**Steering Committee Meeting**
**Oneida County Sewer District**
**December 3, 2014**

## I. 2014 Progress and 2015 Goals

### a. Flow Monitoring

The flow monitoring for the project began in 2008 with the installation of temporary flow meters. By first quarter 2015, it is anticipated that 65 additional flow meters and rain gauges will be installed. Data will be collected and stored in an online database.

### b. Sewer Rehabilitation Contracts

The consultant team reviewed multiple contracts that have been worked on in 2014. Within these contracts, 1,300 manholes have been inspected, 21 locations have been spot repaired, 28 miles of sewer have been repaired and another 15 miles have been in the design and planning process. Municipalities are encouraged to take advantage of the lower rates offered through county bid packages for local projects.

### c. Water Pollution Control Plant (WPCP)

The WPCP is nearly 45 years old. Despite regular, ongoing maintenance, the facility is in need of major upgrades. In addition to the Sanitary Sewer Overflow Mitigation Project, increased capacity is required to treat the city of Utica's combined sewage-overflows per regulatory requirements to help the city meet its Long-Term Control Plan goals. Newly enacted state and federal regulations will also require some upgrades to be completed by March 2016. Other upgrades will replace facilities and equipment that have exceeded their useful life.

In 2013, design commenced to rehabilitate, upgrade, and expand the WPCP. The next phase of work will include:

i. Physical construction of new anaerobic digesters (two primary egg-shaped digesters, one secondary digester) and support equipment (pumps, piping, heat exchangers, boilers, etc.)
ii. Installation of new digester gas cleaning and energy recovery systems (microturbines)
iii. "Physical condition upgrades" at the RAS pump station, thickener complex, and administration/solids handling building

The next phase of upgrades to the Sauquoit Creek Pump Station (SCPS) and Forcemain will include construction of:

iv. New screening building with new screens, washer compactors, and isolation gates
v. New emergency generator facility
vi. Upgrades of the existing pump station electrical, control, and HVAC equipment
vii. Access roadway improvements
viii. New dual forcemain extending from the Sauquoit Creek Pumping Station to the WPCP, including flow meters, control vaults, and cleanout stations
ix. New split flow structure at the WPCP and required piping and valves to distribute partial flow to the aeration tanks and the remaining flow to the WPCP grit facilities

**d. Sauquoit Creek Pump Station**

The next phase of this project will take an estimated year and a half to complete, and include construction of:

i. New screening building with new screens, washer compactors, and isolation gates
ii. New emergency generator facility
iii. Upgrades at the existing pump station electrical, control, and HVAC equipment
iv. Access roadway improvements
v. New dual forcemain extending from the Sauquoit Creek Pump Station to the WPCP, including flow meters, control vaults, and cleanout stations
vi. New split flow structure at the WPCP and required piping and valves to distribute partial flow to the aeration tanks and the remaining flow to the WPCP grit facilities

**e. Capacity, Management, Operation, and Maintenance (CMOM) Program**

This year was focused on building upon the action items from 2013. Achievements included:

i. Five new Standard Operating Guidelines – A universal set of operating standards so that municipalities can more easily work together.
ii. One new Design and Construction Standard – Consistent standards across the District to ensure that new developments are constructed with quality sewer infrastructure.

iii. Plan Review Procedures – Basic procedures that set minimum levels of review and inspection for sewer lateral connections and sewer extensions.
iv. Initial development of a Fats, Oils and Grease (FOG) Program – A standardized, centralized program to oversee the responsible disposal of FOG, which can decrease system capacity.

Plans for 2015 include building upon design standards and standard operating guidelines. Training opportunities and expert speakers from successful, similar programs have also been discussed. Additionally, FOG program development will continue, including expanding public awareness and education, completing the development of a consolidated foodservice establishment inventory, finalizing the inspection procedure, and further exploring shared services and opportunities to make the inspections easier for municipalities to complete.

**f. Private Property Inflow and Infiltration (PPII) Program**

Public outreach and voluntary inspections/surveys were the main focus in 2014 for PPII. Voluntary surveys are a critical component of identifying the magnitude of the PPII problem. Each municipality was asked to identify a known problem area and begin these surveys. Each were provided with resident information, including owner's name and tax ID; a corresponding map of the area; a list of ten questions to be asked during surveys; and public information materials to support their work, including a brochure, door tag and template letter.

2015 PPII goals include continuing with voluntary inspections, identifying and designing one or two I/I removal projects, continued public outreach and education, and training and speaker opportunities.

The village of New Hartford mentioned that B-Dry contractors had reached out to the village and town to ensure they were hooking up sump pumps correctly to the storm sewer system instead of the sanitary sewer system.

**g. Public Outreach and Education**

Several public outreach milestones were achieved in 2014.

Throughout the year, the team has been actively submitting regular articles for municipal newsletters. Several presentations and

meetings were held with resident/neighborhood groups and community organizations. Groups included the Oneida County Solid Waste Authority, Cornell Cooperative Extension of Oneida County, and the Oneida County Soil & Water Conservation District. Additionally, Operation Ripple Effect bulletins were distributed to update the community and leaders on project progress and news.

Business partnerships were established with many local greenhouses, farms, and home improvement stores. Several locations displayed public information materials discussing rain barrels, roof leaders, and rain gardens. Brochures, letters, and door tags were also created and distributed to both CMOM and PPII working group members.

For 2015, new materials will be produced to support the ongoing initiatives. A community education event is also being planned for the spring to inform the public and gain media attention. Other continuing initiatives include expanding business partnerships, media relations, and updating and improving the website.

The steering committee acknowledged the efficiency of utilizing water bills to distribute public information materials.

Municipalities were also encouraged to schedule a time for the consultant team to give presentations at town board meetings. Groups should plan for a presentation of approximately 15 minutes.

## II. Plan Review Procedures and Standard Operating Guidelines

The final Plan Review Procedures and Standard Operating Guidelines for 2014 were approved by the full Steering Committee and distributed to members for use.

## III. Design and Construction Standards

### a. Grease interceptor design guidelines

Steering Committee members reviewed a draft design guideline for grease interceptors. This guideline represents a combination of guidelines from the New York State Department of Environmental Conservation (NYSDEC) and New York State Plumbing Code. Working group members may find the NYSDEC document on the website. One of the common requirements of both documents is to segregate kitchen wastewater from all other domestic wastewater sources. This is particularly important to building owners converting a building that doesn't have a kitchen to one with a fully operating kitchen. The municipality's codes department would handle the

approval and inspection of the reconfigured plumbing.