

LOUISIANA

MUNICIPAL WATER POLLUTION PREVENTION

MWPP



Facility Name:

CITY OF HAMMOND/SOUTH
SLOUGH WETLAN D
WASTEWATER PROJECT

LPDES Permit Number:

LA0032328

Agency Interest (AI) Number:

AGENCY INTEREST (Ai)
NUMBER: 19578

Address:

Physical Address: 1801
Natchez St.

Mailing Address: P.O. Box
27878

Hammond[, LA 70404

Parish:

Tangipahoa

(Person Completing Form) Name:

GUY PALERMO

Title:

Superintendent: Water &
Sewer Department

Date Completed:

September 1, 2016

INSTRUCTIONS

1. Complete only the sections of the Environmental Audit which apply to your wastewater treatment system. Leave sections that do not apply blank and enter a "0" for the point value.
2. Parts 1 through 7 contain questions for which points may be generated. These points are intended to communicate to the department and the governing body or owner what actions will be necessary to prevent effluent violations. Place the point totals from parts 1 through 7 on the Point Calculation page.
3. Add up the point totals.
4. Submit the Environmental Audit to the governing body or owner for review and approval.
5. The governing body must pass a resolution which contains the following items:
 - a. The resolution or letter must acknowledge the governing body or owner has reviewed the Environmental Audit.
 - b. This resolution must indicate specific actions, if any, will be taken to maintain compliance and prevent effluent violations. Proposed actions should address the parts where maximum or close to maximum points were generated in the Environmental Audit.
 - c. The resolution should provide any other information the governing body deems appropriate.

PART I. INFLUENT FLOW/LOADINGS (all plants)

A. List the average monthly volumetric flows and BOD loadings received at your facility during the last reporting year.

Column 1 Average Monthly Flow (million gallons per day, MGD)	x	Column 2 Average Monthly BOD5 Concentration (mg/l)	x 8.34 =	Column 3 Average Monthly BOD5 Loading (pounds per day, lb/day)
2.8	x	74	x 8.34 =	1679
3.0	x	113	x 8.34 =	2785
3.7	x	79	x 8.34 =	2285
4.9	x	174	x 8.34 =	5152
6.4	x	106	x 8.34 =	5074
4.9	x	111	x 8.34 =	3650
4.3	x	105	x 8.34 =	4052
4.3	x	147	x 8.34 =	6086
4.5	x	113	x 8.34 =	3751
4.0	x	125	x 8.34 =	4034
4.9	x	83	x 8.34 =	3460
6.5	x	93	x 8.34 =	5459

BOD loading = Average Monthly Flow (in MGD) x Average Monthly BOD concentration (in mg/l) x 8.34

B. List the design flow and design BOD loading for your facility in the blanks below. If you are not aware of these design quantities, refer to your Operation and Maintenance (O&M) Manual or contact your consulting engineer.

Design Flow, MGD:	6.0	x 0.90 =	5.4
Design BOD, lb/day:	9608	x 0.90 =	8647

C. How many months did the monthly flow (Column 1) to the wastewater treatment facility (WWTF) exceed 90% of design flow? Circle the number of months and the corresponding point total. Write the point total in the box below at the right.

months	0	1	<u>2</u>	3	4	5	6	7	8	9	10	11	12
points	0	0	<u>0</u>	0	0	5	5	5	5	5	5	5	5

Write 0 or 5 in the C point total box **0** C Point Total

D. How many months did the monthly flow (Column 1) to the WWTF exceed the design flow? Circle the number of months and corresponding point total. Write the point total in the box below at the right.

months	0	1	<u>2</u>	3	4	5	6	7	8	9	10	11	12
points	0	5	<u>5</u>	10	10	15	15	15	15	15	15	15	15

Write 0, 5, 10 or 15 in the D point total box **5** D Point Total

E. How many months did the monthly BOD loading (Column 3) to the WWTF exceed 90% of the design loading? Circle the number of months and corresponding point total. Write the point total in the box below at the right.

months	<u>0</u>	1	2	3	4	5	6	7	8	9	10	11	12
points	<u>0</u>	0	5	5	5	10	10	10	10	10	10	10	10

Write 0, 5, or 10 in the E point total box **5** E Point Total

F. How many months did the monthly BOD loading (Column 3) to the WWTF exceed the design loading? Circle the number of months and corresponding point total. Write the point total in the box below at the right.

months	<u>0</u>	1	2	3	4	5	6	7	8	9	10	11	12
points	<u>0</u>	10	20	30	40	50	50	50	50	50	50	50	50

Write 0, 10, 20, 30, 40 or 50 in the F point total box **20** F Point Total

G. Add together each point total for C through F and place this sum in the box below at the right.

TOTAL POINT VALUE FOR PART 1: **30** (max = 80)

Also enter this value or 80, whichever is less, on the point calculation table on page 16.

PART 2: EFFLUENT QUALITY / PLANT PERFORMANCE

A. List the monthly average effluent BOD and TSS concentrations produced by your facility during the last reporting year.

Month	Column 1 Average Monthly BOD (mg/l)	Column 2 Average Monthly TSS (mg/l)
August 2015	46.4	39.0
September 2015	40.9	34.4
October 2015	55.4	33.0
November 2015	31.4	20.5
December 2015	38.7	36.4
January 2016	33.3	20.4
February 2016	46.2	28.7
March 2016	43.9	30.2
April 2016	44.3	24.2
May 2016	40.4	25.7
June 2016	36.4	24.8
July 2016	29.2	20.4

B. List the monthly average permit limits for your facility in the blanks below.

	Permit Limit		90% of Permit Limit
BOD, mg/l	30.0	x 0.90 =	27.0
TSS, mg/l	90.0	x 0.90 =	81.0

C. Continuous Discharge to Surface Water.

i. How many months did the effluent BOD (Column 1) exceed 90% of the permit limits? Circle the number of months and the corresponding point total. Write the point total in the box below at the right.

<i>months</i>	0	1	2	3	4	5	6	<u>7</u>	8	9	10	11	12
<i>points</i>	0	0	10	20	30	40	40	<u>40</u>	40	40	40	40	40

Write 0, 10, 20, 30 or 40 in the i point total box 40 i Point Total

ii. How many months did the effluent BOD (Column 1) exceed permit limits? Circle the number of months and corresponding point total. Write the point total in the box below at the right.

<i>months</i>	0	1	2	3	4	5	6	<u>7</u>	8	9	10	11	12
<i>points</i>	0	5	5	10	10	10	10	<u>10</u>	10	10	10	10	10

Write 0, 5, or 10 in the ii point total box 10 ii Point Total

iii. How many months did the effluent TSS (Column 2) exceed 90% of the permit limits? Circle the number of months and the corresponding point total. Write the point total in the box below at the right.

<i>months</i>	<u>0</u>	1	2	3	4	5	6	7	8	9	10	11	12
<i>points</i>	<u>0</u>	0	10	20	30	40	40	40	40	40	40	40	40

Write 0, 10, 20, 30 or 40 in the iii point total box 0 iii Point Total

iv. How many months did the effluent TSS (Column 2) exceed permit limits? Circle the number of months and corresponding point total. Write the point total in the box below at the right.

<i>months</i>	<u>0</u>	1	2	3	4	5	6	7	8	9	10	11	12
<i>points</i>	<u>0</u>	5	5	10	10	10	10	10	10	10	10	10	10

Write 0, 5, or 10 in the iv point total box 0 iv Point Total

v. Add together each point total for i through iv and place this sum in the box below at the right.

TOTAL POINT VALUE FOR PART 2: 40 (max = 100)

Also enter this value or 100, whichever is less, on the point calculation table on page 16.

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D. Other Monitoring and Limitations

- i. At any time in the past year was there an exceedance of a permit limit for other pollutants such as: ammonia-nitrogen, phosphorus, pH, total residual chlorine, or fecal coliform?

√ Check one box.

Yes

No

If Yes, Please describe:

SEE ATTACHED NON-COMPLIANCE REPORTS

- ii. At any time in the past year was there a "failure" of a Biomonitoring (Whole Effluent Toxicity) test of the effluent?

√ Check one box.

Yes

No

If Yes, Please describe:

Primaphales promela continued to fail toxicity testing during period 8/1/15 - 7/31/16. TRE initiated in 2013 was completed in 2nd quarter 2016 indicated that the most probable causes of failure were very low oxygen and high ammonia. As a result of the study, additional aeration has been provided to the lagoons as well as a pretreatment system for industrial wastes sent to the treatment plant. City will conduct first monitoring of the impact of these additional improvements on the toxicity in the 3rd quarter 2016.. I

- iii. At any time in the past year was there an exceedance of a permit limit for a toxic substance?

