

North Dakota Department of Environmental Quality Public Notice
Approval of the Industrial Pretreatment Program for the City of Jamestown

Public Notice Date: 2/5/2025

Public Notice Number: ND-2025-007

Purpose of Public Notice

The North Dakota Department of Environmental Quality (Department) intends to approve the Industrial Pretreatment Program (IPP) Package submitted by the City of Jamestown. Approval of the IPP transfers pretreatment program authority from the Department to the City of Jamestown.

Description

On December 27, 2024, the City of Jamestown submitted a complete IPP Package to the Department for review. The Department has reviewed the submission, and confirms it includes the following required elements:

1. A statement from the city solicitor that the Publicly Owned Treatment Works has authority adequate to carry out the programs described in the North Dakota Administrative Code (NDAC) § 33.1-16-01.1 Appendix A;
2. A copy of any statutes, ordinances, regulations, agreements, or other authorities relied upon by the POTW for its administration of the program;
3. A brief description of the POTW's organization which will administer the pretreatment program; and
4. A description of funding levels and full-time or part-time manpower available to implement the program.

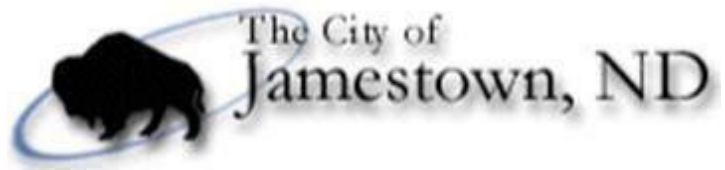
Information Requests and Public Comments

Copies of the IPP Package are available for review. A copy of the IPP Package may be obtained at the Department's website at <https://deq.nd.gov/PublicNotice.aspx>. Comments or requests should be directed to the ND Dept of Env Quality, Div of Water Quality, 4201 Normandy Street, Bismarck ND 58503-1324 or by calling 701.328.5210 or by emailing deq@nd.gov.

Tips for making effective public comments may be obtained at the Department's website at <https://deq.nd.gov/PublicCommentTips.aspx>. All comments received by March 7, 2025, will be considered prior to final approval. If there is significant interest, a public hearing will be scheduled. Otherwise, the Department will issue the final approval within sixty (60) days of this notice.

The NDDEQ will consider every request for reasonable accommodation to provide an accessible meeting facility or other accommodation for people with disabilities, language interpretation for people with limited English proficiency (LEP), and translations of written material necessary to access programs and information. Language assistance services are available free of charge to you. To request accommodations, contact NDDEQ Non-

discrimination Coordinator at 701.328.5210 or degEJ@nd.gov. TTY users may use Relay North Dakota at 711 or 1.800.366.6888.



Industrial Pretreatment Program (IPP)

City of Jamestown, ND

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List of Abbreviations

ACO	Administrative Compliance Order
BMP	Best Management Practice
BOD	Biochemical Oxygen Demand
City	City of Jamestown
CIU	Categorical Industrial User
EPA	Environmental Protection Agency
FOG	Fats, Oils and Grease
IPA	Industrial Pretreatment Authority
IPP	Industrial Pretreatment Program
IU	Industrial User
mgd	Million Gallons per Day
NDDEQ	North Dakota Department of Environmental Quality
NDWS	Non-Domestic Waste Survey
NOV	Notice of Violation
NPDES	National Pollutant Discharge Permit
POTW	Publicly Owned Treatment Works
SIU	Significant Industrial User
SNC	Significant Non-Compliance
SOP	Standard Operating Procedure
SUO	Sewer Use Ordinance
TSS	Total Suspended Solids
WWTF	Wastewater Treatment Facility

1.0 Introduction

In accordance with the general Pretreatment Regulations developed by the United States Environmental Protection Agency (EPA) 40 CFR 403, the Jamestown Wastewater Treatment Facility (WWTF) has developed and will implement a wastewater pretreatment program and this program is as follows:

- Prevent the introduction of pollutants into a publicly owned wastewater treatment facility that interfere with the operation of the facility including the use and disposal of municipal sludge.
- Prevent the introduction of pollutants into a WWTF that pass through or are otherwise incompatible with the treatment works.
- Improve opportunities to recycle and reclaim municipal wastewater and sludges.

To meet these national objectives, Jamestown's Pretreatment Program was developed in accordance with program requirements listed in 403.8 and with submission requirements listed in 403.9. The key elements in developing the program are the National Pretreatment Standards: Prohibited Discharges (403.5) and Categorical Standards (403.6).

1.1 Summary of EPA National Pretreatment Program

The General Pretreatment Regulations contained in the Code of Federal Regulations 40 CFR, Part 403, establish responsibilities of Federal, State, and local governments, industry, and the public to implement pretreatment standards to control pollutants which pass through or interfere with the WWTF processes or which may contaminate sewage sludge. These regulations apply to all nondomestic sources which introduce pollutants into a WWTF. These sources are referred to as industrial users (IUs). General prohibitions forbid the discharge of any pollutants to a WWTF that cause pass through or interference.

The Pretreatment Program regulates industrial facilities discharging wastewater to WWTFs. These facilities, known as IUs, discharge process wastewater often contaminated by a variety of toxic or otherwise harmful substances. Because WWTFs are usually not specifically designed to treat these substances, pretreatment programs are needed to eliminate potentially serious problems that occur when these substances are discharged into public sewer systems.

Specific prohibitions forbid the following eight categories of discharges containing pollutants which:

1. Create a fire or explosion hazard in the WWTF.
2. Cause corrosive structural damage to the WWTF; in no case with pH lower than 5.0.
3. Solid or viscous pollutants which cause obstruction of flow in the WWTF.
4. Any pollutant released at a flow rate and/or concentration that will cause interference with the WWTF.
5. Heat in amounts that will inhibit biological activity; in no case in quantities that the temperature at the WWTF exceeds 104°F.

6. Petroleum oil, non-biodegradable cutting oil, or mineral oil products in amounts that will cause interference or pass through.
7. Pollutants which result in the presence of toxic gases, vapors, or fumes within the WWTF which may cause acute worker health and safety problems.
8. Trucked or hauled pollutants, except at those discharge points designated by the WWTF.

EPA is charged with the federal oversight and responsibility for regulating and enforcing these rules. EPA has developed four criteria that define an IU as a significant industrial user (SIU) if it:

1. Discharges an average of 25,000 gallons per day or more of process wastewater to the WWTF.
2. Contributes a process waste stream making up 5% or more of the average dry weather hydraulic or organic capacity of the WWTF.
3. Is designated by the City of Jamestown (City) as such because of its reasonable potential to adversely affect the WWTF's operation or violate any pretreatment standard or requirement.
4. Is subject to federal categorical pretreatment standards, i.e., a categorical industrial user (CIU).

A CIU is an IU that is subject to categorical pretreatment standards. Specific industries identified as major sources of toxic pollutants are typically targeted for effluent guideline and categorical standard development. Effluent guidelines have been developed for 51 industrial categories. Of these industrial categories, EPA implements pretreatment standards for 32 categories, such as electroplating and metal finishing (phosphatizing and painting).

Unlike other environmental programs that rely on Federal or State governments to implement and enforce specific requirements, the Pretreatment Program places the majority of the responsibility on local municipalities. Specifically, Section 403.8(a) of the General Pretreatment Regulations states that any WWTF with a total design flow greater than 5 million gallons per day and smaller WWTFs with SIUs must establish a local Pretreatment Program. The requirement for a WWTF to develop and implement a local Pretreatment Program is a condition of its National Pollution Discharge Elimination System (NPDES) permit. Once the Approval Authority determines that a WWTF needs a pretreatment program, the WWTF's NPDES permit is modified to require development of a local program and submission of the program to the Approval Authority for review and approval.

1.2 Description of Existing Facilities

1.2.1 Facility History and Service Area

Jamestown, North Dakota, owns and operates a mechanical wastewater treatment facility (WWTF) located east of the City, southwest of Interstate 94 and 87th Avenue SE. Industrial strength influent wastewater is conveyed from Cavendish Farms to the WWTF through an 18-inch force main and discharged at the influent grease trap and splitter box. Flow is then directed to the anaerobic pretreatment system, known as the Low Rate Anaerobic Treatment System (LRATS), to reduce the influent wastewater's organic strength. The anaerobically treated wastewater from the Low Rate

Anaerobic Treatment System (LRATS) is combined with partially treated municipal lagoon water from aerated Cell A and flows into the sequencing batch reactors (SBRs). The SBRs are aerobic biological treatment to further reduce the water's organic strength, reduce nutrients, and remove and separate solids from the liquid stream. Treated effluent is then directed through a chlorine contact basin, for seasonal disinfection, prior to continuous discharge to the James River.

Domestic strength wastewater is pumped from residential and commercial areas of town to the aerated lagoon (Cell A) located east of the mechanical WWTF. The domestic strength wastewater is treated and conveyed through a series of four stabilization ponds prior to controlled, seasonal discharge to the James River. The City of Jamestown is permitted to discharge treated wastewater by the North Dakota Department of Environmental Quality (NDDEQ) under the National Pollutant Discharge Elimination System (NPDES) via permit number ND-0023370.

Sludge collected from the SBRs is conveyed to a 145-ft aerobic digester, or returned to the LRATS, for stabilization. Stabilized biosolids are land applied, for beneficial reuse, on agricultural fields as a Class B liquid product.

1.2.2 Treatment Facility Information

The city of Jamestown provides a lagoon system for municipal and non-domestic wastewater and also a mechanical plant for industrial treatment primarily for Cavendish Foods, a Significant Industrial User (SIU). The LRATS effluent is combined with partially treated Lagoon Cell A effluent and flows to the SBR system to treat the wastewater to secondary standards to reduce BOD, TSS and Ammonia to meet discharge requirements. A small equalization pond receives batch flow from the SBRs and is used to provide a continuous flow for proper continuous disinfection (chlorination and dechlorination) of the treated effluent before final discharge through Outfall 002 to the James River.

The wastewater lagoon treatment system at the Jamestown plant operates independently from the mechanical plant. All residential, commercial and non-residential wastewater is pumped through Lift Station 1 (Master Lift) to the first lagoon in the four lagoon system, Aerated Cell A. All water remaining in Cell A that is not needed for blending with the LRATS effluent continues flowing through the remaining aerated cells (cell B) and facultative cells (cells C and D) in the system and is ultimately discharged through outfall 001 located in Cell D. Discharge from Cell D through Outfall 001 is approved on a discharge control basis in accordance with the facility limitations and monitoring requirements of the NPDES permit.

There is one Significant Industrial User (Cavendish Farms) and one Categorical Industrial User (Great River Energy) that hold a permit for discharge to the City's mechanical treatment plant.

There are two Categorical Industrial Users in the city that hold permits for discharge directly to the City's wastewater collection system and therefore are discharged to Lagoon Cell A (Goodrich Corporation and Newman Signs, Inc.).

2.0 Program Organization

The City of Jamestown Wastewater Utility is the local agency responsible for implementing and maintaining the Pretreatment Program. The administration of the program will be carried out by the Industrial Pretreatment Coordinator.

2.1 Organizational Structure

The Jamestown City Council and City Administrator are responsible for ensuring proper funding of the Program. In addition to the City Council providing funding for the Program, permit fees will also be used to support Program operations. The City Administrator provides the necessary interaction between the City staff and the City Council for policy or management decisions. The City Administrator also serves as the appeals administrator in handling all variance requests and appeals. The City Attorney's Office provides legal services for the enforcement of the pretreatment program.

The Industrial Pretreatment Coordinator is responsible for the implementation of the Program. The Pretreatment Program Coordinator and is responsible for its day-to-day administration under the direction of the City Administrator, Public Works Director and City Council.

2.2 Staffing

Continuous administration of the program requires the involvement of many employees within the Wastewater Utility. A properly functioning Pretreatment Program utilizes personnel in the areas of general administration, compliance review and maintenance, and monitoring. Staffing should be maintained at a level commensurate to the size of the POTW, the number of significant industrial users, and compliance/enforcement demands on the program.

2.3 Staff Responsibilities and Qualifications

The organizational chart of the personnel who will administer and operate the Jamestown Pretreatment Program is shown in Figure 1 and Figure 2. Presently, there are four permitted industrial users. The Pretreatment Coordinator will be responsible for managing and operating the program. The duties and responsibilities associated with the Pretreatment Program have been grouped into six categories as defined below:

- Inspection
- Sampling
- Laboratory Analytical
- Administration
- Clerical
- Miscellaneous Support

The WWTF and sewer utility has an adequate supply of field equipment (i.e. pickups, manhole entry gear, samplers, etc.) to conduct the field sampling. The Public Health Laboratories have the ability to perform most of the necessary analytical work on the pretreatment samples. If necessary, outside certified testing firms such as Minnesota Valley Testing Labs will also perform work as needed.

