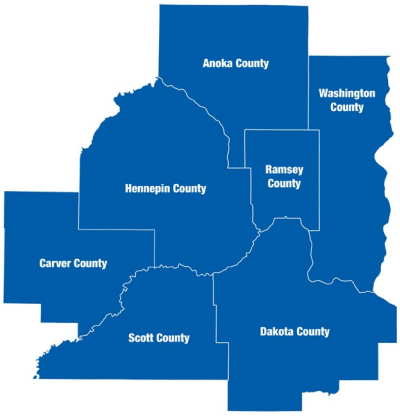
LIQUID WASTE HAULER PROGRAM MANUAL

October 2025



METROPOLITAN
COUNCIL

The Metropolitan Council's Environmental Services mission: We partner, plan, and provide services to protect our region's water.



The Metropolitan Council is the regional policy-making body, planning agency, and provider of essential services in the seven-county Twin Cities metro area. The Metropolitan Council provides essential services and infrastructure – Metro Transit's bus and rail system, Metro Mobility, Transit Link, wastewater treatment services, regional parks, planning, affordable housing, and more - support communities and businesses and ensure a high quality of life for residents. The 17-member Metropolitan Council board is appointed by and serves at the pleasure of the governor.

On request, this publication will be made available in alternative formats to people with disabilities. Call Metropolitan Council information at 651-602-1140 or TTY 651-291-0904. INDUSTRIAL WASTE & POLLUTION PREVENTION
OPERATIONS SUPPORT SERVICES
METROPOLITAN COUNCIL
390 ROBERT STREET NORTH, ST. PAUL MN 55101

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I. Introduction

Metropolitan Council

The Metropolitan Council is the regional policy-making body, planning agency, and provider of essential services in the seven-county Twin Cities metro area. Our mission is to foster efficient and economic growth for a prosperous region. We partner with counties, cities, townships, and others in the region because we all recognize that no one community can thrive alone. Our key responsibilities include:

- Plan the regional transportation system and operate the bus and rail network.
- Treat wastewater, plan for the water supply, and monitor water quality.
- Fund redevelopment, model transit-oriented development, and guide land use.
- Plan for and fund regional parks.
- Identify housing needs and priorities and provide affordable housing for low- and moderate-income households.

The Met Council's Environment Committee addresses issues related to sewer policy and planning, environmental reviews, wastewater facilities and treatment, water supply, nonpoint source pollution, and federal and state regulations.

Metropolitan Council Environmental Services

The Met Council's Environmental Services division partners, plans, and provides services to protect our region's water. It develops plans to preserve and manage the region's water resources. The Met Council owns and operates the Metropolitan Disposal System. Every day, the Metropolitan Council reclaims about 250 million gallons of water at its nine regional water resource recovery facilities. Residential, commercial, and industrial wastewater is collected by more than 600 miles of sewer pipes from 111 communities.

Each community in the seven-county service area owns and maintains its sanitary sewer system. The Council has adopted Waste Discharge Rules regulating the use of the Metropolitan Disposal System.

Industrial Waste and Pollution Prevention

Industrial Waste and Pollution Prevention is a department within the Metropolitan Council's Environmental Services division.

Industrial Waste and Pollution Prevention is the delegated pretreatment program authority for the seven-county service area. With a vision of clean water for future generations, Industrial Waste and Pollution Prevention is charged with protecting the Metropolitan Council Water Resource Recovery Facilities, the collection system, public health and safety, and the region's environmental health by monitoring and regulating users of the Metropolitan Disposal System.

Industrial Waste and Pollution Prevention staff issue industrial discharge permits to industrial users (as defined in Waste Discharge Rule 004.09), discharging industrial waste (as defined in

Waste Discharge Rule 004.10), to public sewers (as defined in Waste Discharge Rule 004.28), who have applied for a permit in accordance with Waste Discharge Rules (Article II and Article III). Waste Discharge Rule 303.00 defines the Liquid Waste Hauler Program (formerly referred to as "Septage Management Program") and requirements for liquid waste haulers.

The main purpose of the Liquid Waste Hauler Program is as follows:

- To regulate septage and other hauled liquid waste discharged to the Metropolitan Disposal System,
- To designate and approve adequate sites for disposal, and
- To collect equitable load charges for treating the waste that is discharged to the Metropolitan Disposal System.

Liquid waste haulers that transport septage and other approved liquid wastes for ultimate disposal into the Metropolitan Disposal System must obtain an industrial discharge permit from Industrial Waste and Pollution Prevention staff.

Liquid waste hauling permittees are responsible for the following:

a) Compliance with all applicable provisions of the Waste Discharge Rules and the Met Council septage management program
b) Accurate reporting and load record keeping (e.g., quantity, waste type, and location) of all loads discharged to the Metropolitan Disposal System. Each waste load is categorized as one of the following:
    - Domestic waste
    - Commercial waste
    - Industrial waste
c) Payment of load charges for the various types of liquid waste discharged

Currently, the Met Council has five approved liquid waste receiving sites located across the metropolitan area. A list of these sites, along with a general location map, can be found in Section III of this manual. Individual maps and detailed site information can be found in Appendix A. Prior to using any one of these sites, the liquid waste hauler permittee must obtain all applicable local and Minnesota Pollution Control Agency licenses.

The following pages of this document provide relevant information for individuals, companies, and communities regarding proper procedures and requirements for system disposal of septage and other hauled liquid wastes into the Metropolitan Disposal System.

II. Liquid Waste Hauler Program elements and procedures

Industrial discharge permit

The industrial discharge permit is the mechanism used by the Metropolitan Council to regulate the discharge of liquid waste into the Metropolitan Disposal System. A specific permit has been developed for liquid waste haulers. Before a liquid waste hauler can discharge liquid waste at the Council's liquid waste receiving sites, the hauler must first obtain an industrial discharge permit from the Metropolitan Council through its Industrial Waste and Pollution Prevention staff.

The industrial discharge permit for liquid waste haulers consists of the following sections:

- **Cover letter** - General information including permitted company name and address, permit issuance and expiration dates
- **Discharge limitations** - Local discharge limitations and prohibited waste discharges, as listed in the Waste Discharge Rules
- **Reporting requirements** - Reporting schedule and general instructions for submitting a report through the Council's electronic reporting system
- **Acceptable waste types** - Listing and definitions of acceptable hauled liquid waste loads that may be discharged at the Council's approved disposal sites
- **Load charge description** - Load charge listing and application, load charge components, and billing procedures
- **Disposal sites** – Disposal site use, procedures, and requirements
- **Transport vehicle information** – Requirements for transport vehicles
- **General permit conditions** – Conditions and requirements that the liquid waste hauler permittee must meet that are based on the Waste Discharge Rules and the conditions of discharge stated in Section VIII of this manual
- **Specific permit conditions** - Conditions that are specific to the liquid waste hauler permittee (including a compliance schedule, if necessary)
- **Attachment**
    - Listing of liquid waste hauler permittee's vehicles authorized to be used to haul liquid wastes to the Council's liquid waste receiving sites

Liquid waste hauler permit types

Standard liquid waste hauler permit and criteria

A standard liquid waste hauler permit is issued to haulers that discharge over 50,000 gallons/year and/or discharge industrial wastes of any amount.

Permit Duration	Reporting Frequency	Annual Permit Fee Based on Discharge (in millions of gallons per year - MGY)
3 years	Semi-Annual	<1 MGY
3 years	Quarterly	>1 MGY

Low-volume liquid waste hauler permit and criteria

A low-volume liquid waste hauler permit is issued to haulers that discharge less than 50,000 gallons/year of domestic and/or commercial waste only (not industrial), and to haulers who wish to maintain a permit for contingency purposes.

Permit Duration	Reporting Frequency	Annual Permit Fee Based on Discharge (in gallons per year – GPY)
3 years	Annual	<50,000 GPY

Application procedure for obtaining an industrial discharge permit

The procedure for obtaining a permit is as follows:

- Complete an Application for Industrial Discharge Permit found on the Council's Liquid Waste Hauler Permits webpage or obtained by email by contacting Industrial Waste and Pollution Prevention staff at IWPP@metc.state.mn.us.
- Submit the completed application, photographs of the transport vehicles to be utilized, and current year permit fee to:

Metropolitan Council Environmental Services
Industrial Waste and Pollution Prevention Section
390 North Robert Street
St. Paul, MN 55101-1626

Upon receipt of a complete permit application and non-refundable permit fee, the Council will issue or deny an industrial discharge permit to the hauler within 90 days. When issued, the permit authorizes the discharge of approved liquid waste to the Metropolitan Disposal System. The duration of this permit is three years.

Renewal of the permit is not automatic. The permittee must apply for renewal at least 60 days prior to the permit expiration date. Failure to renew at least 60 days prior to expiration of the permit could cause the permit to lapse. If this occurs, the permittee will not be authorized to discharge liquid waste to the Metropolitan Disposal System. Renewal applications must be completed in the Council's electronic reporting system.