√ Check one box.

Yes

No

If Yes, Please describe:

SEE ATTACHED NON-COMPLIANCE REPORTS

PART 3. AGE OF THE WASTEWATER TREATMENT FACILITY

A. What year was the wastewater treatment facility constructed or last major expansion/improvements completed? 2006

$$\begin{array}{rcccl}
 \text{Current Year} & - & \text{Answer to A} & = & \text{Age in years} \\
 \hline
 2016 & & 2006 & & 10 \\
 \hline
 \end{array}$$

Enter Age in Part C below.

B. Check the type of treatment facility that is employed.

		FACTOR:
<u> </u>	Mechanical Treatment Plant (trickling filter, activated sludge, etc...) Specify Type: _____	2.5
<u> X </u>	Aerated Lagoon	2.0
<u> </u>	Stabilization Pond	1.5
<u> </u>	Other Specify Type: _____	1.0

C. Multiply the factor listed next to the type of facility your community employs by the age of your facility to determine the total point value for Part 3.

TOTAL POINT VALUE FOR PART 3 =

$$\frac{2.00}{\text{Factor}} \times \frac{10}{\text{Age}} = \boxed{20} \text{ (max = 50)}$$

Also enter this value or 50, whichever is less, on the point calculation table on page 16.

D. Please attach a schematic of the treatment plant.

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PART 5: SEWAGE SLUDGE STORAGE, USE, AND DISPOSAL

A. Sewage Sludge Storage

How many months of sewage sludge storage capacity does your facility have available, either on-site or off-site?

Circle the number of months and the corresponding point total. Write the point total in the box below at the right.

<i>months</i>	<2	2	3	4-5	6
<i>points</i>	50	30	20	10	0

Write 0, 10, 20, 30 or 50 in the A point total box A Point Total

B. For how many months does your facility have approval to use or dispose of sewage sludge at a properly permitted landfill, land application site, or sewage sludge incinerator?

Circle the number of months and the corresponding point total. Write the point total in the box below at the right.

<i>months</i>	<6	6-11	12-23	24-35	36
<i>points</i>	50	30	20	10	0

Write 0, 10, 20, 30 or 50 in the B point total box B Point Total

C. Add together the A and B point values and place the sum in the box below at the right:

TOTAL POINT VALUE FOR PART 5: (max = 100)

Also enter this value or 100, whichever is less, on the point calculation table on page 16.

Permit #:

0LA0032328

PART 6: NEW DEVELOPMENT

A. Please provide the following information for the total of all sewer line extensions which were installed during the last year.

Design Population: 29,200

Design Flow: 7.33 MGD

Design BOD: 300.00 mg/l

B. Has an industry (or other development) moved into the community or expanded production in the past year, such that either flow or pollutant loadings to the sewerage system were significantly increased (5% or greater)?

√ Check one box. Yes = 15 points No = 0 points

If Yes, Please describe:

List any new pollutants:

C. Is there any development (industrial, commercial or residential) anticipated in the next 2-3 years, such that either flow or pollutant loadings to the sewerage system could significantly increase?

√ Check one box. Yes = 15 points No = 0 points

If Yes, Please describe:

List any new pollutants you anticipate:

D. Add together the point value checked in B and C and place the sum in the box below.

TOTAL POINT VALUE FOR PART 6: 0 (max = 30)

Also enter this value or 30, whichever is less, on the point calculation table on page 16.

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PART 7 OPERATOR CERTIFICATION AND EDUCATION

A. What was the name of the operator-in-charge for the reporting year?

Name: Vernon Banks

B. What is his or her certification number:

Cert.#: 16-335

C. What level of certification is the operator-in-charge required to have to operate the wastewater treatment facility?

Level Required: Class 4

D. What is the level of certification of the operator-in-charge?

Level Certified: Class 4

E. Was the operator-in-charge of the report year certified at least at the grade level required in order to operate this plant?

√ Check one box. Yes = 0 points No = 50 points

Write 0 or 50 in the E point total box E Point Total

F. Has the operator-in-charge maintained recertification requirements during the reporting year?

√ Check one box. Yes No

G. How many hours of continuing education has the operator-in-charge completed over the last two calendar years?

√ Check one box. > 12 hours = 0 points < 12 hours = 50 points

Write 0 or 50 in the G point total box G Point Total

H. Is there a written policy regarding continuing education an training for wastewater treatment plant employees?

√ Check one box. Yes No

Explain: All operators must become certiefic to level required. The city will pay for operators to attend classes;

I. What percentage of the continuing education expenses of the operator-in-charge were paid for:

By the permittee? 100 % By the operator? 0 %

J. Add together the E and G point values and place the sum in the box below at the right.

TOTAL POINT VALUE FOR PART 7: (max = 100)

Also enter this value or 100, whichever is less, on the point calculation table on page 16.

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PART 8: FINANCIAL STATUS

A. Are User-Charge Revenues sufficient to cover operation and maintenance expenses?

✓ Check one box. Yes No *If No, How are O&M costs financed?*

B. What financial resources do you have available to pay for your wastewater improvements and reconstruction needs?

Sewer treatment fees, connection fees and construction bonds secured by property taxes.

PART 9 SUBJECTIVE EVALUATION

A. Collection System Maintenance

i. Describe what sewer system maintenance work has been done in the last year.

The city continues to perform repairs to the city's collection system in areas where problems occur.

ii. Describe what lift station work has been done in the last year.

GUY NEEDS TO ANSWER THIS.

iii. What collection system improvements does the community have under construction for the next 5 years?

I/I repairs have begun on collection system.

B. If you have ponds please answer the following questions:

√ Check one box.

- | | | |
|---|---|--|
| i. Do you have duckweed buildup in the ponds? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| ii. Do you mow the dikes regularly (at least monthly), to the waters edge? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| iii. Do you have bushes or trees growing on the dikes or in the ponds? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| iv. Do you have excess sludge buildup (> 1foot) on the bottom of any of your ponds? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| v. Do you exercise all of your valves? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| vi. Are your control manholes in good structural shape? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| vii. Do you maintain at least 3 feet of freeboard in all of your ponds? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| viii. Do you visit your pond system at least weekly? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

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C. Treatment Plants

- i. Have the influent and effluent flow meters been calibrated in the last year?

Yes No (✓ Check one box.)

N/A

JUNE 24, 2016

Influent flow meter calibration date(s)

Effluent flow meter calibration date(s)

- ii. What problems, if any, have been experienced over the last year that have threatened treatment?

I/I; electrical power outages; insufficient aeration; short-circuiting of influent to effluent discharge due to high flow; high ammonia concentration levels in final effluent; failure of MIOX disinfection system

- iii. Is your community presently involved in formal planning for treatment facility upgrade?

✓ Check one box.

Yes

No

If Yes, Please describe:

Permit #:

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D. Preventive Maintenance

- i. Does your plant have a written plan for preventive maintenance on major equipment items?

√ Check one box.

Yes

No

If Yes, Please describe:

All equipment has preventative maintenance manuals that are followed.

- ii. Does this preventive maintenance program depict frequency of intervals, types of lubrication and other preventive maintenance tasks necessary for each piece of equipment?

Yes

No

- iii. Are these preventive maintenance tasks, as well as equipment problems, being recorded and filed so future maintenance problems can be assured properly?

Yes

No

E. Sewer Use Ordinance

- i. Does your community have a sewer use ordinance that limits or prohibits the discharge of excessive conventional pollutants (BOD, TSS or pH) or toxic substances to the sewer system from industries, commercial users and residences?

√ Check one box.

Yes

No

If Yes, Please describe:

SEE ATTACHMENT

- ii. Has it been necessary to enforce?

√ Check one box.

Yes

No

If Yes, Please describe:

MILK PROCESSOR ASSESSED FEE FOR HIGH BOD DISCHARGES.

- iii. Any additional comments about your treatment plant or collection system? (Attach additional sheets if necessary.)

Permit #:

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POINT CALCULATION TABLE

	Actual Values	Maximum
Part 1: <i>Influent Flow/Loadings</i>	<u>30</u>	80 points
Part 2: <i>Effluent Quality / Plant Performance</i>	<u>40</u>	100 points
Part 3: <i>Age of WWTF</i>	<u>18</u>	50 points
Part 4: <i>Overflows and Bypasses</i>	<u>100</u>	100 points
Part 5: <i>Ultimate Disposition of Sludge</i>	<u>0</u>	100 points
Part 6: <i>New Development</i>	<u>0</u>	30 points
Part 7: <i>Operator Certification Training</i>	<u>0</u>	100 points

TOTAL POINTS:

188

ATTACHMENT 3

SAMPLE MWPP RESOLUTION

Resolved that the village/town/city of HAMMOND, LOUISIANA informs the Louisiana Department of Environmental Quality that the following actions were taken by HAMMOND CITY COUNCIL (governing body).