Figure 1 City Organizational Structure

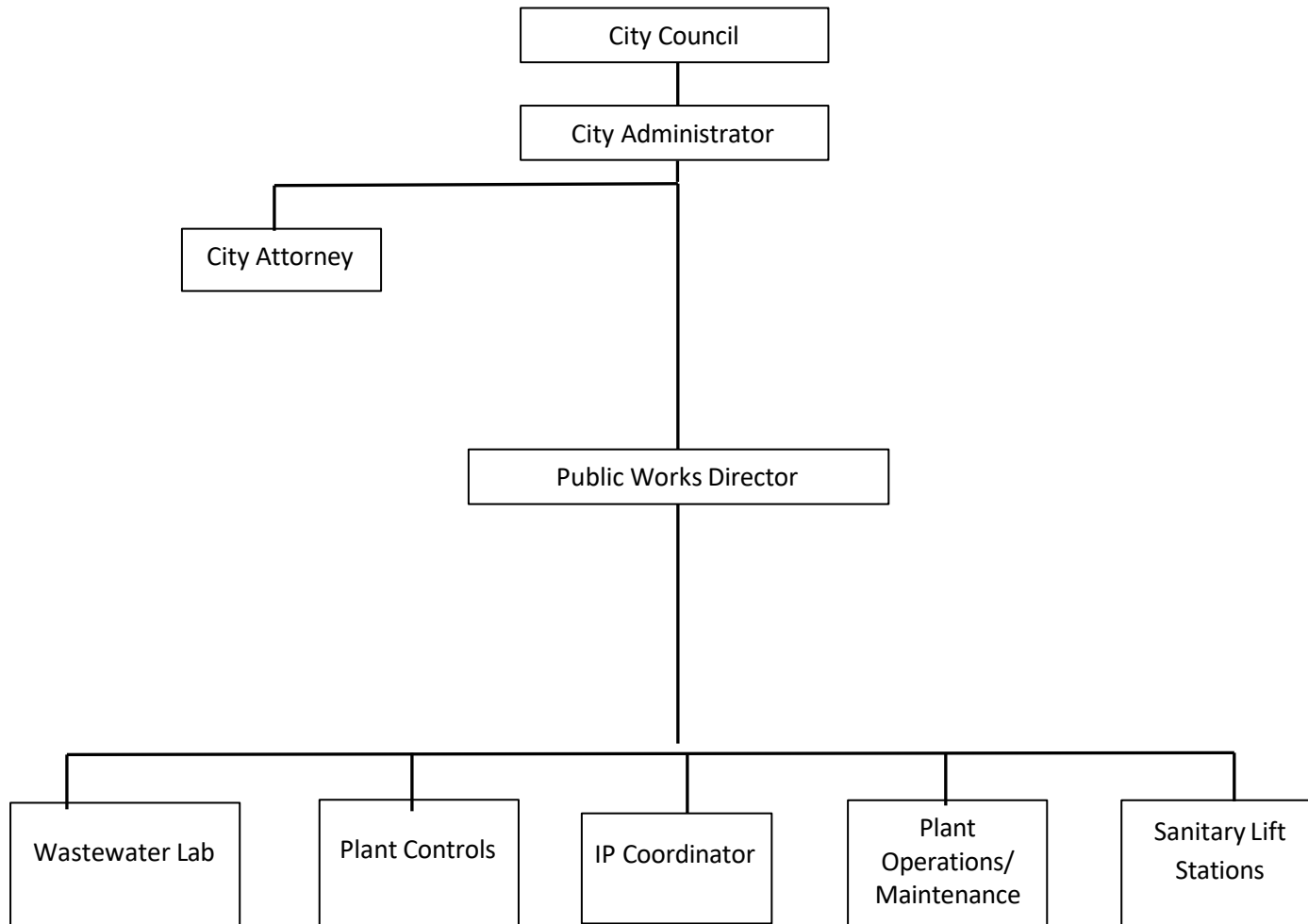
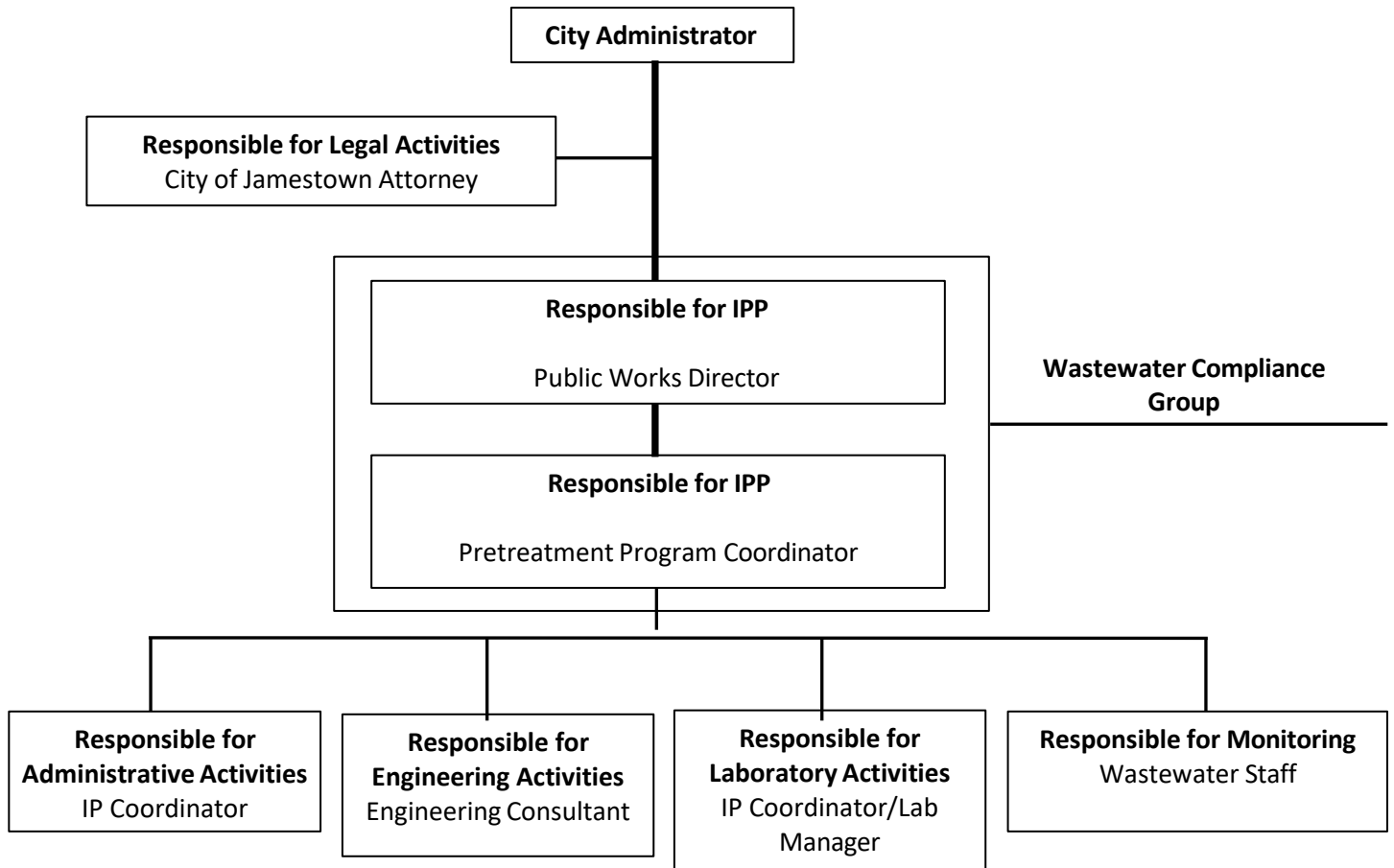


Figure 2 Pretreatment Program Staffing Responsibilities



2.3.1 City Administrator

The City Administrator is responsible for the following:

- Administers policies and procedures for the program,
- Acts as city liaison with regulatory agencies including the EPA and NDDEQ,
- Distributes IU violation information including Notice of Violations, Administrative Orders, Shut-off Notices, etc.,
- Publishes annual notification of all significant IU violators in the local newspaper,
- Takes action in conformance with Pretreatment Program enforcement response plan,
- Oversees and participates in compliance activities,
- Provides informed input on matters relating to the annual operating and multi-year capital budgets,
- Reviews year-to-date spending reports and monitors entire budget, and
- Works to ensure the most cost-effective alternatives are identified when planning expenditures.

Qualifications include experience in municipal government, communication with IUs, municipal finances and accounting, personnel, and public participation, and general knowledge of the City's wastewater utility.

2.3.2 Public Works Director

The Public Works Director is responsible for the following:

- Conducts and provides oversight for the wastewater infrastructure inspection program,
- Develops policies and procedures for the program,
- Acts as city liaison with regulatory agencies including the EPA and NDDEQ,
- Generates IU violation information including Notice of Violations, Administrative Orders, Shut-off Notices, etc.,
- Takes action in conformance with Pretreatment Program enforcement response plan,
- Oversees and participates in compliance activities, technical analysis and resolution of wastewater infrastructure problems,
- Provides informed input on matters relating to the annual operating and multi-year capital budgets,
- Reviews year-to-date spending reports, and
- Works to ensure the most cost-effective alternatives are identified when planning expenditures.

Qualifications include experience in municipal government, communication with IUs, personnel, and public participation, and knowledge of the City's wastewater treatment system.

2.3.3 Legal Counsel

Responsible for legal activities and matters providing legal assistance to the City related to interpretation of regulations and other legal documents that affect the Pretreatment Program operations and prepare contracts or other agreements. This person will also initiate formal legal actions against violators, including injunctive relief when necessary. Qualified individuals should be authorized to practice as an attorney and counselor-at-law in the State of North Dakota.

2.3.4 Pretreatment Program Coordinator

Responsible for issuance of permits, communication with IUs, engineering activities and coordination of monitoring. Duties include evaluating data submitted by IUs to the City, reviewing monitoring and sampling analyses conducted by the WWTF. This individual will be responsible for staffing and supervising field monitoring activities.

- Conducts and provides oversight for the wastewater infrastructure inspection program,
- Develops, implements, and administers policies and procedures for the program,
- Creates and maintains files of all permitted and non-permitted IUs,
- Drafts and executes IU permits,
- Supervises data entry into IU reports,
- Acts as city liaison with regulatory agencies including the EPA and NDDEQ,
- Generates and distributes IU violation information including Notice of Violations, Administrative Orders, Shut-off Notices, etc.,
- Creates and maintains a Waste Haulers Acceptance Program,
- Generates and submits the Annual Report to the EPA and NDDEQ by the annual due date,
- Publishes annual notification of all significant IU violators in the local newspaper,
- Takes action in conformance with Pretreatment Program enforcement response plan,
- Conducts scheduled inspection and compliance monitoring for conformance with discharge permit,
- Inspects facility operation for conformance with IU survey,
- Inspects facility pretreatment system (if applicable),
- Records inspections conducted and recommends modifications,
- Meets with property and business owners to review compliance requirements,
- Determines an overall schedule and timeline for inspections to cover all sections of the City,
- Plans the work schedule to meet department demands to reasonable and necessary levels,
- Coordinates periodic notification of property owners regarding inspections and regulations,
- Oversees and participates in compliance activities, technical analysis and resolution of wastewater infrastructure problems,
- Answers questions and provides information pertaining to ordinance, regulations, and program goals for home/property owners, and property managers,
- Maintains chain of evidence,
- Provides informed input on matters relating to the annual operating and multi-year capital budgets,
- Reviews year-to-date spending reports and monitors entire budget,
- Works to ensure the most cost effective alternatives are identified when planning expenditures,
- Performs inspection duties,
- Inspects residential dwellings and commercial properties to ensure compliance with City ordinances related to wastewater infrastructure,
- Records all inspections conducted and recommends systems modifications,
- Completes and files sampling reports, and
- Completes and files inspection reports.

Qualifications for this role include experience in field monitoring and sampling, wastewater treatment/sewer collection systems and communication with local community.

2.3.5 Principal Office Associate

The Principal Office Associate is responsible for administrative activities and clerical support to the City Administrator, Public Works Director, Pretreatment Coordinator, and Lab Staff for permits, violations, surveys, reports, etc. Other duties include the following:

- Data entry and
- Report Development
- Other administrative assistance

2.3.6 IPP Coordinator/Lab Manager

The IPP Coordinator and Lab Manager perform the following duties:

- Conducts scheduled IU field sampling in conformance with the IU discharge permit,
- Conducts random (unscheduled) field sampling as needed,
- Conducts plant influent sampling in conformance with local limit requirements,
- Conducts plant effluent sampling in conformance with effluent discharge permit,
- Operates and maintains sampling equipment including flow meters and automatic sampler,
- Delivers IU and plant samples to the laboratory for analysis,
- Completes and files sampling reports,
- Conducts lab analysis for pH, temperature, BOD, TSS, COD, metals, organics and inorganics,
- Completes and files lab analytical report,
- Coordinates all field and plant sampling activities in conformance with the Pretreatment Program, and
- Annually calculates and updates technically based local limits for the WWTF.

Qualifications include familiarity with sampling techniques, lab analyses, and coordination with sampling laboratories. Some sampling will be contracted through a commercial laboratory for analytical services. Laboratories must be certified and conduct tests in accordance with EPA approved methods.

2.3.7 Wastewater Compliance Group

The Wastewater Compliance Group consists of the Public Works Director and IPP Coordinator and manages the residential and commercial inspection and monitoring program to ensure compliance with the Industrial Pretreatment Program, and assists with wastewater sampling, odor control and monitoring, fats, oils and grease (FOG) elimination as well as other items that negatively affect the WWTF and collection system. The IPP Coordinator communicates with home/property owners and businesses to inform them of regulations regarding various compliance programs, and the rationale for the regulations, and the impact of non-compliance.

The essential duties and responsibilities of the Compliance Group are:

- Inspects residential and commercial properties and associated wastewater infrastructure to ensure compliance with associated codes and regulations,
- Records inspections conducted and recommends modifications,
- Works with City Administrator and other city staff to develop effective policies and procedures for the program,
- Meets with property and business owners to review compliance requirements,

- Determines an overall schedule and timeline for inspections to cover all sections of the City,
- Coordinates periodic notification of property owners regarding inspections and regulations,
- Schedules regular inspections with homeowners and businesses. Schedules inspections as follow-up to complaints,
- Creates maps and databases for documentation and illustration,
- Wears proper protective equipment when policy requires, or conditions indicate a need exists,
- Answers questions and provides information pertaining to ordinance, regulations and program goals for home/property owners, and property managers,
- Inform residents and businesses of compliance requirements or violations,
- Meets with property managers and business owners to review compliance requirements,
- Maintains chain of evidence,
- Performs inspection duties,
- Inspects residential dwellings and commercial properties to ensure compliance with City ordinances related to wastewater infrastructure,
- Interacts with residents to discuss deficiencies and to provide information and assistance on appropriate corrective action to take,
- Conducts operational surveys of all new and existing industries for IU designation,
- Assists with pollution source investigations,
- Conducts scheduled inspection and compliance monitoring for conformance with discharge permit,
- Inspects facility operation for conformance with IU survey,
- Inspects facility pretreatment system (if applicable),
- Conducts scheduled inspection and compliance monitoring for conformance with discharge permit,
- Inspects facility operation for conformance with IU survey,
- Inspects facility pretreatment system (if applicable),
- Conducts random (unscheduled) field sampling as needed, and
- Delivers IU and plant samples to the laboratory for analysis.

3.0 Legal Authority

3.1 Introduction

The General Pretreatment Regulations (40 CFR 403) dated January 28, 1981, requires WWTFs to have the legal authority to apply and enforce the requirements of section 307(b) and (c) and 402(b)(8) of the Clean Water Act and any regulations implementing those sections. At a minimum, this legal authority must meet the requirements of Section 403.8(f)(1)(i-vii).

An approved Industrial Pretreatment Program must have policies and procedures in place with legal authority to implement and enforce program requirements. As such, the City of Jamestown has implemented a Sewer Use Ordinance (SUO) as part of city code to detail legal authority for the Industrial Pretreatment Program. This section describes the legal authority required by 40 CFR 403.8(f)(1) and reviews current Jamestown SUO.

3.2 General Information

The General Pretreatment Regulation, 40 CFR 403.8(f)(1), requires that the POTW must operate pursuant to legal authority enforceable in Federal, State, or local courts, which authorizes or enables the POTW to apply and enforce any pretreatment regulations developed pursuant to the CWA. The City of Jamestown, North Dakota has developed this legal authority to extend over all of its industrial users including those located outside of the City limits.

The City of Jamestown Sewer Use Ordinance details the legal authority to apply and enforce any pretreatment regulations developed pursuant to the Clean Water Act such as:

- Deny or condition new or increased contribution of pollutants or changes in the nature thereof, when such contributions will exceed standards or cause a violation of the WWTF's NPDES permit.
- Require IUs to comply with applicable pretreatment standards and requirements, including specific prohibitive discharge limits set by the City.
- Control the contribution of each IU by permit or other means to ensure compliance with standards and requirements.
- Require IUs to develop compliance schedules for installation of technology necessary to meet standards and to submit notices and self-monitoring reports to the WWTF to assess compliance measures.
- Enter the premises of an IU to perform all inspection, surveillance, and monitoring reports to the WWTF to assess compliance measures.
- Seek injunctive relief in the cases of noncompliance, assess penalties, and prevent or halt discharges that appear to present an imminent danger to health or the environment or interfere with WWTF operations.

- Provide confidentiality where necessary to protect IUs trade secrets.

The City's legal authority is outlined by several documents which are included in the Appendix as follows:

- Appendix A: City Attorney's statement outlining the legal basis of the program.
- Appendix B: Pretreatment Program Agreement between the City of Jamestown, North Dakota and the NDDEQ.
- Appendix C: Public Notice to approve the City of Jamestown Industrial Waste Pretreatment Program.
- Appendix D: Jamestown Sewer Use Ordinance
- Appendix E: Typical Sewer and Water Contract for sewer users outside the city limits.

3.3 Sewer Use Ordinance

The City of Jamestown established a Sewer Use Ordinance. The current version of the SUO is located in Appendix D.

4.0 Industry Identification and Classification

4.1 Industrial User Identification

For the purpose of this program, an IU is any user that discharges or has reasonable potential to discharge an industrial wastewater stream to the WWTF. A Standard Operating Procedure (SOP): Identifying and Locating IU's has been developed to establish uniform guidelines to identify and locate all IUs that might be subject to the IPP and to identify the character and volume of pollutants contributed to the WWTF by each IU (Appendix F).

The comprehensive list will be documented in the New IU Inventory List spreadsheet (Appendix G) and must include firms involved in activities such as manufacturing, mechanical repair, painting, metal finishing, textiles, etc. There are many IUs that neither discharge toxic pollutants nor fall into the previous categories, but must still be listed. These include food processors, meat packing plants/slaughter houses, beverage bottlers, dairy products firms, and others that have discharges high in biological oxygen demand (BOD), total suspended solids (TSS), ammonia, oil and grease, abnormal pH, or other conventional pollutants. IUs that are not discharging excessive amounts of pollutants to the sewers because they have installed pretreatment systems, or if there is no information available concerning the nature of the business or its discharge, must be on the list. Many IUs can be eliminated with minimal survey effort. Others may be eliminated for additional reasons, but the list must be comprehensive to start with.

Once the comprehensive New IU Inventory list has been compiled, certain IUs may be eliminated from further survey efforts if the WWTF has reliable, verifiable information to show that the IU in question discharges only domestic wastewater or has no discharge to the WWTF. This would include offices, theaters, beauty shops, barbershops, and most retail sales establishments. Hotels, motels, restaurants, and gas stations may also be removed from the list if their discharges do not exceed 25,000 gpd and if they are not contributing to a problem in the collection system or the WWTF involving oil and grease or other harmful discharges.

