allow excessive FOG to be discharged or accumulate in the County’s collection system may be liable to the County for costs related to County service calls for line blockages, line cleaning, line and pump repairs, etc. including all labor, materials and equipment costs. If the blockage results in a Sewer System Overflow (SSO) and the County is penalized for the SSO, the penalty may be passed along to the Food Service Establishment.
- (21) Regularly scheduled maintenance of grease interceptors and grease traps is required to insure adequate operation. In maintaining the grease interceptors and/or grease traps, the owner, leaseholder, or operator shall be responsible for the proper removal and disposal of grease by appropriate means and shall maintain an on-site record of dates and means of disposal.
- (22) The owner shall be responsible for ensuring that no grease from a grease interceptor or grease trap is reintroduced back into the interceptor or into the County sewerage system.
- (23) The exclusive use of enzymes, grease-consuming bacteria, grease solvents, emulsifiers, etc. (in lieu of physical cleaning) is not considered acceptable grease trap maintenance practice.
- (24) Any Food Service Establishment whose discharge to the sewerage system is determined by the County to cause interference in the conveyance or operation of the sewerage system may be required to sample the grease interceptor and/or grease trap discharge and have the sample analyzed for FOG at the expense of the owner, leaseholder, or operator. Results of such analyses shall be reported to the County.
- (25) All grease interceptors and/or grease traps shall be designed and installed to allow for complete access for inspection and maintenance of the inner chamber(s) and

viewing and sampling of effluent discharged to the sewer system. These chambers shall not be visually obscured with soil, mulch, floorings or pavement of any substance.

- (26) Food Service Establishments shall adopt Best Management Practices (BMPs) for handling sources of floatable fats, oils and greases originating within their facility. The County may render advice regarding the minimization of wastes.

(b) Exceptions

Under certain circumstances, the interceptor size and location may need special exception to this standard. If an exception to this standard is requested, the owner must demonstrate that the size and/or location of the grease interceptor or grease trap will not cause the facility any problems in meeting the discharge requirements of the County.

SECTION 3 - FEES

3.1 Purpose

It is the purpose of this chapter to provide for the recovery of costs from users of the wastewater disposal system of the County for the implementation of the program established herein. The applicable charges or fees shall be set forth in a schedule of sewer use charges and fees by the County Manager and approved by the County Board of Commissioners. A copy of these charges and fees will be made available from the County Manager.

3.2 User Charges

A user charge shall be levied on all users including, but not limited to, persons, firms, corporations or governmental entities that discharge, cause or permit the discharge of sewage into the POTW.

- (a) The user charge shall reflect, at least, the cost of debt service, operation and maintenance (including replacement) of the POTW.
- (b) Each user shall pay its proportionate cost based on volume of flow.
- (c) The Manager of the County shall review annually the sewage contributions of users, the total costs of debt service, operation and maintenance of the POTW and will make recommendations to the Council or Board serving the County for adjustments in the schedule of charges and fees as necessary.
- (d) Charges for flow to the POTW not directly attributable to the users shall be distributed among all users of the POTW based upon the volume of flow of the users.

3.3 Surcharges

The amount of the surcharges will be based upon the volume of flow and the character and concentration of the constituents of the wastewater:

- (a) The volume of flow used in determining the total discharge of wastewater for payment of user charges and surcharges shall be based on the following:
 - (1) Metered water consumption as shown in the records of meter readings maintained by the County; or
 - (2) If required by the County or at the individual discharger's option, other flow monitoring devices which measure the actual volume of wastewater discharged to the sewer. Such devices shall be accessible and safely located, and the measuring system shall be installed in accordance with plans approved by the County. The metering system shall be installed and maintained at the users' expense according to arrangements that may be made with the County.
 - (3) Where any user procures all or part of his water supply from sources other than the County, the user shall install and maintain at his own expense a flow-measuring device of a type approved by the County.
- (b) The character and concentration of the constituents of the wastewater used in determining surcharges shall be determined by samples collected and analyzed by the County. Samples shall be collected in such a manner as to be representative of the actual discharge and shall be analyzed using procedures set forth in 40 CFR Part 136.
- (c) The determination of the character and concentration of the constituents of the wastewater discharge by the County Manager or his duly appointed representatives shall be binding as a basis for charges.

3.4 Pretreatment Program Administration Charges

The schedule of charges and fees adopted by the County may include charges and fees for:

- (a) reimbursement of costs of setting up and operating the Pretreatment Program;
- (b) monitoring, inspections and surveillance procedures;
- (c) reviewing slug control plans, including accidental and/or slug load discharge procedures and construction plans and specifications;
- (d) permitting;
- (e) other fees as the County may deem necessary to carry out the requirements of the Pretreatment Program.

SECTION 4

WASTEWATER DISCHARGE PERMIT APPLICATION AND ISSUANCE

4.1 Wastewater Dischargers

It shall be unlawful for any person to connect or discharge to the POTW without first obtaining the permission of the County. When requested by the County Manager, a user must submit information on the nature and characteristics of its wastewater within thirty (30) days of the request. The County Manager is authorized to prepare a form for this purpose and may periodically require users to update this information.

4.2 Wastewater Permits

All significant industrial users shall obtain a significant industrial user permit prior to the commencement of discharge to the POTW. Existing industrial users who are determined by the County Manager to be significant industrial users shall obtain a significant industrial user permit within 180 days of receiving notification of the County Manager's determination. Industrial users who do not fit the significant industrial user criteria may at the discretion of the County Manager be required to obtain a wastewater discharge permit for non-significant industrial users.

- (a) **Significant Industrial User Determination**
All persons proposing to discharge non-domestic wastewater, or proposing to change the volume or characteristics of an existing discharge of non-domestic wastewater shall request from the County Manager a significant industrial user determination. If the County Manager determines or suspects that the proposed discharge fits the significant industrial user criteria he will require that a significant industrial user permit application be filed.
- (b) **Significant Industrial User Permit Application**
Users required to obtain a significant industrial user permit shall complete and file with the County, an application in the form prescribed by the [County Manager], and accompanied by an application fee in the amount prescribed in the schedule of charges and fees. Significant industrial users shall apply for a significant industrial user permit within 90 days after notification of the County Manager's determination in [4.2(a)] above. The application shall include at a minimum:
 - (A) name of industrial user;
 - (B) address of industrial user;
 - (C) standard industrial classification (SIC) code(s) or expected classification and industrial user category;
 - (D) wastewater flow;
 - (E) types and concentrations (or mass) of pollutants contained in the discharge;
 - (F) major products manufactured or services supplied;
 - (G) description of existing on-site pretreatment facilities and practices;
 - (H) locations of discharge points;
 - (I) raw materials used or stored at the site;
 - (J) flow diagram or sewer map for the industrial user;
 - (K) number of employees;
 - (L) operation and production schedules; and
 - (M) description of current and projected waste reduction activities in accordance with G.S. 143-215.1(g);
- (c) **Application Signatories and Certification**
All wastewater discharge permit applications and user reports must be signed by the current

authorized representative of the user on file with the County as defined in Section 1.2(a) (3) and contain the following certification statement:

“I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.”

- (d) **Application Review And Evaluation**
The County Manager will evaluate the data furnished by the user and may require additional information.
- (1) The County Manager is authorized to accept applications for the County and shall refer all applications to the POTW staff for review and evaluation.
 - (2) Within 30 days of receipt the County Manager shall acknowledge and accept the complete application; or if not complete, shall return the application to the applicant with a statement of what additional information is required.
- (e) **Tentative Determination and Draft Permit**
- (1) The POTW staff shall conduct a review of the application and an on-site inspection of the significant industrial user, including any pretreatment facilities, and shall prepare a written evaluation and tentative determination to issue or deny the significant industrial user permit.
 - (2) If the staff's tentative determination in Paragraph (1) above is to issue the permit, the following additional determinations shall be made in writing:
 - (I) proposed discharge limitations for those pollutants proposed to be limited;
 - (ii) a proposed schedule of compliance, including interim dates and requirements, for meeting the proposed limitations; and
 - (iii) a brief description of any other proposed special conditions which will have significant impact upon the discharge described in the application.
 - (3) The staff shall organize the determinations made pursuant to Paragraphs (1) and (2) above and the general permit conditions of the County into a significant industrial user permit.
- (f) **Permit supporting documentation.** The Control Authority staff shall prepare the following documents for all Significant Industrial User permits.
- (1) An allocation table (AT) listing permit information for all Significant Industrial Users, including but not limited to permit limits, permit effective and expiration dates, and a comparison of total permitted flows and loads with Division approved maximum allowable loadings of the POTW, including flow, on forms or in a format approved by the Division. The AT shall be updated as permits are issued or renewed, and as permits are modified where the permitted limits or other AT information is revised.
 - (2) The basis, or rationale, for the pretreatment limitations, including the following:
 - (A) documentation of categorical determination, including documentation of any calculations used in applying categorical pretreatment standards; and
 - (B) documentation of the rationale of any parameters for which monitoring has been waived under 40 CFR Part 403.12(e)(2).
- (g) **Final Action On Significant Industrial User Permit Applications**
- (1) The County Manager shall take final action on all applications not later than 90 days following receipt of a complete application.
 - (2) The County Manager is authorized to:
 - (i) issue a significant industrial user permit containing such conditions as are necessary to effectuate the purposes of this ordinance and N.C.G.S. 143-215.1;
 - (ii) issue a significant industrial user permit containing time schedules for achieving compliance with applicable pretreatment standards and requirements;
 - (iii) modify any permit upon not less than 60 days notice and pursuant to section 4.2(I) of this ordinance;

- (iv) revoke any permit pursuant to section 8.1 of this ordinance;
- (v) suspend a permit pursuant to section 8.1 of this Ordinance;
- (vi) deny a permit application when in the opinion of the County Manager such discharge may cause or contribute to pass-through or interference of the wastewater treatment plant or where necessary to effectuate the purposes of G.S. 143-215.1.