III. Liquid waste receiving sites

Approved sites

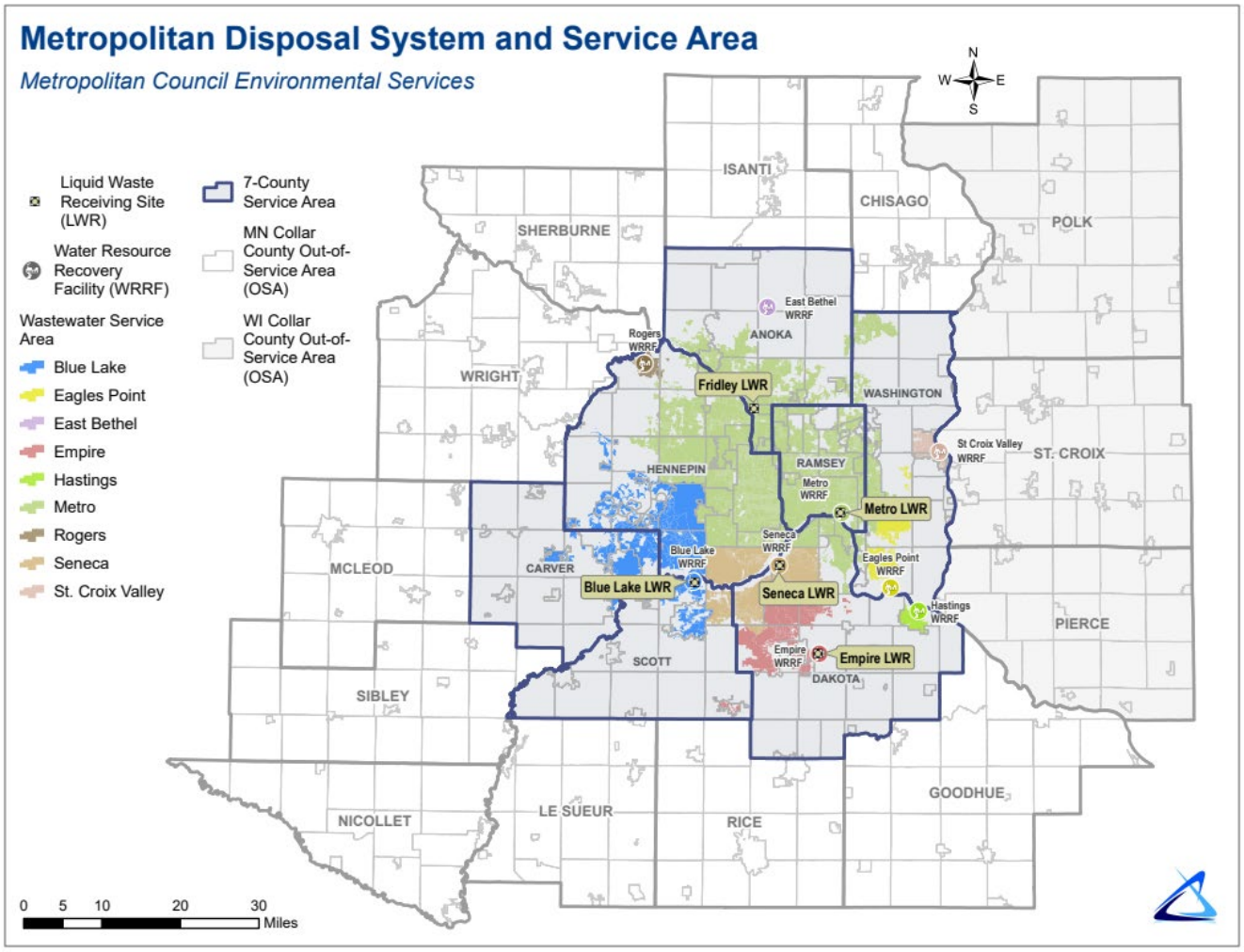
The Council maintains five approved liquid waste receiving sites located throughout the seven-county metro area for the disposal of approved liquid waste. These locations are listed in Table 1: Liquid Waste Receiving Site Information, and shown in Figure 1: regional Liquid Waste Receiving Site Location Map below. More detailed site-specific information is available in Appendix A.

Approved waste must be discharged to the Metropolitan Disposal System at one of these sites. Not all approved waste types can be disposed of at each facility. Refer to Table 1 and Section IV for information regarding which waste types are accepted at each site. Rules governing the use of approved disposal sites are listed in Section VIII.

Table 1: Liquid Waste Receiving Site Information

Liquid Waste Receiving Site	Location	Hours	Industrial Waste	Commercial Waste	Portable Toilet Waste	Domestic Septage	Domestic Holding Tank
Blue Lake Liquid Waste Receiving	6957 County Rd 101 E Shakopee, MN 55379	24-hours 7 days per week		X (No restaurant grease)	X	X	X
Empire Liquid Waste Receiving	2540 West 197th St. Farmington, MN 55024	M-Sat 6am - 6pm			X	X	X
Fridley Liquid Waste Receiving	8296 Hickory St NE Fridley, MN 55432	Spring: mid-April to mid-June M-F 7:30am – 5:30pm Summer-Fall: mid-June to mid-Nov M-F 7:30am – 5:30pm Sat 8am – 12pm Winter: mid-Nov to mid-April M-F 8am – 4:30pm Holidays - Closed			X	X	X
Metro Liquid Waste Receiving	2400 Childs Road St. Paul, MN 55106	24-hours 7 days per week	X	X (Restaurant grease < 500gal)	X	X	X
Metro Wet Vactor (Prior Approval Required)	2400 Childs Road St. Paul, MN 55106	M-F 6am - 6pm		X (Restaurant grease > 500gal and sewer cleaning waste only)			
Seneca Liquid Waste Receiving	3750 Plant Road Eagan, MN 55122	M-Sat 6am - 6pm			X	X	X

Figure 1: Regional Liquid Waste Receiving Site Location Map



Temporary disposal sites

The Metropolitan Council, in its sole discretion, may open a temporary disposal site when access to the Metro Liquid Waste Receiving site is restricted due to flooding, maintenance, construction, or other issues. Haulers will be notified of any closures of the Metro Liquid Waste Receiving site and given directions on when/how to use this temporary site. Currently, temporary sites do not have an electronic tracking system, and haulers must complete handwritten load receipts provided by onsite security staff.

New disposal sites

The Council may designate locations for a new permanent approved disposal site only after the Council's approval and all necessary community approvals have been obtained. Permitted haulers will be notified of new permanent disposal sites when they become available. A permittee may express interest in a new disposal site via a written request. It should be submitted to Industrial Waste and Pollution Prevention staff, along with a list of reasons the permittee believes a new disposal site is necessary.

Private disposal sites

Using a private disposal site to discharge hauled liquid waste into the Metropolitan Disposal System requires written approval from the Metropolitan Council Regional Administrator and the issuance of a Standard Industrial Discharge Permit for the facility. Any permittee using a private disposal site is subject to all applicable permits, provisions of the Liquid Waste Hauler Program, and Service Availability Charge program. Industrial discharge permit issuance and load charge assessment are handled similarly for other liquid waste haulers. The Council reserves the right to approve, deny, or rescind the use of private disposal sites.

Disposal sites for recreational vehicle wastes

Recreational vehicles are not allowed to utilize the Council liquid waste receiving sites for waste disposal. Only permitted liquid waste haulers may discharge at these sites. The Liquid Waste Hauler Program does not allow for the discharge of holding tank wastes directly from recreational vehicles, nor do the Council disposal sites have the necessary connections or receptacles for direct discharge. A list of disposal sites in the metropolitan area for recreational vehicle wastes can be found online or obtained from Explore Minnesota.

Disposal sites for sewer cleaning wastes

The Metropolitan Council has separate disposal sites for the disposal of liquid and solid materials removed from municipal sanitary sewer cleaning operations. Disposal of these materials is not covered under the Liquid Waste Hauler Program, but is covered under a separate Council program called the Sewer Cleaning Waste Hauler Program. Haulers that choose to use the Council's disposal site for the disposal of materials from sewer cleaning operations must obtain a sewer cleaning waste hauler permit. The Sewer Cleaning Waste Hauler Program is limited to materials removed exclusively from cleaning municipal sanitary sewers and does not include storm sewer cleaning wastes.

Vehicle identification

The permittee is required to provide information on all trucks that will be used to discharge waste. This information will be listed in the permit. A liquid waste receiving access card will be issued for each vehicle. If a vehicle is added to the permittee's fleet, the permittee must complete a Liquid Waste Hauler Vehicle Identification Form and submit it to the Industrial Waste and Pollution Protection staff. Upon receipt of this form and the required photographs, staff will issue an additional access card.

IV. Waste types: definitions, rules, and approval procedures

Listed below are the acceptable waste types that may be discharged at the Met Council's liquid waste receiving sites under the provisions of the Met Council Liquid Waste Hauler Program. Unless otherwise stated, all liquid waste loads are restricted to those generated within the seven-county metro area.

Domestic waste

Domestic waste is defined as waste from residential users and from the sanitary conveniences of multiple dwellings, commercial buildings, institutions, and industrial facilities. (Waste Discharge Rule 004.05)

a) **Domestic septage** - Waste pumped from a residential septic tank with a drain field or from an industry or commercial business septic tank drain field that collects only wastewater from restrooms and other domestic sources. Domestic septage waste is accepted at all Met Council liquid waste receiving sites, including out-of-service area domestic septage waste.

b) **Domestic holding tank** - Domestic waste from a sealed tank with no drain field. Holding tanks that collect waste other than domestic waste are considered commercial or industrial waste and must be handled as defined below. Domestic holding tank waste is accepted at all Met Council liquid waste receiving sites, including out-of-service area domestic holding tank waste.