4.2 Industrial User Inventory Updates

The IU Inventory will be kept current by monthly reviews of Water Department billings, new building permits issued, Chamber of Commerce listings, press releases of possible new industries coming into the area, and visual surveillance of industrial areas in the City.

4.3 Non-Domestic Waste Survey (NDWS)

A Non-Domestic Waste Survey (NDWS) shown in Appendix H is a required part of the Pretreatment Program. It will be used primarily as a screening device to eliminate facilities not subject to the Pretreatment Program. Those not eliminated will subsequently be sent an Industrial User Permit Application (Appendix J).

A NDWS will be sent to IUs on the New IU Inventory list. The WWTF will require each IU that has not already been eliminated from the IU Inventory to complete the form. Note that at the bottom of page 1 of the NDWS, it eliminates the burden of completing this entire form for those IUs that discharge only

domestic or non-process wastewater. All IUs must complete a NDWS form. When a NDW survey is sent, it will be documented on the Survey Tracking spreadsheet (Appendix I).

The WWTF must gather detailed information that completely characterizes each IU that has not been eliminated from the NDWS. The NDWS form is designed to obtain all the information necessary to determine if an IU should be included in the Pretreatment Program. If a NDWS is returned from the industrial user and more information is required to determine an IU category, the IU will complete an Industrial User Permit Application (Appendix J). This IU Permit Application will be the vehicle in which a more detailed description of the nature and volume of pollutants is captured.

The NDWS must be updated at least every five years in order to account for potential changes in the industrial discharge to the sewer system.

4.3.1 Survey Follow-Up

As NDWS forms are returned, they must be reviewed for completeness. The Pretreatment Coordinator will track surveys sent and returned in the Survey Tracking spreadsheet. This will help determine which firms have not responded to the survey. For firms that do not respond in the required time period or that return inadequately completed forms, a series of follow-up measures must be initiated to obtain a completed response. Such measures should include one or more of the following and documented on the Survey Tracking spreadsheet:

- A letter of reminder
- A telephone call
- A site visit

Approximately six to eight weeks should be sufficient time to conduct follow-up activities. The Survey Tracking spreadsheet must describe the types of follow-up measures used and must list any IUs that ultimately did not respond with a completed survey form.

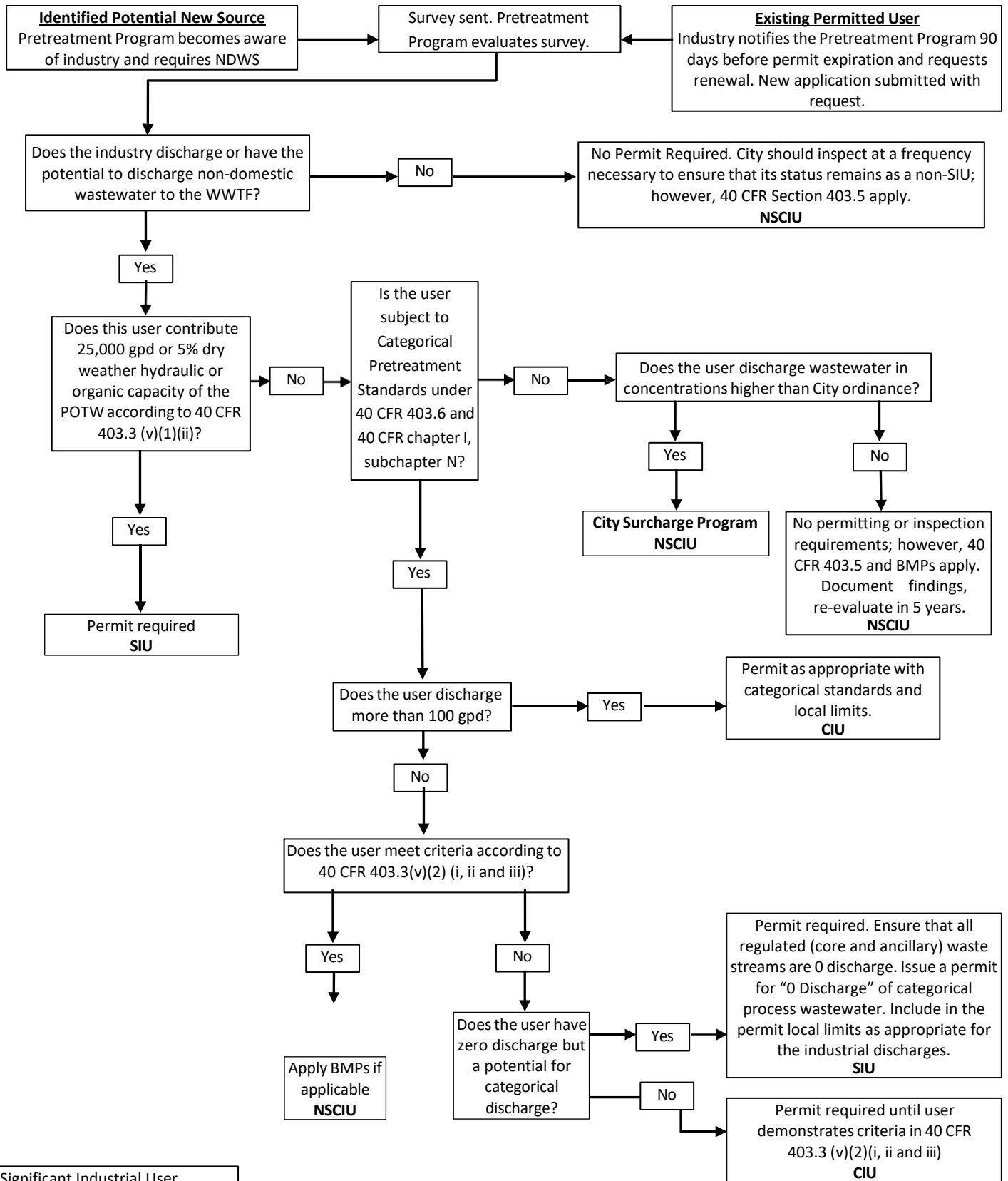
4.4 Classification of Industries

The Pretreatment Coordinator will determine the classification of the industrial user based on the information contained in the returned NDWS forms and shown on the Characterization/Categorization of Industrial Users flow chart (Figure 3). All of the information will be entered into the IU Inventory spreadsheet (Appendix K) according to the category of user. This information will include:

- a. the name of the IU
- b. the location of the IU, contact name and phone number
- c. a business description of the IU
- d. the date a Waste Survey was sent, received, determined IU, and date the IU was inspected. The inspection requirement from the permit is tracked on the spreadsheet.
- e. the sampling date(s) and frequency
- f. pollutants to be analyzed, type of sample to be taken in the waste stream of the IU and character/volume of pollutants contributed by the IU to the POTW

- g. the category of the user (SIU/CIU) and BMP – categorical pretreatment provided as determined by the Characterization/Categorization of Industrial User flow chart
- h. the permit number, issue date, and expiration date of the IU permit.

Figure 3 Characterization/Categorization of Industrial Users



SIU - Significant Industrial User
CIU - Categorical Industrial User
NSCIU - Non-Significant Industrial User

5.0 Permitting

5.1 Issuance of Permit

The US EPA's General Pretreatment Regulations require POTWs to use a control mechanism that ensures that IUs meet all applicable Pretreatment Standards and Requirements. Jamestown has decided to use individual permits as the control mechanism for IUs. Permits allow for the systematic integration of all applicable requirements and, if properly structured, can greatly facilitate enforcement if noncompliance occurs. Therefore, Jamestown has followed the EPA recommendations that POTWs satisfy the control mechanism requirement [40 CFR 403.8(f)(1)(iii)] and the requirement that the POTW have procedures to notify SIUs of applicable Pretreatment Standards [40 CFR 403.8(f)(2)(iii)] by issuing permits to IUs. Within thirty days of Approval Authority approval of SIU list, SIUs will be notified of their status as such and of all requirements applicable as a result of such status.

The City of Jamestown has developed a template for Industrial User Permits (Appendix L). The type of industry will require the permit to be customized for each entity.

Individual permits authorize the discharge of wastewater to a POTW upon the condition that the discharger complies with the permit terms. Jamestown's industrial permits are effective for only a limited period of 5 years and are revocable by the issuing authority at any time for just cause. In addition, Jamestown City ordinance includes a provision that forbids the discharge of industrial wastewater from an IU without a current Industrial User Permit.

Jamestown's individual industrial user permits generally describe, in a single document, all the duties and obligations of the permittee including all applicable Pretreatment Standards and Requirements.

5.2 Permit Renewals

Industrial User Permits are generally issued for a maximum five-year period. If the permittee wishes to continue to discharge after the expiration date of the permit, a letter must be sent to the City requesting permit renewal a minimum of 30 days prior to the expiration of the user's existing wastewater discharge permit. The Pretreatment Coordinator will require that a new Industrial User Permit Application be filled out each time the permit is renewed.

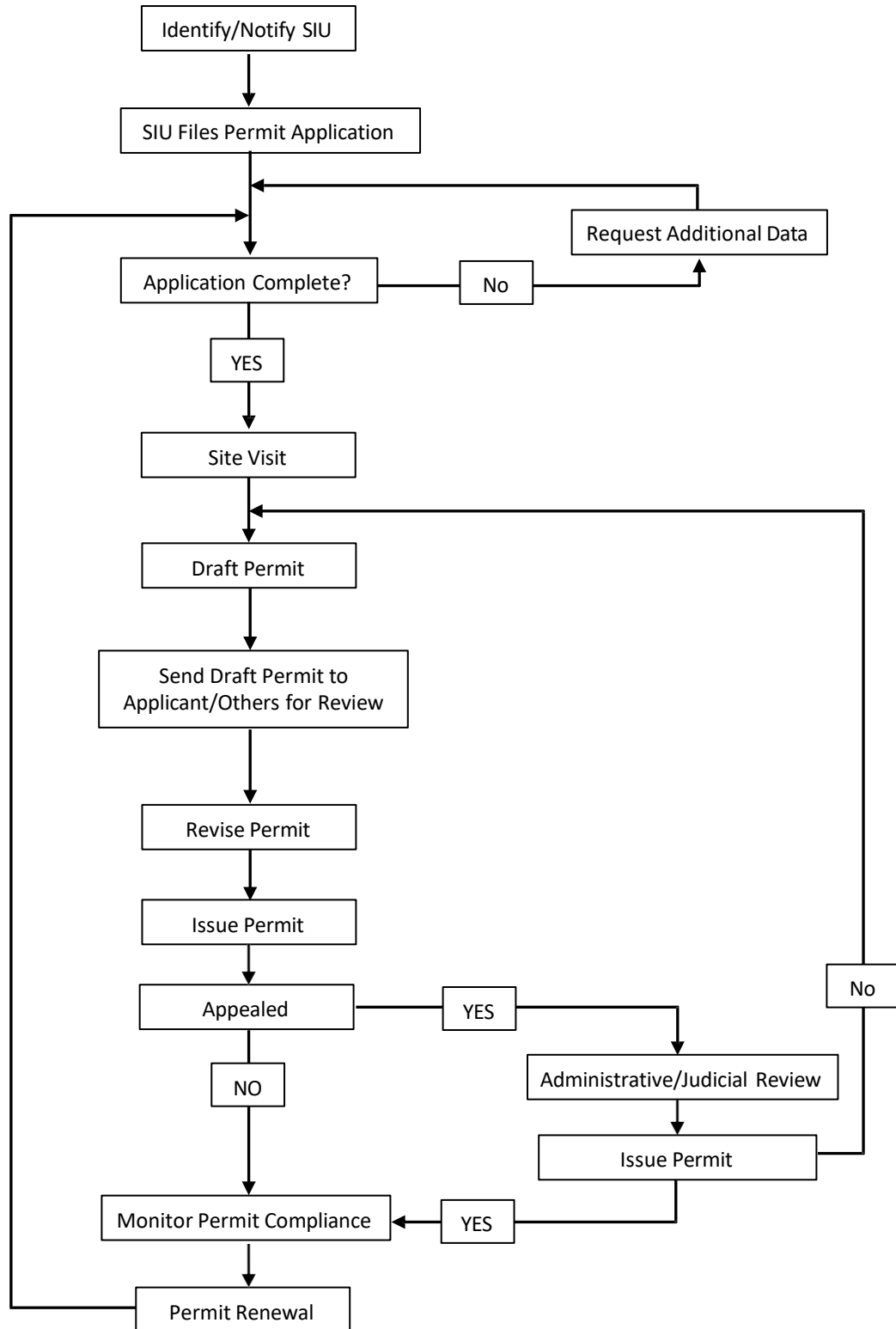
5.3 Updating Permits

The City will notify all IUs included in the Pretreatment Program of any changes in applicable pretreatment standards (local, State, or Federal) as well as applicable requirements under Section 204(b) and 405 of the Clean Water Act and subtitles C and D of the Resource Conservation Act. The EPA Region VIII shall be used as the source for receiving new regulations. As new Federal or local requirements are issued, the Pretreatment Coordinator will notify the affected users, by mail, of any applicable pretreatment standards as well as other relevant requirements under the Clean Water Act and Resource Conservation and Recovery Act. Federal Pretreatment Standards will be made a condition of the Industrial Waste Permit and as EPA promulgates new standards, affected IUs will have existing permit conditions modified to incorporate explicitly the new standards.

5.4 Permitting Process for New Industries

Any new industry indicating its intention to locate in the City of Jamestown or requesting water and sewer connection outside the jurisdictional limits will be required to fill out a Non-Domestic Waste Survey. The Pretreatment Coordinator will make the determination of which industries must submit a more detailed permit application based upon the information contained in the NDWS and/or firsthand knowledge of the industry. If an industry is identified to be a Significant Industrial User, the City and industry will complete the permitting process as outlined in Figure 4.

Figure 4 Permitting Process for Jamestown Industrial Pretreatment Program



6.0 Compliance Monitoring/Sampling

6.1 Introduction

This chapter describes the IU self-monitoring program and the WWTF's oversight monitoring program. The compliance monitoring program shall ensure that all sampling is representative over the reporting period and that each sample collected to determine compliance with Federal standards is representative of the sampling day's discharge. The compliance monitoring program sets the analytical detection limits that are sufficiently below Federal standards and local limits to allow the determination of noncompliance.

6.2 Self-Monitoring Program

All CIUs and non-categorical SIUs are required to conduct self-monitoring as part of the periodic reporting requirements in accordance with 40 CFR 403.12. Each SIU must conduct self-monitoring at least semiannually (once every six months). Any type and frequency of samples to be collected will be established in the Industrial User Permit. Increased frequency may be required in the individual users' wastewater discharge permit for a number of reasons including, but are not limited to; zero or little historical discharge data available to characterize the industry's discharge; seasonal variations in discharge characterization; industry's history of upsets or accidental spills or lack of spill prevention plans for raw materials, process wastewaters, or chemicals stored onsite; reliability of IUs treatment facilities; and history of noncompliance.