1. Resolved the Municipal Water Pollution Prevention Environmental Audit Report which is attached to this resolution.
2. Set forth the following actions necessary to maintain permit requirements contained in the Louisiana Pollution Discharge Elimination System (LPDES) permit, number LA 0032328.

(Please be specific in listing the actions that will be taken to address the problems identified in the audit report.)

- a. ?
 - b.
 - c.
 - d.
- etc..

Passed by a majority/unanimous (circle one) vote of the _____
on _____ (date).

CLERK

NON-COMPLIANCE REPORT

**TO: Surveillance Division
Office of Water Resources
P.O. Box 44091
Baton Rouge, Louisiana 70804-4091**

FROM: Permit Number: LA0032328/1135

Facility Name: City of Hammond South Slough Wetland

Month/Year: 8/15

**Authorized Signature: _____
Guy Palermo, Superintendent**

Date: 9/3/15

Type of Violation	Permit Limit	Date of Violation	Duration of Violation	Cause of Violation	Corrective Action
BOD, conc. 37.1 mg/L	30 mg/L	8/1 – 31/15	31 days	New aeration system startup	Unable to control
BOD, conc., 48.6 mg/L	45 mg/L	8/3 – 7/15	5 days	“	“
BOD, conc., 46.8 mg/L	45 mg/L	8/10 – 14/15	5 days	“	“
BOD, conc., 46.6 mg/L	45 mg/L	8/17 – 21/15	5 days	“	“

NON-COMPLIANCE REPORT

**TO: Surveillance Division
Office of Water Resources
P.O. Box 44091
Baton Rouge, Louisiana 70804-4091**

FROM: Permit Number: LA0032328/1135

Facility Name: City of Hammond South Slough Wetland

Month/Year: 9/15

**Authorized Signature: _____
Guy Palermo, Superintendent**

Date: 10/8/15

Type of Violation	Permit Limit	Date of Violation	Duration of Violation	Cause of Violation	Corrective Action
BOD, conc. 40.9 mg/L	30 mg/L	9/1 - 30/15	30 days	New aeration system startup	Unable to control
BOD, conc., 45.3 mg/L	45 mg/L	9/7 - 11/15	5 days	"	"
BOD, conc., 46.5 mg/L	45 mg/L	9/28 - 10/2/15	5 days	"	"

NON-COMPLIANCE REPORT

**TO: Surveillance Division
Office of Water Resources
P.O. Box 44091
Baton Rouge, Louisiana 70804-4091**

FROM: Permit Number: LA0032328/1135

Facility Name: City of Hammond South Slough Wetland

Month/Year: 10/15

**Authorized Signature: _____
Guy Palermo, Superintendent**

Date: 11/5/15

Type of Violation	Permit Limit	Date of Violation	Duration of Violation	Cause of Violation	Corrective Action
BOD, conc. 55.4 mg/L	30 mg/L	10/1 - 31/15	31 days	New aeration system startup	Unable to control
BOD, conc., 45.3 mg/L	52.8 mg/L	10/5 - 9/15	5 days	"	"
BOD, conc., 69.6 mg/L	45 mg/L	10/12 - 16/15	5 days	"	"
BOD, conc., 54.0 mg/L	45 mg/L	10/19 - 23/15	5 days	"	"
BOD, conc., 45.3 mg/L	45 mg/L	10/26 - 30/15	5 days	"	"

NON-COMPLIANCE REPORT

**TO: Surveillance Division
Office of Water Resources
P.O. Box 44091
Baton Rouge, Louisiana 70804-4091**

FROM: Permit Number: LA0032328/1135

Facility Name: City of Hammond South Slough Wetland

Month/Year: 11/15

**Authorized Signature: _____
Guy Palermo, Superintendent**

Date: 12/3/15

Type of Violation	Permit Limit	Date of Violation	Duration of Violation	Cause of Violation	Corrective Action
BOD, conc. 31.4 mg/L	30 mg/L	11/1 - 30/15	30 days	New aeration system startup	Unable to control
BOD, conc., 30.1 mg/L	45 mg/L	11/9 - 13/15	5 days	"	"
BOD, conc., 35.5 mg/L	45 mg/L	11/16 - 20/15	5 days	"	"
BOD, conc., 31.0 mg/L	45 mg/L	11/23 - 27/15	5 days	"	"
Cu metal load., 4.0 lb/d	0.85 lb/d	11/1 - 30/15	30 days	High flow	"
Cu metal load. 4.0 lb/d	2.02 lb/d	11/2 - 6/15	5 days	"	"
Flow, record		11/7 - 18/15	12 days	Recorder out-of-service	Replaced recorder

NON-COMPLIANCE REPORT

**TO: Surveillance Division
Office of Water Resources
P.O. Box 44091
Baton Rouge, Louisiana 70804-4091**

FROM: Permit Number: LA0032328/1135

Facility Name: City of Hammond South Slough Wetland

Month/Year: 12/15

**Authorized Signature: _____
Guy Palermo, Superintendent**

Date: 1/7/16

Type of Violation	Permit Limit	Date of Violation	Duration of Violation	Cause of Violation	Corrective Action
BOD, conc. 38.7 mg/L	30 mg/L	12/1 – 31/15	31 days	New aeration system startup	Unable to control
BOD, conc., 46.4 mg/L	45 mg/L	12/7 – 11/15	5 days	“	“
BOD, conc., 53.7 mg/L	45 mg/L	11/14 – 18/15	5 days	“	“

NON-COMPLIANCE REPORT

**TO: Surveillance Division
Office of Water Resources
P.O. Box 44091
Baton Rouge, Louisiana 70804-4091**

FROM: Permit Number: LA0032328/1135

Facility Name: City of Hammond South Slough Wetland

Month/Year: 1/16

**Authorized Signature: _____
Guy Palermo, Superintendent**

Date: 2/5/16

Type of Violation	Permit Limit	Date of Violation	Duration of Violation	Cause of Violation	Corrective Action
BOD, conc., 33.3 mg/L	30 mg/L	1/1 - 31/16	31 days	Break-in of new aeration system	Unable to control

NON-COMPLIANCE REPORT

**TO: Surveillance Division
Office of Water Resources
P.O. Box 44091
Baton Rouge, Louisiana 70804-4091**

FROM: Permit Number: LA0032328/1135

Facility Name: City of Hammond South Slough Wetland

Month/Year: 2/16

**Authorized Signature: _____
Guy Palermo, Superintendent**

Date: 3/8/16

Type of Violation	Permit Limit	Date of Violation	Duration of Violation	Cause of Violation	Corrective Action
BOD, conc., 46.2 mg/L	30 mg/L	2/1 - 29/16	29 days	Insufficient aeration	Purchase & install additional aerators
BOD, conc., 45.4 mg/L	45 mg/L	2/8 -12/16	5 days	"	"
BOD, conc., 52.2 mg/L	45 mg/L	2/15 - 19/16	5 days	"	"
BOD, conc., 50.1 mg/L	45 mg/L	2/22 - 26/16	5 days	"	"

NON-COMPLIANCE REPORT

**TO: Surveillance Division
Office of Water Resources
P.O. Box 44091
Baton Rouge, Louisiana 70804-4091**

FROM: Permit Number: LA0032328/1135

Facility Name: City of Hammond South Slough Wetland

Month/Year: 3/16

**Authorized Signature: _____
Guy Palermo, Superintendent**

Date: 4/11/16

Type of Violation	Permit Limit	Date of Violation	Duration of Violation	Cause of Violation	Corrective Action
BOD, conc., 43.9 mg/L	30 mg/L	3/1 - 31/16	31 days	Insufficient aeration	Purchase & install additional aerators
BOD, conc., 45.4 mg/L	45 mg/L	3/7 - 11/16	5 days	"	"
BOD, conc., 52.2 mg/L	45 mg/L	3/28 - 4/1/16	5 days	"	"
TRC conc., No analysis	0.1 mg/L	3/11 - 16/16	4 days	Unable to access discharge point due to high water level	Wait for level of water to recede

NON-COMPLIANCE REPORT

TO: Surveillance Division
Office of Water Resources
P.O. Box 44091
Baton Rouge, Louisiana 70804-4091