Unacceptable domestic wastes

- Recreational vehicle waste
- Sewer cleaning waste - A separate industrial discharge permit (sewer cleaning waste hauler) is required for this waste type

Commercial waste

Commercial waste is defined as non-industrial waste from a business or service establishment. As it applies to the Liquid Waste Hauler Program, commercial waste is limited to the following:

a) **Vehicle maintenance sumps** - Wastewater from flammable waste traps, car wash traps or sumps, and parking area sand traps. All floating oil must be removed prior to pumping, and no excess solids shall be discharged at Met Council liquid waste receiving sites. Commercial waste of this type is only accepted at the Metro and Blue Lake sites.

b) **Restaurant and cafeteria grease trap waste** - Wastewater, food solids, and waste grease from restaurant, cafeteria, and other food service establishment grease traps. Commercial waste of this type, including out-of-service area waste, is only accepted at the Metro liquid waste receiving site. Loads exceeding 500 gallons must be discharged at the wet vactor disposal site located within the Metro Water Resource Recovery Facility. Haulers must have Industrial Waste and Pollution Prevention staff approval to obtain access rights to the wet vactor disposal site.

c) **Portable toilet waste** - Domestic wastewater and chemical additives from a portable toilet or restroom. All trash must be removed prior to pumping and discharge at Met Council liquid waste receiving sites. Program staff encourage the use of signage on portable toilets to discourage trash disposal. Portable toilet waste, including out-of-service area waste, is accepted at all Met Council liquid waste receiving sites.

Industrial waste

All loads that do not meet the definition of domestic waste or commercial waste, as defined above, are considered to be industrial wastes under the Liquid Waste Hauler Program.

Industrial waste as it applies to the Liquid Waste Hauler Program is defined as a waste that consists of one or more of the following:

a) **Liquid wastes resulting from industrial, manufacturing, or treatment processes** - This includes, but is not limited to, the following: food waste from food product manufacturing companies, dairy waste, brewery wastewater, food manufacturing facility sanitation wastewater, aqueous parts cleaning, machining coolants, and waste from all process sumps located within an industrial facility. This definition does not include wastewater from vehicle maintenance traps at industries where the wastewater is generated strictly from vehicle maintenance operations. Any domestic waste contaminated with an industrial waste, including dental waste, is also considered industrial waste.

b) **Landfill leachate** – Wastewater resulting from the percolation of rainwater, snow melt, and/or internal liquids through the deposited material in a solid waste disposal facility (landfill).

c) **Contaminated groundwater and surface water** – Contaminated groundwater is defined as polluted water pumped from soil, aquifers or underground tanks as part of a remedial action or construction excavation project. Contaminated surface water is defined as polluted water from lakes, streams, and ponds, as well as contaminated runoff water.

d) **Hydrostatic testing water** – Water resulting from hydrostatic testing of new or existing pipelines to be used for pressurized transfer of natural gas or other products.

e) **Concrete washout water** – Wastewater resulting from cleaning concrete truck tank interior, chute, and tools.

f) **Wastewater treatment plant biosolids** – Biosolids generated at wastewater treatment facilities, as a result of wastewater treatment processes.

g) **Out-of-service area generated wastes** – All commercial and industrial waste generated outside of the service area, with the exception of restaurant grease and portable toilet waste.

h) **Other wastes** - Ethylene glycol, propylene glycol, pure products, etc.

All industrial waste loads are required to be properly sampled, analyzed, and approved by Industrial Waste and Pollution Prevention staff through a special discharge approval or an industrial discharge permit prior to transport and disposal at Met Council liquid waste receiving sites. (See Special Discharge Program for appropriate applications)

Unacceptable industrial waste

Industrial waste not acceptable for discharge through the Liquid Waste Hauler Program include, but is not limited to, the following:

a) Wastes that exceed the Met Council's local discharge limitations in Section 401.01 of Met Council Waste Discharge Rules.

b) Wastes that are defined as prohibited wastes in Section 406.00 of Met Council Waste Discharge Rules.

c) Wastes that exceed applicable EPA categorical pretreatment standards.

d) All wastes that are defined or classified as hazardous under Minnesota Administrative Rules Chapter 7045, Hazardous Waste.

Industrial waste load rules

The following rules apply to the transportation and subsequent discharge of industrial waste loads at approved Met Council liquid waste receiving sites:

a) All industrial waste loads must be sampled and analyzed prior to transport. Representative samples must be collected by the liquid waste hauler, industry personnel, or a contract service provider (laboratory) according to instructions specified by Industrial Waste and Pollution Prevention staff. Samples must be analyzed for parameters specified by staff based on the industrial waste type.

b) All industrial waste loads must be approved for disposal by Industrial Waste and Pollution Prevention staff prior to discharge. Determinations regarding the acceptability and approval of industrial waste loads will be made by Industrial Waste and Pollution Prevention staff and provided in writing. (Refer to Approval Procedure Section outlined below).

c) Upon approval, all industrial waste loads must be transported to the Metro Liquid Waste Receiving site for disposal, unless specifically approved for discharge at another Council liquid waste receiving site.

   Industrial wastes considered for disposal at sites other than the Metro Liquid Waste Receiving site are required to go through an internal Met Council approval process to ensure that the proposed disposal site is suitable for receiving the approved industrial waste, potential odors have been addressed, and that the tributary water resource recovery facility is able to properly treat the industrial waste and meet respective effluent discharge limits. Approval for discharge at an alternate disposal site may be rescinded at any time if:

   - Operational problems occur in the collection system or at the water resource recovery facility and/or
   - Wastewater treatment process changes occur or are impacted

Industrial waste load approval procedure

The procedure to obtain approval to discharge an industrial waste load is as follows:

a) Contact Industrial Waste and Pollution Prevention staff for a preliminary review of the waste and sampling/analytical instructions (Link to Contacts)

b) Complete an Industrial Discharge Approval Request form and attachments for out-of-service area and PFAS (per- and polyfluoroalkyl substances), if required.

c) Collect a representative sample of the proposed industrial waste and submit the sample to a commercial laboratory for analysis. Consult with Industrial Waste and Pollution Prevention staff on how to properly collect the sample and see Appendix D for sampling procedure.

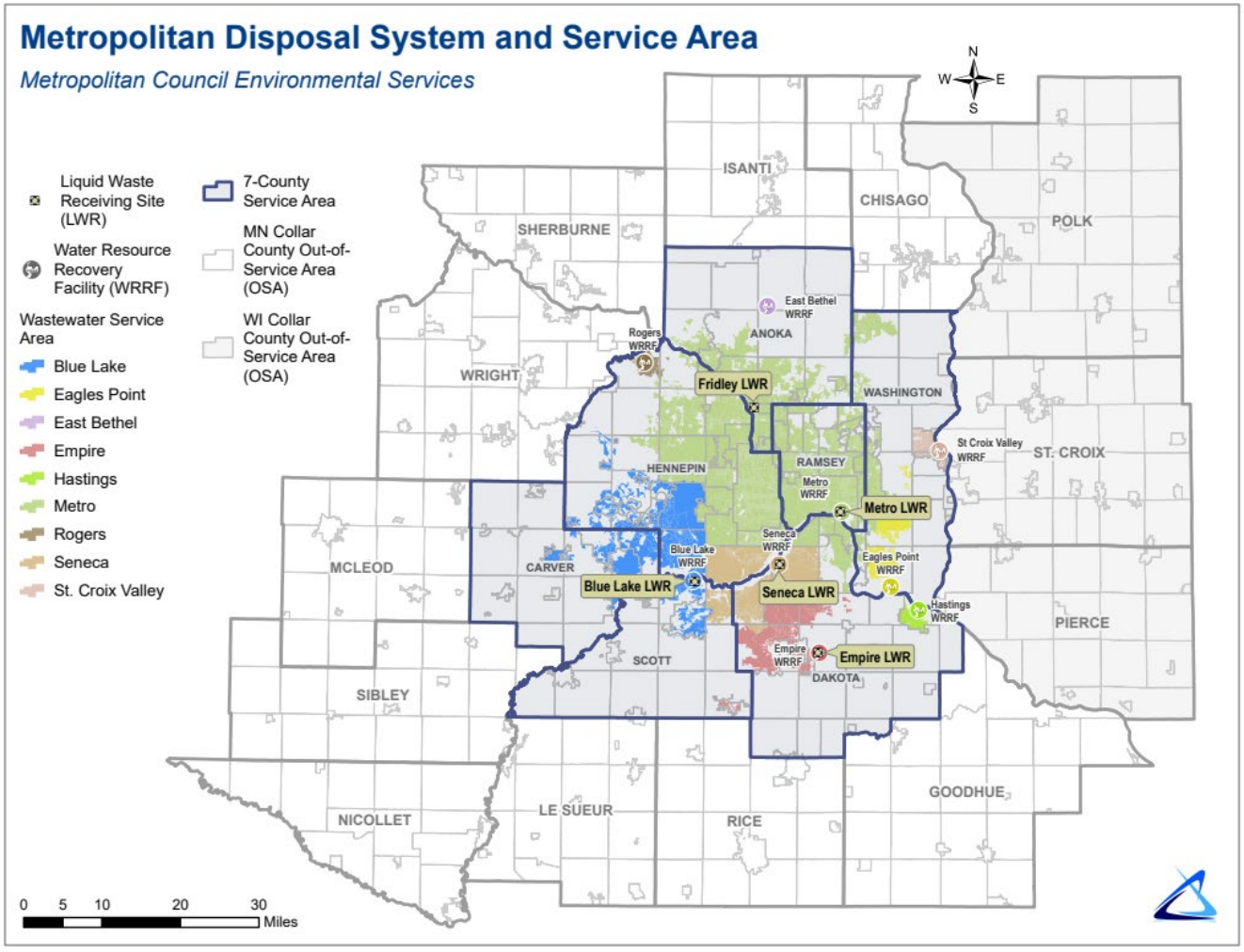
d) Submit the completed Industrial Discharge Approval Request form and analytical data sheets to Industrial Waste and Pollution Prevention staff for formal review.

e) If the industrial waste is determined to be acceptable for discharge and is expected to be a one-time or short-term discharge, Industrial Waste and Pollution Prevention staff will issue a special discharge approval letter. If the discharge is expected to be a long-term or ongoing discharge, the applicant will need to apply for a special discharge permit (Link to Industrial Discharge Permit Application).