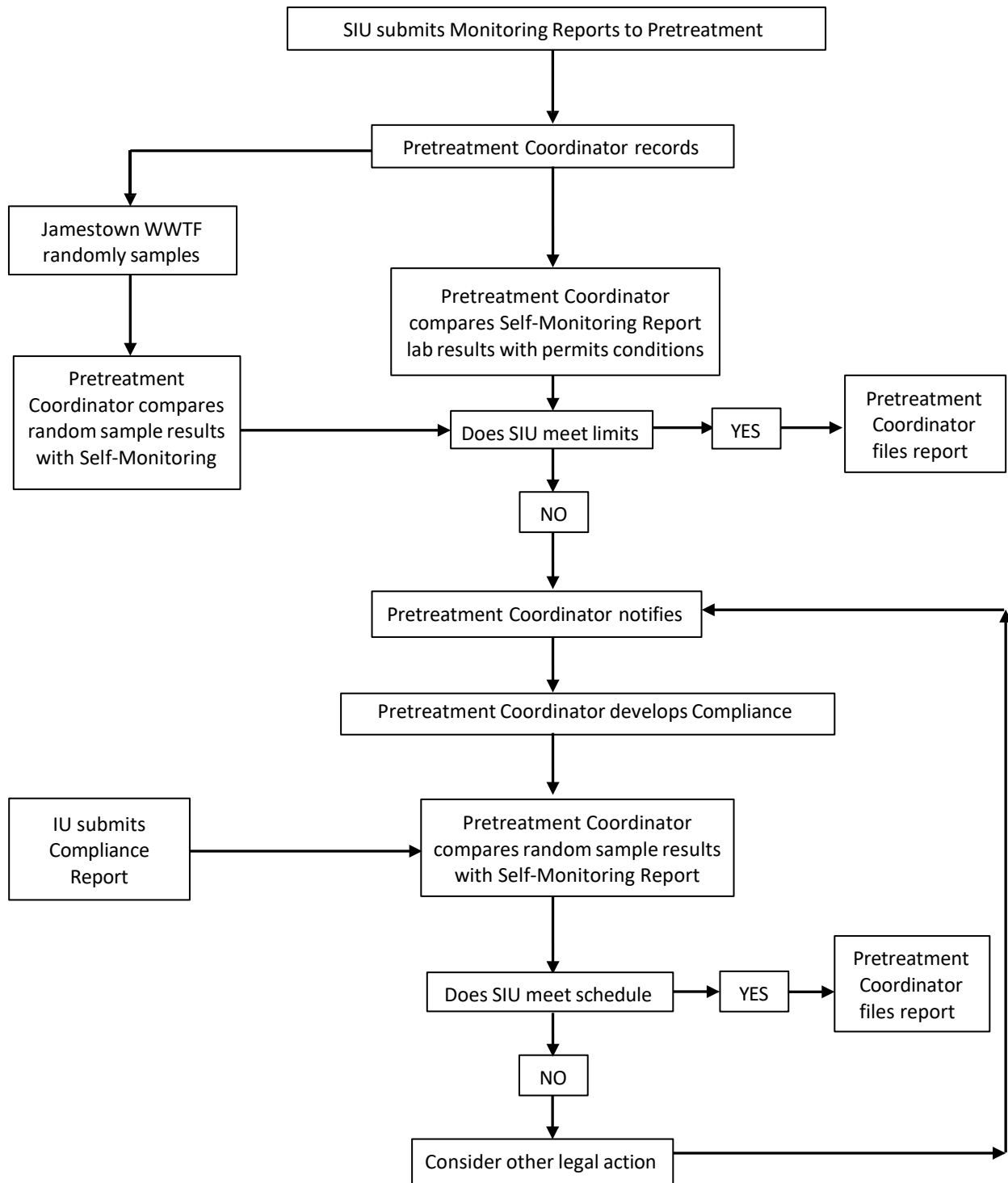
If self-monitoring by IUs indicates a violation, the IU must notify the WWTF within 24 hours of becoming aware of the violation. The IU must also repeat the sampling and submit the repeat analytical results within 30 days after becoming aware of the violation.

6.3 Review of Self-Monitoring and Compliance Reports

The self-monitoring and compliance reports shall be handled according to the Standard Operating Procedure: Receiving and Analyzing Reports and Notifications shown in Appendix M. This SOP was developed to establish uniform guidelines for the review of IU reports and notifications to ensure that all regulated components of the IUs reports and notifications are submitted in compliance as required.

Compliance reports shall be handled in a similar manner with conformance to milestones being the major item to verify. A review process for industry self-monitoring reports has been developed and shown in the Review Process for Industry Self-Monitoring Reports flow diagram (Figure 5) to assist the Pretreatment Coordinator in developing a method for review of reports.

Figure 5 Review Process for Industry Self-Monitoring Reports



6.4 Monitoring and Inspection Activities

In conjunction with the periodic reports filed by IUs, the City will randomly sample, analyze, spot check, and inspect IUs to verify submittal reports to ensure compliance with the permit requirements. The Pretreatment Coordinator will create and maintain a file for each IU required to have a discharge permit. The Pretreatment Coordinator will maintain a telephone log of all calls to IUs and file with their individual permit files.

All sampling and analysis activities will conform with procedures in 40 CFR Part 136. A Standard Operating Procedure: Sampling Frequency and Protocol (Appendix N) has been developed to establish uniform guidelines for the collection of random and independent samples of effluent from all SIUs, to assure required records are created and maintained, and to assure monitoring random and independent sampling of non-SIUs.

The general approach taken in determining the minimum inspection and sample frequency is summarized as follows:

- Industries which discharge high strength wastes and process flow streams in excess of 25,000 gallons per day should be sampled and inspected semi-annually. The sample and inspection frequency may be modified upon the presence or absence of pollutants and strength of wastes.
- Industries which have the potential to discharge heavy metals, hot water, high pH, or large amounts of oil and grease should be inspected and sampled semi-annually.

The frequency for inspection, monitoring and report intervals for existing industries is listed in the IU Inventory spreadsheet and on the individual Industrial User Permit and the data will be updated frequently on the inventory spreadsheet.

6.5 WWTF Monitoring

The frequency of testing at the WWTF for influent and effluent and the specific contaminants to be tested is required by Part III of the NDPDES permit. Sampling and Reporting Requirements (Appendix O).

6.6 Sampling Location

If an IU is subject to Categorical requirements, sampling must occur at a location at the end-of-process or immediately downstream of any pretreatment facilities. If an IU is subject only to local limits, samples should be taken at the end-of-pipe or the location where the IU's waste stream enters the collection system. All industries will be required to install and maintain a manhole or some other sampling point for use by the City.

If other wastewaters are mixed with the regulated wastewater prior to pretreatment, flow and concentrations must be measured to use the combined waste stream formula.

6.7 Sample Collection

Samples should be collected according to the Standard Operating Procedure: Sample Collections (Appendix P). This procedure establishes uniform guidelines to collect representative samples, maintain

integrity of samples through proper handling and preservation, adhere to appropriate chain of custody and sample identification procedures, and adequate quality assurance and quality control, to comply with the requirements of the Code of Federal Regulations, 40 CFR 136 – Guidelines Establishing Test Procedures for the Analysis of Pollutants.

7.0 Inspections

7.1 Inspection Process

Guidelines have been developed in a Standard Operating Procedure: Inspection of IUs (Appendix Q). The SOP outlines the steps to prepare for an on-site inspection, the procedures to perform during the inspection and how to document for record retainage. These procedures will ensure that all inspections are performed in a similar manner.

7.2 Industrial User Inspection Checklist

An Industrial User Inspection Checklist (Appendix R) has also been developed to establish uniform inspection procedures for all IUs. The checklist will address a thorough inspection process, notes and photographic information.

7.3 Post-Inspection

The overall daily administration, application and periodic review of the inspections shall be the responsibility of the Pretreatment Coordinator. The inspection date will be recorded on the IU Inventory spreadsheet along with any compliance/non-compliance information.

8.0 Violations and Enforcement Response Plan

8.1 Investigation of Non-compliance

Information gathered during City industrial user monitoring and inspections is used to verify industrial user compliance status and to determine if enforcement response must be initiated or continued.

All reports from IUs and reports received by the Pretreatment Coordinator are reviewed, on an “as-received” basis for timeliness, completeness and accuracy in accordance with the Standard Operating Procedure: Receiving and Analyzing Reports and Notifications. The screening process includes an evaluation of compliance with report due dates, numerical standards, sample handling and analysis requirements, signatory/certification requirements, monitoring frequency. The following figure is a Non-Compliance Enforcement Plan used by the Pretreatment Coordinator to accomplish the compliance screening.

Suspected instances of noncompliance related to Control Authority monitoring will be investigated by performing unscheduled, on-demand inspections. Such inspections will occur in response to concerns including, but not limited to; POTW collection problems downstream of the IU, elevated enforcement actions against an IU, suspicious IU behavior (as determined by the Public Works Director), or an informer’s complaint.

All violations are clearly documented and addressed in accordance with the Enforcement Response Guide shown in Appendix S.

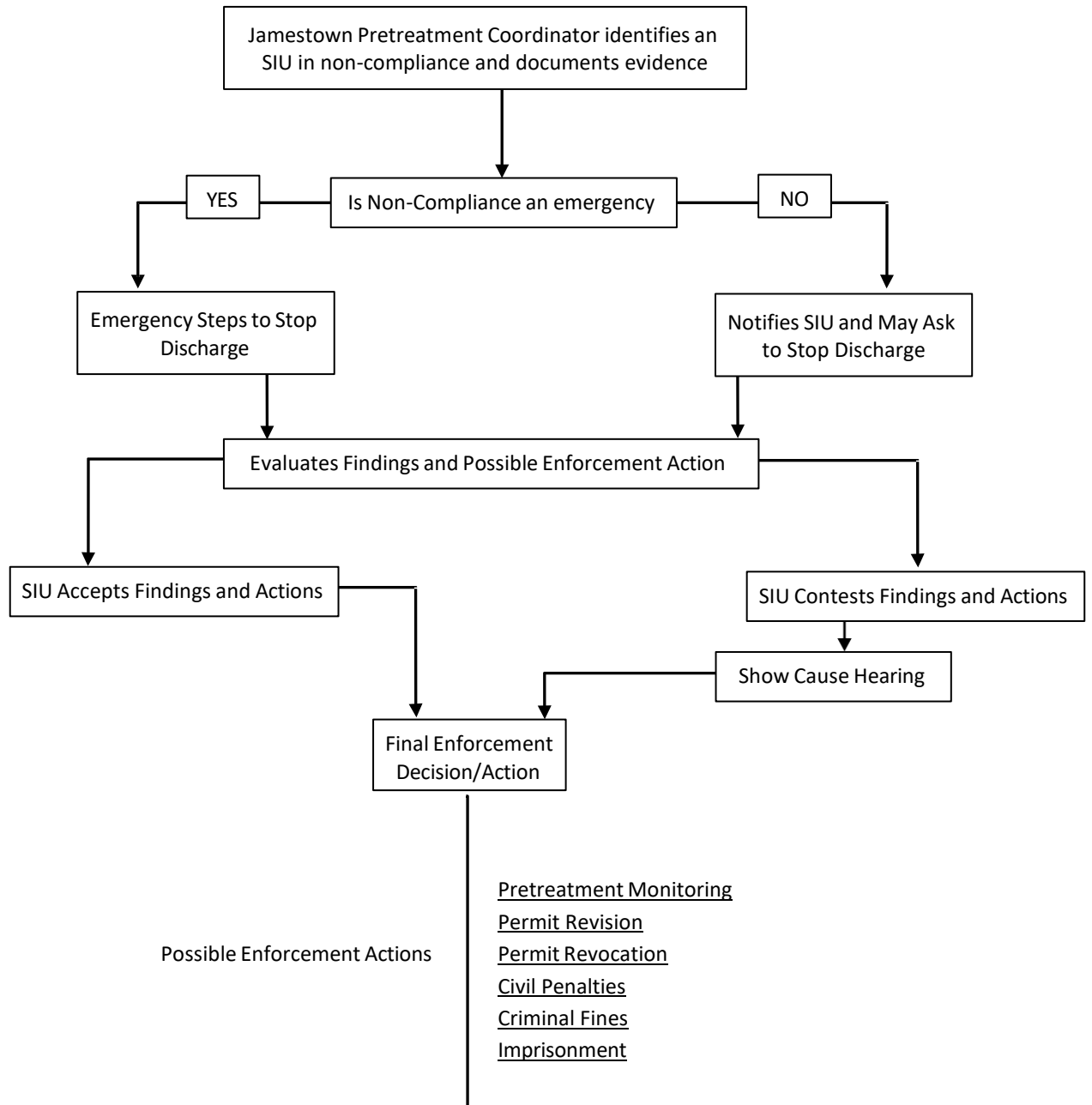
The Pretreatment Coordinator will investigate instances of non-compliance with pretreatment standards and discharge permit requirements. The Pretreatment Coordinator will collect and document all the technical information necessary to pursue court action if necessary. Self-monitoring reports and sample data should be compared with City collected data as well as previous data collection to determine:

- Any changes in wastewater characteristics
- Tampering of reports
- General compliance with local/Federal limitations

The Pretreatment Coordinator may choose to chart or log results to determine any trends or abrupt changes. Once adequate evidence has been collected to indicate the possibility of a violation of either local or Federal limitation, the City Attorney’s office will advise what legal action is necessary.

Legal action for permit violations or non-compliance may consist of permit modifications, permit revocation, penalties, or imprisonment. In the event the discharge is causing harm to the public, workmen, or the environment, emergency steps shall be taken to stop the discharge followed by legal action against the owners/operators. If the discharge does not require emergency action, a formal legal approach will be taken to remedy the non-compliance of the IU.

Figure 6 Flow Diagram for Non-Compliance Enforcement Plan



*Prior Notification is Recommended but not Necessary to Stop Discharge

8.2 Emergency Action/Enforcement Response Plan

If the violation is damaging, or is potentially damaging to the WWTF, the environment, or human health, the City Administrator/City Attorney's office will recommend emergency action to immediately halt the violating discharge. The City will then initiate its enforcement response plan, evaluate the case findings, pursue legal action, and develop methods to clean up and remedy the damage. If the SIU protests the actions, a hearing shall be held in a court of law and when a final decision is made, appropriate enforcement action will be taken.

If the violation does not require emergency action, the enforcement response plan will be followed, and depending on the violation, the Pretreatment Coordinator will notify the SIU summarizing the evidence and resulting problems and will request an immediate halt to the violation. Again, the Pretreatment Coordinator will evaluate the findings and make recommendations for remedies. If the SIU protests or continues in violation of his permit, a hearing will be held to resolve the issues. If the SIU accepts the remedy, the final enforcement decisions will be made and the legal action implemented.

In both cases, the level of fines, penalties, or modifications to the permit will be based upon damage incurred to the health of workers, the public environment, and property. If the discharge does not cause any significant damage and compliance is met within 30 days, no action may be necessary.

Should any sanitary districts outside of the City develop in the future, and tie into the Jamestown wastewater system, the Pretreatment Coordinator will monitor and inspect the IUs. Any legal actions will be taken through the district. Should the district fail to act in a manner acceptable to the City, legal action may be taken against the district.

8.3 Time Frames for Responses by the City

- A. All violations will be identified and documented within five days of receiving compliance information.
- B. Initial enforcement responses (involving contact with the IU and requesting information on corrective or preventable action(s)) will occur within 15 days of violation detection. The "Notice of Violation" will be sent to the SIU. (Appendix T)
- C. Follow-up actions for continuing or reoccurring violations will be taken within 60 days of the initial enforcement response. For all continuing violations, the response will include a compliance schedule.
- D. Violations, which threaten health, property or environmental quality, are considered emergencies and will receive immediate responses such as halting the discharge or terminating service.
- E. All violations meeting the criteria for significant non-compliance will be addressed with an enforceable order within 30 days of the identification of significant non-compliance. The "Administrative Compliance Order" is the standard form to be used by the City. (Appendix U).

8.4 Definition of Violations

8.4.1 Notice of Violation (NOV)

A Notice of Violation (NOV) is a written notice by the Pretreatment Coordinator to the IU of the violation of a section of the IU Permit. The NOV identifies the nature of the violation, the section of the IU Permit allegedly violated and the time of occurrence of the violation, if known.

8.4.2 Administrative Compliance Order (ACO)

An Administrative Compliance order (ACO) is an order issued by the Pretreatment Coordinator to the IU which identifies the nature of the violation, the section of the IU Permit allegedly violated, the time of occurrence of the violation, if known, the corrective steps necessary, the nature of subsequent penalties and enforcement actions should the situation not be corrected, and ordering that the alleged violator come into compliance with the section allegedly violated. The AOC may provide a time period within which compliance must occur.

8.4.3 Administrative Compliance Order with Fine

An Administrative Compliance Order with Fine (ACO/fine) is an administrative citation, as defined in the Jamestown Municipal Code, shall be deemed the same as administrative compliance order with fine under the statutes and regulations of the United States Environmental Protection Agency. The City Administrator shall include in the administrative complaint or citation the amount of civil fine to be paid by the person against whom the citation or complaint is issued. The authorized city employee or representative issuing the administrative citation need not issue an administrative compliance order before issuing an administrative complaint or citation.