FROM: Permit Number: LA0032328/1135

Facility Name: City of Hammond South Slough Wetland

Month/Year: 4/16

Authorized Signature: _____
Guy Palermo, Superintendent

Date: 5/6/16

Type of Violation	Permit Limit	Date of Violation	Duration of Violation	Cause of Violation	Corrective Action
BOD, conc., 44.3 mg/L	30 mg/L	4/1 – 30/16	30 days	Insufficient aeration & high ammonia	Purchase & install additional aerators
BOD, conc., 45.5 mg/L	45 mg/L	4/11 -15/16	5 days	“	“
BOD, conc., 47.9 mg/L	45 mg/L	4/18 – 22/16	5 days	“	“
BOD, conc., 53.6 mg/L	45 mg/L	4/25 – 29/16	5 days	“	“

NON-COMPLIANCE REPORT

**TO: Surveillance Division
Office of Water Resources
P.O. Box 44091
Baton Rouge, Louisiana 70804-4091**

FROM: Permit Number: LA0032328/1135

Facility Name: City of Hammond South Slough Wetland

Month/Year: 5/16

**Authorized Signature: _____
Guy Palermo, Superintendent**

Date: 6/6/16

Type of Violation	Permit Limit	Date of Violation	Duration of Violation	Cause of Violation	Corrective Action
BOD, conc., 40.4 mg/L	30 mg/L	5/1 – 31/16	31 days	Insufficient aeration & high ammonia	Purchase & install additional aerators
BOD, conc., 45.6 mg/L	45 mg/L	5/16 -20/16	5 days	“	“
Copper metal load., 1.45 lb/d	0.85 lb/d	5/1 – 31/16	31 days	High flow	Unable to control

NOTE: On June 3, 2016, Mayor Panepinto approved purchase of four (4) 30-HP surface aerators to be installed and operational by August 1, 2016 (est. cost \$110,000). New aerators will supplement existing aeration system.

NON-COMPLIANCE REPORT

**TO: Surveillance Division
Office of Water Resources
P.O. Box 44091
Baton Rouge, Louisiana 70804-4091**

FROM: Permit Number: LA0032328/1135

Facility Name: City of Hammond South Slough Wetland

Month/Year: 6/16

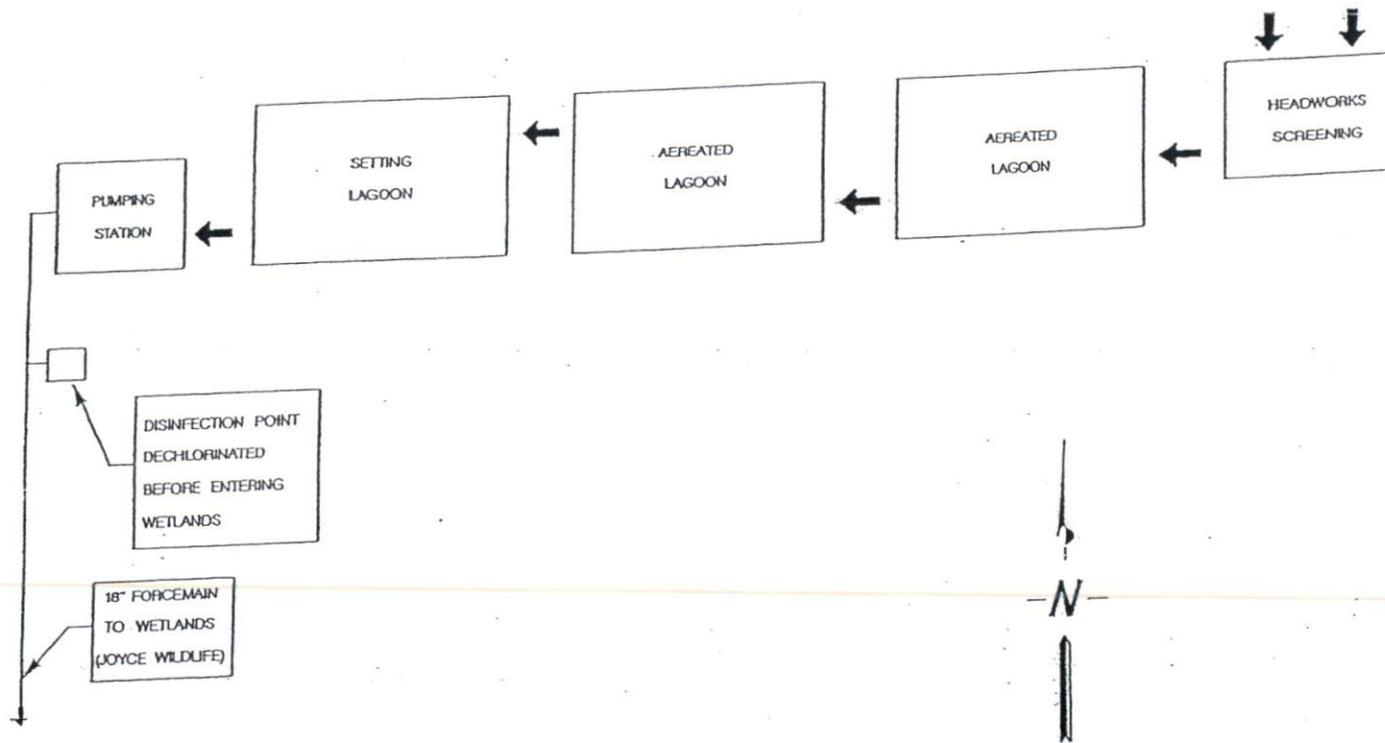
**Authorized Signature: _____
Guy Palermo, Superintendent**

Date: 7/7/16

Type of Violation	Permit Limit	Date of Violation	Duration of Violation	Cause of Violation	Corrective Action
BOD, conc., 36.4 mg/L	30 mg/L	6/1 – 30/16	30 days	Insufficient aeration & high ammonia	Purchase & install additional aerators
BOD, conc., 52.2 mg/L	45 mg/L	6/13 -17/16	5 days	“	“

NOTE: On June 3, 2016, Mayor Panepinto approved purchase of four (4) 30-HP surface aerators to be installed and operational by August 1, 2016 (cost \$160,000). New aerators will supplement existing aeration system. Conversion of the old oxidation ditch for treatment of significant industrial users' influents has been completed and ditch placed online July 5, 2016.(cost \$1,300,000).

SOUTH PLANT



ORDINANCE NO. 01- 2822, C.S.

AN ORDINANCE REGULATING THE USE OF PUBLIC AND PRIVATE SEWERS AND DRAINS, WATER SYSTEMS, PRIVATE SEWAGE DISPOSAL, THE INSTALLATION AND COLLECTION OF UTILITIES, AND THE DISCHARGE OF WATERS AND WASTES INTO THE PUBLIC SEWER SYSTEM(S); AND PROVIDING PENALTIES FOR VIOLATIONS THEREOF

Be it ordained and enacted by the Council of the City of Hammond, State of Louisiana as follows:

ARTICLE I

Definitions

Unless the context specifically indicates otherwise, the meaning of terms used in this ordinance shall be as follows:

Annual Bond Principal and Interest Payments, All of those funds that are paid to retire bonded indebtedness and the interest on those bonds that are the liabilities of the Water and Sewer Department.

Apartment, One of two or more self-contained dwelling units under a common roof. Will be billed as a commercial customer if they are served by a common master meter.

Audit Period, Standard fiscal year of operation. This is normally from July 1 of one (1) year until June 30 of the following year, but may be changed upon recommendation of the Independent Auditor and approval by the Council and the State Legislative Auditor.

BOD (denoting Biochemical Oxygen Demand), The quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedure in five (5) days at 20 degrees C, expressed in milligrams per liter,

Bond Reserve Payments, All of those required payments made into funds that are required to be held in reserve to insure payment of the particular Bond issues.

Building Drain, That part of the lowest horizontal piping of a drainage system which receives the discharge from soil, waste, and other drainage pipes inside the walls of the building and conveys it to the building sewer, beginning five (5) feet (1.5 meters) outside the inner face of the building wall.

Building Sewer, The extension from the building drain to the public sewer or other place of disposal.

Calculation Period, The annual operating expenses shall be calculated based on the standard fiscal year of operation. This is normally from July 1 of one (1) year until June 30 the following year, but may be changed upon recommendation the designated Independent Auditor and approval by the Council.

Capital Improvements, Those improvements to the Sewer and Water system that are approved by the Council as part of the annual budget adoption procedure and are part of the normal Five Year Capital Outlay budget. This also includes those items that are purchased or constructed due to unforeseen circumstances or emergencies and were done with the knowledge and consent of the Council.

"CITY", Hammond, LA.

10/16/01

Excursion, Any variation from the limits imposed by the State DEQ discharge permit for the City of Hammond.

Gallons Sold, The total number of gallons of water sold to customers of record and whose consumption was metered and recorded.

Garbage, Solid wastes from the domestic and commercial preparation, cooking, and dispensing of food, and from the handling, storage, and sale of produce, excluding sewerage.