Out-of-service area waste

Waste generated outside of the seven-county metro area is considered out-of-service area waste. The Met Council currently accepts domestic septage, domestic holding tank, and portable toilet waste from the following collar counties adjacent to the seven-county metropolitan area: Chisago, Isanti, Sherburne, Wright, McLeod, Sibley, Nicollet, LeSueur, Rice, Goodhue, Polk, St. Croix, and Pierce.

Figure 2: Met Council Service Area Map



The Met Council also accepts restaurant and cafeteria grease trap waste and portable toilet waste from outside of the service area without any restrictions regarding source location. All other commercial waste types from outside of the service area are considered industrial wastes.

Out-of-service area discharge approvals require additional processing time and a higher level of approval. An additional service fee will be applied to all wastes generated outside of the service area. For specifics, see rates and fees website.

V. Reporting requirements and load tracking

The permittee is required to report to Industrial Waste and Pollution Prevention staff all loads of liquid waste discharged to the Metropolitan Disposal System via the Industrial Online Reporting System at the frequency defined in the permit. Staff have information and instructions for online submissions on the online reporting webpage, including contact information for the online reporting support team.

Reporting period and due dates

The frequency of submitting required reports is based on the total volume of discharges to the Metropolitan Disposal System in a calendar year:

Table 2 Reporting Table

Permit Type (gallons/year)	Reporting Frequency	Due Date(s)
Standard (>1 million)	Quarterly	April 15, July 15, October 15, January 15
Standard (<1 million)	Semi-annually	July 15, January 15
Low Volume (<50,000)	Annually	January 15

Reporting information

Scale tickets and load receipts

Each load discharged at a liquid waste receiving site must be associated with either a Scale Ticket or a Load Receipt.

A Scale Ticket is a paper receipt received from the card reader at liquid waste receiving sites with scales and flow meters. Figure 3 is an example of a Scale Ticket.

A Load Receipt is a paper receipt with carbon copy provided by liquid waste receiving security staff and filled in by the driver. Figure 4 is an example of a completed Load Receipt.

For liquid waste receiving sites that do not have a scale or when the scale systems and/or card readers at sites with a scale are not operational, the driver must fill out a Load Receipt. Drivers are required to use the most accurate means available on their truck to determine the volume listed on hand completed Load Receipts. A driver must not leave the liquid waste receiving site without a Scale Ticket or a completed Load Receipt.

Figure 3 Example of Scale Ticket.

```
**********************
Metropolitan
Council
Environmental Services
Metro Plant LWR

Scale Ticket

Date: 12/10/2024
Time: 3:06 PM
**********************

Transaction#: 509762

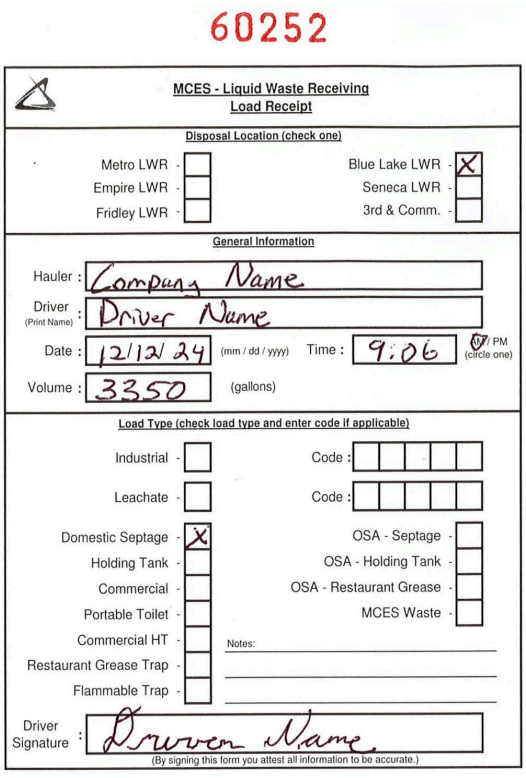

#Company Name
Vehicle: Test Truck 7

Holding Tank

Gross:          65080 lb
Tare:           29420 lb
-----------------------
Net:            35660 lb
Vol:             4,276 gal


**********************
**********************
Thank You!
Have a Safe Day!
```

Figure 4 Example of Completed Load Receipt



Liquid waste hauler load tracker template

Industrial Waste and Pollution Prevention staff provide a liquid waste hauler load tracker excel template for the permittee to track their loads for each reporting period. The load tracker is designed to streamline the tracking and reporting of liquid waste discharged to the Metropolitan Disposal System. The template includes a load tracking page and a summary page.

Load tracking page

The tracking page is a recommended tool designed to be used by the permittee for the entry of load information. In order to comply with online reporting criteria, each line must include the information in the red columns: disposal site, waste type, volume (see below).

Figure 5 Example of the Load Tracker Template filled out based on Example Receipts.

Date	Split Load	MatreX Transaction Number	Disposal Site	Waste Type	Volume (gallons)
5/19/2025		509762	Metropolitan LWR	Holding Tank	4276
5/20/2025		60252	Blue Lake LWR	Domestic Septage	3350

For enhanced tracking accuracy, Industrial Waste and Pollution Prevention staff recommend haulers include the transaction number located on the scale ticket or load receipt. For commercial, industrial, and out-of-service area waste types, additional information is required and must be included in the template. See below for additional information related to each load type:

- **Commercial load reporting**
  - Address/City/Location
  - Commercial Business Name
  - Commercial Waste Description
- **Industrial load reporting**
  - Address/city/location
  - Business name
  - Associated discharge approval code (i.e., permit number, landfill permit number, or special discharge approval number)
- **Out-of-service area reporting**
  - Indicate whether the out-of-service area loads are holding tank, industrial, septage, or restaurant grease.
  - In the Load Tracking Template there is a column labeled “out-of-service area description” to indicate the waste type.

Summary page

The summary page helps the hauler and permit staff review the entered information on the Load Tracker Template. The summary page includes four sections: hauler Information, load summary, industrial load summary, and notes. The summary sections total the volume of loads discharged by location and waste type or by industrial load.

Load tracker template and online reporting training

The Met Council provides training for the Load Tracker Template and online reporting. Additional information (i.e., help sheets and instructional videos) are available on the online reporting website. E-mail the online reporting support team (info below) to request training. Training is available in person, over the phone, or virtual via Microsoft Teams.

Industrial online reporting support team

The online reporting support team provides technical assistance with online reporting. They are available Monday through Friday from 8:00 am to 4:00 pm.

- Phone: 651-602-4789
- E-mail: IndustrialOnlineReporting@metc.state.mn.us

Legacy reporting

For enhanced tracking accuracy, the Met Council strongly recommends that haulers use the Load Tracker Template. The online reporting support team no longer provides support for previous forms of reporting.

Haulers may continue to use legacy forms of reporting instead of the Liquid Waste Hauler Template. The legacy discharge report forms contain two main sections:

1. The report forms require the waste hauler to list the date, disposal site, and volume of the various waste types discharged to the Metropolitan Disposal System during the reporting period.

2. The discharge report requires a tally of waste types and volumes and the signature of the permittee. By signing the report, the permittee certifies under penalty of law that the information provided is correct and complete to the best of their knowledge.

Load tracking record keeping

All loads must be recorded, as indicated above. Waste haulers are required to keep accurate records of the waste discharged into the Metropolitan Disposal System for not less than **three years**. In addition, the Met Council reserves the right to inspect these records during normal business hours and verify information reported to the Met Council on routine discharge reports. Failure to accurately report loads as defined in waste types and definitions will result in enforcement action.

VI. Load charge system

The load charge system for the Met Council Liquid Waste Hauler Program was established to recover an equitable charge for all loads discharged into the Metropolitan Disposal System. The current system is based on the Strength Charge system, which was adopted by the Metropolitan Wastewater Control Commission and implemented on January 1, 1977. Wastes that have concentrations above what is typically found in ordinary domestic sewage are charged for excess pounds of total suspended solids (TSS) and chemical oxygen demand (COD).

The load charge consists of volume, strength, and facility components (see Equation 1 Load Charge below).

- Volume component is charged at the base rate for all liquid wastes discharged to the Metropolitan Disposal System. This base rate is defined as the Municipal Waste Charge which is the same across all communities within the Met Council's service area
- Facility component is the cost of operating the liquid waste receiving sites
- Strength charge is the cost associated with high-strength waste above the strength of typical residential wastewater

Equation 1 Load Charge

$$Load\ Charge = Municipal\ Waste\ Charge + Facility\ Component + Strength\ Charge$$

Municipal waste charge

All customers served by the Metropolitan Disposal System are subject to the Municipal Waste Charge. This charge is the cost of treatment for typical residential wastewater. The chemical oxygen demand COD and TSS base concentrations of residential wastewater are assumed to be 500 mg/L and 250 mg/L, respectively.

Facility component charge

All hauled waste is charged a facility component charge. This charge is based on the costs associated with the construction, operation, and maintenance of the liquid waste receiving sites.

Strength charge

Strength charges are intended to recover the added costs for treating high-strength waste discharged to the Metropolitan Disposal System.

The strength component is based on the same equation used to calculate the strength charges for all industrial users of the Metropolitan Disposal System (see Equation 2 Strength Charge below). Load charges vary according to the waste type and rates change annually. Table 3 summarizes the estimated TSS and COD for specific load types. Current rate information can be found on the Industrial Waste Rates and Fees webpage.

