



WASTEWATER DIVISION

DEPARTMENT OF ENVIRONMENTAL MANAGEMENT
345 KEKŪANĀO'A STREET, SUITE 41, HILO, HI 96720
PHONE: (808) 961-8338 FAX: (808) 961-8086
EMAIL: WWDACCTNG@HAWAIICOUNTY.GOV

For official use only

Place Septage Hauler Permit #

2024

SEPTAGE HAULER DISCHARGE PERMIT APPLICATION & CONDITIONS

Hauler/ Permittee: (Customer Name)*:	_____
	<i>(*Attach copy of DCCA business registration if Hauler/Permittee is a business)</i>
Company Official**:	_____
	<i>**Must be registered owner/member/manager if Hauler/Permittee is a business)</i>
Mailing Address:	_____
Physical Address:	_____
Contact Person:	_____
Phone No.:	_____
Fax No.:	_____
E-mail:	_____
Federal ID # (EIN or SSN):	_____
State ID # (G.E.T.):	_____
Type of Entity:	<input type="checkbox"/> Corporation <input type="checkbox"/> LLC <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Other: _____

Please attach and submit copies of all of the following documents with this application:

1. **Vehicle Registration(s)**
2. **Vehicle Insurance Card(s)**
3. **Wastewater and Wastewater Sludge Pumpers and Haulers registration placard(s) issued by State of Hawaii Department of Health Wastewater Branch**
4. **DCCA – Certificate of Good Standing**

Any incomplete application will not be processed. If there are any questions, please call us at the number provided above.

Authorized Vehicle(s): (Attach copies of vehicle registration AND proof of insurance for each vehicle.)

	Description	VIN & License Number	Tank Capacity
1)			
2)			
3)			
4)			
5)			
6)			

Authorized Driver(s) / Personnel: (Attach additional sheet if necessary.)

	Name(s)
1)	
2)	
3)	
4)	
5)	
6)	

Septage Hauler Discharge Rates*:

Type of Wastewater being Discharged	Minimum Charge per Load	Discharge Fee
Residential & Non-residential Sewage	\$ 64.00	\$ 64.00 per 500 gallons or fraction thereof
Industrial Waste (Moderate)	\$ 96.00	\$ 96.00 per 750 gallons or fraction thereof (subject to change)
Other Industrial Waste	Pricing per Section 21-7 of Hawai'i County Code	

*Haulers will be notified in advance of any changes in rates or conditions. See Discharge Permit Condition #7d.

SEPTAGE HAULER DISCHARGE PERMIT & CONDITIONS

PERMIT CONDITIONS

The Hauler/Permittee and its Personnel (hereafter “Hauler”) shall be subject to the following permit conditions:

1. Account must be current with payments and source reports
2. Discharges into the County wastewater treatment system shall be made at the locations listed below. The County reserves the right to change discharge locations and discharge hours at any time.

<i>Area</i>	<i>Location</i>	<i>Remarks</i>
Kona	Kealakehe Wastewater Treatment Plant <i>(see procedures below)</i>	7:00-11:00 am & 12:00-2:00 pm daily Call 339-4492 to schedule an appointment
Hilo	Hilo Wastewater Treatment Plant	7:30-11:00 am & 12:00-2:30 pm Mon – Fri 10:00-11:00 am & 12:00-2:00 pm Sat – Sun Call 961-8651 to schedule an appointment

The septage receiving procedures for the Kealakehe Wastewater Treatment Plant are as follows:

- a. To schedule an appointment to discharge septage, the Hauler should call (808) 339-4492, or use text messaging to this dedicated County cell phone number. A County staff member will carry this cell phone. Callers are urged to utilize text messaging or voice mail. Haulers who want text notifications must provide a text-appropriate contact phone number.
 - b. **Scheduled Discharges:** Haulers are still required to make appointments for discharges in accordance with their discharge permits. A ***24-hour advance notice*** appointment shall be given first priority. Appointments made with at least 2 hours advance notice on weekdays and 3 hours advance notice on weekends will be given second priority.
 - c. **Unscheduled Discharges** Drop-ins (without a scheduled appointment) will be serviced as quickly as County employee availability allows.
 - d. The Wastewater Division will establish staffing during peak discharge hours (7:00 am - 8:00 am, 10:00 am - 11:00am, and 12:00pm - 1:00 pm). Personnel will be available at the septage pit or will be readily available within the Kealakehe facility. Haulers who have scheduled discharges will be serviced first, then haulers who have unscheduled discharges will be serviced last.
 - e. After-hours service will continue to be scheduled by calling the emergency phone number 935-3311 (which is the Police Dispatch phone number) to request a return call from Wastewater Division personnel.
2. Haulers are required to have a valid permit in accordance with Section 21-29.1 of the Hawai‘i County Code and proof of registration with the State Department of Health (DOH) in accordance with Section 11-62-61 of the Hawai‘i Administrative Rules.
 3. The County shall be allowed to inspect any tank truck that discharges at County facilities. All Haulers shall comply with directions of the Wastewater Division (WWD) employee who is conducting an inspection. Compliance shall include, but not be limited to: answering questions relating to the source(s) and nature of the wastes being discharged, allowing sample(s) of the discharged materials to be taken, producing a copy of the DOH registration and/or County permit, and producing the driver’s license, vehicle registration, and/or proof of insurance when requested.
 4. Before discharging wastewater into any County facility, the Hauler shall maintain all of the information contained on the County of Hawai‘i Department of Environmental Management, Wastewater Division’s WASTEWATER SLUDGE PUMPING AND HAULING SOURCE REPORT (hereafter “Source Report”) which shall be submitted to the Department of Environmental Management Business Services Section no later