Independent Auditor, That outside auditing firm retained by the Council to perform the annual City audit.

Industrial Wastes, The liquid wastes from industrial manufacturing processes trade, or business as distinct from sanitary sewage.

Natural Outlet, shall mean any outlet into a watercourse, pond, ditch, lake, or other body of surface or ground water.

Operating Expenses, All expenses incurred as a result of the operation of the Sewer and Water Department as determined by generally accepted governmental accounting principals consistent with the intent of this ordinance and reported in the City's annual audited financial statements.

Permit Limits, The discharge parameters provided by the State Department of Environmental Quality to the City of Hammond in its discharge permit application.

Person, Any individual firm, company, association, society, corporation, or group as defined in Louisiana Civil Code Art 24.

Ph, The logarithm of the reciprocal of the weight of hydrogen ions in grams per liter of solution.

Properly Shredded Garbage, The wastes from the preparation, cooking, and dispensing food that have been shredded to such a degree that all particles will be carried freely under the flow conditions normally prevailing in public sewers, with no particle greater than one-half (1/2) inch (1.27 centimeters) in any direction.

Public Sewer, A sewer in which all owners of abutting properties have equal rights, and is controlled by public authority.

Residential, Location where people reside on a permanent basis. Apartment complex will be considered commercial if using a master meter.

Sanitary Sewer, A sewer that carries sewage and to which storm, surface, and ground waters are not intentionally admitted.

Service Line - City maintenance responsibility, The segment of sewer service line or lateral from the property line cleanout to the sewer main line. If no recognized cleanout exists at or within 2' of the property line/street right-of-way, the City assumes no service line maintenance responsibility.

Service Line - Customer maintenance responsibility, The segment of sewer service line or lateral from the customer structure(s) to the sewer main. If a recognized cleanout exists on the service line at or within 2' of the property line/street right-of-way, the customer assumes service line maintenance responsibility from the customer structure(s) to the property line cleanout; the City assumes line maintenance responsibility from the property line cleanout to the sewer main line.

Sewage, A combination of the water-carried wastes from residences, business buildings, institutions, and industrial establishments, together with such ground, surface, and storm waters as may be present.

"Shall", is mandatory; "May", is permissive.

Slug, Any discharge of water, sewage or industrial waste which in concentration of any given constituent or in quantity of flow exceeds for any period of duration longer than fifteen (15) minutes more than five (5) times the average twenty-four (24) hour concentration or flows during normal operation.

Storm Drain, (sometimes termed "storm sewer") shall mean a sewer which carries storm and surface waters and drainage, but excludes sewage and industrial wastes, other than unpolluted cooling water.

Student Count, The sum of the number of student's registered at a particular public or private educational institution for the 9-month school year divided by 12 for the previous audit year. This Count shall be recalculated and changed once a year in September. (Rate differs for SLU)

Superintendent, The Superintendent of Water and Sewage Works of the City of Hammond, or his authorized deputy, agent, or representative.

Total Suspended Solids, Solids that either float on the surface of, or are in suspension in water, sewage, or other liquids, and which are removable by laboratory filtering, expressed in milligrams per liter.

Unit, A single family dwelling, portable buildings, an individual apartment, a separate business entity.

Un-funded Mandated Expenditures, Funds spent pursuant to an order of compliance or other regulation or court order that has been imposed on the City of Hammond by any regulatory agency or body empowered to regulate the operation of the Sewer and Water Department.

Water Only Meter, Meter which is installed for the consumption of water that is not discharged into the sewer system. (Example: lawn sprinkler system)

Watercourse, A channel in which a flow of water occurs, either continuously or intermittently.

ARTICLE II

Use of Public Sewers Required

SECTION 1: It shall be unlawful for any person to place, deposit, or permit to be deposited in any unsanitary manner on public or private property, or in any area under the jurisdiction of said City, any human or animal excrement, garbage, or other putrefied or non-putrefied waste.

SECTION 2: It shall be unlawful to discharge to any natural outlet, or in any area under the jurisdiction of said City, any sewage or other polluted waters, except where suitable treatment has been provided in accordance with subsequent provisions of this ordinance.

SECTION 3: Except as hereinafter provided, it shall be unlawful to construct or maintain any privy, privy vault, septic tank, cesspool, or other facility intended or used for the disposal of sewage, where public sewer access is available in accordance with State, and Local law (see section 4 of Article II and section 1 of Article III below,).

SECTION 4: The owner of all houses, buildings, or properties used for human occupancy, employment, recreation, or other purposes, situated within the City and abutting on any street, alley, or right-of-way in which there is now located or may in the future be located a public sanitary or combined sewer of the City.

Private Sewage Disposal

SECTION 1: Where a public sanitary or combined sewer is not available under the provisions of Article II, Section 4, the building sewer shall be connected to a private sewage disposal system complying with the provisions of this article, and the requirements of the Parish Sanitarian (Health Department).

SECTION 2: Before commencement of construction of a private sewage disposal system the owner shall first obtain a written permit signed by the Superintendent of the City Sewerage Department. The application for such permit shall be made on a form furnished by the City, which the applicant shall supplement by any plans, specifications, or other information as are deemed necessary by the Superintendent. A permit and inspection fee in accordance with Article VIII herein shall be paid to the City at the time the application is filed.

SECTION 3: A permit for a private sewage disposal system shall not become effective until the installation is completed to the satisfaction of the Superintendent. He shall be allowed to inspect the work at any stage of construction and, in any event, the applicant for the permit shall notify the Superintendent when the work is ready for final inspection, and before any underground portions are covered. The inspection shall be made within seventy-two (72) hours of the receipt of notice by the Superintendent, or as soon as possible to avoid delay. The Parish Sanitarian may also inspect such facilities.

SECTION 4: The type, capacities, location, and layout of a private sewage disposal system shall comply with all recommendations of the Department of Public Health of the State of Louisiana. No permit shall be issued for any private sewage disposal employing subsurface soil absorption facilities where the area of the lot is less than 15,000 square feet (1,393.5 square meters). No septic tank or cesspool shall be permitted to discharge to any natural drain outlet.

SECTION 5: At such time as a public sewer becomes available to a property served by a private sewage disposal system, as provided in Article III, Section 4, a direct connection shall be made to the public sewer in compliance with this ordinance, and any septic tanks, cesspools and similar private sewage disposal facilities shall be abandoned and filled with suitable material.

SECTION 6: The owner shall operate and maintain the private sewage disposal facilities in a sanitary manner at all times and at no expense to the City.

SECTION 7: No statement contained in this article shall be construed to interfere with any additional requirements that may be imposed by the health officer of The City or State.

SECTION 8: When a public sewer becomes available, the building sewer shall be connected to said sewer within ninety (90) days and the private sewage disposal system shall be cleaned of sludge and filled with clean bank-run gravel or dirt.

ARTICLE IV

Water & Sewer Connections, Tie-ins

SECTION 1: No unauthorized person shall uncover, make any connections with or opening into, use, alter, or disturb any public water or sewer or appurtenance thereof without first obtaining a written permit from the Superintendent. Such connections must be completed to meet City standards and must be inspected by City personnel before covering such connections.

SECTION 2: Cutting into, tapping, or

Permit: When it is necessary or advisable to break or cut into any of such mains for the purpose of making connections thereto, such work shall be done only by a qualified plumbing contractor qualified to follow such occupation under the laws of the state, and before doing so such qualified plumbing contractor shall make written application to the City of Hammond for permission, to make such connection, specifying in such application for whom he is making such connection, the exact place where same is to be made, the date and time when he intends to do such work, and stipulating therein that he will be liable to the City for any loss or damage that may be occasioned by his negligence or lack of skill in performing the contemplated connection. After receipt of such application, the mayor, after investigating into the proposed work and the qualifications of the applicant as a qualified plumbing contractor, if he is satisfied that the work is regular and that the applicant is a qualified plumbing contractor, shall issue a permit to him, authorizing him to perform such work at the time and as specified in the application.

Street Repair: For water or sewers lines located within the limits of paved streets or intersections, for which tapping of said lines by qualified plumbing contractors requires the removal of portions of street paving, either asphalt or concrete surfaces, qualified plumbing contractors shall at their own expense first remove existing street surfaces in a neat fashion such that the existing pavement is removed a width 12" wider on each side of the trench or excavation to be made to reach the newer. Upon completion of the sewer or water tap and inspection of said work by the City's Sewer Superintendent, the qualified plumbing contractor shall backfill the entire excavation within the street and to a distance of five (5') feet beyond the street surface with clean granular material (sand), and the top 12" to be crushed limestone.

The contractor shall be charged a fee of \$10 per square foot for all pavement replacement, to be accomplished in the City.