Table 3 Waste Type Information for the Strength Charge Equation

Type of Charge	Metropolitan Waste Charge	Facility Charge	Total suspended Solids (TSS) (mg/L)	Chemical Oxygen Demand (COD) (mg/L)	Notes
Standard load	☒	☒	10,000	10,000	All domestic septage and commercial loads.
Portable toilet	☒	☒	10,000	20,000	All portable toilet loads.
Industrial waste	☒		-	-	Specific to each type of waste. It is calculated based on the TSS and COD of the waste.
Holding tank	☒	☒	250	500	Charged at domestic sewage rates.

Equation 2 Strength Charge

$$\boldsymbol{Strength\ Charge} =$$

$$[\boldsymbol{V\ x\ (TSS - 250)\ x\ (8.34)\ x\ (TSS\ Rate)\ +\ V\ x\ (COD - 500)\ x\ (8.34)\ x\ (COD\ Rate)}]$$

Table 4 Strength Charge Equation Component Table

Component	Definition
SC	Strength charge, in dollars
V	Volume, in million gallons per reporting period
TSS	Total suspended solids in mg/L (TSS>250) If less than 250 mg/L, use 250 mg/L
COD	Chemical oxygen demand in mg/L (COD>500) If less than 500 mg/L, use 500 mg/L
250	TSS threshold value, in mg/L
500	COD threshold value, in mg/L
8.34	Conversion factor, converts mg/L and gallons to pounds
TSS Rate	Onsite connection: Example Rate $0.310/lb of excess TSS* Permitted hauler: Example Rate $0.413/lb of excess TSS*
COD Rate	Onsite connection: Example Rate $0.155/lb of excess COD* Permitted hauler: Example Rate $0.2065/lb of excess COD*

*Current rates are available on the website.

Liquid waste hauler discharge reports

The Met Council will calculate load charges based on the liquid waste hauler discharge reports submitted by the permittee. Load charge invoices will be prepared and e-mailed approximately 30 days following each report due date and will require full payment by the permittee within 30 days of the billing date indicated on the invoice. All load charge rates are subject to change annually. Permittees will be notified in advance of all rate changes.

Additional information

More information related to the specific Metropolitan Waste Charge, facility component charge, and strength charge can be found on the rates and charges webpage. If you have any additional questions or concerns, contact your Industrial Waste and Pollution Prevention permit contact listed on the front page of your Metropolitan Council Liquid Waste Hauler Permit.

VII. Permit and late submittal fees

Permit fees

Annual permit fees are invoiced in April of each year. The permittee is required to pay this fee within 30 days of the invoice. Current permit fees for liquid waste hauler permits can be found in the Liquid Waste Hauler Permit section of the Industrial Waste Rates and Fees website.

Late submittal fees

Permittees who fail to submit a completed Liquid Waste Hauler Discharge Report by the due dates established in the permit or a permit renewal application 60 days prior to permit expiration, will be issued an administrative notice of violation. Additionally, a late submittal fee will be assessed based on the Enforcement Fees section of the Rates and Fees website.

Failure to submit a completed report by the notice of violation compliance date will escalate enforcement action. See the Met Council enforcement section for more information.

VIII. Conditions of discharge

General conditions

The following general permit conditions govern the discharge of septage and other hauled liquid waste to the Metropolitan Disposal System:

a) Unless otherwise stated, all liquid waste loads are restricted to those generated within the seven-county metropolitan area. The permittee must utilize only approved Met Council liquid waste receiving sites for the discharge of approved wastes into the Metropolitan Disposal System and must comply with all liquid waste receiving site requirements.

b) No prohibited waste, as specified in Section A.2. of the industrial discharge permit and in Section 406.00 of the Waste Discharge Rules, shall be discharged into the Metropolitan Disposal System. Such prohibited wastes include, but are not limited to, the following: flammables, explosive, corrosive wastes, and petroleum-based fuel products (i.e., gasoline, oil, solvents, kerosene, etc.); wastes that are likely to obstruct flow within the public sewers (i.e., grease, fat, animal or vegetable oils, solid wastes, etc.); wastes that are likely to cause interference, pass through, or operational problems like toxic substances or dyes/inks; wastes that are likely to cause a public nuisance like odors or foam; hazardous wastes; pretreatment solids; radioactive wastes, and unapproved wastes generated outside the seven-county metro area.

c) All industrial waste loads require a written approval or an active and issued industrial discharge permit from Industrial Waste and Pollution Prevention staff prior to hauling and disposal. Approved industrial waste loads shall be disposed of at the Metro liquid waste receiving site unless otherwise stated in the approval letter or permit.

d) All industrial loads require sampling prior to obtaining approval. Sampling and analytical requirements will be specified by Industrial Waste and Pollution Prevention staff at the time that approval is requested and will depend on the specific waste involved.

e) The permittee must pay applicable annual permit fees, load charges, discharge report late fees, special discharge request fees, and cost-recovery fees assessed by the Met Council.

f) The permittee must track all loads discharged into the Metropolitan Disposal System using the Met Council's Load Tracking Program or appropriate forms. All reports are required to be completed in the Met Council’s online reporting system.

g) Respectful behavior is required in all interactions on Met Council property. The Met Council is committed to providing a positive environment in which all staff, members of the public, and others doing business with the Met Council are treated with professionalism and respect. Disrespectful behavior that is prohibited at the Met Council sites includes, but is not limited to, the following: using language that is threatening, abusive, profane, demeaning, berating or coercive; behaving or acting in a way that is reasonably perceived to be vulgar, obscene, offensive, teasing, directed as a personal attack, or intended to ridicule; making or threatening to make inappropriate physical contact; and, throwing instruments, tools, equipment, or other items as an expression of anger, frustration, criticism, or threat, or in an otherwise disrespectful or abusive manner.

Additional conditions

The Met Council reserves the right to impose additional conditions, as deemed necessary, in order to prevent interference, pass through, damage, or operational problems to the Metropolitan Disposal System and community sewer systems.

Specific disposal site use rules

The following rules govern the discharge of hauled waste at approved liquid waste receiving sites:

a) The permittee is authorized by the liquid waste hauler permit to discharge septage and other approved liquid wastes at Met Council's liquid waste receiving sites using approved vehicles. Information on the permittee's approved vehicles is listed in Attachment A of the permit.

b) The permittee's vehicles, with the exception of those under 1,500 gallons capacity, must all have a 4-inch minimum outside diameter discharge connection and must utilize a 4-inch minimum inside diameter hose when discharging wastes at approved liquid waste receiving sites.

c) Haulers must take the necessary precautions to ensure that septage and other hauled wastes are not spilled on the ground when discharging at approved liquid waste receiving sites. Under no circumstances are hoses to be drained on the ground. Water is available at all sites for cleanup.

d) No waste shall be transported in drums and/or totes to be discharged at approved liquid waste receiving sites unless specifically approved by Industrial Waste and Pollution Prevention staff on a case-by-case basis.

e) Access security cards must not be transferred or loaned to any other party including subcontractors. All subcontractors working for the permittee must obtain an industrial discharge permit for liquid waste haulers prior to any use of approved liquid waste receiving sites.

f) Permittees shall take appropriate care when utilizing card access systems, gates, truck scales, etc., at liquid waste receiving sites to avoid damaging Met Council equipment. In addition, permittees shall comply with all vehicle speed restrictions when on Met Council property. Permittees are required to report damaged Met Council equipment to the Industrial Waste and Pollution Prevention staff and will be held liable for equipment damage caused by careless or reckless use, as determined by the Council.

g) In the event of any significant spill, the permittee must immediately notify the site security staff who will then notify appropriate Met Council staff to respond to the spill. Met Council staff will determine whether the Minnesota State Duty Officer should be contacted at (651) 649-5451 and provide spill information.

h) Notification must also be made to the site security staff if the permittee determines that a discharged load contains waste different from that initially believed to be in the load.

i) Permittees must not discharge at liquid waste receiving sites during any period for which Met Council personnel require cessation of discharge activities (including but not limited to flood events, operational upsets, maintenance periods, etc.) Notification of such cessations will be provided in advance whenever feasible.

j) Permittees must comply with all Met Council liquid waste receiving site access requirements, general requirements, and site-specific security and safety measures, including directions provided by the Met Council security guards.

IX. Liquid waste receiving site security and access

Site security

Met Council's liquid waste receiving facilities have contract security staff present on site to maintain security and monitor activities at the disposal sites. Contract security staff representing the Met Council and permittees must adhere to any verbal instructions given regarding access, use of the disposal site, and/or current site conditions.

Controlled access security systems

The Met Council currently has controlled access security systems at three liquid waste receiving sites (Blue Lake, Fridley, and Metro) which require use of a Met Council issued radio frequency identification (RFID) access card. Truck scales with card readers are located at the Blue Lake and Metro liquid waste receiving sites. Instructions for use of these scale systems can be found in Appendix B.

The card reader controls access to the liquid waste receiving site by activating a gate which then allows access onto the truck scale. The truck scale determines the gross and tare weights of each vehicle and converts the net weight into volume. Similar card readers are located at the Fridley liquid waste receiving site however, the card reader at this site controls valves which then allow discharge to be received. Effluent magnetic flow meters present at the Fridley liquid waste receiving site are used to determine discharge volumes. Instructions for use of the Fridley liquid waste receiving card readers can be found in the Appendix B.

Use of access cards at these three disposal sites creates a transaction in the Met Council's database and then attaches the entrance and exit times, measured volume, and vehicle photo. Data collected from these systems is used to verify the permittee's reported loads.