8.5 Public Participation

The City will comply with the public participation requirements of 40 CFR 25 in the enforcement of the National Pretreatment Standards. A list of industrial users, which in the past 12 months were in significant non-compliance of their discharge permit requirements or applicable pretreatment standards, will be published in the local newspaper, The Jamestown Sun, annually.

9.0 Data Management and Recordkeeping

9.1 Data Management

The wastewater utility must, at a minimum, maintain the following information:

- Sources used to compile the comprehensive list of IUs
- List of IUs eliminated from survey and reason for elimination
- An example of the cover letter sent to IUs with the survey form, including the date that forms were sent
- Description of follow-up actions taken by the WWTF to obtain properly completed survey forms from IUs
- Analysis and presentation of the survey results to show a summary of the information obtained from the IUs
- A list of the IUs that did not return a completed survey form
- Map of sewer system for IUs identified as significant, if possible
- Other information as necessary to accurately summarize or clarify the IWS

9.2 Recordkeeping

IUs are required to maintain records of their monitoring activities (including documentation associated with Best Management Practices (BMPs) [40 CFR 403.12(o)]. At a minimum, information documented must include the following:

- Sample methods, dates and times;
- Identity of the person(s) collecting the samples and of the sampling location(s);
- The dates the analyses were performed and the methods used;
- The identity of the person(s) performing the analyses and the results of the analyses; and
- Other information necessary to document compliance with applicable BMPs

The IU must retain those records for at least 3 years, or longer in cases where there is pending litigation involving the WWTF or IU, or when requested by the Approval Authority. These records must be available to the WWTF and/or Approval Authority for review and copying. Retained records may be inspected during the annual facility inspection to compare the results of sampling to the actual reported values.

The WWTF retains all relevant documents from the development and issuance of the permit, to the sampling and inspection records. These documents may include but are not limited to:

- The completed Non-Domestic Waste Survey;
- Completed Industrial User Permit Application form;
- Completed Industrial User Permit and Fact Sheet;
- All correspondence and data relating to the development of the permit;
- All sampling performed (methods, dates, times, personnel);
- All sampling analyses (methods, dates, times, personnel);
- Annual Inspection Review Checklist and correspondence.

The WWTF also retains general Industrial Pretreatment Program records including but not limited to:

- Industrial Pretreatment Program Manual;
- Annual Reports;
- Current Sewer User Ordinance;
- Enforcement Response Plans;
- Public Notices; and
- Program Correspondence

Historically, the WWTF does not dispose of *any* records. The past three years of IPP records are stored in a file cabinet in the Pretreatment Program Coordinator's Office. Records older than three years are stored in the WWTF Records Storage Room. In addition, all hard copy documentation is scanned and stored electronically on the City network.

10.0 Reporting

A North Dakota Industrial Pretreatment Program Annual Report on POTW Implementation and Enforcement is submitted to the North Dakota Environmental Quality for each calendar year. The report contains the following information:

- POTW and NPDES Information,
- Program Implementation,
- Enforcement Actions,
- Compliance Monitoring,
- List of SIUs with no or expired permit,
- Listing and newspaper notice identifying IUs in SNC (if any),
- Description of Pass Through or Interference at the POTW (if any),
- Explanation of significant decrease in pretreatment funding (if any),
- SIU/CIU Inventory update,
- Listing of all permitted non-SIUs,
- Influent, Effluent, and Biosolids monitoring,
- Any modification history to the IPP program, and
- Any other relevant information.

Appendix A - City Attorney Statement of Legal Basis of the Program

June 28, 2022

Regional Administrator
US Environmental Protection Agency
Region VIII
1595 Wynkoop Street
Denver, CO 80202

DRAFT

RE: Jamestown, ND Industrial Pretreatment Program

Regional Administrator:

Pursuant to the requirements of 40 CFR 403 regarding legal authority for the city of Jamestown, North Dakota, to implement its wastewater pretreatment program, the following statement is submitted:

It is my opinion that the city of Jamestown, North Dakota, has authority to implement the program described in 40 CFR 403.8 based on authority granted to municipalities in the state of North Dakota by statute, ND Century Code Sections 40-35-05, 40-05-01 (59) and city of Jamestown's Home Rule Charter adopted pursuant to Chapter 40-05.1 ND Century Code, which statutory authority gives municipalities the power to construct maintain, and regulate sewer systems.

The city of Jamestown intends to utilize a permit system to implement pretreatment program requirements within its jurisdiction, and its standard sewer contract with contributing users outside the corporate limits.

The city of Jamestown intends to ensure compliance with pretreatment standards and requirements through an inspection, monitoring and non-compliance enforcement program authorized under city ordinance. Those violating permit conditions may be issued an order to comply or have their permit revoked. The city of Jamestown will commence appropriate legal and equitable proceedings in court to enforce compliance.

Regards,
Office of City Attorney

Name
Title

Appendix B – Pretreatment Program Regulatory Approval

PLACEHOLDER FOR APPROVAL LETTER FROM US ENVIRONMENTAL PROTECTION AGENCY/NDDEQ

DRAFT

Appendix C - Public Notice (DATE) Approve City of Jamestown Non-Domestic Waste
Pretreatment Program



Forum Communications Company

ND Affidavit No. nlzRIK0EqgZxpJnxetU2

AFFIDAVIT OF PUBLICATION

State of Florida, County of Duval, ss:

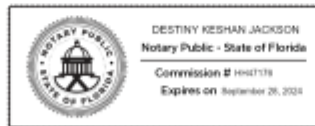
Yuade Moore, being first duly sworn, deposes and says: That (s)he is a duly authorized signatory of Column Software, PBC and duly authorized agent of the The Jamestown Sun, a newspaper printed and published in the City of Jamestown, County of Stutsman, State of North Dakota.

1. I am the designated agent of The The Jamestown Sun, under the provisions and for the purposes of, Section 31-04-06, NDCC, for the newspaper listed on the attached exhibit.
2. The newspaper listed on the exhibit published the advertisement of: **General Public Notice Notice**; (1) time: Saturday, August 3, 2024, as required by law or ordinance.
3. All of the listed newspapers are legal newspapers in the State of North Dakota and, under the provisions of Section 46-05-01, NDCC, are qualified to publish any public notice or any matter required by law or ordinance to be printed or published in a newspaper in North Dakota.

(Signed) Yuade Moore

VERIFICATION

State of Florida
County of Duval



Subscribed in my presence and sworn to before me on this: 08/05/2024

Destiny K. Jackson

Notary Public
Notarized remotely online using communication technology via Proof.

ORDINANCE NO. 1579

An Ordinance repealing and reenacting Article 3 of Chapter 30 of the City of Jamestown Municipal Code, relating to Publicly Owned Treatment Works (POTW) and the creation of a Pretreatment Program.

Notice is hereby given that a full version of Ordinance No. 1579 are available online or at City Hall 102 3rd Ave SE, Jamestown, ND pertaining to Publicly Owned Treatment Works (POTW) and the creation of a Pretreatment Program.

APPROVED: Dwaine Heinrich,
Mayor

ATTEST: Sarah Hellekson,
City Administrator
Introduced by Council Member Steele
Seconded by Council Member Kamnitz

First Reading: June 3, 2024

Second Reading: July 1, 2024

Final Passage: July 1, 2024

Roll Call No. 6 showed: 3 ayes, 0 nays, 1 absent.

(Aug. 3, 2024)

Appendix D - City of Jamestown Sewer Use Ordinance

ORDINANCE NO. 1579

An Ordinance repealing and reenacting Article 3 of Chapter 30 of the City of Jamestown Municipal Code, relating to Publicly Owned Treatment Works (POTW) and the creation of a Pretreatment Program;

WHEREAS, the electorate of the City of Jamestown has adopted a home rural charter in accordance with Chapter 40-05.1 of the North Dakota Century Code;

WHEREAS, Section 40-05.1-06 of the North Dakota Century Code grants Cities the right to implement home rule powers by ordinance;

WHEREAS, Section 40-05.1-05 of the North Dakota Century Code provides that a home rule charter and any ordinances pursuant to their issuance shall supersede state laws that conflict therewith and shall be liberally construed for such purpose;

WHEREAS, the City of Jamestown (City) has deemed it necessary and appropriate to implement the authority to regulate the POTW for the public health, safety, and welfare of the City and its citizens,

WHEREAS, the North Dakota Department of Environmental Quality has additionally required City to create and administer a Water Pretreatment Program for all Users of the POTW;

WHEREAS, Section 33.1-16-01.1-06 of the North Dakota Administrative Code requires City to create a pretreatment program meeting the requirements set forth in Appendix A of the Administrative Code; and

WHEREAS, City desires to enact an ordinance in order to comply with these standards.

NOW THEREFORE, be it ordained by the City Council of the City of Jamestown as follows:

Article 3 Water Treatment Works and Pretreatment

30-32. - Purpose and Policy.

This article sets forth City's authority to implement and maintain a Publicly Owned Treatment Works (POTW); creates uniform requirements for Users of the POTW for the City of Jamestown, ND; and enables City to comply with all applicable State and Federal laws, and any amendments thereto. The objectives of this ordinance are:

- 1) The continued operation of a POTW for the benefit of City to include the construction, operation, maintenance, repairs, or removal of POTW facilities;
- 2) To prevent the introduction of Pollutants into the POTW that will interfere with the operation of the POTW;

- 1) To prevent the introduction of inadequately treated Pollutants into the City's POTW which will pass through the POTW, into receiving waters, or otherwise be incompatible with the POTW;
- 2) To ensure that the quality of the Treatment Plant sludge is maintained at a level which allows its use and disposal in compliance with applicable statutes and regulations;
- 3) To protect POTW personnel who may be affected by wastewater and sludge in the course of their employment;
- 4) To improve the opportunity to recycle and reclaim wastewater and sludge from the POTW;
- 5) To provide for fees for the equitable distribution of the cost of operation, maintenance, and improvement of the POTW; and
- 6) To protect the general public health, safety, and welfare.

This article shall apply to all Users of the POTW as set forth in 30-36. This article provides for the administration of the Treatment Works and the setting of rates for all Users. This article authorizes the issuance of wastewater discharge permits; authorizes monitoring, compliance, and enforcement activities; establishes administrative review procedures; requires User reporting; and provides for the setting of fees for the equitable distribution of costs resulting from the regulations established herein.

30-33. – Administration.

The Public Works Director or the Public Works Director's representative shall oversee the construction and replacement of all mains, lift stations, and connections belonging to City. The Public Works Director shall issue permits for all private and public connections to the mains of the POTW and superintend the same. The Public Works Director shall keep a record of all mains, manholes and connections, the location thereof, and such other information concerning the POTW as necessary; and shall be responsible for the same. All records shall be kept up to date and all errors corrected as soon as ascertained.

The Public Works Director or the Public Works Director's representative shall personally attend to the making of all repairs to mains, lift stations and pipes; to tap or personally oversee and control the tapping of any mains or pipes of the POTW, and to connect to the sewer main; to inspect and, if satisfactory, to approve all service lines, and connections, both within and without buildings, and to see that they conform to the rules of construction as provided in this Code before the same are covered; and to discontinue service to any service line or connection or branch of the system either for repairs or in the case of any emergency demanding the same.

The Public Works Director or the Public Works Director's representative shall oversee the City's pretreatment program and shall have the authority to implement and enforce the program. The Public Works Director or the Public Works Director's representative shall

perform any other services as may be required by the mayor, the City Council, or the ordinances, rules and regulations of the City regarding the POTW.

30-34. – Definitions.

The following words, terms and phrases are hereby defined and shall be interpreted as such throughout this article. Terms not herein defined shall have the meaning customarily assigned to them:

- 1) "Act" or "the Act." The Federal Water Pollution Control Act, also known as the Clean Water Act, as amended. 33 U.S.C. 1251 et seq.
- 2) "Approval Authority." State of North Dakota Department of Environmental Quality.
- 3) "Authorized or Duly Authorized Representative of the User."
 - a. If the User is a corporation:
 - i. The president, secretary, treasurer, or a vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation; or
 - ii. The manager of one or more manufacturing, production, or operating facilities, provided the manager is authorized to make management decisions that govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations, and initiate and direct other comprehensive measures to assure long-term environmental compliance with environmental laws and regulations; can ensure that the necessary systems are established or actions taken to gather complete and accurate information for its wastewater discharge permit requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.
 - b. If the User is a partnership or sole proprietorship: a general partner or proprietor, respectively.
 - c. If the User is a federal, state, or local governmental facility: a director or highest official appointed or designated to oversee the operation and performance of the activities of the government facility, or their designee.

The individuals described in paragraphs a through c, above, may designate a Duly Authorized Representative if the authorization is in writing, the authorization specifies the individual or position responsible for the overall operation of the facility from which the discharge originates or having overall responsibility for environmental matters for the company, and the written authorization is submitted to City.

- 4) "Best Management Practices (BMPs)." Shall mean the schedules of activities, prohibitions of practices, maintenance procedures, and other management practices to implement the prohibitions listed in §403.5(a)(1) and (b) of the Act and in Section 30-38. BMPs also include treatment requirements, operating procedures, and practices to control Treatment Plant site runoff, spillage or leaks, sludge or waste disposal, or drainage from raw materials storage. BMPs may also include alternative means (i.e., management plans) of complying with, or in place of certain established Pretreatment Standards and effluent limits.
- 5) "Biochemical Oxygen Demand (BOD)." The quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedures for five (5) days at 20 degrees Celsius, usually expressed as a concentration [milligrams per liter (mg/l)].
- 6) "Categorical Pretreatment Standard." Any regulation containing Pollutant discharge limits promulgated by the U.S. EPA in accordance with Sections 307(b) and (c) of the Act (33 U.S.C. §1317) which applies to a specific category of Users (and any waivers obtained) which appear in 40 C.F.R. Chapter I, Subchapter N, Parts 405—471, as the same may be amended from time to time.
- 7) "Categorical User." An Industrial User regulated by one of the EPA's Categorical Pretreatment Standards.
- 8) "Color." The optical density at the visual wave length of maximum absorption, relative to distilled water. One hundred percent (100%) transmittance is equivalent to zero (0.0) optical density.
- 9) "Control Authority." The City of Jamestown.
- 10) "Cooling Water/Non-Contact Cooling Water." Water used for cooling which does not come into direct contact with any raw material, intermediate product, waste product, or finished product. Cooling water may be generated from any use, such as air conditioning, heat exchangers, cooling or refrigeration to which the only Pollutant added is heat.
- 11) "Domestic User." A Domestic User is a User that is not regulated under Categorical Pretreatment Standards but that applies to the City of Jamestown for a new building permit or occupies an existing building and plans to commence discharge of wastewater to the City of Jamestown collection system after the effective date of this ordinance. A "new source," as defined below, is regulated under Categorical Pretreatment Standards and, therefore, a new source is not a Domestic User as described in this definition.
- 12) "Environmental Protection Agency (EPA)." The U.S. Environmental Protection Agency or, where appropriate, the Director of Region 8 Office of Water, or duly authorized official of said agency.

- 13) "Indirect Discharge or Discharge." The introduction of Pollutants into the POTW from any non-domestic source regulated under Section 307(b), (c), or (d) of the Act.
- 14) "Industrial User." Any non-domestic source regulated under section 307(b), (c) or (d) of the Act that introduces Pollutants into the POTW.
- 15) "Interference." A discharge which alone or in conjunction with a discharge or discharges from other sources, either: (1) inhibits or disrupts the POTW, its treatment processes or operations; (2) inhibits or disrupts its sludge processes, use or disposal; or (3) is a cause of a violation of the City of Jamestown's NPDES permit or of the prevention of sewage sludge use or disposal in compliance with any of the following statutory/regulatory provisions or permits issued thereunder: Section 405 of the Act; the Solid Waste Disposal Act (SWDA), including Title II commonly referred to as the Resource Conservation and Recovery Act (RCRA); any State regulations contained in any State sludge management plan prepared pursuant to Subtitle D of the SWDA; the Clean Air Act; the Toxic Substances Control Act; or Local Limits.
- 16) "Local Limits." Limits, including but not limited to Prohibited Discharge Standards and Best Management Practices, established by City which are more stringent than federal and state requirements.
- 17) "New Source."
 - a. Any building, structure, facility, or installation from which there is (or may be) a discharge of Pollutants, the construction of which commenced after the publication of proposed Categorical Pretreatment Standards under Section 307(c) of the Act which will be applicable to the source if such standards are thereafter promulgated in accordance with Section 307(c) of the Act, provided:
 - i. The building, structure, facility, or installation is constructed at a site at which no other source is located; or
 - ii. The building, structure, facility, or installation totally replaces the process or production equipment that causes the discharge of Pollutants at an existing source; or
 - iii. The production or wastewater generating processes of the building, structure, facility, or installation are substantially independent of an existing source at the same site. In determining whether these are substantially independent, factors such as the extent to which the new facility is integrated with the existing plant, and the extent to which the new facility is engaged in the same general type of activity as the existing source, should be considered.
 - b. Construction on a site at which an existing source is located results in a modification rather than a new source if the construction does not create a new

building, structure, facility, or installation meeting the criteria of Section a.(ii) or (iii) above but otherwise alters, replaces, or adds to existing process or production equipment.