(h) Permit Modification

- (1) Modifications of permits shall be subject to the same procedural requirements as the issuance of permits except as listed below. Any changes or new conditions in the permit shall include a reasonable time schedule for compliance
 - (i) changes in the ownership of the discharge when no other change in the permit is indicated,
 - (ii) a single modification of any compliance schedule not in excess of four months,
 - (iii) modification of compliance schedules (construction schedules) in permits for new sources where the new source will not begin to discharge until control facilities are operational.
- (2) Within 9 months of the promulgation of a National categorical pretreatment standard, the wastewater discharge permit of users subject to such standards shall be revised to require compliance with such standard within the time frame prescribed by such standard. Where a user, subject to a National categorical pretreatment standard, has not previously submitted an application for a wastewater discharge permit as required by section 4.2(b), the user shall apply for a wastewater discharge permit within 180 days after the promulgation of the applicable National categorical pretreatment standard.
- (3) A request for a modification by the permittee shall constitute a waiver of the 60-day notice required by G.S. 143-215.1(b) for modifications.

(i) Permit Conditions

- (1) The County Manager shall have the authority to grant a permit with such conditions attached as he believes necessary to achieve the purpose of this ordinance and N.C.G.S. 143-215.1. Wastewater permits shall contain, but are not limited to, the following:
 - (i) a statement of duration (in no case more than five years);
 - (ii) a statement of non-transferability;
 - (iii) applicable effluent limits based on categorical standards or local limits or both;
 - (iv) applicable monitoring, sampling, reporting, notification, and record keeping requirements. These requirements shall include an identification of pollutants to be monitored, sampling location, sampling frequency, and sample type based on Federal, State and local law;
 - (v) requirements for notifying the POTW in the event of an accidental discharge or slug load as defined in Section 1.2(a) (39);
 - (vi) requirements to implement a Plan or other controls for prevention of accidental discharges and/or slug loads as defined in Section 1.2(a) (39), if determined by the County Manager to be necessary for the User and,
 - (vii) requirements for immediately notifying the POTW of any changes at its facility affecting the potential for spills and other accidental discharges, or slug load as defined in 1.2(a) (39). Also see Sections 5.5 and 5.6;
 - (viii) a statement of applicable civil and/or criminal penalties for violation of pretreatment standards and requirements and any applicable compliance schedule.
- (2) In addition, permits may contain, but are not limited to, the following:
 - (i) Limits on the average and/or maximum rate of discharge, and/or requirements for flow regulation and equalization.
 - (ii) Limits on the instantaneous, daily and/or monthly average and/or maximum concentration, mass, or other measure of identified wastewater pollutants or properties.
 - (iii) Requirements for the installation of pretreatment technology or construction of appropriate containment devices, etc., designed to reduce, eliminate, or prevent the introduction of pollutants into the treatment works.

- (iv) Development and implementation of waste minimization plans to reduce the amount of pollutants discharged to the county wastewater system.
- (v) The unit charge or schedule of user charges and fees for the management of the wastewater discharged to the system.
- (vi) Requirements for installation and maintenance of inspection and sampling facilities and equipment.
- (vii) Specifications for monitoring programs which may include sampling locations, frequency of sampling, number, types, and standards for tests, and reporting schedules.
- (viii) Requirements for immediate reporting of any instance of noncompliance and for automatic reentering and reporting within thirty (30) days where self-monitoring indicates a violation(s).
- (ix) Compliance schedules for meeting pretreatment standards and requirements.
- (x) Requirements for submission of periodic self-monitoring or special notification reports.
- (xi) Requirements for maintaining and retaining plans and records relating to wastewater discharges as specified in section 5.13 and affording the County Manager, or his representatives, access thereto.
- (xii) Requirements for prior notification and approval by the County Manager of any new introduction of wastewater pollutants or of any significant change in the volume or character of the wastewater prior to introduction in the system.
- (xiii) Requirements for the prior notification and approval by the County Manager of any change in the manufacturing and/or pretreatment process used by the permitted.
- (xiv) A statement that compliance with the permit does not relieve the permitted of responsibility for compliance with all applicable Federal and State pretreatment standards, including those which become effective during the terms of the permit.
- (xv) Other conditions as deemed appropriate by the County Manager to ensure compliance with this ordinance, and State and Federal laws, rules, and regulations.

(j) Permit Duration

Permits shall be issued for a specified time period, not to exceed five (5) years. A permit may be issued for a period less than a year or may be stated to expire on a specific date.

(k) Permit Transfer

Wastewater permits are issued to a specific user for a specific operation. A wastewater discharge permit shall not be reassigned or transferred or sold to a new owner, new user, different premises, or a new or changed operation.

(l) Permit Reassurance

A significant industrial user shall apply for permit Reassurance by submitting a complete permit application in accordance with section 4.2 a minimum of 180 days prior to the expiration of the existing permit.

SECTION 5 - REPORTING REQUIREMENTS

5.1 Baseline Monitoring Reports

- (a) Within either one hundred eighty (180) days after the effective date of a categorical pretreatment standard, or the final administrative decision on a category determination under 40 CAR 403.6(a)(4), whichever is later, existing categorical users currently discharging to or scheduled to discharge to the POTW shall submit to the County Manager a report which contains the information listed in paragraph (b), below. At least ninety (90) days prior to commencement of their discharge, new sources, and sources that become categorical users subsequent to the promulgation of an applicable categorical standard, shall submit to the County Manager a report which contains the information listed in paragraph (b), below. A new source shall report the method of pretreatment it intends to use to meet applicable categorical standards. A new source also shall give estimates of its anticipated flow and quantity of pollutants to be discharged.
- (b) Users described above shall submit the information set forth below.

- (1) Identifying Information. The name and address of the facility, including the name of the operator and owner.
- (2) Environmental Permits. A list of any environmental control permits held by or for the facility.
- (3) Description of Operations. A brief description of the nature, average rate of production, and standard industrial classifications of the operation(s) carried out by such user. This description should include a schematic process diagram which indicates points of discharge to the POTW from the regulated processes.
- (4) Flow Measurement. Information showing the measured average daily and maximum daily flow, in gallons per day, to the POTW from regulated process streams and other streams, as necessary, to allow use of the combined waste stream formula set out in 40 CAR 403,6(e).
- (5) Measurement of Pollutants.
 - (i) The categorical pretreatment standards applicable to each regulated process.
 - (ii) The results of sampling and analysis identifying the nature and concentration, and/or mass, where required by the standard or by the County Manager, of regulated pollutants in the discharge from each regulated process. Instantaneous, daily maximum, and long-term average concentrations, or mass, where required, shall be reported. The sample shall be representative of daily operations and shall be analyzed in accordance with procedures set out in section 5.10 of this ordinance.
 - (iii) Sampling must be performed in accordance with procedures set out in section 5.11 of this ordinance and 40 CAR 403.12(b) and (g), including 40 CAR 403.12(g) (4).
- (6) Certification. A statement, reviewed by the user's current authorized representative as defined in Section 1.2(a) (3) and certified by a qualified professional, indicating whether pretreatment standards are being met on a consistent basis, and, if not, whether additional operation and maintenance (O&M) and/or additional pretreatment is required to meet the pretreatment standards and requirements.
- (7) Compliance Schedule. If additional pretreatment and/or O&M will be required to meet the pretreatment standards, the shortest schedule by which the user will provide such additional pretreatment and/or O&M. The completion date in this schedule shall not be later than the compliance date established for the applicable pretreatment standard. A compliance schedule pursuant to this section must meet the requirements set out in section 5.2 of this ordinance.
- (8) Signature and Certification. All baseline monitoring reports must be signed and certified in accordance with section 4.2© of this ordinance.

5.2 Compliance Schedule Progress Reports

The following conditions shall apply to the compliance schedule required by section 5.1(b) (7) of this ordinance:

- (a) The schedule shall contain progress increments in the form of dates for the commencement and completion of major events leading to the construction and operation of additional pretreatment required for the user to meet the applicable pretreatment standards (such events include, but are not limited to, hiring an engineer, completing preliminary and final plans, executing contracts for major components, commencing and completing construction, and beginning and conducting routine operation);
- (b) No increment referred to above shall exceed nine (9) months;
- (c) The user shall submit a progress report to the County Manager no later than fourteen (14) days following each date in the schedule and the final date of compliance including, as a minimum, whether or not it complied with the increment of progress, the reason for any delay, and, if appropriate, the steps being taken by the user to return to the established schedule; and
- (d) In no event shall more than nine (9) months elapse between such progress reports to the County Manager.

5.3 Reports on Compliance with Categorical Pretreatment Standard Deadline

Within ninety (90) days following the date for final compliance with applicable categorical pretreatment standards, or in the case of a new source following commencement of the introduction of wastewater into the POTW, any user subject to such pretreatment standards and requirements shall submit to the County Manager a report containing the information described in section

5.1(b)(4-6) of this ordinance. For users subject to equivalent mass or concentration limits established in accordance with the procedures in 40 CAR 403.6©, this report shall contain a reasonable measure of the user's long-term production rate. For all other users subject to categorical pretreatment standards expressed in terms of allowable pollutant discharge per unit of production (or other measure of operation), this report shall include the user's actual production during the appropriate sampling period. All compliance reports must be signed and certified in accordance with section 4.2© of this ordinance.

5.4 Periodic Compliance Reports

County may sample and analyze user discharges in lieu of requiring the users to conduct sampling and analysis.

- (a) All significant industrial users shall, at a frequency determined by the County Manager but in no case less than once every six months, submit a report indicating the nature and concentration of pollutants in the discharge which are limited by pretreatment standards and the applicable flows for the reporting period. Sampling and analysis must be performed in accordance with procedures set out in section 5.10 and 5.11 of this ordinance. All periodic compliance reports must be signed and certified in accordance with section 4.2© of this ordinance.
- (b) All wastewater samples must be representative of the user's discharge. Wastewater monitoring and flow measurement facilities shall be properly operated, kept clean, and maintained in good working order at all times. The failure of a user to keep its monitoring facility in good working order shall not be grounds for the user to claim that sample results are unrepresentative of its discharge.
- (c) If a user subject to the reporting requirement in this section monitors any pollutant more frequently than required by the County Manager, using the procedures prescribed in section 5.10 of this ordinance, the results of this monitoring shall be included in the report.