than thirty (30) days after the last day of the month. Failure to provide the required information within thirty (30) days may lead to suspension of the Permit. Failure to provide the required information within sixty (60) days may lead to revocation of the permit (*see* Section 21-29.1(d) of the Hawai'i County Code,)). In addition, the following shall apply:

- a. All Source Reports shall be signed by a Company Official certifying that the information provided is true and accurate.
 - b. Source Reports are required even when no disposal has occurred. In such case, "No Disposal" shall be written on the form and submitted. Haulers that underpay service fees by false reporting, or fail to report on monthly reports or permit to discharge application, may have their permits immediately suspended and/or revoked.
5. The WWD shall provide a separate Discharge Sheet to the Hauler at the Wastewater Treatment Plants. The Hauler shall fill in the proper information on the Discharge Sheet for each load discharged. The following shall apply:
- a. Hauler shall include volume information on the Discharge Sheet. If none, a "full load" equal to the volumetric capacity of the vehicle shall be billed.
 - b. Any discrepancy between the Discharge Sheet and the Hauler's Source Report shall be billed on the larger volume, unless the WWD is able to resolve the discrepancy.
 - c. When there is a difference between the "volume being discharged" in the Hauler's Source Report and the WWD personnel's measurements, the WWD volumes shall be utilized.
 - d. The Discharge Sheet shall correctly identify the type of waste (i.e., Residential, Non-residential, Moderate Industrial, or Industrial) as determined by the Source Report and/or as determined by inspection of the discharge by WWD personnel. If not correctly identified, the information shall be corrected by the WWD, and the Hauler shall be billed accordingly. [See Item 8 below for definitions of Moderate Industrial and Industrial Wastes.]
 - e. If the discharge contain wastes from mixed sources (Residential and/or Commercial with Moderate Industrial and/or Industrial), the waste shall be classified as either Moderate Industrial or Industrial Waste, as applicable. The classification shall apply to the entire load, and billing for the entire load shall be based on the Moderate Industrial and/or Industrial Waste category.
 - f. When the Hauler chronically fails to provide correct information, or the County determines that incorrect information is knowingly being provided, the permit may be immediately suspended and/or revoked.
6. The County retains the right to audit records of the Hauler to ensure compliance with the appropriate County regulations and these Permit Conditions.
7. The Company Official signing the "Septage Hauler Discharge Permit Application & Conditions" shall be responsible for ensuring all of its personnel have been properly trained, are knowledgeable of the Permit Conditions, and shall perform all work in accordance with the Permit Conditions. The following sub-conditions shall apply:
- a. Wastewater personnel must be present during discharge.
 - b. A copy of the Septage Hauler Discharge Permit (hereafter "Hauler Permit") shall be kept in every vehicle utilizing the disposal permit, as well as kept at the Hauler's office.
 - c. A list of Company Driver(s)/Personnel authorized to discharge at the County Wastewater Facility shall be provided in the Septage Hauler Discharge Permit Application. An updated list shall be provided whenever a new driver is employed.
 - d. The Hauler Permit is non-transferable.
 - e. The Hauler Permit shall be valid for one calendar year. If revisions to Chapter 21 of the Hawai'i County Code affect Hauler rates or conditions, the existing Hauler Permit shall become null and void and a new Hauler Permit shall be required.
 - f. All Company Drivers and Personnel shall wear appropriate attire and personal protective equipment (PPE) whenever entering onto County property and/or discharging septage loads.

- g. The use of the County's facilities shall be at the Hauler's own risk and the County shall not be liable for any injuries, damages, or accidents incurred by the Hauler because of action by, or on behalf of, the Hauler.
 - h. Failure to comply with any Permit Condition may result in suspension and/or revocation of the Hauler Permit and shall be subject to the penalty provisions of Chapter 21 of the Hawai'i County Code.
 - i. Outstanding balances due to the County for more than thirty (30) calendar days may result in suspension and/or revocation of the Hauler Permit until payment and/or payment arrangements have been made with the County. In the event that the account is referred to a bill collection agency, the Hauler shall be responsible for payment of all collection costs.
 - j. Any Hauler found illegally discharging wastes including, but not limited to, illegal discharges into County facilities and/or sewer systems, shall have its Hauler Permit immediately suspended and/or revoked and shall be subject to penalties under Section 2-204 of the Hawai'i County Code.
8. Discharge wastes shall not contain substances or wastes prohibited by Section 21-9 of the Hawai'i County Code. In the event that the load contains substances above the specified limits, the load may be accepted as Industrial Waste under Section 21-7 of the Hawai'i County Code provided the WWD determines the waste will not be detrimental to plant operations. The Hauler shall be responsible for performing all tests required by the WWD to ensure the Industrial Waste will not be detrimental to plant operations. Testing shall be performed by a certified laboratory or by the WWD chemist, as determined by the WWD, and all costs for testing shall be borne by the Hauler.