- c. Construction of a new source as defined under this definition has commenced if the owner or operator has:
 - i. Begun, or caused to begin as part of a continuous on-site construction program:
 - 1. Any placement, assembly, or installation of facilities or equipment; or
 - 2. Significant site preparation work including clearing, excavation, or removal of existing buildings, structures, or facilities which is necessary for the placement, assembly, or installation of new source facility or equipment; or
 - ii. Entered into a binding contractual obligation for the purchase of facilities or equipment which are intended to be used in its operation within a reasonable time. Options to purchase or contracts which can be terminated or modified without substantial loss, and contracts for feasibility, engineering, and design studies do not constitute a contractual obligation under this definition.

18) "Pass Through." A discharge which exits the POTW into waters of the United States in quantities or concentrations which, alone or in conjunction with a discharge or discharges from other sources, is a cause of a violation of any requirement of the City's NPDES permit and any amendments thereto (including an increase in the magnitude or duration of the violation).

19) "Permittee." A Person or User issued a Wastewater Discharge Permit.

20) "pH." A measure of the acidity or alkalinity of a substance, expressed in standard units.

21) "Pollutant." Any dredged spoil, solid waste, incinerator residue, sewage, garbage, sewage sludge, munitions, medical wastes, chemical wastes, biological materials, radioactive materials, heat, wrecked or discharged equipment, rock, sand, cellar dirt, agricultural and industrial wastes, and the characteristics of the wastewater [i.e., pH, temperature, Total Suspended Solids (TSS), turbidity, color, BOD, Chemical Oxygen Demand (COD), toxicity, or odor].

22) "Pretreatment." The reduction of the amount of Pollutants, the elimination of Pollutants, or the alteration of the nature of Pollutant properties in wastewater prior to (or in lieu of) introducing such Pollutants into the POTW, whether obtained by physical, chemical, or biological processes; by process changes; or by other means (except by diluting the

concentration of the Pollutants unless allowed by an applicable National Pretreatment Standard).

- 23) "Pretreatment Standard(s)." Categorical Pretreatment Standards, Prohibited Discharge Standards, and Local Limits.
- 24) "Prohibited Discharge Standards or Prohibited Discharges." Absolute prohibitions against the discharge of certain substances, which appear in Section 30-37.
- 25) "Publicly Owned Treatment Works (POTW)." A "treatment works," as defined by Section 212 of the Act (33 U.S.C. §1292) which is owned by City. This definition includes any devices or systems used in the collection, storage, treatment, recycling, and reclamation of sewage or industrial wastes of a liquid nature and any conveyances which convey wastewater to a POTW as defined in Section 502(4) of the Act, which has jurisdiction over the indirect discharges to and the discharges from such a treatment works. The term also means the municipality as defined in section 502(4) of the Act, which has jurisdiction over the Indirect Discharges to and the discharges from such a treatment works.
- 26) "Sewage." Human excrement and gray water (household showers, dishwashing operations, etc.).
- 27) "Significant Industrial User (SIU)."
 - a. An Industrial User subject to Categorical Pretreatment Standards; or
 - b. An Industrial User that:
 - i. Discharges an average of 25,000 or more gallons per day (GPD) process wastewater to the POTW (excluding sanitary, non-contact cooling, and boiler blowdown wastewater);
 - ii. Contributes a process waste stream which makes up five (5) percent or more of the average dry weather hydraulic or organic capacity of the Treatment Plant; or
 - iii. Is designated as such by the Public Works Director on the basis that it has a reasonable potential for adversely affecting the POTW's operation or for violating any National Pretreatment Standard; or City Pretreatment Standards; unless,

Public Works Director may determine an Industrial User should not be considered a SIU in accordance with procedures in 40 C.F.R. § 403.8(f)(6) upon a finding that there will be no reasonable potential for adversely affecting the POTW's operation or for violating an applicable Pretreatment Standard.

- 28) "Slug Load or Slug Discharge." Any discharge at a flow rate or concentration, which could cause a violation of the prohibited discharge standards in Section 30-37 of this ordinance. A Slug Discharge is any Discharge of a non-routine, episodic nature, including but not limited to an accidental spill or a non-customary batch Discharge, which has a reasonable potential to cause Interference or Pass Through, or in any other way violate the POTW's regulations, Local Limits or Permit conditions.
- 29) "Storm Water." Any flow occurring during or following any form of natural precipitation, and resulting from such precipitation, including snowmelt.
- 30) "Total Suspended Solids." The total suspended matter that floats on the surface of, or is suspended in, water, wastewater, or other liquid, and which is removable by laboratory filtering.
- 31) "User." Any person who discharges, causes or permits the discharge of wastewater into the City's water disposal system. Any User located beyond the jurisdiction of the City, shall as a condition of their use, be subject to this article.
- 32) "Wastewater." Liquid and water-carried industrial wastes and sewage from residential dwellings, commercial buildings, industrial and manufacturing facilities, and institutions, whether treated or untreated, which are contributed to the POTW.
- 33) "Wastewater Discharge Permit (Industrial Wastewater Discharge Permit, Discharge Permit)." An authorization or equivalent control document issued by the City to Users discharging wastewater to the POTW. The permit may contain appropriate City Pretreatment Standards and requirements as set forth in this ordinance.
- 34) "Wastewater Treatment Plant or Treatment Plant." The portion of the POTW which is designed to provide treatment of municipal sewage and industrial waste.

Any reference to a federal, state, or local law, regulation or ordinance shall also include any future amendments thereto.

30-35. – Abbreviations.

The following abbreviations shall have the designated meanings:

- BOD — Biochemical Oxygen Demand
- EPA — U.S. Environmental Protection Agency
- GPD — gallons per day
- IWA — Industrial Waste Acceptance
- IU — Industrial User
- NPDES — National Pollutant Discharge Elimination System
- POTW — Publicly Owned Treatment Works
- SIU — Significant Industrial User

30-36. – Jurisdiction.

The following Persons shall be under the Jurisdiction of this Article:

- 1) Any Person who discharges into the POTW within City limits, the extraterritorial area of City or outside of the extraterritorial area of City.
- 2) Any Person within City limits or the extraterritorial area of City whose wastewater, in the opinion of the Public Works Director, could adversely affect the POTW.

30-37. – Prohibited Discharge Standards.

- 1) General Prohibitions: No User shall introduce or cause to be introduced into the POTW any Pollutant or Wastewater which causes Pass Through or Interference. These general prohibitions apply to all Users of the POTW whether or not they are subject to Categorical Pretreatment Standards or Pretreatment Standards.
- 2) Specific Prohibitions: No User shall introduce or cause to be introduced into the POTW the following Pollutants, substances, or Wastewater:
 - a. Oil and grease concentrations or amounts from industrial facilities violating Pretreatment Standards.
 - b. Wastewater from industrial facilities containing floatable fats, wax, grease or oils in amounts which would cause Interference or Pass Through the treatment process.
 - c. Pollutants which create a fire or explosive hazard in the POTW, including, but not limited to, waste streams with a closed-cup flash point of less than 140 F (60 C) using the test methods specified in 40 C.F.R. § 261.21.
 - d. Wastewater having a pH less than 5.0 S.U. or more than 12.5 S.U., or otherwise causing corrosive structural damage to the POTW or equipment.
 - e. Solid or viscous wastes which include, but are not limited to, grease, un-comminuted garbage, animal guts or tissues, paunch manure, bones, hair, hides or fleshings, entrails, whole blood, feathers, ashes, cinders, sand, spent lime, stone or marble dust, metal, glass, straw, shavings, grass clippings, rags, spent grains, spent hops, waste paper, wood, plastic, tar, asphalt residues, residues from refining or processing of fuel or lubricating oil, and similar substances. This will also include any solid or viscous wastes in amounts which will cause obstruction to the flow in the POTW resulting in Interference as determined by the Public Works Director upon written notice to the User.
 - f. Pollutants, including oxygen-demanding Pollutants discharged into the POTW at a flow rate and/or Pollutant concentration which, either independently or by interaction with other Pollutants, will cause Interference.
 - g. Wastewater having a temperature which will inhibit biological activity in the Treatment Plant resulting in Interference, but in no case Wastewater which causes the temperature at the introduction into the Treatment Plant to exceed 104° F (40°

- C) unless the Approval Authority, upon the request of the POTW, approves alternate temperature limits.
- h. Petroleum oil, non-bio-degradable cutting oil, or products of mineral oil origin, in amounts that will cause Interference or Pass Through;
 - i. Any User owning or operating a motor vehicle garage, service station, airplane, watercraft, farm implement, truck, leisure travel or motor home shop or repair business where the POTW is used as a drain to carry off the water used in washing vehicles, shall, in addition to any other requirements, install and maintain a sediment basin, catch basin, or other filtration device. The Public Works Director shall have the authority to approve or deny any device, which in the Public Works Director's discretion will sufficiently remove Pollutants. Any User owning or operating a facility required to install and maintain a filtration device shall be personally liable for any expense caused by their failure to faithfully observe and carry out these requirements.
 - i. Pollutants which result in the presence of toxic gases, vapors, or fumes within the POTW in a quantity that may cause acute worker health and safety problems.
 - j. Trucked or hauled Pollutants, except as permitted and at discharge points designated by City.
 - k. Storm Water or ground water.
 - i. No User shall connect to the POTW a mechanism that transports Storm Water into the POTW.
 - ii. Drain tile, sump pumps or other systems designed to eliminate the accumulation of seepage or other ground waters.
 - l. Dental amalgam and amalgam process Wastewater unless discharged in accordance with 40 C. F. R. § 441.
- 3) No User shall increase the use of process water, or in any way attempt to dilute a discharge, as a partial or complete substitute for adequate treatment to achieve compliance with an applicable Pretreatment Standard unless expressly authorized by that Pretreatment Standard. The Public Works Director may impose mass limitations on Users which The Public Works Director believes may be using dilution to meet applicable National Pretreatment Standards or City Pretreatment Standards or requirements or in other cases when the imposition of mass limitations is appropriate.
- 4) Every User making connection with or using the POTW shall comply with and abide by the following regulations:
- a. Fixtures shall be provided of a size to permit a sufficient quantity of water to flow into the lateral drains of private lines as to keep them at all times unobstructed.
 - b. All kitchen sinks and drains must be provided with a screen or strainer. A proper grease trap and catch basin shall be provided for all hotels, motels, restaurants, boardinghouses, eating houses or other public houses, butcher shops, creameries,

lard rendering establishments, and all other places where the Public Works Director may so require.

- c. All drains from buildings shall have separate drain pipe connections to the main and no drain from any building shall be connected to the POTW with a pipe of less size than four (4) inches in diameter unless otherwise specially authorized by the Public Works Director.
- d. In no case shall any cesspool, septic tank or privy vault be connected with the POTW.

30-38. – General Standards for Pretreatment.

- 1) All Users are subject to:
 - a. Categorical Pretreatment Standards;
 - b. The state requirements as set forth in North Dakota Administrative Code (N.D.Admin.C.) §33-16-01.1; and
 - c. The City Council by Resolution may set Local Limits. Subsequently, the Public Works Director may establish, modify or remove Local Limits, which are more stringent than federal and state standards. Local Limits shall take effect thirty (30) days after notice is provided to any User the Public Works Director determines will be affected by the City Pretreatment Standards. The Public Works Director shall report any changes to the Council and shall make available to any Person upon request all established Local Limits.

30-39. – Pretreatment facilities.

Users shall provide necessary wastewater treatment as required to comply with this article and shall achieve compliance with all Pretreatment Standards set out in this article within the time limitations specified by the EPA, the State, or the Public Works Director, whichever is more stringent. Any facilities required to pretreat wastewater to a level acceptable to the Public Works Director shall be provided, operated, and maintained at the User's expense. Detailed plans showing the pretreatment facilities and operating procedures shall be submitted to City for review and must be approved by the Public Works Director before construction of the facility. The review of such plans and operating procedures will in no way relieve the User from the responsibility of modifying the facility as necessary to produce an acceptable discharge to the City under the provisions of this article and State or Federal laws and regulations.

30-40. – Authority of Public Works Director to Impose Additional Restrictions.

The Public Works Director has the authority to require Users to:

- 1) To conduct additional Pretreatment including, but not limited to:
 - a. Set BMPs for all or a portion of Users which may be incorporated into a Wastewater Pretreatment Permit;

- b. Restrict, modify, relocate, combine or separate discharges as necessary to protect the POTW;
 - c. Require a suitable storage and flow-control facility to ensure equalization of flow at User's expense;
 - d. Require grease, oil and sand interceptors at the User's expense as set forth in 30-37(2)(h)(i);
 - e. May require the User to maintain and produce records of cleaning, and emptying and proper disposal of pollutants.
 - f. Require a Wastewater Treatment Permit;
 - g. Require the installation and maintenance of a combustible gas detection meter approved by the Public Works Director.
- 2) Develop and implement an accidental spill and prevent plan or slug control plan, including the construction of a facility at the User's expense.

When, in the Public Works Director's discretion any of these items are necessary, the Public Works Director shall notify the User in writing of the items required and provide a timeline to the User for completion, but in no event shall the timeline for completion extend beyond any applicable federal law or regulation. The Public Works Director shall coordinate with the User implementation of the required items in a timely manner. If the User should fail to implement any of the required items within the timeline for completion and any reasonable extensions provided by the Public Works Director, the Public Works Director may seek enforcement as set forth in this article.

30-41. – Wastewater Analysis-Responsibility of Public Works Director and Users.

When required by the Public Works Director, a User must submit information on the nature and characteristics of its Wastewater within 90 days of the request. The Public Works Director is authorized to prepare a form for this purpose and may periodically require Users to update this information.

The Public Works Director shall identify and locate all possible Industrial Users which might be subject to the POTW pretreatment program and maintain a list that shall be made available to the public. The list shall at a minimum meet the requirements of the Approval Authority and contain the character and volume of Pollutants contributed to the POTW by the IU which are subject to Pretreatment. The Public Works Director may conduct the following activities in identifying IU's: require the IU to provide self-monitoring reports; analyze samples from the IU; conduct surveillance activities; and conduct random sampling and analysis independent of the IU unless an exception is allowed by State or federal law. The list and identification activities shall occur on an annual basis.

30-42. – Wastewater Discharge Permit Requirements

No Significant Industrial User shall discharge Wastewater into the POTW without first obtaining a Wastewater Discharge Permit from the Public Works Director. Any violation of the terms and conditions of a Wastewater Discharge Permit shall be deemed a violation of this article.

Obtaining a Wastewater Discharge Permit does not relieve a Permittee of its obligation to comply with all Pretreatment Standards or with any other requirements of federal, state, and local law. The Public Works Director may require other Users to obtain a Wastewater Discharge Permit, as necessary, to carry out the purposes of this article.

30-43. – Wastewater Discharge Permit: New Source

At least 90 days prior to the anticipated start-up of any New Source and any Domestic User considered by the Public Works Director to fit the definition of an SIU shall apply for a Wastewater Discharge Permit. A New Source or Domestic User shall not discharge without first receiving a permit from the Public Works Director.

Any New Source or Domestic User located outside of City limits, that the Public Works Director determines requires a permit, shall, in addition to obtaining a permit, require the New Source or Domestic User to enter into an agreement with the City, upon the approval of the City Council prior to any discharge into the POTW.