5.5 Reports of Changed Conditions

Each user must notify the County Manager of any planned significant changes to the user's operations or system which might alter the nature, quality, or volume of its wastewater at least thirty (30) days before the change. The permitted shall not begin the changes until receiving written approval from the Control Authority and/or Municipality. See Section 5.6(d) for other reporting requirements.

- (a) The County Manager may require the user to submit such information as may be deemed necessary to evaluate the changed condition, including the submission of a wastewater discharge permit application under section 4.2 of this ordinance.
- (b) The County Manager may issue a wastewater discharge permit under section 4.2 of this ordinance or modify an existing wastewater discharge permit under section 4.2 of this ordinance in response to changed conditions or anticipated changed conditions.
- (c) For purposes of this requirement, significant changes include, but are not limited to, flow or pollutant increases of twenty percent (20%) or greater, and the discharge of any previously unreported pollutants.

5.6 Reports of Potential Problems

- (a) In the case of any discharge, including, but not limited to, accidental discharges, discharges of a nonroutine, episodic nature, a noncustomary batch discharge, or a slug load, as defined in Section 1.2(a) (39), that may cause potential problems for the POTW, the user shall immediately telephone and notify the County Manager of the incident. This notification shall include the location of the discharge, type of waste, concentration and volume, if known, and corrective actions taken by the user.
- (b) Within five (5) days following such discharge, the user shall, unless waived by the County Manager, submit a detailed written report describing the cause(s) of the discharge and the measures to be taken by the user to prevent similar future occurrences. Such notification shall not relieve the user of any expense, loss, damage, or other liability which may be incurred as a result of damage to the POTW, natural resources, or any other damage to person or property; nor shall such notification relieve the user of any fines, penalties, or other liability which may be imposed pursuant to this ordinance.
- (c) A notice shall be permanently posted on the user's bulletin board or other prominent place advising employees whom to call in the event of a discharge described in paragraph (a),

above. Employers shall ensure that all employees, who may cause such a discharge to occur, are advised of the emergency notification procedure.

- (d) All SIUs are required to notify the POTW immediately of any changes at its facility affecting the potential for spills and other accidental discharge, discharge of a non-routine, episodic nature, a non-customary batch discharge, or a slug load as defined in Section 1.2(a) (39).

5.7 Reports from Unpermitted Users

All users not required to obtain a wastewater discharge permit shall provide appropriate reports to the County Manager as the County Manager may require.

5.8 Notice of Violation/Repeat Sampling and Reporting

- (a) If sampling performed by a user indicates a violation, the user must notify the County Manager within twenty-four (24) hours of becoming aware of the violation. The user shall also repeat the sampling and analysis and submit the results of the repeat analysis to the County Manager within thirty (30) days after becoming aware of the violation. If allowed by the County Manager, the user is not required to resample:
 - (i) if the County Manager monitors at the user's facility at least once a month; or
 - (ii) if the County Manager samples between the user's initial sampling and when the user receives the results of this sampling.
- (b) If the County Manager has performed the sampling and analysis in lieu of the industrial user and the POTW sampling of the user indicates a violation, the County Manager shall repeat the sampling and obtain the results of the repeat analysis within thirty (30) days after becoming aware of the violations, unless one of the following occurs:
 - (i) the County Manager monitors at the user's facility at least once a month; or
 - (ii) the County Manager samples the user between their initial sampling and when the POTW receives the results of this initial sampling; or
 - (iii) The County Manager requires the user to perform sampling and submit the results to the County Manager within the 30 day deadline of the POTW becoming aware of the violation.

5.9 Notification of the Discharge of Hazardous Waste

The County prohibits the discharge of any hazardous wastes without notification and approval of the County Manager.

- (a) Any user who commences the discharge of hazardous waste shall notify the POTW, the EPA Regional Waste Management Division Director, and State hazardous waste authorities, in writing, of any discharge into the POTW of a substance which, if otherwise disposed of, would be a hazardous waste under 40 CAR Part 261. Such notification must include the name of the hazardous waste as set forth in 40 CAR Part 261, the EPA hazardous waste number, and the type of discharge (continuous, batch, or other). If the user discharges more than one hundred (100) kilograms of such waste per calendar month to the POTW, the notification also shall contain the following information to the extent such information is known and readily available to the user: an identification of the hazardous constituents contained in the wastes, an estimation of the mass and concentration of such constituents in the wastestream discharge during the calendar month, and an estimation of the mass of constituents in the wastestream expected to be discharged during the following twelve (12) months. All notifications must take place no later than one hundred and eighty (180) days after the discharge commences. Any notification under this paragraph need be submitted only once for each hazardous waste discharge. However, notifications of changed conditions must be submitted under section 5.5 of this ordinance. The notification requirement in this section does not apply to pollutants already reported by users subject to categorical pretreatment standards under the self-monitoring requirements of sections 5.1, 5.3, and 5.4 of this ordinance.
- (b) Dischargers are exempt from the requirements of paragraph (a), above, during a calendar month in which they discharge no more than fifteen (15) kilograms of hazardous wastes, unless the wastes are acute hazardous wastes as specific in 40 CAR 261.30(d) and 261.33(e). Discharge of more than fifteen (15) kilograms of nonacute hazardous wastes in a calendar month, or of any quantity of acute hazardous wastes as specified in 40 CAR 261.30(d) and 261.33(e), requires a one-time notification. Subsequent months during which the user

discharges more than such quantities of any hazardous waste do not require additional notification.

- (c) In the case of any new regulation under section 3001 of RCRA identifying additional characteristics of hazardous waste or listing any additional substance as a hazardous waste, the user must notify the County Manager, the EPA Regional Waste Management Waste Division Director, and State hazardous waste authorities of the discharge of such substance within ninety (90) days of the effective date of such regulations.
- (d) In the case of any notification made under this section, the user shall certify that it has a program in place to reduce the volume and toxicity of hazardous wastes generated to the degree it has determined to be economically practical.
- (e) This provision does not create a right to discharge any substance not otherwise permitted to be discharged by this ordinance, a permit issued thereunder, or any applicable Federal or State law.

5.10 Analytical Requirements

All pollutant analyses, including sampling techniques, to be submitted as part of a wastewater discharge permit application or report shall be performed by a laboratory certified by the state to perform the wastewater analyses in accordance with the techniques prescribed in 40 CAR Part 136, unless otherwise specified in an applicable categorical pretreatment standard or unless otherwise performed in accordance with procedures approved by EPA or the County. If 40 CAR Part 136 does not contain sampling or analytical techniques for the pollutant in question, sampling and analyses must be performed in accordance with procedures approved by EPA and County.

5.11 Grab and Composite Sample Collection

- (a) All wastewater samples must be representative of the user's discharge. Wastewater monitoring and flow measurement facilities shall be properly operated, kept clean, and maintained in good working order at all times. The failure of a user to keep its monitoring facility in good working order shall not be grounds for the user to claim that sample results are unrepresentative of its discharge.
- (b) Grab samples must be used for pH, cyanide, total phenols, oil and grease, sulfide, volatile organic compounds, and any other pollutants as required by 40 CAR 136. The POTW shall determine the number of grabs necessary to be representative of the User's discharge. See 40 CAR 403.12(g) (5) for additional grab sample number requirements for BMR and 90 Day Compliance Reports. Additionally, the County Manager may allow collection of multiple grabs during a 24 hour period which are composited prior to analysis as allowed under 40 CAR 136.
- (c) Composite Samples: All wastewater composite samples shall be collected with a minimum of hourly aliquots or grabs for each hour that there is a discharge. All wastewater composite samples shall be collected using flow proportional composite collection techniques, unless time-proportional composites or grab sampling is authorized by the County Manager. When authorizing time-proportional composites or grabs, the samples must be representative and the decision to allow the alternative sampling must be documented.

5.12 Timing

Written reports will be deemed to have been submitted on the date postmarked. For reports which are not mailed, postage prepaid, into a mail facility serviced by the United States Postal Service, the date of receipt of the report shall govern.

5.13 Record Keeping

Users subject to the reporting requirements of this ordinance shall retain, and make available for inspection and copying, all records of information obtained pursuant to any monitoring activities required by this ordinance and any additional records of information obtained pursuant to monitoring activities undertaken by the user independent of such requirements. Records shall include the date, exact place, method, and time of sampling, and the name of the person(s) taking the samples; the dates analyses were performed; who performed the analyses; the analytical techniques or methods used; and the results of such analyses. These records shall remain available for a period of at least three (3) years. This period shall be automatically extended for the duration of any litigation concerning the user or the County, or where the user has been specifically notified of a longer retention period by the County Manager.

5.14 Electronic Reporting

The County Manager may develop procedures for receipt of electronic reports for any reporting requirements of this Ordinance. Such procedures shall comply with 40 CAR Part 3. These procedures shall be enforceable under Section 8 of this Ordinance.

SECTION 6 - COMPLIANCE MONITORING

6.1 Monitoring Facilities

The County requires the user to provide and operate at the user's own expense, monitoring facilities to allow inspection, sampling, and flow measurement of the building sewer and/or internal drainage systems. The monitoring facility should normally be situated on the user's premises, but the County may, when such a location would be impractical or cause undue hardship on the user, allow the facility to be constructed in the public street or sidewalk area and located so that it will not be obstructed by landscaping or parked vehicles.

There shall be ample room in or near such sampling manhole or facility to allow accurate sampling and preparation of samples for analysis. The facility, sampling, and measuring equipment shall be maintained at all times in a safe and proper operating condition at the expense of the user.