Moderate Industrial Waste Definition:

- a. Non-residential laundry facilities septic tank and/or cesspool waste.
- b. Commercial kitchen septic tank and/or cesspool waste.
- c. Commercial automobile repair and service center septic tank and/or cesspool waste.
- d. Hospital or other medical facility septic tank and/or cesspool waste.
- e. Car wash septic tank and/or cesspool waste.
- f. Septic tank and/or cesspool waste from industrial facilities such as but not limited to painting contractors, commercial printing facilities, machine shops.
- g. Other discharges as deemed appropriate by the Wastewater Division Chief.
- h. Any waste with fats, oil, and grease (FOG) concentrations greater than 100 mg/L.

Industrial Waste Definition:

- a. Private wastewater treatment works ⁽¹⁾ waste (facilities with rated capacity <100,000 gpd).
- b. Discharge from commercial ships.
- c. Discharge of testing water from petroleum facilities.
- d. Discharge from industrial facilities such as electrical power plants.
- e. Other discharges as deemed appropriate by the Wastewater Division Chief.

Prohibitions:

- a. Grease trap and Interceptor wastes, storm drain and dry well waste shall not be discharged at County facilities.
 - b. Wastes from private wastewater treatment works⁽¹⁾ for facilities with rated capacity of 100,000 gpd or more unless authorized by the Wastewater Division Chief.
 - ⁽¹⁾ Treatment Works is defined under HAR §11-62-03 and means any treatment unit and its associated collection and disposal system. Collection and Disposal systems are also defined under HAR §11-62-03 and include sewage pump stations, seepage pits, injection wells, etc.
9. Hauler shall check waste loads containing FOG. Hauler shall remove from the surface all floatable FOG and other objectionable substances and dispose of it in the waste cans provided at the septage pit.

10. In the event the Hauler disputes the assessment of the WWD regarding the amount of FOG contained within the load, a certified laboratory or the WWD Chemist shall make an analysis of the load. All charges for the analysis shall be borne by the Hauler.
11. Preliminary treatment of the wastewater may be required before disposing of the waste into the system. Any preliminary treatment required by the WWD shall be the responsibility of the Hauler.
12. The Hauler shall clean up any septage left at the receiving facility. This shall include cleaning of the bar screen. Whenever the area is not be cleaned properly, as determined and communicated to the Hauler by WWD personnel, the County will clean the area and shall bill the Hauler the appropriate labor and material charges. Further, suspension and/or revocation of the Discharge Permit may result.
13. All spills shall be immediately reported to the WWD Operator Supervisor (in Kona 327-3508, or in Hilo 961-8651). The Hauler shall be billed for all clean-up costs and/or penalties levied by regulatory agencies related to the spill.
14. The Hauler shall be responsible for all injuries and/or damages to County personnel, equipment or property caused by direct or indirect actions of the Hauler during entry onto, or use of, the County facility for septage discharge. The costs shall be determined and communicated to the Hauler by the County. In the event the County covers the cost of the treatments, remedies, replacements or repairs to original condition, the County shall bill the Hauler for the appropriate costs. Further, suspension and/or revocation of the Discharge Permit may result.
15. All Haulers shall comply with all County of Hawai'i Safety Policies and Hawai'i and/or Federal Occupational Safety and Health requirements. Haulers shall comply with instructions from any WWD employee and shall immediately evacuate the premises in the event that any emergency alarms are activated or in the event that they are instructed to evacuate the premises.
16. All Haulers are advised that the State of Hawai'i Department of Health shall be immediately notified in the event of suspension and/or revocation of the Hauler's Discharge Permit, including the reason(s) for the suspension and/or revocation.

I hereby agree to all terms above and acknowledge that failure to comply with these rules may result in suspension and/or revocation of the Discharge Permit.

Hauler:	Signature of Hauler/Company Official	Date:	
	Print or Type the Name of the Person Who Signed Above		Title

This Discharge Permit authorizes the Septage Hauler to discharge pumped waste at the Hilo and Kealakehe Wastewater Treatment Plants, subject to the attached conditions and in accordance with Section 21-29.1 and 21-7 of the Hawai'i County Code, as amended.

APPROVED:	Wastewater Division Chief or Designee	Date:	
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