

Division of Wastewater – Policies and Procedures Manual	
Standard Policies and Procedures	
Policy Number – AUB-02-08	Revision Number: 5
Subject Septage Receiving Policy	Effective Date: 7/1/13
	Superintendent Approval:
	General Manager Approval:

1.0PURPOSE AND SCOPE

The purpose of this policy is to outline established the policies and procedures of Athens Utilities Board (AUB) for accepting septage waste for treatment. This policy applies to all septage haulers serviced by AUB.

2.0REFERENCES

(1) Athens Municipal Code Title 18 Water and Sewers

3.0GENERAL

All septage haulers are subject to the rates as defined in the AUB Schedule of Rates and Fees.

4.0DEFINITIONS

AUB – the Athens Utilities Board, and its duly authorized employees, agents, and representatives **Board** – the Chairman and all Commissioners but does not include any employees

Local Control Authority – Superintendent of Water and Wastewater or duly authorized representative
Customer – any person discharging wastes to AUB’s Wastewater Collection System and wastewater treatment facilities

WWTP – Wastewater Treatment Plant, facilities owned and operated by AUB

5.0POLICY/PROCEDURES

Athens Utilities Board will operate a septage-receiving station at its North Mouse Creek Wastewater Treatment Plant. Normal hours of operation for the septage receiving unit will be 7:30 AM till 3:00 PM. Trucks should arrive early enough to complete unloading during the normal hours of operation. One to two hours unloading time should be expected. Unloading time depends upon the consistency of the septage.

The North Mouse Creek Wastewater Treatment Plant is staffed by only two operators each week. The operators’ duties occasionally take them away from the facility for short periods of time. Unloading will not be allowed unless an operator is present at the facility.

Septage loads received at the North Mouse Creek Facility will be subject to all of the constraints and requirements of the Athens Sewer Use Ordinance. Athens Utilities Board will accept only domestic septage. The plant operator cannot make any exceptions to accommodate unloading. The operator on duty may refuse a load of septage based on current conditions at the wastewater plant, even when the domestic septage meets the Athens Sewer Use Ordinance.

The septage hauler’s equipment must have the ability to connect to the septage receiving station through the unit’s pinch valve. The septage-receiving unit requires that the tanker truck pressure feed the septage-receiving unit. No septage will be received other than through the septage-receiving unit.

Should the septage receiving unit be out of service or in need of repair, AUB will not accept septage.

The procedure for unloading septage waste at North Mouse Creek WWTP will be:

The septage hauler should contact the facility operator.

The septage hauler will obtain a sample from the tank for the plant operator. The plant operator will measure the pH of the sample and may retain the sample for additional laboratory evaluation.

The septage hauler must complete a manifest. The manifest will include the name, address and phone number for each residential septic tank that comprises the septage load.

The hauler will unload only after receiving approval from the plant operator on duty.

The septage hauler must remain at the septage-receiving station. In the event of equipment failure or an overflow, the septage hauler will immediately stop discharging and notify the plant operator.

Disconnecting from the unit leaves a small amount of septage on the unloading pad. The driver will clean the unloading pad after disconnecting from the septage receiving station. Septage should be directed to the catch rack located in the unloading pad.

The plant operator will rarely witness the operation of the septage-receiving unit. The septage hauler should report any unusual operation of the septage-receiving unit to the operator on duty before leaving the facility.

Septage Haulers will be billed monthly for use of the septage-receiving unit. The charge for each load of septage will be based upon the Athens Utilities Board surcharge rates for compatible pollutants and the volume of the tanker. Athens Utilities Board will periodically analyze samples to determine an average strength for domestic septage.

Adjustments to AUB unloading rates (as published in AUB schedule of rates and fees) can be given for partially-filled septage tankers. For an adjustment to be given, the operator on duty must determine the approximate volume of septage contained in the tanker. Septage will not be accepted from a Septage Hauler with a delinquent account.