Whether constructed on public or private property, the sampling and monitoring facilities shall be provided in accordance with the requirements of the County and all applicable local construction standards and specifications. Construction shall be completed within 90 days following written notification by the County.

6.2 Inspection and Sampling

The County will inspect the facilities of any user to ascertain whether the purpose of this ordinance is being met and all requirements are being complied with. Persons or occupants of premises where wastewater is created or discharged shall allow the County, approval authority and EPA or their representative ready access at all reasonable times to all parts of the premises for the purposes of inspection, sampling, records examination and copying or in the performance of any of their duties. The County, approval authority and EPA shall have the right to set up on the user's property such devices as are necessary to conduct sampling, inspection, compliance monitoring and/or metering operations. Where a user has security measures in force which would require proper identification and clearance before entry into their premises, the user shall make necessary arrangements with their security guards so that upon presentation of suitable identification, personnel from the County, approval authority and EPA will be permitted to enter, without delay, for the purposes of performing their specific responsibilities. Denial of the County's, approval authority's, or EPA's access to the user's premises shall be a violation of this ordinance. Unreasonable delays may constitute denial of access.

6.3 Search Warrants

If the County, approval authority, or EPA has been refused access to a building, structure, or property, or any part thereof, and is able to demonstrate probable cause to believe that there may be a violation of this ordinance, or that there is a need to inspect and/or sample as part of a routine inspection and sampling program of the County designed to verify compliance with this ordinance or any permit or order issued hereunder, or to protect the overall public health, safety and welfare of the community, then the County, approval authority, or EPA may seek issuance of a search warrant from the court having jurisdiction within the County.

SECTION 7 - CONFIDENTIAL INFORMATION

- (a) Information and data provided by an industrial user to the County Manager pursuant to this ordinance identifying the nature and frequency of a discharge, shall be available to the public without restriction. All other information which may be so submitted by an industrial user to the County Manager in connection with any required reports shall also be available to the public unless the industrial user or other interested person specifically identifies the information as confidential upon submission and is able to demonstrate to the satisfaction of the County Manager that the disclosure of such information or a particular part thereof to the general public would divulge methods or processes entitled to protection as trade secrets.
- (b) Information provided by an industrial user to the County Manager that is determined to be

entitled to confidential treatment shall be made available upon written request to the Division of Water Resources or any state agency for uses related to the Pretreatment Program, the National Pollutant Discharge Elimination System (NPDES) Permit, collection system permit, stormwater permit, and/or Non-discharge permit, and for uses related to judicial review or enforcement proceedings involving the person furnishing the report.

- (c) Information and data received by the Division or other state agency under paragraph (b) above shall be subject to the processes set forth in G.S. 143-215.3C.

SECTION 8 - ENFORCEMENT

8.1 Administrative Remedies

- (a) Notification Of Violation

Whenever the County Manager finds that any industrial user has violated or is violating this Ordinance, wastewater permit, or any prohibition, limitation or requirements contained therein or any other pretreatment requirement the County Manager may serve upon such a person a written notice stating the nature of the violation. Within 30 days from the date of this notice, an explanation for the violation and a plan for the satisfactory correction thereof shall be submitted to the County by the user. Submission of this plan does not relieve the discharger of liability for any violations occurring before or after receipt of the notice of violation.

- (b) Consent Orders

The County Manager is hereby empowered to enter into consent orders, assurances of voluntary compliance, or other similar documents establishing an agreement with the person responsible for the noncompliance. Such orders will include specific action to be taken by the discharger to correct the noncompliance within a time period also specified by the order. Consent orders shall have the same force and effect as an administrative order issued pursuant to section 8.1(d), below.

- (c) Show Cause Hearing

The County Manager may order any industrial user who causes or is responsible for an unauthorized discharge, has violated this ordinance or is in noncompliance with a wastewater discharge permit to show cause why a proposed enforcement action should not be taken. In the event the County Manager determines that a show cause order should be issued, a notice shall be served on the user specifying the time and place for the hearing, the proposed enforcement action, the reasons for such action, and a request that the user show cause why this proposed enforcement action should not be taken. The notice of the hearing shall be served personally or by registered or certified mail (return receipt requested) at least ten (10) days before the hearing. Service may be made on any agent or officer of a corporation.

The County Manager shall review the evidence presented at the hearing and determine whether the proposed enforcement action is appropriate.

A show cause hearing under this section is not a prerequisite to the assessment of a civil penalty under section 8.2 nor is any action or inaction taken by the County Manager under this section subject to an administrative appeal under Section 10.

- (d) Administrative Orders

When the County Manager finds that an industrial user has violated or continues to violate this ordinance, permits or orders issued hereunder, or any other pretreatment requirement the County Manager may issue an order to cease and desist all such violations and direct those persons in noncompliance to do any of the following:

- (1) Immediately comply with all requirements;
- (2) Comply in accordance with a compliance time schedule set forth in the order;
- (3) Take appropriate remedial or preventive action in the event of a continuing or threatened violation;
- (4) Disconnect unless adequate treatment facilities, devices or other related

appurtenances are installed and properly operated within a specified time period.

(e) Emergency Suspensions

The County Manager may suspend the wastewater treatment service and/or wastewater permit when such suspension is necessary in order to stop an actual or threatened discharge which presents or may present an imminent or substantial endangerment to the health or welfare of persons or the environment, interferes with the POTW or causes the POTW to violate any condition of its NPDES or Non-discharge permit.

Any user notified of a suspension of the wastewater treatment service and/or the wastewater permit shall immediately stop or eliminate the contribution. A hearing will be held within 15 days of the notice of suspension to determine whether the suspension may be lifted or the user's waste discharge permit terminated. In the event of a failure to comply voluntarily with the suspension order, the County Manager shall take such steps as deemed necessary including immediate severance of the sewer connection, to prevent or minimize damage to the POTW system or endangerment to any individuals. The County Manager shall reinstate the wastewater permit and the wastewater treatment service upon proof of the elimination of the noncompliant discharge. The industrial user shall submit a detailed written statement describing the causes of the harmful contribution and the measures taken to prevent any future occurrence to the County Manager prior to the date of the above-described hearing.

(f) Termination of Permit or Permission to Discharge

The County Manager may revoke a wastewater discharge permit or permission to discharge for good cause, including, but not limited to, the following reasons:

- (1) Failure to accurately report the wastewater constituents and characteristics of his discharge;
- (2) Failure to report significant changes in operations, or wastewater constituents and characteristics;
- (3) Refusal of reasonable access to the user's premises for the purpose of inspection or monitoring; or,
- (4) Violation of conditions of the permit or permission to discharge, conditions of this ordinance, or any applicable State and Federal regulations.

Noncompliant industrial users will be notified of the proposed termination of their wastewater permit and will be offered an opportunity to show cause under section 8.1 of this ordinance why the proposed action should not be taken.

8.2 Civil Penalties

- (a) Any user who is found to have failed to comply with any provision of this ordinance, or the orders, rules, regulations and permits issued hereunder, may be assessed a civil penalty up to twenty-five thousand dollars (\$25,000) per day per violation.

Penalties between \$10,000 and \$25,000 per day per violation may be assessed against a violator only if:

- (i) For any class of violation, only if a civil penalty has been imposed against the violator within the five years preceding the violation, or
 - (ii) In the case of failure to file, submit, or make available, as the case may be, any documents, data, or reports required by this ordinance, or the orders, rules, regulations and permits issued hereunder, only if the County Manager determines that the violation was intentional and a civil penalty has been imposed against the violator within the five years preceding the violation.
- (b) In determining the amount of the civil penalty, the County Manager shall consider the following:
- (i) The degree and extent of the harm to the natural resources, to the public health, or to public or private property resulting from the violation;
 - (ii) The duration and gravity of the violation;
 - (iii) The effect on ground or surface water quantity or quality or on air quality;
 - (iv) The cost of rectifying the damage;
 - (v) The amount of money saved by noncompliance;
 - (vi) Whether the violation was committed willfully or intentionally;
 - (vii) The prior record of the violator in complying or failing to comply with the

- pretreatment program;
- (viii) The costs of enforcement to the County.
- (c) Appeals of civil penalties assessed in accordance with this section shall be as provided in section 4.2(h).

8.3 Other Available Remedies

Remedies, in addition to those previously mentioned in this ordinance, are available to the County Manager who may use any single one or combination against a noncompliant user. Additional available remedies include, but are not limited to:

- (a) Criminal Violations.

The District Attorney for the applicable Judicial District may, at the request of the County, prosecute noncompliant users who violate the provisions of N.C.G.S. 143-215.6B. [Note: Under North Carolina law, it is a crime to negligently violate any term, condition, or requirement of a pretreatment permit, or negligently fail to apply for a pretreatment permit, issued by local governments (G.S. 143-215.6B(f)), to knowingly and willfully violate any term, condition, or requirement of a pretreatment permit, or knowingly and willfully fail to apply for a pretreatment permit, issued by local governments (G.S. 143-215.6B(g)), to knowingly violate any term, condition, or requirement of a pretreatment permit issued by local governments, or knowingly fail to apply for a pretreatment permit, knowing at the time that a person is placed in imminent danger of death or serious bodily injury, (G.S. 143-215.6B(h)), and to falsify information required under Article 21 of Chapter 143 of the General Statutes (G.S. 143-215.6B(I)).]

- (b) Injunctive Relief

Whenever a user is in violation of the provisions of this ordinance or an order or permit issued hereunder, the County Manager, through the City Attorney, may petition the Superior Court of Justice for the issuance of a restraining order or a preliminary and permanent injunction which restrains or compels the activities in question.

- (c) Water Supply Severance

Whenever an industrial user is in violation of the provisions of this ordinance or an order or permit issued hereunder, water service to the industrial user may be severed and service will only recommence, at the user's expense, after it has satisfactorily demonstrated ability to comply.

