BCRSD
Boone County Regional Sewer District
Clean water for your future

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November 29, 2021

James Creel
John Conway
City of Ashland, Missouri
P. O. Box 135
Ashland, MO 65010
And by e-mail

RE: Wastewater operations and maintenance scope of services - City of Ashland, Boone County, Missouri

Dear Mr. Creel and Mr. Conway:

I am writing to you to summarize our thoughts regarding our meeting of November 3rd.

First and foremost, we believe that the Sewer District is well qualified to provide operations and maintenance of Ashland's wastewater collection and treatment system. Our equipment and personnel stationed in Columbia are less than 30 minutes away from Ashland. Our wastewater operators located in Columbia are skilled in operating wastewater treatment systems and have the most advanced certifications from the Missouri Department of Natural Resources (MDNR). Our management staff have a wealth of experience dealing with the technical, financial and regulatory issues involved in operating a wastewater utility.

Further as part of developing the Sewer District's proposal to Ashland, we closely examined the collection system and the treatment system. The following is a summary of the level of effort that we think is needed to provide proper operation of the treatment and collection system.

**Treatment System**

To begin we think that the first month of operating the treatment system will be resource intensive. One wastewater treatment plant (WWTP) operator will be needed 40 hours per week, along with a service truck. Duties for this person would include locating underground sanitary sewer pipelines in response to requests received from 1-800-DIG-RITE. At this time, we anticipate about 5 requests per day.

Two equipment operators will be available to the WWTP operator on an as-needed basis, along with their respective service trucks. The Operations

Manager, Lead Operator or a Senior WWTP Operator will also be needed 9 hours per week, along with trucks and tools. After the first month, the Operations Manager, Lead Operator or Senior WWTP Operator will be needed less, but probably still about 6 hours per week.

Furthermore, we propose that the laboratory testing for effluent limitations be performed by a local laboratory in Columbia, Missouri. BCRSD personnel will be responsible for acquiring the sample jars, those with preservatives and those without preservatives, for all parameters to be tested. We will transport the samples to the lab and receive the results for reporting on the electronic Discharge Monitoring Reports (e-DMR).

For the first month, we propose that all parameters be tested twice in order to determine for ourselves how the WWTP is performing. After the first month, testing would revert to monthly in accordance with the operating permit, unless more samples were needed to establish a monthly average.

In regards to training, we have contacted Aeromod, the manufacturer of the Ashland WWTP. We believe that some training specific to this equipment is needed. This also applies to the belt press.

**Collection System**

We also think that the first month of operating the collection system will be resource intensive. With 17 pump stations, 15 in the community and 2 at the WWTP, it will take about 2 hours per day, 5 days per week to check all 15 pump stations.

Our practice is to check pump stations twice per week. 15 pump stations in the community will take 30 visits. 6 visits per day, 5 days per week will allow us to check all 15 pump stations twice per week. The 2 pump stations at the plant will be operated as part of WWTP operations.

Checking the pump stations entails conducting an amperage check on each pump at the pump station during each visit. Also, pump run times will be checked at each pump station during each visit to verify the alternating relay is operable. The alternating relay will be repaired if not operable.

In addition to the above work on the pump stations to determine if they are operating properly, we will schedule degreasing all 15 pump stations in the first month. Typically, this involves the Sewer District's sewer jet to water blast the walls of the pump station, the Sewer District's vacuum truck to vacuum out any grease and the Sewer District's Ford F-550 with a hoist to dip out any grease. Subsequent to this first month we will clean the pump stations every 6 months or as needed.

In regards to routine cleaning and sewer jetting of the gravity collection system, we recommend jetting the entire system every 3 years. If system maps indicate the pipe material, that may be reduced to every 3 years for vitrified clay pipe (VCP) and 5 years for polyvinyl chloride (PVC) pipe. Further, it may be

necessary to jet some elements of the collection system on a more frequent basis. A 3-month list or a 6-month list may need to be developed depending upon known problem areas in the system.

If the above scope of services is acceptable to you, I will prepare a fee proposal for your consideration. Thank you for the opportunity to work with you on this matter. If you have any questions, please call me at 573-443-2765.

Sincerely,
BOONE COUNTY REGIONAL SEWER DISTRICT

Tom Ratermann, PE
General Manager

C: File
Virgil Farnen, BCRSD by e-mail