Access cards are issued with the permit for each of the permittee's identified vehicles. These cards are programmed specifically for each respective permittee and act to identify the permittee and verify authorization. These cards can be used at any Met Council liquid waste receiving site to obtain access and/or verify that the hauler is permitted. Under no circumstances may these assigned access cards be loaned or transferred to any other party, including subcontractors.

Lost or damaged access cards may be replaced by contacting Industrial Waste and Pollution Prevention staff. Problems or damage to the access security system should be reported to Industrial Waste and Pollution Prevention staff by calling 651-602-4703 (during office hours) or 651-602-4511 (during non-office hours).

Controlled access security systems

The controlled access security systems at Met Council's liquid waste receiving sites are intended to prevent the unauthorized discharge of waste by unpermitted haulers. In addition, these systems allow the Met Council to efficiently track the volume and types of hauled waste discharged at each respective liquid waste receiving site. These systems are also capable of being programmed to deny access should it be warranted. Access may be denied for any of the following reasons:

1. Failure to submit required Liquid Waste Hauler Discharge Reports.
2. Failure to pay load charges and/or annual permit fees.
3. Failure to comply with liquid waste receiving site rules, including but not limited to those which require use of respectful behavior when on the Met Council premises.
4. Discharge of prohibited material.
5. Enforcement actions involving permit suspension, revocation, or termination.

Surveillance equipment

Cameras are located at all Met Council liquid waste receiving sites and are used to monitor discharge activities and to ensure compliance with the rules set forth in this document.

X. Metropolitan Council field activities

Field activities

Industrial Waste and Pollution Prevention staff routinely conduct field activities which include, but are not limited to, the following:

Routine site and vehicle inspections

In accordance with Water Discharge Rule 214.00, Industrial Waste and Pollution Prevention staff routinely monitor approved liquid waste receiving sites to ensure that discharge activities are consistent with Met Council Waste Discharge Rules, permit conditions, and site rules. Industrial Waste and Pollution Prevention staff may also conduct visual vehicle inspections to ensure the permittee's vehicles comply with permit requirements.

Routine sampling

Industrial Waste and Pollution Prevention staff periodically conduct sampling at Met Council liquid waste receiving sites in order to verify compliance with discharge limitations. (Waste Discharge Rule 214.00) In addition, individual loads may also be selected for sampling. In such cases, permittees are chosen randomly to provide detailed information about the load being discharged and have their load contents sampled. Failure to correctly classify a waste load discharged into the Metropolitan Disposal System will result in enforcement actions that include, but are not limited to, permit suspension or revocation.

Response to liquid waste receiving site problems

Industrial Waste and Pollution Prevention staff will investigate any reported liquid waste receiving site problems which may include access, unauthorized haulers or vehicles, prohibited discharges, spills, etc., and initiate corrective actions.

Inspection of liquid waste hauler records

If determined necessary, Met Council personnel will inspect the permittee's business records to verify the accuracy of information provided to the Met Council on Liquid Waste Hauler Discharge Reports. The Met Council reserves the right to access these records any time during normal business hours.

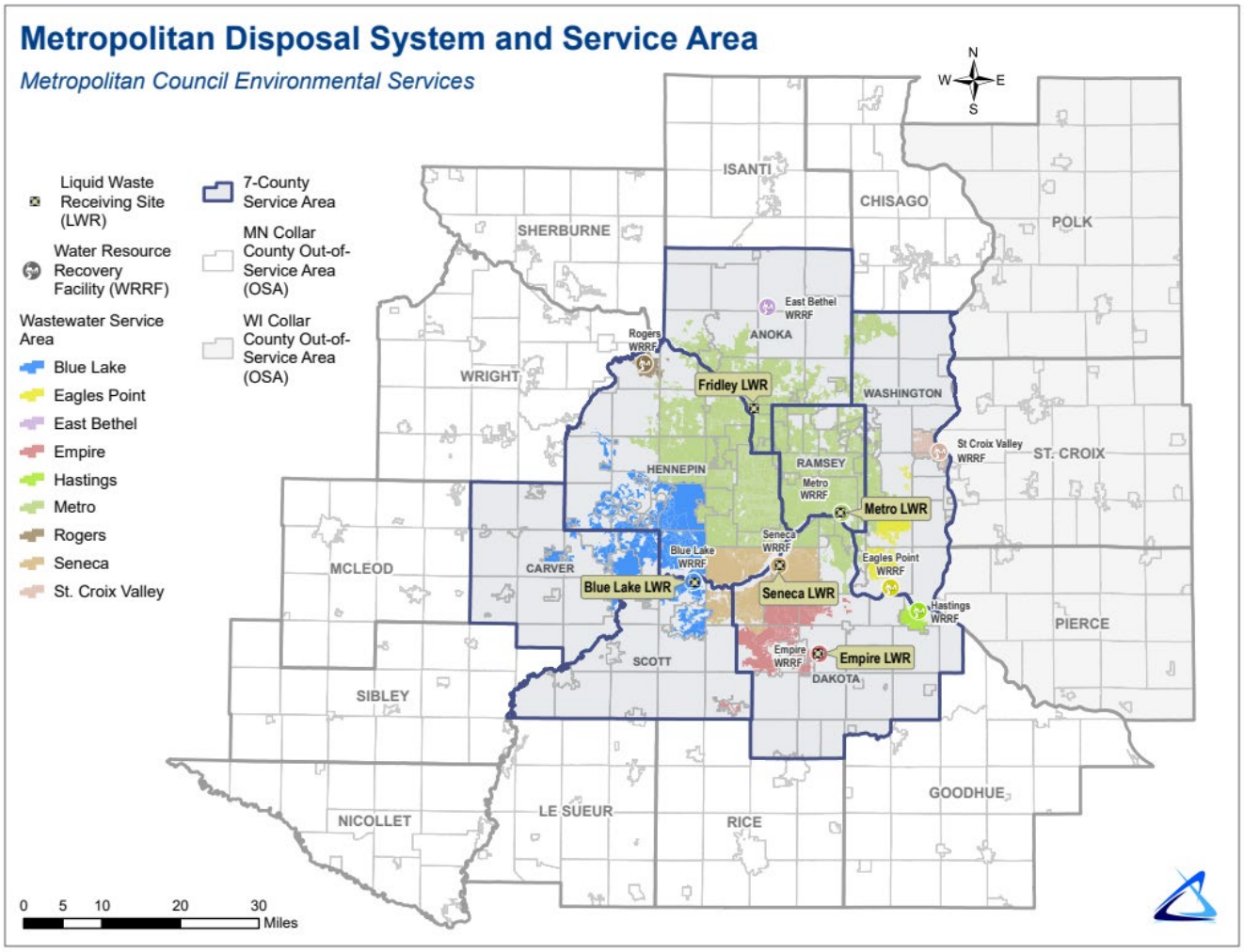
XI. Metropolitan Council enforcement

Enforcement actions:

In instances of noncompliance with the Waste Discharge Rules or any provision of an industrial discharge permit, the Council will take enforcement actions in accordance with the approved enforcement response plan, that include, but are not limited to, permit suspension or revocation.

XII. Appendices

Appendix A: Liquid Waste Receiving Site Information



Metro Liquid Waste Receiving site information

Metro Liquid Waste Receiving

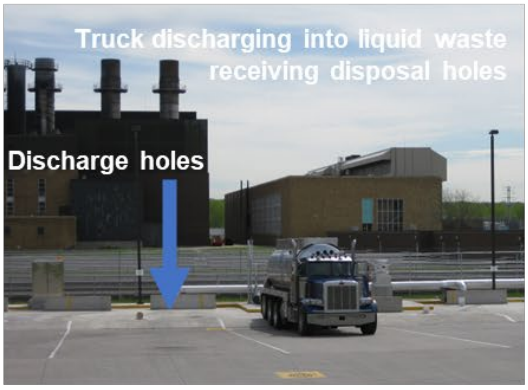
Location:

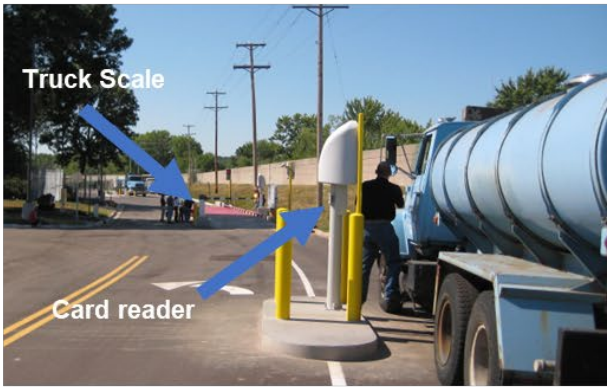
Metropolitan Water Resource Recovery Facility
2400 Childs Road, St. Paul, MN

Security guard phone number: 651-602-8393









Disposal site details:

- 70-foot scale
- Card reader access
- 6 discharge holes (2 holes have ES priority)
- Domestic, Commercial, and Industrial wastes accepted

Directions to site: From I94, take Hwy 61 south to Warner Road. From Warner Road take Childs Road and follow south 1.25 miles to where it ends at the Metropolitan Water Resource Recovery Facility.

Blue Lake Liquid Waste Receiving site information

Blue Lake Liquid Waste Receiving

Location:

Blue Lake Water Resource Recovery Facility
6957 County Road 101 E, Shakopee, MN 55379

Security guard phone number: 651-602-4809









Disposal site details:

- 50-foot scale
- Card reader access
- 2 discharge holes
- Domestic and Commercial wastes accepted

Directions to site: From highway 169, turn onto highway 101. Continue 5.8 miles to the entrance to the Blue Lake Water Resource Recovery Facility.