For water or sewer lines located outside of existing street surfaces, but on the opposite side of the street from which service is desired the qualified plumbing contractor shall at his own expense bore under the street from pits located no closer than five (5') feet from the edge of existing streets. Should the sewer be located so near the street that a portion of street surface must be cut, the plumbing contractor shall repair excavation the same as outlined above for excavation into streets. The plumbing contractor shall be required to protect any excavations by timber sheeting if deemed necessary by the Sewer Superintendent to minimize the width and extent of excavations. Exhibit "A" "Street Repair Details, Water and Sewer Tap-Ins" is attached and made a part hereby of this ordinance.

SECTION 3: There shall be two (2) classes of building sewer permits: (a) for residential and commercial service, and (b) for service to establishments producing industrial wastes. In either case, the owner or his agent shall make application on a special form furnished by the City. The permit application shall be supplemented by any plan, specifications, or other information considered pertinent in the judgment of the Superintendent. A permit and inspection fee for a residential or commercial building sewer permit and for an industrial building sewer permit shall be paid to the City at the time the application is filed. (See fees in Article IX, Section 3).

SECTION 4: All costs and expense incident to the installation and connection of the building sewer shall be borne by the owner. The owner shall indemnify the City from any loss or damage that may directly or indirectly be occasioned by the installation of the building sewer.

SECTION 5: A separate and independent building sewer and water line and tap shall be provided for every building; except where a building stands at the rear of another on an interior lot and no private sewer is available or can be constructed to the rear building through an adjoining alley, courtyard, or driveway. The building sewer from the front building may be extended to the rear building and the whole considered as one building sewer.

SECTION 6: Old building sewer and water lines may be used in connection with new buildings only when they are found, on examination and test by the Superintendent to be sound.

SECTION 9: No person shall make connection of roof downspouts, exterior foundation drains, swimming pool drains, car wash drains, areaway drains, or other sources of surface runoff or groundwater to a building sewer or building drain, which in turn is connected directly or indirectly to a public sanitary sewer.

SECTION 10: The connection of the building sewer or water tap into the public sewer or water line shall conform to the requirements of the building and plumbing code or other applicable rules and regulations of the City. All such connections shall be made gastight and watertight. Any deviation from the prescribed procedures and materials must be approved by the Superintendent before installation.

SECTION 11: The applicant for the building sewer and water permit shall notify the Superintendent when the building sewer and water is ready for inspection and connection to the public water or sewer system. The connection shall be made under the supervision of the Superintendent or his representative.

SECTION 12: Responsibility for tie-in, maintenance, and repair, or existing sewer service laterals shall be by the customer. At the customer's option, the City may assume maintenance responsibility of the service line from the sewer main line to the property line/right-of-way line, provided the customer properly installs a sewer cleanout at or within 2' of the property line. Acceptance by the City of said installation and resulting transfer of maintenance responsibility of the service line segment located within a public right-of-way shall be determined by compliance with the specifications as described in Section 4 through 11 of this article. It shall be the responsibility of the City Sewer Superintendent to keep a written log of the location(s) of clean-out(s) accepted by the City.

ARTICLE V

Use of the Public Sewers & Water

SECTION 1: No person shall discharge or cause to be discharged any storm water, surface water, ground water, roof runoff, subsurface drainage, uncontaminated cooling water, or unpolluted industrial process water to any sanitary sewer.

SECTION 2: Storm water and all other unpolluted drainage shall be discharged to such sewers as are specifically designated as combined sewers or storm sewers, or to a natural outlet approved by the Superintendent. Industrial cooling water or unpolluted process waters may be discharged, on approval of the Superintendent, to a storm sewer, combined sewer, or natural outlet.

SECTION 3: No person shall discharge or cause to be discharged any of the following described waters or wastes to any public sewers:

- (a) Any gasoline, benzene, naphtha, fuel oil, or other flammable or explosive liquid, solid, or gas.
- (b) Any waters or wastes containing toxic or poisonous solids, liquids, or gases in sufficient quantity, either singly or in interaction with other wastes to injure or interfere with the sewage treatment process, constitute a hazard to humans or animals, create a public nuisance, or create any hazard to the receiving waters of the sewage treatment plant, including but not limited to cyanides in excess of two (2) mg/l as CN in the wastes as discharged to the public sewer.
- (c) Any waters or wastes having a pH lower than 5.5, or having any other corrosive property capable of causing damage or hazard to structures, equipment and personnel of the sewage works.
- (d) Solid or viscous substances in quantities or of such size capable of causing obstruction to the flow in sewers, or other interference with the proper operation of the sewage works.

sewers, nature of the sewage treatment process, capacity of the sewage treatment process, degree of treat ability of wastes in the sewage treatment plant, and other pertinent factors.

The substances prohibited are:

- (a) Any liquid or vapor having a temperature higher than one hundred fifty (150 degrees F) (65 degrees C).
- (b) Any water or waste containing fats, wax, grease, or oils, whether emulsified or not, in excess of one hundred (100) mg/l or containing substances which may solidify or become viscous at temperatures between thirty-two (32) and one hundred fifty (150 degrees F) (0 and 65 degrees C).
- (c) Any garbage that has not been properly shredded. The installation and operation of any garbage grinder equipped with a motor of three-fourths (3/4) horsepower (0.76 hp metric) or greater shall be subject to the review and approval of the Superintendent.
- (d) Any waters or wastes containing strong acid iron pickling wastes, or concentrated plating solutions whether neutralized or not.
- (e) Any waters or wastes containing iron, chromium, copper, zinc, mercury, and similar objectionable or toxic substances; or wastes exerting an excessive chlorine requirement, to such degree that any material received in the composite sewage at the sewage treatment works exceeds the limits established by the Superintendent for such materials.
- (f) Any waters or wastes containing phenols or other taste or odor producing substances, in such concentration exceeding limits which may be established by the Superintendent as necessary, after treatment of the composite sewage, to meet the requirements of the state, federal, other public agencies of the jurisdiction for such discharge to the receiving waters.
- (g) Any radioactive wastes or isotopes of such half-life or concentration as may exceed limits established by the Superintendent in compliance with applicable state or federal regulations.
- (h) Any waters or wastes having a pH in excess of 9.5.
- (i) Materials that exert or cause:
 - 1) Unusual concentrations of inert suspended solids (such as but, not limited to, Fullers earth, lime slurries, and lime residues) or of dissolved solids (such as, but not limited to, sodium chloride and sodium sulfate),
 - 2) Excessive discoloration (such as, but not limited to, dye wastes and vegetable tanning solutions),
 - 3) Unusual BOD, chemical oxygen demand ammonia concentration, or chlorine requirements in such quantities as to constitute a significant load on the sewage treatment works in the determination of the Superintendent.
 - 4) Unusual volume of flow or concentration of wastes constituting "slugs" as defined herein.
- (j) Waters or wastes containing substances which are not amenable to treatment or reduction by the sewage treatment processes employed, or are amenable to treatment only to such degree that the sewage treatment plant effluent cannot meet the requirements of other agencies having jurisdiction over discharge to the receiving waters.

10/16/01

- (b) Require pretreatment to an acceptable condition for discharging to the public sewers,
- (c) Require control over the quantities and rates of discharge, and/or
- (d) Require payment to cover the added cost of handling and treating the wastes not covered by existing taxes or sewer charges under the provisions of Section 10 of this article.

If the Superintendent permits the pretreatment or equalization of waste flows, the design and installation of the plants and equipment shall be subject to the review and approval of the Superintendent and subject to the requirements of all applicable codes, ordinances, and laws.

SECTION 6: Grease, oil, and sand interceptors shall be provided when, in the judgment of the Superintendent, they are necessary for the proper handling of liquid wastes containing grease in excessive amounts, or any flammable wastes, sand, or other harmful ingredients; except that such interceptors shall not be required for private living quarters or dwelling units. All interceptors shall be of a type and capacity approved by the Superintendent, and shall be located as to be readily and easily accessible for cleaning and inspection.

SECTION 7: Where preliminary treatment or flow-equalizing facilities are provided for any waters or wastes, they shall be maintained continuously in satisfactory and effective operation by the owner at his expense.

SECTION 8: For buildings within Zones "L", and "H", and if otherwise required by the Superintendent, the owner of any property serviced by a building sewer carrying industrial wastes shall install a suitable control manhole together with such necessary meters and other appurtenances in the building sewer to facilitate observation, sampling, and measurement of the wastes. Such manhole, when required, shall be accessible and safely located, and shall be constructed in accordance with plans approved by the Superintendent. The manhole shall be installed by the owner at his expense, and shall be maintained by him so as to be safe and accessible at all times.