- (d) Public Nuisances

Any violation of the prohibitions or effluent limitations of this ordinance or of a permit or order issued hereunder, is hereby declared a public nuisance and shall be corrected or abated as directed by the County Manager. Any person(s) creating a public nuisance shall be subject to the provisions of the appropriate ordinances of the County governing such nuisances, including reimbursing the POTW for any costs incurred in removing, abating or remedying said nuisance.

8.4 Remedies Nonexclusive

The remedies provided for in this ordinance are not exclusive. The County Manager may take any, all, or any combination of these actions against a noncompliant user. Enforcement of pretreatment violations will generally be in accordance with the County's enforcement response plan. However, the County Manager may take other action against any user when the circumstances warrant. Further, the County Manager is empowered to take more than one enforcement action against any noncompliant user.

SECTION 9 - ANNUAL PUBLICATION OF SIGNIFICANT NONCOMPLIANCE

At least annually, the County Manager shall publish in a newspaper of general circulation that provides meaningful public notice within the jurisdiction(s) served by the POTW, a list of those industrial users which were found to be in significant noncompliance, also referred to as reportable noncompliance, in 15A NCAC 2H .0903(b) (34), with applicable pretreatment standards and

requirements, during the previous 12 months.

SECTION 10 – ADJUDICATORY HEARINGS

Hearings: The local government may conduct hearings in accordance with its regular hearing procedure.

- (a) **Initial Adjudicatory Hearing.** An applicant whose permit is denied, or is granted subject to conditions he deems unacceptable, a permitted/user assessed a civil penalty under section 8.2, or one issued an administrative order under section 8.1 shall have the right to an adjudicatory hearing before the County Manager or other hearing officer appointed by the County Manager upon making written demand, identifying the specific issues to be contested, to the County Manager within 30 days following receipt of the significant industrial user permit, civil penalty assessment, or administrative order. Unless such written demand is made within the time specified herein, the action shall be final and binding and further appeal is barred. For modified permits, only those parts of the permit being modified may be adjudicated. The hearing officer shall make a final decision on the contested permit, penalty, or order within 45 days of the receipt of the written demand for a hearing. The County Manager shall transmit a copy of the hearing officer's decision by registered or certified mail as described in paragraph © below. The terms and conditions of a permit under appeal shall be as follows.
 - (i) **New Permits.** Upon appeal, including judicial review in the General Courts of Justice, of the terms or conditions of a newly issued permit, the terms and conditions of the entire permit are stayed and the permit is not in effect until either the conclusion of judicial review or until the parties reach a mutual resolution.
 - (ii) **Renewed Permits.** Upon appeal, including judicial review in the General Courts of Justice, of the terms or conditions of a renewed permit, the terms and conditions of the existing permit remain in effect until either the conclusion of judicial review or until the parties reach a mutual resolution.
 - (iii) **Terminated Permits.** Upon appeal, including judicial review in the General Courts of Justice, of a terminated permit, no permit is in effect until either the conclusion of judicial review or until the parties reach a mutual resolution.
- (b) **Final Appeal Hearing.** Any decision of a hearing officer made as a result of an adjudicatory hearing held under paragraph (a) above may be appealed, to the Council or Board serving the County upon filing a written demand within 10 days of receipt of notice of the decision. Hearings held under this Subdivision shall be conducted in accordance with Local hearing procedures. Failure to make written demand within the time specified herein shall bar further appeal. The Council or Board serving the County shall make a final decision on the appeal within 90 days from receipt of the demand filed under paragraph (a) and shall transmit a written copy of its decision by registered or certified mail as described in paragraph © below. The decision is a final decision for the purpose of seeking judicial review.
- (c) **Official record.** When a final decision is issued under paragraph (b) above, the Council or Board serving the County shall prepare an official record of the case that includes:
 - (i) All notices, motions, and other like pleadings;
 - (ii) A copy of all documentary evidence introduced;
 - (iii) A certified transcript of all testimony taken, if testimony is transcribed. If testimony is taken and not transcribed, then a narrative summary of any testimony taken.
 - (iv) A copy of the final decision of the Council or Board serving the County.
- (d) **Judicial Review.** Any person against whom a final order or decision of the Council or Board serving the County is entered, pursuant to the hearing conducted under paragraph (b) above, may seek judicial review of the order or decision by filing a written request for review by the Superior Court of Columbus County within 30 days after receipt of notice by registered or certified mail of the order or decision, but not thereafter, along with a copy to the County. Within 30 days after receipt of the copy of the written request for review by the Court, the Council or Board serving the County shall transmit to the reviewing court the original or a certified copy of the official record.

SECTION 11 - AFFIRMATIVE DEFENSES TO DISCHARGE VIOLATIONS

11.1 Upset

- (a) An upset shall constitute an affirmative defense to an action brought for noncompliance with categorical pretreatment standards if the requirements of paragraph (b), below, are met.

- (b) A user who wishes to establish the affirmative defense of upset shall demonstrate, through properly signed, contemporaneous operating logs, or other relevant evidence that:
 - (1) An upset occurred and the user can identify the cause(s) of the upset;
 - (2) The facility was at the time being operated in a prudent and workman-like manner and in compliance with applicable operation and maintenance procedures; and
 - (3) The user has submitted the following information to the County Manager within twenty-four (24) hours of becoming aware of the upset [if this information is provided orally, a written submission must be provided within five (5) days]:
 - (i) A description of the indirect discharge and cause of noncompliance;
 - (ii) The period of noncompliance, including exact dates and times or, if not corrected, the anticipated time the noncompliance is expected to continue; and
 - (iii) Steps being taken and/or planned to reduce, eliminate, and prevent recurrence of the noncompliance.
- (c) In any enforcement proceeding, the user seeking to establish the occurrence of an upset shall have the burden of proof.
- (d) Users will have the opportunity for a judicial determination on any claim of upset only in an enforcement action brought for noncompliance with categorical pretreatment standards.
- (e) Users shall control production of all discharges to the extent necessary to maintain compliance with categorical pretreatment standards upon reduction, loss, or failure of its treatment facility until the facility is restored or an alternative method of treatment is provided. This requirement applies in the situation where, among other things, the primary source of power of the treatment facility is reduced, lost, or fails.

11.2 Prohibited Discharge Standards Defense

A user shall have an affirmative defense to an enforcement action brought against it for noncompliance with the general prohibitions in section 2.1 (a) of this ordinance or the specific prohibitions in sections 2.1(b)(2), (3), and (5 - 7) of this ordinance if it can prove that it did not know, or have reason to know, that its discharge, alone or in conjunction with discharges from other sources, would cause pass through or interference and that either:

- (a) A local limit exists for each pollutant discharged and the user was in compliance with each limit directly prior to, and during, the pass through or interference; or
- (b) No local limit exists, but the discharge did not change substantially in nature or constituents from the user's prior discharge when the County was regularly in compliance with its NPDES permit, and in the case of interference, was in compliance with applicable sludge use or disposal requirements.

11.3 Bypass

- (a) A user may allow any bypass to occur which does not cause pretreatment standards or requirements to be violated, but only if it also is for essential maintenance to assure efficient operation. These bypasses are not subject to the provision of paragraphs (b) and © of this section.
- (b)
 - (1) If a user knows in advance of the need for a bypass, it shall submit prior notice to the County Manager, at least ten (10) days before the date of the bypass, if possible.
 - (2) A user shall submit oral notice to the County Manager of an unanticipated bypass that exceeds applicable pretreatment standards within twenty-four (24) hours from the time it becomes aware of the bypass. A written submission shall also be provided within five (5) days of this time the user becomes aware of the bypass. The written submission shall contain a description of the bypass and its cause; the duration of the bypass, including exact dates and times, and, if the bypass has not been corrected, the anticipated time it is expected to continue; and steps taken or planned to reduce, eliminate, and prevent reoccurrence of the bypass. The County Manager may waive the written report on a case-by-case basis if the oral report has been received within twenty-four (24) hours.
- (c)
 - (1) Bypass is prohibited, and the County Manager may take an enforcement action against a user for a bypass, unless
 - (i) Bypass was unavoidable to prevent loss of life, personal injury, or severe

- property damage;
- (ii) 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
- (iii) The user submitted notices as required under paragraph (b) of this section.
- (2) The County Manager may approve an anticipated bypass, after considering its adverse effects, if the County Manager determines that it will meet the three conditions listed in paragraph (c)(1) of this section.

SECTION 12 - SEVERABILITY

If any provision, paragraph, word, section or article of this ordinance is invalidated by any court of competent jurisdiction, the remaining provisions, paragraphs, words, sections, and chapters shall not be affected and shall continue in full force and effect.

SECTION 13 - CONFLICT

All other ordinances and parts of other ordinances inconsistent or conflicting with any part of this ordinance are hereby repealed to the extent of such inconsistency or conflict.

SECTION 14 - EFFECTIVE DATE

This ordinance shall be in full force and effect on the 19th day of November, 2013.

INTRODUCED the 4th day of November, 2013.

FIRST READING: May 20, 2013.

SECOND READING: November 18, 2013.

PASSED this 18th day of November, 2013.

AYES: Chairman Charles T. McDowell, Vice Chairman Ricky Bullard, Commissioners Amon E. McKenzie, James E. Prevatte, Giles E. Byrd, P. Edwin Russ and Trent Burroughs.

NAYS:None

ABSENT: -0-

NOT VOTING: -0-

APPROVED this 18th day of November, 2013.

/s/ CHARLES T. McDOWELL
Chairman, Columbus County Commissioners

ATTEST:
/s/ JUNE B. HALL
County Clerk

Published the ___ day of _____, 20__.

(SEAL)

Commissioner Prevatte made a motion to rescind and replace the Sewer Use Ordinance, Columbus County, on the second reading, seconded by Commissioner Burroughs. The motion unanimously passed.

Agenda Item #11: ADMINISTRATION - EARLY PAYROLL CHECKS:

William S. Clark, County Manager, requested Board approval to distribute employee payroll

checks on December 20, 2013.

Commissioner McKenzie made a motion to approve the distribution of employee's early payroll checks on December 20, 2013, seconded by Commissioner Byrd. The motion unanimously passed.

