

# City of Newark Wastewater Treatment Plant

## Trucked Waste Disposal Information

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The City of Newark Wastewater Treatment Plant will accept non-toxic, non-hazardous trucked wastes, which are included in the following four categories:

1. **Residential Wastes:** Domestic septage, generated from residential dwellings and use. (i.e. multi-family dwellings, motels, trailer parks, campgrounds)
2. **Non-Domestic Wastes:** Non-Hazardous commercial/industrial wastes generated from sources other than residential dwellings. (i.e. portable toilets, churches, restaurants, food service, schools, industrial, commercial)
3. **Grease Trap Wastes:** Non-petroleum based grease trap wastes.
4. **Grit Wastes:** Non-Hazardous inorganic material identified as grit, consisting of sand, gravel and cinders.

For detailed information on Trucked Waste Discharge Regulations refer to City Ordinance #91-59 and amendments to Ordinance #91-59. Penalties for violations of the rules shall include, but not be limited to, cancellation of permits, license and/or fines as set forth in Ordinance #91-59.

The facilities manager or his designated representative shall maintain the right to refuse any trucked waste at any time if, in their opinion, the waste will: (a) cause an upset or interfere with plant operations, (b) will cause a violation of the plant's discharge permit, or (c) is otherwise in violation of the rules and regulations of the POTW.

The following sections provide general information concerning the City of Newark's Trucked Waste Discharge Regulations:

### **TRUCKED WASTE DISCHARGE PERMIT:**

A Trucked Waste Discharge Permit (TWDP) from the City of Newark shall be required for each vehicle, which is to be used for delivery of waste materials to the City of Newark Wastewater Treatment Plant. All permitted haulers will be subject to all applicable rules and regulations of the Sewer Use Ordinance #91-59 and amendments to Ordinance #91-59. Permits are effective for (2) years and cost \$50.00 each. Each waste hauler must be bonded per city of Newark Regulation prior to final approval. City of Newark application form and surety bond form must be completed and submitted for approval. Waste Hauler's will be responsible for all disposal fees according to the attached rate schedule. A Trucked Waste Discharge Permit shall be valid for two (2) years from its date of issuance, unless otherwise suspended or revoked. The holder of a Trucked Waste

Discharge Permit shall apply for Permit reissuance by submitting a completed Permit application a minimum of sixty (60) days prior to the expiration of the Hauler's existing Permit. All permits are non-transferable

**TRUCKED WASTE BOND INFORMATION:**

For each vehicle that a permit is requested, evidence of a five thousand dollar (\$5000.00) surety bond must accompany your application. A single bond for the total amount of trucks requesting a discharge permit may be submitted in lieu of individual bond forms. Bonds must be submitted on the City of Newark Bond Form. You must use the attached Trucked Waste Discharge Permit Bond Form provided by the City of Newark Wastewater Treatment Plant. Trucked Waste Discharge Bonds expire one year from date of issuance. Renewal of bond on form approved by the City of Newark must be submitted a minimum of sixty (60) days prior to expiration of the Hauler's existing Bond. A continuation certificate will only be accepted when attached to a copy of the original City Bond Form issued. The bond and/or continuation certificate must be SIGNED AND SEALED by the bonding company and must be signed by the PERMITTEE. (The Permittee is the person or company applying for the Trucked Waste Discharge Permit) The bond must contain the exact full individual name or exact full business name the permittee will use in doing business with the City of Newark, Wastewater Treatment Plant.

**TRUCKED WASTE OPERATOR'S LICENSES:**

Any individual wishing to operate any vehicle which is permitted to discharge trucked wastes into the Newark Wastewater Plant shall obtain a Trucked Waste Operator's License from the City of Newark. All individuals requesting a Trucked Waste Operator's License shall submit an application to the City of Newark Wastewater Treatment Plant. A non-refundable application fee of ten dollars (\$10) shall be submitted with each application. Each Trucked Waste Operator's License shall be valid for two (2) years from its date of issuance, unless otherwise suspended or revoked. A licensee must reapply for a new license at least sixty (60) days prior to the expiration of their current license on form provided by the City of Newark. Operator's changing employment to another waste hauler must notify the city within two weeks after the change.

**TRUCKED WASTE DISPOSAL MANIFEST:**

The city uses a manifest for recording all waste loads brought in for disposal. Each manifest consists of (5) carbon-less pages for distribution and record-keeping. Drivers are required to have a completed manifest, signed by the customer/generator, prior to entering plant site for disposal. The manifest must include a complete address including zip code. This manifest allows the city to track each load from the wastehauler, back to the generator. The first page is the customer's copy and is to be signed and given to the

generator at the time the waste is picked up. The second copy is the driver's copy. The third page is the WWTP copy. The fourth page is sent to the City or County Health Dept. for their records. The fifth page is returned by mail to the generator. The returned copy allows the generator to verify the information that was submitted at the time of disposal and to verify that the load was disposed of at an approved facility. Manifest booklets can be picked up at the WWTP and must be signed out by the permitted septic hauler or licensed driver. Septic Hauler will be charged for manifests booklets lost or destroyed.