SECTION 9: All measurements, tests, and analyses of the characteristics of water and wastes to which reference is made in this ordinance shall be determined in accordance with the latest edition of "Standard Methods for the Examination of Water and Wastewater", published by the American Public Health Association, and shall be determined at the control manhole provided, or upon suitable samples taken at said control manhole. In the event that no special manhole has been required, the control manhole shall be considered to be the nearest downstream manhole in the public sewer to the point at which the building sewer is connected. Sampling shall be carried out by customarily accepted methods to reflect the effect of constituents upon the sewage works and to determine the existence of hazards to life, limb, and property. (The particular analyses involved will determine whether a twenty-four (24) hours composite of all outfalls of a premise is appropriate or whether a grab sample or samples should be taken. Normally, but not always, BOD and total suspended solids analyses are obtained from twenty-four (24) hour composites of all outfalls whereas pH's are determined from periodic grab samples.)

SECTION 10: No statement contained in this article shall be construed as preventing any special agreement or arrangement between the City and any industrial concern whereby, an industrial waste of unusual strength or character may be accepted by the City for treatment, subject to payment therefore, by the industrial concern.

ARTICLE VI

Protection from Damages

ARTICLE VII

Powers and Authority Of Inspectors

SECTION 1: The Superintendent and other duly authorized employees of the City bearing proper credentials and identification shall be permitted to enter all properties for the purposes of inspection, observation, measurement, sampling, and testing in accordance with the provisions of this ordinance. The Superintendent and/or his representatives shall have no authority to inquire into any processes including metallurgical, chemical, oil, refining, ceramic, paper, or other industries beyond that point having a direct bearing on the kind and source of discharge to the sewers or waterways or facilities for waste treatment.

SECTION 2: While performing the necessary work on private properties referred to in Article VII, Section 1, above, the Superintendent or duly authorized employees of the City shall observe all safety rules applicable to the premises established by the company and provided in advance in writing to the Superintendent. Upon doing so, the company shall be held harmless for injury or death to said City employees. Furthermore, upon doing so, the City shall indemnify the company against loss or damage to its property occasioned by City employees and against claims and demands for bodily injury or property damage asserted against the company and arising out of the acts of City employees on the premises. However, the City shall not hold harmless or indemnify any company, person or persons for any damage or damages arising out of the negligence or intentional acts or failure to act of the company and/or its officers, agents and/or employees.

SECTION 3: The Superintendent and other duly authorized employees of the City bearing proper credentials and identification shall be permitted to enter all private properties through which the City holds a duly negotiated easement for the purposes of, but not limited to, inspection, observation, measurement, sampling, repair, and maintenance of any portion of the sewage works lying within said easement. All entry and subsequent work, if any, on said easement, shall be done in full accordance with the terms of the duly negotiated easement pertaining to the private property involved.

SECTION 4: Nothing herein shall be construed as a waiver of any right which may now or in the future may be vested in the City of Hammond, the Superintendent and/or other duly authorized employees of the City to interrupt and/or eliminate water and/or sewer service to any person and/or account for any reason allowed by law.

ARTICLE VIII

WATER AND SEWER UTILITY RATE ADJUSTMENTS METHOD OF CALCULATION

SECTION 1: Purpose:

The purpose of these regulations is to provide a method of calculating the requirements for minimum Sewer and Water rates using a formula-based system of uniform and comprehensive operating cost factors in the calculation of the Water and Sewer Treatment rates charged to customers of the City of Hammond Water and Sewer Department. These rates shall apply to all customers that receive service. Customers outside the City limits will be subject to additional fees as approved by the Council.

SECTION 2: Formula for Determining Sewer and Water Rates: (Also see Section X of SLU)

Following the annual independent audit of the City financial report, the Independent Auditor shall determine the actual cost of operation of the Sewer and Water Department for the previous year by totaling all operating expenses. In order to calculate the Water and Sewer rate, the Independent Auditor shall add to that figure any anticipated (budgeted) increases in

minimum, provide net revenues after operating expenses exclusive of depreciation and interest paid on bonded indebtedness in each year equal to 130% of the bond principal and interest payments in that year.

The Independent Auditor shall, using generally accepted governmental accounting principles, report to the Council and the Administration, in writing and not later than thirty (30) days following the audit, what the monthly rate will be for the upcoming year.

SECTION 3: Implementation of Rate Changes:

Water and Sewer rate changes, if required, shall be implemented on the first day of January, following the acceptance of the annual audit, unless the calculations indicate there will be a reduction in those rates, at which time the rate reduction shall be implemented at the beginning of the next billing cycle following final acceptance of the Annual Audit Report. Water and Sewer rates shall not be changed more than once in any fiscal year.

SECTION 4: Limit of the Amount of Rate Increase:

Once the deficit in unreserved retained earnings is eliminated and there is a surplus in unreserved retained earnings or more of the budgeted "Grand Total," the annual rate of increase shall in no case exceed the annual projected costs of operation and all its associated costs or the 130% net revenues over bond principal and interest payments, whichever is higher, for the year without prior approval of the City Council.

SECTION 5: Reduction in Water and Sewer Rates:

When it is found by the Independent Auditor that the Grand Total for the audited Cost of Operation of the Sewer and Water Department for the previous year is less than total revenues collected, and there is a surplus in unreserved retained earnings of ten percent (10%) or more of the budgeted Grand Total and the 130% of Net Revenues over Bond Principal and Interest payments for the year, as computed in the formula for determining Sewer and Water rates outlined above, then the amount of excess surplus shall be deducted from the following year's projected Cost of Operation, which shall thereby reduce or minimize any subsequent rate increase. If there is an unreserved retained earnings surplus and that surplus is identified following the audited cost of operation for the prior year, and is in excess of ten percent (10%) or more than the actual audited cost of operation, then a utility rate reduction for water and sewer shall be made. The reduction shall reflect the actual audited cost of operations for the prior year. Such reduction shall be implemented at the first billing cycle following final acceptance of the Audit Report.

SECTION 6: Rate Changes for Schools and Southeastern Louisiana University:

The unmetered "per student" rate for Schools and Southeastern Louisiana University shall be increased or decreased at the same percentage rate of increase or decrease of other City customers following the annual calculation of Water and Sewer rates. Any new rate shall go into effect at the same time as other rate changes for other City customers as outlined above.

SECTION 7: Existing Contracts:

All contracts and agreements relative to special rates currently in force at the adoption of this ordinance this shall remain in effect for the contract term.

SECTION 8: Ability to Contract:

Nothing in this ordinance shall prohibit the Mayor or Director of Administration for the City of Hammond, with approval of the City Council, from entering into a contract that authorizes special rates for limited time periods to a customer when it has been determined that by offering such an economic incentive it is in the best interest of the City due to anticipated economic benefits for the City.

SECTION 2: DISCONNECTION OF SERVICE

The City of Hammond reserves the right to discontinue services to any customers due to excessive leaks. A reconnection fee of \$25.00 shall be charged before service is resumed.

SECTION 3: SEWER IMPACT FEE AND TAP-IN FEE

A service connection (tap in fee/impact fee) shall be paid before any sewer connection work has been started. All sewer connections shall be installed at the expense of the property owner and that work shall be performed by a licensed plumber. All service lines shall meet city specifications and shall include, in addition to required cleanouts on private property, a cleanout within one foot (1') of the street right-of-way affording access to the segment of service line located within a city street right-of-way for all new services installed under this provision of the ordinance. Maintenance and repairs of sewer service lines located on private property (up stream and including the right-of-way cleanout) shall be the responsibility of the property owner. The City shall not furnish any labor or services for the connection other than an inspection. All future construction in the City of Hammond will require separate sewer service lines to the sewer main for single-family residential units. The tap in/impact fee will be based on the following rates:

Residential

- \$50 per water closet
- \$50 per house trailer

Commercial

- \$50 per water closet
- \$50 per urinal
- \$50 per dishwasher
- \$50 per clothes washer

- Inspection fee - \$15.00 per inspection
- Street Repair fee - \$10.00 per square foot

- a) See Ordinance #2206 Oak Knoll Estates for impact fee in addition to the above rates.
- b) See Ordinance #2230 Professional Plaza/Club Deluxe Area for impact fee in addition to the above rates.
- c) See Ordinance #2234 Flora Park/LA. 1040 for impact fee in addition to the above rates.
- d) See Ordinance #2435 from J.W. Davis to Arnolds Creek for impact fee in addition to the above rates.
- e) See Ordinance #2394 for Club Deluxe Road for impact fee in addition to the above rates.
- f) See Ordinance #2473 Fagan Drive for impact fee in addition to the above rates.
- g) See Ordinance #2495 for Rogers Rd. to Tangi Feed & Seed, Hwy 190 West & East.