30-44. – Wastewater Discharge Permit – Existing Connections and Renewal

Any SIU Discharging Wastewater into the POTW prior to the effective date of this article that wishes to continue such Discharges in the future shall, within 60 days after notification by the Public Works Director, apply for a Wastewater Discharge Permit. Otherwise, within 60 days of the expiration date of any permit, a Permittee shall re-apply for a Wastewater Discharge Permit. Any existing User may continue to Discharge Wastewater into the POTW prior to notification. Any User or Permittee during the pendency of its application review may continue to Discharge Wastewater into the POTW, but the Public Works Director has the discretion to place additional requirements or require the suspension of Discharge until a decision is made on the application.

30-45. – Wastewater Discharge Permit Application

The Public Works Director shall approve of a form or forms to be used as a permit application for a Wastewater Discharge Permit or any other permit the Public Works Director deems necessary. Categorical Users submitting information must have complied with 40 C.F.R. §403.12(b) and any amendments thereto prior to submitting an application. Upon receipt of a completed application, the Public Works Director shall review the application. The Public Works Director may require additional information at any time during the review process. The Public Works Director shall review applications based on the following factors:

- 1) Anticipated amount of Wastewater, Pollutants, concentrations, timing of discharge and its impact upon the POTW under the POTW's current and anticipated use;

- 2) The need for any Pretreatment by the applicant, including but not limited to:
 - a. Design and operation of a pretreatment facility;
 - b. Proposed sample collection and analysis methods; and
 - c. Proposed accidental spill prevention plans or slug control plans;
- 3) Ability for the applicant to abide by current federal, state and local regulations on quantity and quality of Pollutants and Pretreatment Standards;
- 4) An applicant's prior compliance history with federal, state and local Discharge Standards; and
- 5) The impact of the applicant's Wastewater on the City's NDPDES permit.

The Public Works Director has the authority to issue a permit, issue a permit with conditions, or deny a permit within 90 days of receiving a completed application. The Public Works Director has the authority to issue a permit for any period of time that is less than 5 years. The Public Works Director has the authority to extend a permit that has expired so long as the original term and extension do not exceed 5 years.

30-46. – Conditions of the Permit

Upon approval of a permit, the application shall become a part of the conditions of the permit. The Public Works Director shall also set general conditions of Wastewater Discharge Permits that are at least as restrictive as state and federal laws and regulations. These conditions may include, but are not limited to: Pretreatment Standards; periodic reporting and monitoring as set forth in 40 C.F.R. 403.12(d)-(h); method of sampling; a compliance schedule including for the installation of technology; and record keeping. Public Works Director has the authority to create different categories of permits based on the anticipated volume and type of Wastewater Discharge. The Public Works Director has the discretion to set special conditions on a permit for a specific Permittee, which may include but are not limited to: maximum load of a specific Pollutant, requiring a performance bond, or requiring liability insurance.

30-47. – Wastewater Discharge Permit Modification and Waiver

The Public Works Director may modify the Wastewater Discharge Permit for good cause and after notice is provided to the Permittee in writing and mailed to the address provided on the permit. The Permittee shall implement the modifications within thirty (30) days unless the Public Works Director determines a longer period is necessary. Good cause includes, but is not limited to: if the Public Works Director determines modification is necessary to maintain compliance with federal, state or local regulations, to maintain the safety of the POTW, its personnel, or receiving waters, changes made by the Permittee in the quantity or quality of water discharged, or is part of a corrective action plan for the Permittee.

It shall be the responsibility of the Permittee to notify the Public Works Director of any changes to the information provided by the Permittee in its application, including a substantial change in the amount of discharge or amount of a particular allowable particulate. The Permittee shall

cooperate with the Public Works Director in providing additional documents, reports, investigations, sampling, and/or any other data the Public Works Director determines is necessary to review the impact of the proposed change on the existing terms of the permit.

Further, the Public Works Director may waive sampling requirements under a permit if after one year of sampling, the pollutant is not present nor is the pollutant expected to be present based on the activities of the Owner or other technical evidence. The Permittee may request waiver of one or more pollutants in writing to the Public Works Director with accompanying documentation. Upon review, the Public Works Director will modify the permit. Permittee will be required to certify on each report required under the permit to certify the Pollutant(s) is not present in a form satisfactory to the Public Works Director. This waiver will expire upon the expiration of the permit. Owner may seek a new waiver after providing updated sampling and documentation with their new permit.

30-48. – Wastewater Discharge Permit Transfer.

Wastewater Discharge Permits may be reassigned or transferred to a new owner and/or operator upon thirty (30) days' advance notice to the Public Works Director and a written certification by the new owner and/or operator stating the date of the transfer, that the facility's operations and processes will remain the same after the transfer, and the new owner/ operator assumes full responsibility for complying with the existing Wastewater Discharge Permit beginning on the date of the transfer.

Failure to provide advance notice of a transfer renders the Wastewater Discharge Permit voidable at the discretion of the Public Works Director as of the date of facility transfer.

30-49. – Right of Entry: Record Retention, Inspection and Sampling.

City shall have the right to enter the facilities of any User to ensure compliance with this article, to determine compliance with any permit issued or order contemplated in this article, or to conduct inspections or evaluations as required by State and Federal Laws. Users shall allow the Public Works Director ready access to all areas of the premises for the purposes of inspection, sampling, records examination and copying, and the performance of any additional duties.

All Industrial Users must maintain records of their monitoring activities, including documentation associated with BMPs. The documented information must include the following:

- 1) Sample methods, dates and times;
- 2) Identity of the person(s) collecting the samples and of the sampling location(s);
- 3) The dates the analyses were performed and the methods used;
- 4) The identity of the person(s) performing the analyses and the results of the analyses; and
- 5) Other information necessary to document compliance with applicable BMPs.

These records must be maintained for a minimum of three years. In the event of pending litigation with the POTW or the Industrial User, or when otherwise required by City, these records must be maintained for a longer period of time. City shall notify the Industrial User in writing if these records must be maintained for longer than three years. The Industrial User shall permit review of these records during an inspection or otherwise at the request at Public Works Director.

Where a User has security measures in force which require proper identification and clearance before entry into its premises, the User shall make necessary arrangements so that, upon presentation of suitable identification, the Public Works Director will be permitted to enter without delay for the purposes of performing specific responsibilities.

The Public Works Director shall have the right to set up on the User's property, or require installation of, such devices as are necessary to conduct sampling and/or metering of the User's operations.

Any temporary or permanent obstruction to safe and easy access to the facility to be inspected and/or sampled shall be promptly removed by the User at the written or verbal request of the Public Works Director and shall not be replaced. The costs of providing and maintaining such access shall be borne by the User.

Unreasonable delays in allowing the Public Works Director access to the User's premises shall be a violation of this article.

30-50. – Depositing of Hauled Waste into POTW- Permit Required.

Any person who has obtained a permit from the State of North Dakota as a Septic System Servicer under N. D. Admin.C. § 33.1-21-02 may apply to the Public Works Director for an annual permit, upon a form prepared by the City Auditor's office, to deposit waste from septic systems into the POTW with a permit fee as established by the Council. The applicant must present, with its application, a certificate of general commercial liability insurance listing City as an additional insured in amounts of a minimum of \$500,000.00 per occurrence and \$1,000,000.00 in the aggregate. Upon receiving a completed application, the Public Works Director may grant or deny an application based on the best interest of the POTW. The Public Works Director may issue a waste hauler permit with conditions which the Public Works Director determines is in the best interest of the POTW. Any permitted waste hauler shall abide by federal, state, local limits, and be subject to this article.

The waste hauler as condition of the permit, shall permit the Public Works Director to sample and test any waste hauled at the waste hauler's cost. The Public Works Director may require submission of an annual report to coincide with expiration of the permit.

City may revoke a permit in addition to the reasons as set forth in 30-53 for failing to maintain state licensure; failure to pay insurance, failure to submit to testing or pay for the cost of any

testing; depositing prohibited materials, or due to a change in any federal or state law or regulation where allowing the permit would result in a violation of the same. Any decision of the Public Works Director may be appealed to the City Council as set forth in 30-58.

30-51. – Search Warrants

If the Public Works Director has been refused access to a building, structure or property, or any part thereof and is able to demonstrate probable cause to believe that there may be a violation of this article, or that there is a need to inspect as part of a routine inspection program of the City designed to verify compliance with this article or any Wastewater Discharge Permit or order issued hereunder, or to protect the overall public health, safety and welfare of the community, the City may seek an administrative search warrant pursuant to N.D.C.C. Chapter 29-29.1, or may seek any other search warrant as authorized by law.

30-52. – Compliance Actions.

The Public Works Director may give oral warnings, issue warning letters, issue written notices of violation, require sampling or re-sampling, require the development of corrective action plans by the User, modify a permit or take any other action necessary to facilitate User compliance with this article or any other applicable rule or regulation. In addition to the City's administrative enforcement mechanism, City may avail itself of any other administrative, civil or criminal remedies available to it. The remedies and enforcement powers established in this article are cumulative and nonexclusive.

30-53. – Revocation of Permit.

A permit may be revoked by the Public Works Director following notice and an opportunity for the User to respond to the notice. The Public Works Director may revoke a permit for just cause, including but not limited to any one or more of the following:

- 1) Failure to notify the Public Works Director of significant changes to the wastewater prior to said change;
- 2) Failure to provide prior notification to the Public Works Director of changed conditions;
- 3) Misrepresentation or failure to fully disclose all relevant facts in the wastewater discharge permit application;
- 4) Falsifying self-monitoring reports;
- 5) Tampering with monitoring equipment;
- 6) Refusing to allow City timely access to the facility premises and records;
- 7) Failure to meet discharge limitations;
- 8) Failure to pay fines;
- 9) Failure to pay sewer charges;
- 10) Failure to meet compliance schedules and/or follow corrective action plans;
- 11) Failure to complete a wastewater survey or the wastewater discharge permit application;
- 12) Failure to provide advance notice of the transfer of permitted facility;

- 13) If the City has to invoke its emergency suspension under 30-56; or
- 14) Violation of any pretreatment standard, any substantive or procedural requirement in local, state or federal law, or any terms of the wastewater discharge permit.

30-54. – Notification.

Whenever the Public Works Director finds that any User has violated or is violating this article, a Wastewater Discharge Permit, or any prohibition, limitation or requirement contained herein, the Public Works Director shall notify the User in writing stating the nature of the violation and the Public Works Director’s proposed enforcement action. Within thirty (30) days of the date of the notice, unless a shorter time frame is necessary due to the nature of the violation, the User must submit a plan for the satisfactory correction thereof to the Public Works Director. If the Public Works Director finds the plan to be acceptable, the Public Works Director shall notify the User, in writing, to implement the plan within 30 days unless the Public Works Director orders a shorter timeframe for compliance.

30-55. – Show Cause Meeting.

If the violation is not corrected within the time specified in the notice, the Public Works Director may order any User who causes or allows an unauthorized discharge or other violation to appear at an informal hearing to explain why the proposed enforcement action or revocation should not be taken. The informal hearing must be held at least ten days after notice is sent to the User. Following the informal hearing, the Public Works Director may affirm, modify or rescind the proposed action. The User may appeal this decision to the City Council as set forth in this article.

30-56. – Emergency Suspension of Service and Discharge Permits.

The Public Works Director may suspend wastewater treatment service or any permit issued under this article when it appears to the Public Works Director that any one or more of the following is true:

- 1) An actual or threatened discharge that presents or may present an imminent or substantial danger to the health, property, or welfare of persons;
- 2) A substantial danger to the environment;
- 3) Interference with the operation of the Wastewater Treatment Facility; or
- 4) A violation of any Pretreatment Standard or any Wastewater Discharge Permit issued pursuant to this title.

If the User is notified of a violation and a suspension of services and/or the discharge permit and the User fails to immediately comply voluntarily with the suspension order, the Public Works Director shall commence whatever steps are necessary to obtain compliance, including, but not limited to, severance of any connection to the POTW and/or judicial proceedings.

The Public Works Director shall reinstate the service and discharge permit upon proof of elimination of the non-complying discharge creating the threat of imminent or substantial

damage and upon payment by the User of all of City's costs incurred as a result of the violation. A detailed written statement submitted by the User describing the causes of the non-complying discharge and the measures taken to prevent any future occurrence shall be submitted to the Public Works Director by the User within 15 days of the date of the occurrence. Whenever the Public Works Director suspends service or the permit of a User pursuant to the emergency provisions of this section, the Public Works Director shall serve notice of his/her action on the User personally or by registered or certified mail. Any User has a right to appeal the Public Works Director's suspension by requesting an appeal to the City Council.

30-57. – Annual Notification.

A list of all Industrial Users that were in significant noncompliance during the previous twelve months shall be digitally or physically published annually in the largest daily newspaper published in the City.

"Significant noncompliance" shall be as defined below: An Industrial User is in significant noncompliance if its violation meets one or more of the following criteria:

- 1) Chronic violations of Wastewater Discharge Limits, defined here as those in which sixty-six percent or more of all the measurements taken during a six-month period exceed (by any magnitude) the daily maximum limit or the average limit for the same Pollutant parameter;
- 2) Technical Review Criteria violations, defined here as those in which thirty-three percent or more of all the measurements for each Pollutant parameter taken during a six-month period equal or exceed the product of the daily maximum limit or the average limit multiplied by the applicable TRC (TRC=1.4 for BOD, Total Suspended Solids (TSS), fats, oil, and grease, and 1.2 for all other Pollutants except pH).
- 3) Any other violation of a pretreatment Effluent Limit (daily maximum or longer-term average) that City determines has caused, alone or in combination with other discharges, Interference or Pass-Through (including endangering the health of City personnel or the general public);
- 4) Any discharge of a Pollutant that has caused imminent endangerment to human health, welfare, or to the environment or has resulted in the exercise of emergency authority to halt or prevent such a discharge.
- 5) Failure to meet, within ninety (90) days after the scheduled date, a compliance schedule, including the installation of technology, milestone or enforcement order for starting construction, completing construction, or attaining final compliance.
- 6) Failure to provide, within thirty (30) days after the due date, required reports such as baseline monitoring reports, 90-day compliance reports, periodic self-monitoring reports, and reports on compliance with compliance schedules;
- 7) Failure to accurately report non-compliance; or

- 8) Any other violation or group of violations which City determines will adversely affect the operation or implementation of the POTW pretreatment program.

30-58. – Appeal process.

Any Person, including the User, may petition to appeal the following decisions:

- 1) The denial of, or to reconsider the terms of, a Wastewater Discharge Permit or the terms of the permit required by the Public Works Director in issuing the permit by filing a written notice of appeal with the Public Works Director within 180 days of its denial or issuance;
- 2) the decision of the Public Works Director under section 30-52 regarding a violation of this article within 30 days of the issuance of the decision;
- 3) the decision of the Public Works Director under section 30-53 regarding revocation of a permit within 30 days of the issuance of the decision; or
- 4) The decision of the Public Works Director under section 30-56 regarding emergency action taken by the Public Works Director within 15 days.

Failure to submit a timely petition for review shall be deemed to be a waiver of the right to appeal.

In its written petition and notice to appeal, the appealing party must indicate as applicable:

- 1) the Wastewater Discharge Permit provisions objected to, the reasons for this objection, and the alternative condition, if any, it seeks to place in the Wastewater Discharge Permit or, if it is an appeal of a denial of the permit, the reasons for challenging the denial.
- 2) The reasons for the objection to the enforcement decision and alternate enforcement mechanisms desired, if any.

The denial of the Wastewater Discharge Permit or emergency measures taken by the Public Works Director shall not be stayed pending the appeal.

The appeal shall be heard and considered by the City Council. The City Council may schedule a hearing and send notice to the appellant of the hearing at least 10 days prior to the hearing. At the hearing, the appellant and the Public Works Director may appear and present evidence, information and arguments in support of, or opposing, the appeal or reconsideration.

At the conclusion of the hearing or at a later time, the City Council may either uphold the decision, modify the decision, reverse the decision or take any other action the City Council deems prudent. The decision of the City Council shall be considered final action for purposes of judicial review. Any administrative penalty imposed by the City Council shall be exclusive of any other civil or criminal action that may be brought against a violator, including, but not limited to injunctive relief. Appeal of such orders may be taken by the User in accordance with applicable law.