Empire Liquid Waste Receiving site information

Empire Liquid Waste Receiving

Location:
Empire Water Resource Recovery Facility
2450 West 197th Street, Farmington, MN 55024

Security guard phone number: 651-602-4966









Disposal site details:

- Complete load receipts at security building
- 2 discharge holes
- Domestic and Portable Toilet wastes accepted

Directions to site: From Co Rd 42/MN-3, take the turn towards 195th Street W in the traffic circle. At the second traffic circle, turn onto 197th Street W

Fridley Liquid Waste Receiving site information

Fridley Liquid Waste Receiving

Location:
8296 Hickory Street NE, Fridley, MN 55432

Security guard phone number: 763-717-3561









Disposal site details:

- Magnetic flow meter volume determination
- Card reader access
- 2 discharge ports with couple-up connections
- Domestic and Portable Toilet wastes accepted

Directions to site: From Highway 47, turn onto 81st Avenue NE. At the right-hand turn, the road turns into Hickory Street NE. Continue towards the Liquid Waste Receiving site, entering the facility from the driveway on the right.

Seneca Liquid Water Receiving site information

Seneca Liquid Waste Receiving

Location:
Seneca Water Resource Recovery Facility
3750 Plant Road, Eagan, MN 55122

Security guard phone number: 651-602-4545









Disposal site details:

- Complete load receipts at security building
- 1 discharge hole
- Domestic and Portable Toilet wastes accepted

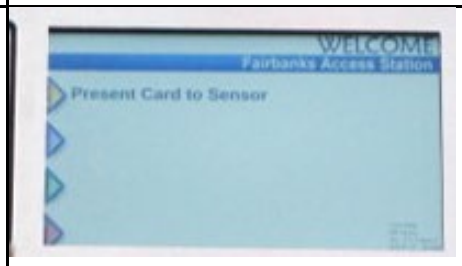
Directions: From Highway 13, turn onto Blackhawk Road, then make a left turn onto Kennebec Drive. Make a right turn onto Comanche Road and then continue until the left turn onto Road where you may proceed to the Water Resource Recovery Facility entrance.

Appendix B: Instructions for card reader and liquid waste receiving site access

Metro liquid waste receiving card reader and scale system instructions

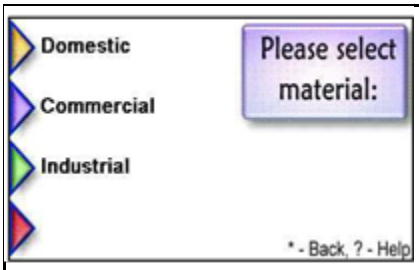
A Metropolitan Council liquid waste disposal site is located at the Metropolitan Water Resource Recovery Facility (formerly known as the Metropolitan Wastewater Treatment Plant) at 2400 Childs Road, St. Paul MN, 55106.

To utilize the Metro Liquid Waste Receiving (LWR) site, you must have a valid proximity card to use at the entrance kiosk (card reader) located near the west plant entrance. The entrance kiosk controls access to a 70 foot scale and the disposal site. Metro LWR site usage procedure is listed below:

<table>
<tr>
<td></td>
<td>1. Approach entrance kiosk at Metro Plant Liquid Waste Receiving Site.</td>
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2. Wave your proximity card near the square black sensor on right side of entrance kiosk.

Kiosk will display “Authorizing”
</td>
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<table>
<tr>
<td>
</td>
<td>3. Choose your general waste type from kiosk listing which corresponds to your load type:
• Domestic
• Commercial
• Industrial</td>
</tr>
<tr>
<td></td>
<td>4. Choose your specific waste type from the listing based on your chosen category.</td>
</tr>
<tr>
<td>
</td>
<td>• Domestic waste menu options
• Domestic Septage
• Holding Tank
• OSA-Holding Tank
• OSA-Septage
(Note: OSA refers to Out-of-Service Area)</td>
</tr>
<tr>
<td>


</td>
<td>• Commercial waste menu options
• Sand trap
• Commercial
• Flammable trap
• OSA-Restaurant grease
• Portable toilet
• Restaurant grease trap</td>
</tr>
</table>





5. **Do you have an industrial load?** If Yes, go to #6. If No, skip to #9.
6. **ONLY for Industrial Waste and Landfill Leachate loads** – A five-digit activity code must be entered.
   - **For permitted Landfills and Industries**, the first digit of the code is zero followed by the Landfill or Industry's Permit number. Example: SKB Landfill Permit #2060 would be entered as 02060 on the keypad.
   - **For approved <u>non-permitted</u> Industrial Waste loads,** the code is the Special Discharge Approval number followed by a zero. Example: Industrial Approval # 2570 would be entered as 25700.
7. After you have punched in the 5 digit code, press the "**Enter**" key.
8. The Kiosk will then display the name associated with the activity code and ask you to **confirm your selection "Yes" or "No"**.
   - Note: <u>Use the back or clear buttons if you make a mistake when entering a 5 digit code.</u> If you enter an invalid code, use the '?' key to go to a menu where the following options are displayed: 1) Start Over, 2) List Items, 3) Call Attendant, and 4) Continue.



9. Kiosk will say "**Authorized, Please pull forward**" and then open the gate at the entrance to the scale.
   - If another truck is present on the scale or has priority to exit, the kiosk will display the words "**Please Wait**". Exiting vehicles have priority over inbound vehicles.

	10. Proceed forward onto scale until electronic sign board on scale changes to a Red X – **Stop when you see the Red X.**
	11. Stop on the scale and remain there until a stable weight has been obtained. **Wait until the electronic sign board displays a Green Arrow.**
	12. **Unload truck at any of the 6 available discharge holes**. 13. **Catch any drippage with buckets** provided and **empty contents at discharge hole**. 14. **Clean up any spillage on the pad with the hoses** located at the 2 stainless steel water cabinets.
	15. **Drive truck to designated "Exit" area and stop** to activate detection loop. 16. **Follow electronic sign board instructions**. Red X means stop and wait and Green arrow means go forward.

	17. **Once on the scale, pull forward until** truck is lined up with the exit kiosk and the electronic sign board displays a **Red X**.
	18. **Wave your proximity card near the square black sensor** on right side of exit kiosk. • Kiosk will display "**Authorizing**" followed by the word "**Processing**" 19. **When a stable weight has been obtained, the kiosk will print a scale ticket and open the gate arm**.
	20. **Call** the Metro Plant security guard **(651-602-8393) if there are problems**.

Fridley liquid waste receiving card reader and pumping/flow system instructions

A Metropolitan Council liquid waste disposal site is located at the Fridley Liquid Waste Receiving site at 8296 Hickory St. NE, Fridley, MN 55432.

To utilize the Fridley Liquid Waste Receiving (LWR) site, you must have a valid proximity card to use at the kiosk (card reader) located in the unloading bay. The kiosk controls an air actuated pinch valve that allows discharge into the port.

Fridley LWR site usage procedure is listed below:



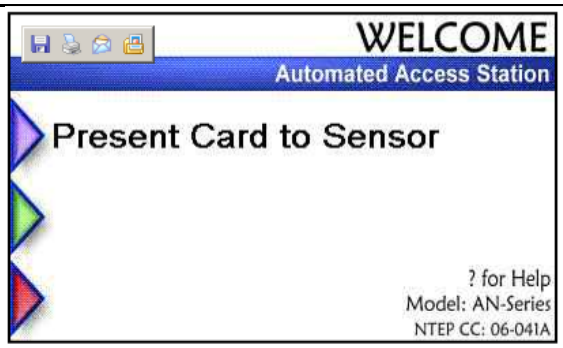
1. **Enter unloading bay by driving around to the back of the facility.**



2. **Pull into the unloading bay** (entrance located on far-right side at back of facility) **and attach discharge hose to truck unloading port**.







3. **Wave your proximity card near the square Black sensor** on right side of kiosk (Kiosk is on the wall).
   - Kiosk will display "**Authorizing**"



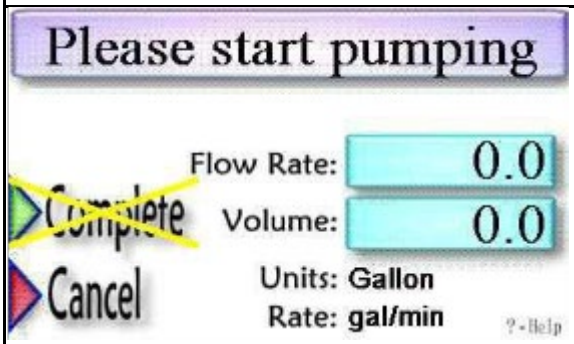
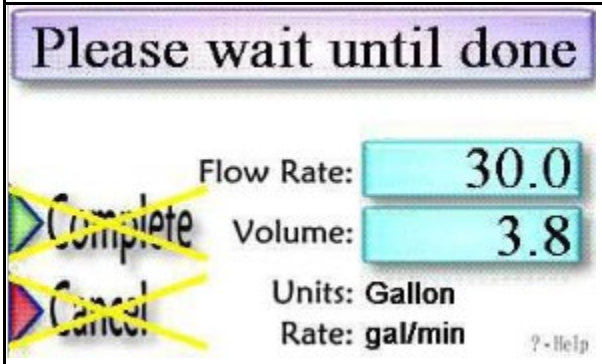
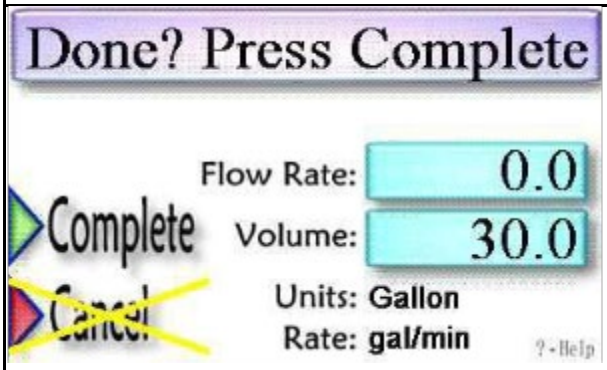
4. Choose your **general waste type** from kiosk listing which corresponds to your load type:
   - Domestic
   - Commercial

5. Choose your **specific waste type** from the listing based on your chosen category.



- **Domestic waste menu options**
  - Domestic Septage
  - Holding Tank
  - OSA-Holding Tank
  - OSA-Septage
  - (Note: OSA refers to Out-of-Service Area)

- **Commercial waste menu options**
  - Portable toilet

? = More Options	**6. If you make a mistake, use the Question Mark (?) key** to display the following options: • Start over • List items • Call attendant (NA) • Continue.
	**7.** Kiosk will say **"Please start pumping" and you'll hear the air actuated pinch valve open.** • **Open truck valve and begin discharge. You should see flow rate start rising as you start unloading.**
	8. While unloading, the flow rate as well as the total volume discharged will be displayed.
	9. **Once flow meter reads zero flow for a few seconds, unhook your hoses and push the "Complete" button.** Once pushed, the air valve will close. • Note: To begin unloading again, you'll have to start a new transaction.