Agenda Item #12: ADMINISTRATION - CHRISTMAS BONUS:

William S. Clark, County Manager, requested Board approval of the Christmas Bonuses for employees.

Vice Chairman Bullard made a motion to approve the Christmas Bonuses for County employees, seconded by Commissioner McKenzie. The motion unanimously passed.

Agenda Item #13: APPOINTMENTS/RE-APPOINTMENTS/REPLACEMENTS:

June B. Hall, Clerk to the Board, requested appointment/re-appointment/replacement to the following committees.

COMMITTEE	DISTRICT/ EB	PERSON(S)	EXPIR. DATE	BOARD ACTION
Aging Advisory Council (Region O) Cape Fear Council of Governments	EB	Betty Holcomb (Resigned)	06/30/2015	HOLD
Nursing/Adult Care Home Joint Community Advisory Committee	EB	Donna Watson (Resigned)	01-17-2016	HOLD
Planning Board	II	Haywood Corbett (Resigned)	09/30/2015	HOLD
Water and Sewer Advisory Commission	I II III IV V VI VII	NOTE: See existing Water and Sewer Advisory Commission for present membership, which is by Water District, not political district.	See Bylaws	Thaddus Williams HOLD HOLD HOLD HOLD HOLD HOLD
Animal Control Advisory Council	II	Leonard Walker	12/05/2013	Re-Appoint

RECESS REGULAR SESSION and enter into COMBINATION MEETING of COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V BOARD MEETING:

At 7:15 P.M., Commissioner McKenzie made a motion to recess Regular Session and enter into a **combination meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting, seconded by Vice Chairman Bullard. The motion unanimously passed.

Agenda Item #14: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of BOARD MEETING MINUTES:

November 04, 2013 **Combination Meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting (**5 sets**).

This information will be recorded in Minute Book Number 1 for each Water District, respectively.

Agenda Item #15: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II and III - APPROVAL of ADJUSTMENTS to the OCTOBER, 2013 MONTHLY WATER BILLS:

Danny Fowler, Interim Public Utilities Director, requested Board approval of the adjustments

to the October, 2013 monthly water bills.

This information will be recorded in Minute Book Number 1 for each Water District, respectively.

Agenda Item #16: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of CONTRACT with GREEN ENGINEERING:

Danny Fowler, Interim Public Utilities Director, requested Board approval of a Contract with Green Engineering for services with the Consolidated Business Plan, Implementation Phase, in the amount, not to exceed nine thousand, five hundred, and 00/100 (\$9,500.00) dollars.

This information will be recorded in Minute Book Number 1 for each Water District, respectively.

OTHER:

COLUMBUS COUNTY WATER and SEWER DISTRICT IV - UPDATE on HALLSBORO PROJECT:

Danny Fowler, Interim Public Utilities Director, stated there were fifty-nine (59) signups for County water as of today. These are actual signups that have been done in the office.

This information will be recorded in Minute Book Number 1 for Columbus County Water and Sewer District IV.

COLUMBUS COUNTY WATER and SEWER DISTRICT I and II - UPDATE on INTERCONNECTION PROJECT:

Danny Fowler, Interim Public Utilities Director, stated that as of today, there were ninety-eight (98) signups for the Interconnect Project, and the contractor has stated the project will be completed by the first of the year 2014.

This information will be recorded in Minute Book Number 1 for Columbus County Water and Sewer Districts I and II.

COLUMBUS COUNTY WATER and SEWER DISTRICT V - UPDATE on GORE LAKE and DEER LANE PROJECT:

Danny Fowler, Interim Public Utilities Director, stated that they were doing the following on the Gore Lake and Dear Lane Project:

This information will be recorded in Minute Book Number 1 for Columbus County Water and Sewer District V.

ADJOURN COMBINATION MEETING of COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V BOARD MEETING and resume REGULAR SESSION:

At 7:37 P.M., Commissioner Prevatte made a motion to adjourn the **combination meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting and resume Regular Session, seconded by Commissioner Byrd. The motion unanimously passed.

Agenda Item #17: CONSENT AGENDA ITEM: Tax Refunds and Releases

Vice Chairman Bullard made a motion to approve the following Consent Agenda Item, seconded by Commissioner McKenzie. The motion unanimously passed.

<i>Property Value</i>		Amount:	\$1,687.28
Davis, Daniel Jeff & Teresa Jackson	PROPERTY: 5312	Total:	\$1,875.92
Value: \$209,600.00	Year: 2013	Account: 01-04285	Bill#: 17186
Release portion of value of dwelling. House only 40% complete when billed. Release Brunswick Fire(146.72) release Whiteville Rescue(41.92)			
<i>Property Value</i>		Amount:	\$32.50
Logan, Ricky L. & Fran O.	PROPERTY: 00000	Total:	\$562.65

Value: \$1,000.00	Year: 10-13	Account: 13-05604	Bill#: 99999
Release value of 1960 12x60 S/W. Replaced with D/W prop#25312. Release Columbus Rescue(.80) release Late List (3.35)			
<i>Property Value</i>			Amount: \$8.05
Sellers, Peggy	PROPERTY: 00000		Total: \$9.08
Value: \$1,000.00	Year: 2013	Account: 13-00122	Bill#: 44142
Release value of 1977 14' Desoto Boat. Owner deceased 4/15/06. Release columbus Rescue(.20) release late list(.83)			
<i>Property Value</i>			Amount: \$8.05
Walker, Terry Eugene	PROPERTY: 00000		Total: \$9.74
Value: \$1,000.00	Year: 2013	Account: 11-00438	Bill#: 51602
Release value of 1985 16' Boat. DBL Act#1-99874. Release Hallsboro Fire(.60) release Columbus Resuce(.20) releae late list(.89)			
<i>Refunds</i>			Amount: \$498.80
Evans, Joe W. c/o Brison A Lyons Sr.	PROPERTY: 21022		Total: \$581.12
Value:	Year: 09-12	Account: 12-07220	Bill#: 99999
Refund value of land. Owner cannot produce deed for land. Land does not exist. Release North Whiteville Fire(27.24) release Columbus Rescue(12.24) release Water District II(42.84)			
<i>User Fee</i>			Amount: \$0.00
Alexandria, James Edward (Heirs)	PROPERTY: 18466		Total: \$218.00
Value: \$0.00	Year: 2013	Account: 11-00140	Bill#: 7637
Release user fee. Dwelling vacant.			
<i>User Fee</i>			Amount: \$0.00
Cribb, Roger Delane	PROPERTY: 75156		Total: \$218.00
Value: \$0.00	Year: 2013	Account: 09-06120	Bill#: 16589
Release user fee. Dwelling vacant. Can picked up 1/14/07			
<i>User Fee</i>			Amount: \$0.00
Floyd, Wilbur	PROPERTY: 401		Total: \$218.00
Value: \$0.00	Year: 2013	Account: 01-28200	Bill#: 20667
Release user fee. Dwelling vacant. Can picked up 8/2012			
<i>User Fee</i>			Amount: \$0.00
Freeman, Donald James (ETALS)	PROPERTY: 19110		Total: \$218.00
Value: \$0.00	Year: 2013	Account: 11-02859	Bill#: 21415
Release user fee. Dwelling vacant. Can picked up 11-26-2008			
<i>User Fee</i>			Amount: \$0.00
Hayes, Wesley	PROPERTY: 21247		Total: \$218.00
Value: \$0.00	Year: 2013	Account: 12-11260	Bill#: 26231
Release user fee. Dwelling vacant. Can picked up 1/27/11			
<i>User Fee</i>			Amount: \$0.00
Lewis, James Martin	PROPERTY: 28809		Total: \$218.00
Value: \$0.00	Year: 2013	Account: 15-04916	Bill#: 32356
Release user fee. Dwelling vacant.			
<i>User Fee</i>			Amount: \$0.00
Marvin, Carrie M.	PROPERTY: 9165		Total: \$659.00
Value: \$0.00	Year: 11-13	Account: 04-11255	Bill#: 99999
Release user fee. Yrs 11-13 Dwelling vacant Can picked up 2010			
<i>User Fee</i>			Amount: \$0.00
Milligan, John Patrick & Melissa Worley	PROPERTY: 10422		Total: \$218.00
Value: \$0.00	Year: 2013	Account: 06-00744	Bill#: 36334
Release user fee. Dwelling vacant.			
<i>User Fee</i>			Amount: \$0.00
Ray, Ervin Woodrow	PROPERTY: 16679		Total: \$218.00
Value: \$0.00	Year: 2013	Account: 09-03564	Bill#: 41696
Release user fee. Dwelling vacant. Can picked up 9/22/2008			
<i>User Fee</i>			Amount: \$0.00
Reaves, Jill Cox	PROPERTY: 4305		Total: \$218.00
Value: \$0.00	Year: 2013	Account: 01-75265	Bill#: 41864
Release user fee. Dwelling vacant. Can picked up 9/25/08			
<i>User Fee</i>			Amount: \$0.00

Soles, Lorena Jordan	PROPERTY: 24172	Total:	\$218.00
Value: \$0.00 Year: 2013	Account: 13-00346	Bill#: 46553	
Release user fee. Dwelling vacant.			
<i>User Fee</i>		Amount:	\$0.00
Williams, Josephine G.	PROPERTY: 4195	Total:	\$218.00
Value: \$0.00 Year: 2013	Account: 02-06733	Bill#: 54125	
Release user fee. Dwelling vacant. Can picked up 10/17/11			

Agenda Item #18: COMMENTS:

Chairman McDowell opened the floor for comments. The following spoke.

A. Department Heads:

1. **Kay Worley, Emergency Services Director:** stated the following:
 - A. There will be a Fire and Rescue Association Meeting Wednesday night, at 7:30 P.M., at Brunswick Fire Department, and you are welcome to attend; **and**
 - B. There will be a Fire Peer Review Committee Meeting on Thursday, November 21, 2013, at 7:30 P.M., at Emergency Services.