**PRE-APPROVAL FOR NON-DOMESTIC DISPOSAL:**

To protect the integrity of the city's treatment plant all wastes classified as non-domestic waste liquids require pre-approval. Pre-approved loads require submittal of a Waste Evaluation Form (WEF). This form provides various information on the source and nature of the waste material. Based on the information submitted on the WEF Form the city may require various analysis prior to approval for disposal. The generator may have these required tests preformed by a private testing laboratory or bring the samples to the City of Newark's Environmental Lab for testing. Fees for analysis are listed in the fee schedule and will be billed to the generator requesting approval. WEF approval will be sent to generator and WEF Approval Number must be on manifest when wastes are brought to plant for disposal.

- Copies of Waste Haulers Permit Application, Bond Form, Operator's License Application, Waste Evaluation Form(WEF), and Trucked Waste Disposal Guidelines can be obtained from the City of Newark, Wastewater Treatment Plant or the Water Dept. Billing Department. If you have any questions or need additional assistance use the mailing address or phone numbers listed below.

<b>For Questions about:</b>	
<i>City Trucked Wastes Permitting &amp; Disposal Regulations:</i>	<i>.....740-670-7751</i>
<i>City Billing Information:</i>	<i>.....740-670-7940</i>
<i>City Health Dept. Regulations:</i>	<i>.....740-349-6680</i>
<i>County Health Dept. Regulations:</i>	<i>.....740-349-6535</i>

**Mailing Addresses:**

**(Permits and Disposal Information)**  
 City of Newark Wastewater Treatment Plant  
 1003 East Main Street  
 Newark, OH 43055

**(Billing Information)**  
 City of Newark Water Office  
 34 S. 5th Street  
 Newark, OH 43055

## **DISPOSAL PROCEDURES:**

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- All haulers are subject to rules of the Sewer Use Ordinance #91-59 and #96-41.
- Haulers must be registered with the City of Newark according to the Trucked Waste Discharge Permit Regulations. All drivers must be licensed according to the Trucked Waste Operator's License requirements.
- Each load classified as Non-Domestic Waste must be from a SINGLE source. No combined Non-Domestic loads will be accepted. Combined loads of only Residential Waste will be accepted. Combined loads of grease wastes will be accepted. For combined loads of grease wastes or Residential waste, a separate manifest must be completed on each generator.
- When entering the plant site the waste hauler must weigh their truck in using the swipe card provided for that truck. Hauler needs to answer all questions at automated terminal as prompted and wait for the display to read "Exit Scales". The questions asked at the scales are as follows:
  1. What is the 5 digit manifest number?
  2. How many manifests?
  3. Waste Code (1- Domestic)  
(2- Non-Domestic)  
(3- Grease)
  4. Are you dumping grit? (0-No)  
(1-Yes)
- Manifest sheet must be filled out completely (including complete address with zip code) and signed by the generator and waste hauler prior to entering plant site. Each hauler is to verify correctness of manifest prior to leaving plant site. Blank manifest books can be picked up at the Newark Wastewater Plant and must be signed out by the permitted hauler.
- Only paid employees of registered septic haulers will be allowed in the plant.
- For disposal of Residential, Non-Domestic Wastes and Grease Wastes haulers shall enter the waste disposal station via the south drive and exit by the south drive
- Samples from wastes classified as Residential will be randomly checked for pH and must be within the range of 5 -11 S.U. All loads coming to the plant classified as Non-Domestic must have completed a WEF Form on file and be pre-approved. These loads will also be sampled at the time they are brought into the plant and must pass a toxicity test in order to be accepted for disposal. The test will take approximately 30 minutes. Be prepared to wait for test completion. Wastes classified as Grease Wastes will be sampled for visual inspection and random testing.
- Septic Haulers will be responsible for off-loading their truck and starting equipment through the entry of code key at the receiving station.
- Haulers are to clean receiving station area after disposal has been completed and prior to leaving facility.

- Disposal of grit wastes will be done at grit disposal area. Prior to any disposal of grit the waste hauler must answer “yes” when prompted at the automated scale system during weigh in. There will be a \$25 fee in addition to all other fees.
- Truck is to be weighed out by scanning bar code prior to leaving the plant site. Drivers are responsible for completing manifest with gross and net weights prior to leaving plant site.
- **Waste Hauler** will be responsible for the all disposal fees according to the rate schedule. See attached rate schedule for additional billing information.

**Residential Septic Wastes and Grease Wastes will be accepted during the following hours:**

*7:00 AM to 5:00 PM*

**Commercial Trucked Wastes with pre-approved WEF number will be accepted during the following hours:**

*Same as Residential waste*

**Commercial Trucked Wastes without pre-approved WEF number will be accepted Monday-Friday 7:30 AM to 3:00 PM, No Weekends or Holidays**