	**10.** Kiosk will say **"Completing transaction" and print out a scale ticket receipt.**
	**11. Disconnect discharge hose from truck and unloading port. Drain any remaining hose contents into trench drain.** **12. Clean up after discharging:** • Empty bucket into floor trench drain • Put any trash in garbage cans • Clean up any spillage with water and squeegees provided on site **13. Exit building**

Appendix C: Definitions

CFR - The Code of Federal Regulations, which is the codification of general and permanent rules of departments and agencies of the federal government.

Chemical Oxygen Demand (COD) - A measure of the oxygen equivalent of that portion of organic matter that is susceptible to oxidation by a strong chemical oxidant, using EPA approved laboratory procedures.

Domestic waste - Wastes from residential users and from the sanitary conveniences of multiple dwellings, commercial buildings, institutions, and industrial facilities.

Domestic septage – Either liquid or solid material removed from a septic tank, cesspool, Type III marine sanitation device, or similar treatment works that receives only domestic sewage. Domestic septage does not include liquid or solid material removed from a septic tank, cesspool, or similar treatment works that receive either commercial wastewater or industrial wastewater and does not include grease removed from a grease trap at a restaurant.

Domestic sewage – Waste and wastewater from humans or household operations that is discharged to or otherwise enters a treatment works.

EPA - The United States Environmental Protection Agency.

Liquid waste hauler permit - A permit issued by the Metropolitan Council to an industrial user to use the Metropolitan Disposal System, as established by Article II, except when indicated otherwise by context.

Industrial user - Any person who discharges industrial waste into public sewers.

Industrial waste - Any solid, liquid, or gaseous waste, excluding domestic waste, resulting from any industrial, manufacturing, commercial, institutional or business activity, or from the development, recovery, or processing of a natural resource. Any waste that is transported by a liquid waste hauler and disposed into public sewers is industrial waste. Any leachate, contaminated groundwater or surface water disposed into public sewers, with the exception of inflow and infiltration, is industrial waste.

Interference - A discharge to a public sewer that, alone or in conjunction with a discharge or discharges from other sources, both:

A. causes operational problems in public sewers or inhibits or disrupts any Metropolitan Council water resource recovery facility, its treatment processes or operations, or its residual solids use or disposal; and

B. causes a violation of a facility's National Pollutant Discharge Elimination System and State Disposal System permit, including an increase in the magnitude or duration of a violation, or the prevention of residual solids or incinerator ash use or disposal in compliance with applicable statutory provisions, regulations, or permits issued under federal, state, or local authority.

Leachate - Wastewater resulting from the percolation of rainwater and/or internal liquids through the deposited material in a solid waste disposal facility.

Liquid waste hauler - An industrial user who transports waste for the purpose of discharge into public sewers.

Load charge - A treatment charge assessed by the Metropolitan Council to liquid waste haulers based on waste volume and chemical oxygen demand (COD) and/or total suspended solids (TSS) levels exceeding base concentrations, and other parameters designated by the Metropolitan Council.

Metropolitan area - The area in the counties of Anoka, Carver, Dakota, Hennepin, Ramsey, Scott, and Washington, and other counties as defined in Minnesota Statutes, section 473.121, subdivision 2, and amendments thereto.

Metropolitan Council - The regional planning, coordinating and operating body established pursuant to Minnesota Statutes, section 473.123, subdivision 1, as a public corporation and political subdivision of the State of Minnesota, with jurisdiction in the seven-county metropolitan area.

Metropolitan Disposal System - Any or all of the interceptor sewer pipes, lift stations, meter stations, and treatment facilities owned and operated by the Metropolitan Council.

pH - A measure of the acidity or basicity of a waste. It is defined as the negative logarithm of the hydrogen ion concentration in moles per liter.

Pass-through - A discharge of sewered pollutants that flows from a Metropolitan Council water resource recovery facility into waters of the United States in quantities or concentrations that, alone or in conjunction with a discharge or discharges from other sources, is a cause of a violation of any requirement of the facility's National Pollutant Discharge Elimination System and State Disposal System permit, including an increase in the magnitude or duration of a violation.

Permittee - An industrial user authorized to discharge industrial waste into public sewers pursuant to an industrial discharge permit.

Pretreatment - The use of physical, chemical, biological or other methods to equalize, reduce, eliminate and/or alter the nature of pollutant properties and/or quantity of pollutants in wastewater prior to or in lieu of discharge into public sewers.

Pretreatment solids - Any materials that are formed, concentrated, or removed by pretreatment performed by any person.

Public sewers - The Metropolitan Disposal System and all sanitary and combined sewers that are directly connected to the system. This definition may also be used in the singular, as "public sewer."

Regional Administrator - The Regional Administrator of the Metropolitan Council, or a duly authorized representative, who may include, but is not limited to, Metropolitan Council Environmental Services Waste Discharge Rules 2013 Council staff and management personnel responsible for interpreting and administering these rules or conducting related Metropolitan Council functions.

Rules - The Waste Discharge Rules for the Metropolitan Disposal System contained in this document.

Strength charge - A treatment charge assessed by the Metropolitan Council to industrial users based on wastewater volume and chemical oxygen demand (COD) and/or total suspended solids (TSS) levels exceeding base concentrations, and other parameters designated by the Metropolitan Council.

Total suspended solids (TSS) - The residue material from a wastewater sample after filtration, using EPA approved laboratory procedures.

Appendix D: Representative Sample Collection Procedures

The following are instructions for representative sample collection for wastewater holding tanks and collection sumps.

1. **The tank or sump from which a sample is to be collected must be well mixed prior to sample collection.**

   Mixing may be performed by one of two methods:

   - Manually with a paddle or similar tool or
   - Automatically with a mixer, pump, or compressed air.

   The time required to mix the contents of a tank and for the tank to achieve a state-of-being 'well mixed' will be dependent on the mixing method chosen. For best results, the time required for mixing should be overestimated to ensure that the tank has been thoroughly mixed.

   Once the tank is well mixed, a minimum of four grab samples shall immediately be collected, using a sterile container provided by a commercial laboratory, and then combined in equal volume to form one composite sample for analysis.

2. **If the tank or sump cannot be easily mixed due to size, configuration, or accessibility, the person collecting the samples shall then collect cross-section samples of the tank at various locations along the length and width of the tank or sump.** Instructions shall be obtained from the Metropolitan Council on the specific procedure to be used in each respective case involving cross-sectional sampling.

3. **The quantity of sample needed for a specific analysis, the type of sample container required, and the preservation technique will be determined based on the parameters to be analyzed.** Consult with the commercial lab that will be performing the analysis.

4. **Refrigerate samples and deliver to a commercial lab the same day as sample collection or within required holding times.** All samples must be contained, preserved, and held in accordance with the requirements outlined in 40 CFR Part 136, Guidelines Establishing Test Procures for the Analysis of Pollutants.

For assistance with sample collection, please contact your assigned Industrial Waste and Pollution Prevention permit contact as listed on the front page of your Metropolitan Council Liquid Waste Hauler Permit.

Appendix E: Resolution Adopting Septage Management Program

Operations
85-352

Exhibit A

METROPOLITAN WASTE CONTROL COMMISSION
350 Metro Square Building, Saint Paul, Minnesota 55101
222-8423

RESOLUTION NO. 85-352

RESOLUTION ADOPTING SEPTAGE
MANAGEMENT PROGRAM

WHEREAS, The Metropolitan Waste Control Commission desires to accept the discharge of septage and other transported liquid waste provided that applicable criteria and requirements are met; and

WHEREAS, Such discharges should be subject to the payment of applicable load charges; and

WHEREAS, Approved Waste Transport Hauler Disposal Sites should be established to meet the needs of the public;

NOW, THEREFORE, BE IT RESOLVED, That the Metropolitan Waste Control Commission hereby adopts the MWCC Septage Management Program and authorizes the Chief Administrator to implement the program with an appropriate phase-in period for the load charge beginning in 1987.

Adopted this 19th day of November, 1985

METROPOLITAN WASTE CONTROL COMMISSION

By Peter E. Meintsma
Peter E. Meintsma
Chairman

By Louis J. Breimhurst
Louis J. Breimhurst
Chief Administrator

DRM:jl
11.4.85
11.14.85 REVISED

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