2. **Edward Davis, Soil and Water Conservation Director:**
 - A. Chairman McDowell asked if the beaver dams in Crusoe had been look at. Mr. Davis replied stating he had sent an e-mail to Butch but had not received a response.
 - B. Vice Chairman Bullard asked the status of using a man from another County part time and the same salary being paid out. Mr. Davis replied stating the following:
 - There are three (3) trappers covering Columbus County as follows:
 - Jason -eastern side of Columbus County and Brunswick County
 - Gregg Lee - part of Bladen County and Columbus County
 - Bo - western part of Columbus County and Robeson County
 - All three (3) trappers are explosive certified.

3. **Major Lewis Hatcher, Sheriff's Department:** stated the following:
 - A. I would like to thank Agernon McKenzie, Social Services Director, for the way the crowd of people was handled for the energy crisis program; **and**
 - B. We have had multiple parades to take place since September and they have been event free.

B. Board of Commissioners:

1. **Vice Chairman Bullard:** I would like for this Board to recognize Phil Edwards, Mary Edwards and staff for the fine job they are doing at the Columbus County Airport.

MOTION:

Vice Chairman Bullard made a motion that a Proclamation of Recognition and Appreciation be prepared for Phil Edwards, Columbus County Airport Manager, Mary Edwards and staff for the outstanding work they are doing, seconded by Commissioner Byrd. The motion unanimously passed.

2. **Commissioner McKenzie:** stated the following:
 - A. Danny, I am still interested in water on Silverspoon Road and the other areas that we have discussed, and would like for us to set a date and time to go look at these areas;
 - B. All the Board members have been invited to an event on Tuesday, November 19, 2013, at 6:00 P.M.; **and**
 - C. I have received telephone calls about some areas in Whiteville where the streets are blocked after the sun goes down with possible suspicious activity around the Dream Center and the Pinewood area, and I would like to this to be checked into.

3. **Chairman McDowell:** I would like to say the Veterans Day Parade was a good parade with good attendance, and I would like to thank everyone that participated.
- C. **County Manager (William S. Clark):** I would like to remind you of the meeting Wednesday, November 20, 2013, at 10:00 A.M., with the NCACC, in the EDC Conference Room, take a tour of MaxPro, lunch at Fair Bluff, and Representative Ken Waddell will be there.

Agenda Item #19: ADJOURNMENT:

At 7:53 P.M., Vice Chairman Bullard made a motion to adjourn, seconded by Commissioner Byrd. The motion unanimously passed.

APPROVED:

JUNE B. HALL, Clerk to Board

CHARLES T. McDOWELL, Chairman

**COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V
COMBINATION BOARD MEETING**

Monday, November 18, 2013

7:15 P.M.

The Honorable Columbus County Commissioners met on the above stated date and at the above stated time in the Dempsey B. Herring Courthouse Annex Building, located at 112 West Smith Street, Whiteville, North Carolina, to act as the Columbus County Water and Sewer District I Board.

COMMISSIONERS PRESENT:

Charles T. McDowell, **Chairman**
Ricky Bullard, **Vice Chairman**
Amon E. McKenzie
James E. Prevatte
Giles E. Byrd
P. Edwin Russ
Trent Burroughs

APPOINTEES PRESENT:

William S. Clark, **County Manager**
Mike Stephens, **County Attorney**
June B. Hall, **Clerk to Board**
Bobbie Faircloth, **Finance Officer**

MEETING CALLED TO ORDER:

At 7:15 P.M., Chairman Charles T. McDowell called the **combination meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting to order.

Agenda Item #14: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of BOARD MEETING MINUTES:

November 04, 2013 **Combination Meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting (**5 sets**).

Commissioner Prevatte made a motion to approve the November 04, 2013 Columbus County Water and Sewer District I Board Meeting Minutes, as recorded, seconded by Commissioner Burroughs. The motion unanimously passed.

Agenda Item #15: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II and III - APPROVAL of ADJUSTMENTS to the OCTOBER, 2013 MONTHLY WATER BILLS:

Danny Fowler, Interim Public Utilities Director, requested Board approval of the following adjustments to the October, 2013 monthly water bills for Columbus County Water and Sewer District I.

DISTRICT I ADJUSTMENTS FOR THE MONTH OF OCTOBER 2013

DATE	ACCT #	ACCT NAME	ADJ AMT	REASON FOR ADJUSTMENT
10/9/13	201675.00.85	Henrietta Clark	50	Meter Tampering Fee
10/4/13	102800.00.98	Berry Stanley	(124)	Customer Leak

10/4/13	1004030.00.97	Larry Godwin	(64)	Customer Leak
10/4/13	204200.00.98	H. P. Faulk	(104)	Customer Leak
10/30/13	600124.00.98	Stephanie Gore	(25)	Billing Error

Vice Chairman Bullard made a motion to approve the adjustments to the October, 2013 monthly water bills for Columbus County Water and Sewer District I, seconded by Commissioner Russ. The motion unanimously passed.

Agenda Item #16: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of CONTRACT with GREEN ENGINEERING:

Danny Fowler, Interim Public Utilities Director, requested Board approval of a Contract with Green Engineering for services with the Consolidated Business Plan, Implementation Phase, in the amount of, not to exceed, nine thousand, five hundred, and 00/100 (\$9,500.00) dollars.

Commissioner Russ made a motion to approve the Contract with Green Engineering for services with the Consolidated Business Plan, Implementation Phase, in the amount, not to exceed nine thousand, five hundred, and 00/100 (\$9,500.00) dollars, seconded by Vice Chairman Bullard. The motion unanimously passed. A copy of this one (1) page Contract will be marked as Exhibit “A”, and kept on file in the Minute Book Attachments, Book Number 5, in the Clerk to the Board’s Office, for review.

OTHER:

COLUMBUS COUNTY WATER and SEWER DISTRICT I and II - UPDATE on INTERCONNECTION PROJECT:

Danny Fowler, Interim Public Utilities Director, stated that as of today, there were ninety-eight (98) signups for the Interconnect Project, and the contractor has stated the project will be completed by the first of the year 2014.

ADJOURNMENT:

At 7:37 P.M., Commissioner Prevatte made a motion to adjourn, seconded by Commissioner Byrd. The motion unanimously passed.

APPROVED:

JUNE B. HALL, Clerk to Board

CHARLES T. McDOWELL Chairman

**COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V
COMBINATION BOARD MEETING
Monday, November 18, 2013
7:15 P.M.**

The Honorable Columbus County Commissioners met on the above stated date and at the above stated time in the Dempsey B. Herring Courthouse Annex Building, located at 112 West Smith Street, Whiteville, North Carolina, to act as the Columbus County Water and Sewer District II Board.

COMMISSIONERS PRESENT:

Charles T. McDowell, **Chairman**
Ricky Bullard, **Vice Chairman**
Amon E. McKenzie
James E. Prevatte
Giles E. Byrd
P. Edwin Russ
Trent Burroughs

APPOINTEES PRESENT:

William S. Clark, **County Manager**
Mike Stephens, **County Attorney**
June B. Hall, **Clerk to Board**
Bobbie Faircloth, **Finance Officer**

MEETING CALLED TO ORDER:

At 7:15 P.M., Chairman Charles T. McDowell called the **combination meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting to order.

Agenda Item #14: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of BOARD MEETING MINUTES:

November 04, 2013 **Combination Meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting (**5 sets**).

Commissioner Prevatte made a motion to approve the November 04, 2013 Columbus County Water and Sewer District II Board Meeting Minutes, as recorded, seconded by Commissioner Burroughs. The motion unanimously passed.

Agenda Item #15: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II and III - APPROVAL of ADJUSTMENTS to the OCTOBER, 2013 MONTHLY WATER BILLS:

Danny Fowler, Interim Public Utilities Director, requested Board approval of the following adjustments to the October, 2013 monthly water bills for Columbus County Water and Sewer District II..

DISTRICT II ADJUSTMENTS FOR THE MONTH OF OCTOBER 2013

DATE	ACCT #	ACCT NAME	ADJ AMT	REASON FOR ADJUSTMENT
10/9/2013	132584.00.95	David Thompson, Jr.	50	Meter Tampering Fee

Vice Chairman Bullard made a motion to approve the adjustments to the October, 2013

monthly water bills for Columbus County Water and Sewer District I, seconded by Commissioner Russ. The motion unanimously passed.

Agenda Item #16: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of CONTRACT with GREEN ENGINEERING:

Danny Fowler, Interim Public Utilities Director, requested Board approval of a Contract with Green Engineering for services with the Consolidated Business Plan, Implementation Phase, in the amount of, not to exceed, nine thousand, five hundred, and 00/100 (\$9,500.00) dollars.

Commissioner Russ made a motion to approve the Contract with Green Engineering for services with the Consolidated Business Plan, Implementation Phase, in the amount, not to exceed nine thousand, five hundred, and 00/100 (\$9,500.00) dollars, seconded by Vice Chairman Bullard. The motion unanimously passed. A copy of this one (1) page Contract will be marked as Exhibit "A", and kept on file in the Minute Book Attachments, Book Number 5, in the Clerk to the Board's Office, for review.

OTHER:

COLUMBUS COUNTY WATER and SEWER DISTRICT I and II - UPDATE on INTERCONNECTION PROJECT:

Danny Fowler, Interim Public Utilities Director, stated that as of today, there were ninety-eight (98) signups for the Interconnect Project, and the contractor has stated the project will be completed by the first of the year 2014.

ADJOURNMENT:

At 7:37 P.M., Commissioner Prevatte made a motion to adjourn, seconded by Commissioner Byrd. The motion unanimously passed.

APPROVED:

JUNE B. HALL, Clerk to Board

CHARLES T. McDOWELL Chairman

**COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V
COMBINATION BOARD MEETING**

Monday, November 18, 2013

7:15 P.M.