Additional water or sewer impact fees may be charged to property owners on a rate basis approved by the City Council and based upon recommendations from the City Public Works Committee. Such fees shall be related to the cost of providing or extending sewer lines to businesses, residents, or property owners. **If not specified otherwise by a vote of the City Council, the additional sewer impact fee per linear foot of line extension shall be \$30.00 and the additional water impact fee per linear foot of line extension shall be \$15.00. Corner lots shall be charged the fee wherever utility line is installed.**

SECTION 4: SERVICE DEPOSIT FEE

A refundable deposit will be charged to all customers upon application for service to the City. This deposit is used to guarantee payment should the applicant fail to pay his bill. Should customer request discontinuation of services, this deposit will be refunded less any outstanding balance. The amount of deposit will be based upon meter size.

- a) No deposit will be required for a second "water only" meter installed at the same customer location in the same name.
- b) Outside City limits – Rates are double.

SECTION 5: WATER TAP FEE

A water tap fee will be charged all customers where service has never been supplied before that requires the City to tap into the water main. The amount of the fee will be based on the size of the tap as follows plus an additional \$4.00 per foot for boring street if necessary.

<u>SIZE</u>	<u>FEE</u>
3/4"	\$250.00
1"	\$300.00
1 1/2"	\$650.00
2"	\$800.00
Over 2"	\$100.00 plus cost

- a) Outside City limits – Rates are double.

SECTION 6: METER SETTING FEE

A minimum meter setting fee of \$75.00 for 3/4" line will be charged all new customers where service has never been supplied before that does not require a tap into the water main.

SECTION 7: RECONNECTION FEE

A reconnection fee of \$25.00 will be charged all customers whose service was disconnected because of delinquency. This fee shall be paid before service is continued.

Any charges for service connection which has been disconnected previously, will be the cost of the disconnection plus an additional \$100.00. (\$125.00 total). This is for customers who have reconnected to water after being disconnected by City.

SECTION 8: PERSON RESPONSIBLE FOR PAYMENT

The rates and charges herein established shall be collected from the owner, occupants and/or users of the premises which shall use water, sewer or garbage service under this ordinance, except that multi unit complexes, on one meter, which will be charged per unit and billed to the owner, not the individual occupants. All services will be billed on the utility bill that services the same accounts.. If a sewer customer is not an existing water customer, the sewer fee shall be billed to the owner.

SECTION 9: REMEDIES FOR COLLECTION, INCLUDING PENALTIES.

Only the total due for any account shall be accepted. No partial payment shall be accepted. Said amounts shall be due by the 10th. Any amounts unpaid on the 25th will be charged a delinquent fee. If the total amount due for all services is not paid by the 20th of the following month, the supply of water to the property in question shall be cut off and not resumed until all indebtedness due for water, sewer and garbage to the property has been paid with an additional minimum service charge of \$25.00 for reconnection. In the event that charges of water, sewer or garbage services are not paid within sixty (60) days after rendition of the bill for such service, such charges shall be deemed and are hereby declared to be delinquent and thereafter such delinquency shall constitute a lien upon the real estate for which such service is applied, and the City Clerk or other appropriate City official as designated by the Mayor is hereby authorized and directed to file sworn statements showing such delinquencies in the office of the Clerk of Court for the Parish of Tangipahoa, State of Louisiana, and filing of such statement shall be deemed notice of the lien of such charges for such services.

2. The City and University would jointly agree to a three-year schedule to install meters throughout the campus. The City and University would equally share the cost of meters and parts, specifically contemplating meter costs of approximately \$100,000.00 and parts costs of approximately \$62,000.00. The City would install and the City and Southeastern jointly would share the cost of installation. The Greek Row Apartments will be metered within (30) days from July 1, 2001 and the cost will be borne solely by Southeastern. The implementation of the three-year schedule to install meters will begin after the University evaluates the financial feasibility of installing its own water system and sewer treatment plant. This study will be complete within (6) months from August 21, 2001.
3. All testing for storm water infiltration into the sanitary sewer system is to be undertaken by the City, the cost for SSES being equally shared by the City and University. Costs for corrective measures would be borne by the University.
4. The University would be invoiced separately for metered and unmetered usage. Southeastern would be given a credit each month in the future; retroactive to May, 2001, deducting from the total unmetered service invoice that sum representing any amount billed and paid for metered facilities on campus during the same period.
5. Charges for the unmetered invoices would be calculated based on student enrollment, but giving SLU credit for off-campus student population for the period of May 1, 2001 through April 30, 2002. This will be consistent with the current formula being used. The result would be multiplied by the per-student rate, resulting in the invoice amount each month.

SECTION 11: (RESERVED)

ARTICLE X

Water & Sewer User Rates

<u>DESCRIPTION</u>	<u>CURRENT RATE</u>
WATER, INSIDE, STANDARD	\$1.29 / 1,000 gallons with - \$3.87 MIN./month
WATER, SCHOOL, UNMETERED	\$1.00 / STUDENT
*(Also see Section 10 above)	
SEWER, INSIDE, STANDARD	\$2.59 / 1,000 gallons with - \$7.77 MIN./month
SEWER, SCHOOL, UNMETERED	\$2.00 / STUDENT

The rate for utility customers located outside of the corporate limits will be double the rate outlined above for "inside" customers.

ARTICLE XI

Annexation Policy for Use of Public City Utilities

SECTION 1: Water and sewer customers whose places of service are located outside of the corporate limits of Hammond will be charged no less than double the "inside" water and sewer rates until such time as these customers are actually annexed by the City (not only agreeing to be annexed) as indicated by the passage of City Council annexation ordinance. The City shall not provide utility services to customers outside of the corporate limits until such time as the annexation takes place. Nothing herein shall prohibit the City from providing fee services of fire protection water lines, sewer or water services to customers outside the corporate limits without these customers having to be annexed. No such service shall be provided without a positive vote of the City Council after first receiving a written recommendation on such matter from the City's Public Work Committee.

Notwithstanding the above and foregoing, nothing herein shall relieve the City of Hammond from acquiring the appropriate written releases from the rural utility district (Water or Sewerage) before such service can be provided by the City.

ARTICLE XII

Fire Protection Lines

SECTION 1: The City of Hammond will charge a fire protection fee to residential and commercial property owners/tenants who are not receiving metered City water service but whose properties/businesses receive fire protection through the provision of City owned and maintained fire hydrants and/or water lines used for fire protection only. In such cases, each building, or each tenant or property owner within such building having non-City water service, will be assessed the fire protection fee. The fee will be collected by the agency providing the potable water service and billing to each customer. The monthly fees are outlined below:

WITH OR WITHOUT SPRINKLERS Fire Protection Fee Per Month

(Covered building area of):

Up to	5,000 Sq Ft	\$10
5,001 Sq Ft to	10,000 Sq Ft	\$20
10,001 Sq Ft to	20,000 Sq Ft	\$40
20,001 Sq Ft to	50,000 Sq Ft	\$60
50,001 Sq Ft to	100,000 Sq Ft	\$100
Greater than	100,000 Sq Ft.	\$200

ARTICLE XIII

Penalties

SECTION 1: (A) Any person found to be violating any provision of this ordinance, except Article VI, shall be served by the City with written notice stating the nature of the violation and providing a reasonable time limit for the satisfactory correction thereof. The offender shall, within the period of time stated in such notice, permanently cease all violations.

(B) Any person found to have violated Article VI of this ordinance may be prosecuted under any applicable city ordinance or state statute, at the discretion of the City.

SECTION 2: Any person who shall continue any violation beyond the time limit provided for in Article VIII, Section 1, shall be guilty of a misdemeanor, and on conviction thereof shall be fined in the amount not exceeding \$500.00 for each violation. Each day in which any such violation shall continue shall be deemed a separate offense.

SECTION 3: Any person violating any of the provisions of this ordinance shall become liable to the City for any expense, loss, or damage occasioned by the City by reason of such violation. This includes fees and fines for unauthorized tapping or cutting in to water & sewer lines.

SECTION 4: The City of Hammond may, in addition to the above and foregoing penalties enforce the provisions of this ordinance through any civil action, remedy, or relief, including, but not limited injunctive relief, fines, penalties, and any other remedy provided for by law in any court of competent jurisdiction.

ARTICLE XIV

Validity

SECTION 1: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 2: The invalidity of any section, clause, sentence, or provision of this ordinance shall not affect the validity of any other part of this ordinance, which can be given effect without such invalid part or parts.

ARTICLE XV

Ordinance in Force

SECTION 1: This ordinance shall be in full force and effect from and after its passage, approval, recording, and publication as provided by law.