The Honorable Columbus County Commissioners met on the above stated date and at the above stated time in the Dempsey B. Herring Courthouse Annex Building, located at 112 West Smith Street, Whiteville, North Carolina, to act as the Columbus County Water and Sewer District III Board.

COMMISSIONERS PRESENT:

Charles T. McDowell, **Chairman**
Ricky Bullard, **Vice Chairman**
Amon E. McKenzie
James E. Prevatte
Giles E. Byrd
P. Edwin Russ
Trent Burroughs

APPOINTEES PRESENT:

William S. Clark, **County Manager**
Mike Stephens, **County Attorney**
June B. Hall, **Clerk to Board**
Bobbie Faircloth, **Finance Officer**

MEETING CALLED TO ORDER:

At 7:15 P.M., Chairman Charles T. McDowell called the **combination meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting to order.

Agenda Item #14: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of BOARD MEETING MINUTES:

November 04, 2013 **Combination Meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting (**5 sets**).

Commissioner Prevatte made a motion to approve the November 04, 2013 Columbus County Water and Sewer District III Board Meeting Minutes, as recorded, seconded by Commissioner Burroughs. The motion unanimously passed.

Agenda Item #15: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II and III - APPROVAL of ADJUSTMENTS to the OCTOBER, 2013 MONTHLY WATER BILLS:

Danny Fowler, Interim Public Utilities Director, requested Board approval of the following adjustments to the October, 2013 monthly water bills for Columbus County Water and Sewer District III.

DISTRICT III ADJUSTMENTS FOR THE MONTH OF OCTOBER 2013

DATE	ACCT #	ACCT NAME	ADJ AMT	REASON FOR ADJUSTMENT
10/04/13	341185.00.98	Bertina Norton	(45)	Customer Leak
10/17/2013	331134.00.97	Cassie Ivey	(8)	Water Quality

Vice Chairman Bullard made a motion to approve the adjustments to the October, 2013 monthly water bills for Columbus County Water and Sewer District III, seconded by Commissioner Russ. The motion unanimously passed.

Agenda Item #16: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of CONTRACT with GREEN ENGINEERING:

Danny Fowler, Interim Public Utilities Director, requested Board approval of a Contract with Green Engineering for services with the Consolidated Business Plan, Implementation Phase, in the amount of, not to exceed, nine thousand, five hundred, and 00/100 (\$9,500.00) dollars.

Commissioner Russ made a motion to approve the Contract with Green Engineering for services with the Consolidated Business Plan, Implementation Phase, in the amount, not to exceed nine thousand, five hundred, and 00/100 (\$9,500.00) dollars, seconded by Vice Chairman Bullard. The motion unanimously passed. A copy of this one (1) page Contract will be marked as Exhibit "A", and kept on file in the Minute Book Attachments, Book Number 5, in the Clerk to the Board's Office, for review.

ADJOURNMENT:

At 7:37 P.M., Commissioner Prevatte made a motion to adjourn, seconded by Commissioner Byrd. The motion unanimously passed.

APPROVED:

JUNE B. HALL, Clerk to Board

CHARLES T. McDOWELL Chairman

**COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V
COMBINATION BOARD MEETING
Monday, November 18, 2013
7:15 P.M.**

The Honorable Columbus County Commissioners met on the above stated date and at the above stated time in the Dempsey B. Herring Courthouse Annex Building, located at 112 West Smith Street, Whiteville, North Carolina, to act as the Columbus County Water and Sewer District IV Board.

COMMISSIONERS PRESENT:

Charles T. McDowell, **Chairman**
Ricky Bullard, **Vice Chairman**
Amon E. McKenzie
James E. Prevatte
Giles E. Byrd
P. Edwin Russ
Trent Burroughs

APPOINTEES PRESENT:

William S. Clark, **County Manager**
Mike Stephens, **County Attorney**
June B. Hall, **Clerk to Board**
Bobbie Faircloth, **Finance Officer**

MEETING CALLED TO ORDER:

At 7:15 P.M., Chairman Charles T. McDowell called the **combination meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting to order.

Agenda Item #14: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of BOARD MEETING MINUTES:

November 04, 2013 **Combination Meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting (**5 sets**).

Commissioner Prevatte made a motion to approve the November 04, 2013 Columbus County Water and Sewer District IV Board Meeting Minutes, as recorded, seconded by Commissioner Burroughs. The motion unanimously passed.

Agenda Item #16: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of CONTRACT with GREEN ENGINEERING:

Danny Fowler, Interim Public Utilities Director, requested Board approval of a Contract with Green Engineering for services with the Consolidated Business Plan, Implementation Phase, in the amount of, not to exceed, nine thousand, five hundred, and 00/100 (\$9,500.00) dollars.

Commissioner Russ made a motion to approve the Contract with Green Engineering for services with the Consolidated Business Plan, Implementation Phase, in the amount, not to exceed nine thousand, five hundred, and 00/100 (\$9,500.00) dollars, seconded by Vice Chairman Bullard. The motion unanimously passed. A copy of this one (1) page Contract will be marked as Exhibit "A", and kept on file in the Minute Book Attachments, Book Number 5, in the Clerk to the Board's Office, for review.

OTHER:

COLUMBUS COUNTY WATER and SEWER DISTRICT IV - UPDATE on HALLSBORO PROJECT:

Danny Fowler, Interim Public Utilities Director, stated there were fifty-nine (59) signups for County water as of today. These are actual signups that have been done in the office.

Lengthy and in-depth discussion was conducted relative to the following:

1. The inability of non-property owners to come in and sign up for water for the legal property owner;
2. The lack of sufficient information being placed in conspicuous areas for the area residents to see;
3. The proper legal procedure to be used for the water sign-ups
4. The actual cutoff time for the signups in order to not lose the grant money;
5. The need for a meeting in the immediate area to explain, answer any questions, and assist people to sign up for the water;
6. The fact was stated that ten (10) large maps and hundreds of small maps had been posted and distributed in the area for the residents to view;
7. A public meeting date being set for December 03, 2013, from 3:00 P.M. until 7:00 P.M., 2013, and if needed, a public meeting date being set for January 03, 2014, from 3:00 P.M. until 7:00 P.M., at the Hallsboro Fire Department;
8. The meeting will entail three (3) County Commissioners, namely Commissioner Giles E. Byrd, Commissioner P. Edwin Russ and Chairman Charles T. McDowell, and any of the Public Utilities staff that is needed; **and**
9. Signs to be placed in the immediate area of the Hallsboro Project advertising the December 03, 2013 Meeting at the Hallsboro Fire Department, from 3:00 P.M. until 7:00 P.M.

MOTION:

Commissioner Byrd made a motion to establish December 03, 2013, from 3:00 P.M. until 7:00 P.M., as the date and time to conduct a public meeting at the Hallsboro Fire Department for the purpose of explaining, answering any questions, and assisting residents to sign up for the water for the Hallsboro Project, seconded by Commissioner Russ. The motion unanimously passed.

ADJOURNMENT:

At 7:37 P.M., Commissioner Prevatte made a motion to adjourn, seconded by Commissioner Byrd. The motion unanimously passed.

APPROVED:

JUNE B. HALL, Clerk to Board

CHARLES T. McDOWELL Chairman

**COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V
COMBINATION BOARD MEETING**

Monday, November 18, 2013

7:15 P.M.

The Honorable Columbus County Commissioners met on the above stated date and at the above stated time in the Dempsey B. Herring Courthouse Annex Building, located at 112 West Smith Street, Whiteville, North Carolina, to act as the Columbus County Water and Sewer District V Board.

COMMISSIONERS PRESENT:

Charles T. McDowell, **Chairman**
Ricky Bullard, **Vice Chairman**
Amon E. McKenzie
James E. Prevatte
Giles E. Byrd
P. Edwin Russ
Trent Burroughs

APPOINTEES PRESENT:

William S. Clark, **County Manager**
Mike Stephens, **County Attorney**
June B. Hall, **Clerk to Board**
Bobbie Faircloth, **Finance Officer**

MEETING CALLED TO ORDER:

At 7:15 P.M., Chairman Charles T. McDowell called the **combination meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting to order.

Agenda Item #14: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of BOARD MEETING MINUTES:

November 04, 2013 **Combination Meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting (**5 sets**).

Commissioner Prevatte made a motion to approve the November 04, 2013 Columbus County Water and Sewer District V Board Meeting Minutes, as recorded, seconded by Commissioner Burroughs. The motion unanimously passed.

Agenda Item #16: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of CONTRACT with GREEN ENGINEERING:

Danny Fowler, Interim Public Utilities Director, requested Board approval of a Contract with Green Engineering for services with the Consolidated Business Plan, Implementation Phase, in the amount of, not to exceed, nine thousand, five hundred, and 00/100 (\$9,500.00) dollars.

Commissioner Russ made a motion to approve the Contract with Green Engineering for services with the Consolidated Business Plan, Implementation Phase, in the amount, not to exceed nine thousand, five hundred, and 00/100 (\$9,500.00) dollars, seconded by Vice Chairman Bullard. The motion unanimously passed. A copy of this one (1) page Contract will be marked as Exhibit "A", and kept on file in the Minute Book Attachments, Book Number 5, in the Clerk to the Board's Office, for review.

OTHER:

COLUMBUS COUNTY WATER and SEWER DISTRICT V - UPDATE on GORE LAKE and DEER LANE PROJECT:

Danny Fowler, Interim Public Utilities Director, stated that they were doing the following on the Gore Lake and Dear Lane Project:

1. We are working on the easements on Gore Lake, and on Deer Lane, the easements are being more difficult to obtain;
2. We are checking with the contractor which is doing the Interconnection Project in Districts I and II to see if they could run these lines at the same price; **and**
3. The numbers should be ready in the next week or so.

ADJOURNMENT:

At 7:37 P.M., Commissioner Prevatte made a motion to adjourn, seconded by Commissioner Byrd. The motion unanimously passed.

APPROVED:

JUNE B. HALL, Clerk to Board

CHARLES T. McDOWELL Chairman