30-59. – Rates.

The City Council by resolution shall establish rates for:

1. Rates for the operation, maintenance and administration of the POTW as set forth in 30-11.
2. Reasonable fees for reimbursement of costs of setting up and operating the City's Pretreatment Program which may include:
 - a. Fees for permit applications including the cost of processing such applications;
 - b. Fees for monitoring, inspecting, and surveillance including the cost of collection and analyzing a User's discharge, and reviewing monitoring reports submitted by Users;
 - c. Fees for reviewing procedures and responding to accidental discharges;
 - d. Fees for filing appeals; and
 - e. Other fees as the City may deem necessary to carry out the requirements contained herein. These fees relate solely to the matters covered by this article and are separate from all other fees, fines, and penalties chargeable by City.
3. Rates for hauled waste permitted under 30-50, including a minimum charge per load.

30-60. – Determination of Rates for Users.

The Public Works Director shall review all Users discharging to the POTW on at least an annual basis and present findings and recommendations of rate changes to the City Council. If historical records of the wastewater strength are available, these estimates can be used at the request of the Public Works Director.

The Public Works Director, in conducting its review, may require each Industrial User to provide an independent engineering and/or lab analysis performed by a lab certified in North Dakota to determine each Industrial User's contribution percentage in calculating rates under 30-11 of the City of Jamestown Municipal Code. The cost of this analysis shall be paid by the User.

30-61. – Separate Agreement with Industrial User on Rates

The City Council, may require any IU to enter into an agreement with the City setting forth the rates, rate calculations, and other pertinent terms prior to allowing the IU to discharge into the POTW.

30-62. – Administrative Penalty.

Any User who is found to have violated an order made in accordance with this article, or who has failed to comply with any provisions of this article and the orders, rules, regulations and

permits issued hereunder, shall be fined not more than one thousand dollars (\$1,000.00) for each noncriminal, administrative violation. Each day on which a violation shall occur or continue shall be deemed a separate and distinct violation. This noncriminal, administrative fine may be assessed by the Public Works Director and appealed to the City Council by the User within 30 days in accordance with this article.

30.63. – Costs of Damage.

Any User violating any of the provisions of this title or whose discharge causes a deposit, obstruction, damage or other impairment to the City's POTW shall become liable to the City for any expense, loss, or damage or any increase in treatment or monitoring costs caused by the violation or the discharge. The Public Works Director may add to the User's charges and fees the costs assessed for any cleaning, repair or replacement work or costs associated with increased monitoring by City caused by the violation or the discharge.

30.64. – City's Attorney Fees and Costs.

In addition to the administrative penalties provided herein, the City may recover reasonable attorneys' fees, court costs, court reporters' fees and other expenses of litigation by appropriate action against the person or User found to have violated this title or the orders, rules, regulations and permits issued hereunder.

30-65. – Billing and Payment.

1. Pretreatment fees shall be paid at the time an application is submitted, an appeal is filed, or within 15 days of a bill sent to the Industrial User. If payment is not received by the City within three (3) months of the due date, the City may stop the wastewater service to the property. In addition to any other remedies available to the City, if the outstanding amount remains unpaid for 6 months, the City may assess the outstanding amount onto any property of the User after notice is sent to the owner of the property.
2. The City shall submit an annual statement to all Industrial Users for each Industrial User's annual wastewater cost recovery service charge or one-twelfth (1/12) of the Industrial User's annual wastewater cost recovery service charge may be included with the monthly water and/or wastewater utility billing. City shall add a penalty of one (1) percent per month if the payment is not received by the City within fifteen (15) days. Should any Industrial User fail to pay the Industrial User wastewater service charge and penalty within three (3) months of the due date, the City may stop the wastewater service to the property.
3. A waste hauler permitted under 30-50 shall provide the City with a log sheet for each load deposited in the POTW which shall indicate the quantity of waste disposed of, the name(s) and source(s) of the waste and location(s) from which the waste was removed. The permitted waste hauler shall also provide the name of the contractor hauling the load and the driver of the vehicle depositing the load in the POTW. This log sheet shall be

provided to City within three (3) working days of the disposal. City shall add a penalty of one (1) percent per month if the payment is not received by City within thirty (30) days.

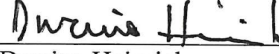
DATED: July 3, 2024

DATED: July 3, 2024

ATTEST:

APPROVED:


Sarah Hellekson
City Administrator


Dwaine Heinrich
Mayor

Introduced by Council Member Steele
Seconded by Council Member Kamlitz
First Reading: June 3, 2024
Second Reading: July 1, 2024
Final Passage: July 1, 2024
Roll Call No. 6 showed: 3 ayes, 0 nays, 1 absent.

Appendix E - Sewer and Water Contract, Sewer Users Outside City Limits

SEWER AGREEMENT

THIS AGREEMENT, made this _____ day of _____, 20__, by and between the **CITY OF JAMESTOWN, STUTSMAN COUNTY, NORTH DAKOTA**, a municipal corporation, hereinafter called "First Party", and, _____, hereinafter called "Second Party",

WITNESSETH:

WHEREAS, Second Party is the owner of the following described tract of land located in Stutsman County, North Dakota, to-wit:

WHEREAS, Second Party desires sewer services for a building or buildings situated on or to be contracted on the above-described premises; and,

WHEREAS, First Party has agreed to provide said sewer services,

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, IT IS AGREED by and between the parties hereto, as follows:

1. Second Party, under the direction and control of the City Engineer, and in accordance with standard city specifications, at Second Party's sole expense, will build and construct a properly sized sewer service from First Party's existing mains. Said expenses are estimated to be approximately \$_____ plus zero percent (0%) thereof for engineering services. It is specifically understood and agreed that the lines installed are in accordance with standard city specifications. In the event and at such time as the city may elect to serve the property utilizing sewer mains and services conforming to City specifications, the service may be utilized.
2. First Party will, on completion of the construction of said sewer service, pay for sewer services at the rates as follows:

_____ monthly base rate

_____ usage rate

both of which charges may be adjusted from time to time.

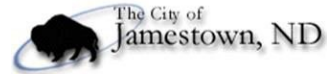
3. In addition to the costs and fees referred to in paragraphs 1 and 2 above, the parties agree that, at the time of signing this agreement, Owner will pay to City a sewer permit fee of _____ payable to the proper authority.

4. It is understood by the parties that nothing in this agreement shall be construed to relieve the property above described from assessments to be made against it at any later date and after annexation for its fair share of the cost of construction of any additional water and sewer mains which may benefit the property herein described.
5. It is understood that, should Second Party at any time fail to pay when due any of the charges referred to in paragraph 2 herein, first Party may enforce the payment of such charges by shutting off the supply of sewer service to the property concerned or by such other means as are or may be prescribed by laws of the State of North Dakota or ordinances of the City of Jamestown. It is understood and agreed that first Party's responsibility for supplying sewer services is limited to the capacity of the City's utilities so long as the premises are not within the corporate limits of the City of Jamestown. It is also understood and agreed that under no circumstances shall First Party be liable for any damages or expenses for any failure of such service to Second Party.
6. In consideration of the above and foregoing, Second Party agrees to submit a petition to first Party for annexation of Second Party's property as described herein and further agrees that it will not resist or protest annexation and will cooperate in bringing about said annexation whether by petition or by resolution, and will do no act or thing to interfere with or prevent the prompt completion of any such annexation proceeding. Second Party also waives any right Second Party, or their executors, administrators, successors or assigns, may now or hereafter have to disconnect Second Party's property from the City of Jamestown after they have once been annexed.
7. In the event it is determined by First Party that there has been a violation of any of the provisions of this agreement by Second Party, then and in that event, First Party shall have the right and authority to discontinue all sewer service to Second Party without any liability whatsoever. It is understood and agreed that First Party has the sole and exclusive right to determine whether there has been any violation of this contract.
8. If this or a similar type of sewer service agreement is held by the courts to be illegal, neither the City nor the members of the Jamestown Board of City Commissioners shall be held liable in any way to Second Party, their executors, heirs, personal representatives, administrators, or assigns, and First Party shall have the unquestionable right to discontinue said sewer services to Second Party without any liability whatsoever so long as the premises are not within the corporate limits of the City of Jamestown.
9. It is agreed by the parties hereto that this contract shall expire 60 months from the date hereof. It is further understood and agreed that no notice shall be required of First Party to terminate this contract on said expiration date; and that after said expiration date, First Party shall have the right to terminate the sewer service to Second Party upon 180 days' notice to Second Party and that First party shall not be liable for any damages for such termination.

Appendix F - Standard Operating Procedure: Identifying Industrial Users

Standard Operating Procedure

For: Identifying and Locating IU's



Purpose

The purpose of this procedure is to establish uniform guidelines to identify and locate all IUs that might be subject to the pretreatment program and to identify the character and volume of pollutants contributed to the WWTF by each such IU.

Procedure

- Identify and locate all possible IUs which might be subject to the IPP
 - **Compliance Group** review online Business Directory provided by Chamber of Commerce
 - **Compliance Group** check building and plumbing permits, business license records, Planning and Zoning Board agenda/minutes
 - **Compliance Group** performs visual surveillance of industrial areas to identify potential new industrial users, report findings to the **IPP Workgroup**
 - Utility billing send new industrial water and sewer user list to **IPP Coordinator**
 - **Compliance Group** provide list of all potential new industrial users on the “New IU List” spreadsheet to **IPP Coordinator** to review monthly
 - **IPP Coordinator** review potential new industrial user list

- Industrial Waste Survey – after the IUs are identified, a “Non-Domestic Waste Survey (NDWS)” is sent to determine if the IU needs to be in the IPP.
 - **IPP Coordinator** will review the returned “Non-Domestic User Survey” to determine the category of the industrial user (SIU, CIU, Surcharge User, Waste Hauler, or Eliminated from the IPP). Returned surveys will be recorded in the “Survey Tracking” spreadsheet and follow-up measures will be taken and documented on this spreadsheet, if needed. The information will also be documented in the IU Inventory spreadsheets according to category.

- Identify the character and volume of pollutants contributed to the WWTF by the IUs

- Conduct inspection/lab analysis of all applicable IUs

- Follow Figure 3 Classification of Industrial Users flow chart from the IPP

- Update the “IU Inventory” spreadsheets according to type of user and issue permits to all applicable IUs

- Perform QA/QC
 - **IPP Coordinator** will provide QA/QC quarterly by reviewing the following documentation:
 - Survey Tracking
 - IU Inventory
 - SIU/CIU
 - Surcharge User
 - Waste Hauler
 - Users Eliminated from IPP
 - Inspection Information
 - Lab data

Appendix G - New Industrial User List Template

IU INVENTORY - 2024
Industrial Pretreatment Program



Current IUs Subject to Pretreatment Standards

Company Name	Current ND DEQ Classification	SIU/CIU Reason
Cavendish	CIU	Potato processor and High Flow Discharge
Newman Signs	CIU	Metal Finisher
Collins Aerospace	CIU	Metal Finisher
Great River Energy / Dakota Spirit Ag*	CIU	Steam Power Generator and High Flow Discharge

*Dakota Spirit Ag process water is currently mixed w GRE before discharge. Dakota Spirit Ag will be incorporated into the Pretreatment Program as its own entity.

IU INVENTORY - 2024
Industrial Pretreatment Program
Eliminated IUs



Company Name	Address	Mailing	Survey Sent	Survey Returned	Description	Reason for Elimination
Jamestown Jet Center	13st NE	13 St NE		2/21/21	Airport	<ul style="list-style-type: none"> No pollutants of Concern Non CIU <25,000 gpd flow
Jamestown Jet Center	1600 21 Ave NE	1600 21 Ave NE		1/15/21	Airport	<ul style="list-style-type: none"> No pollutants of Concern Non CIU <25,000 gpd flow
Flex Property Management Services	1600 21 Ave NE	1600 21 Ave NE		3/11/21	Airport	<ul style="list-style-type: none"> No pollutants of Concern Non CIU <25,000 gpd flow
Midwestern Machine	2121 15 th St NE	2121 15 th St NE		3/2/21	Airport	<ul style="list-style-type: none"> No pollutants or processes of Concern Non CIU <25,000 gpd flow
Midwestern Machine	2123 15 th St NE	2123 15 th St NE		3/2/21	Airport	<ul style="list-style-type: none"> No pollutants or processes of Concern Non CIU <25,000 gpd flow
High Plains Aviation	Blue Airport Hangar	Blue Airport Hangar		2/24/21	Airport	<ul style="list-style-type: none"> No pollutants of Concern Non CIU <25,000 gpd flow
Precision Results	210 17th St SW	210 17th St SW		2/4/21	Metalworking	<ul style="list-style-type: none"> No pollutants of Concern Non CIU <25,000 gpd flow
Progress Enterprises	1601 12 Ave NE	1601 12 Ave NE		2/4/2021	Wood Product Manufacturer	<ul style="list-style-type: none"> No pollutants of Concern Non CIU <25,000 gpd flow
Jamestown Reg. Airport Auth.	2020 15 St NE	2020 15 St NE			Airport	<ul style="list-style-type: none"> No pollutants of Concern Non CIU <25,000 gpd flow
Red Carpet Car Wash #12	1918 8 Ave SW	1918 8 Ave SW			Car Wash	<ul style="list-style-type: none"> <25,000 gpd flow
Red Carpet Cat Wash #13	2015 8 Ave SW	2015 8 Ave SW			Car Wash	<ul style="list-style-type: none"> <25,000 gpd flow
Casey's Car Wash	1003 13 St NE	1003 13 st NE			Car Wash	<ul style="list-style-type: none"> <25,000 gpd flow
Dan's Car Wash	913-999 13 St NE	913-999 13 St NE			Car Wash	<ul style="list-style-type: none"> <25,000 gpd flow

**City of Jamestown
Industrial Pretreatment Program**

Commercial Survey of Wastewater usage

Mar-21

Survey Respondents Self Eliminated by Answering "NO" on Question #10 of NDW Survey- - (May still be investigated for inclusion at discretion of Public Works Director)

Account	Customer Name	Additional Name	Rate Code	User Type	Customer Billing Address	Route - Meter	Customer City, State and Zip	Service Address	Billing Code	#10- YES/NO	DATE REC'D	Category
2987-00	BNSF RAILWAY COMPANY	C/O PROKARMA, INC	INSIDE	BUSINESS	PO BOX 2410	27-0007400	OMAHA NE 68103-2410	1004 1 ST W	FULL CHARGES			Rail
7161-00	FARM AIR SERVICE % NOHRBG		INSIDE	BUSINESS	6975 12TH ST SE	64-0000201.00	PINGREE ND 58476-9631	15 ST N E	FULL CHARGES		AIR SERVICE % NOHRBGmt	Airport
3798-SW	WILLIAMS REAL ESTATE LLC		NONE	COMMERCIAL	421 1ST AVE S	35-NONE	JAMESTOWN ND 58401-4251	624 2 AVE SE	FULL CHARGES	NO	2/16/21	Parking Lot
6874-00	NEWMAN SIGNS INC		INSIDE	BUSINESS	PO BOX 1728	61-0004000	JAMESTOWN ND 58402-1728	711 16 ST SW	FULL CHARGES	NO	1/18/21	Office at Newman Signs
5928-00	KUNKEL, JOSHUA	CATRINA ZURMILLER	INSIDE	COMMERCIAL	819 9TH AVE SE	55-0000007.00	JAMESTOWN ND 58401-4846	717 12 AVE SE	FULL CHARGES			Office/Garage
4863-00	SUPERIOR PAINTING		INSIDE	BUSINESS	PO BOX 1292	46-0005001.00	JAMESTOWN ND 58402-1292	724 3 ST SE	FULL CHARGES	NO	1/18/21	Residential business
8534-00	BNSF RAILWAY CO	REPUBLIC SERVICES	NONE	BUSINESS	PO BOX 778	46-NONE	DES MOINES IA 50303-0778	824 1 ST E	FULL CHARGES		BNSF RAILWAY COfty	Darrell Investigating
9158-00	KOST MATERIALS		INSIDE	BUSINESS	PO BOX 10325	57-0000030.00	FARGO ND 58106-0325	WATER TOWER BY CAVENDISH	FULL CHARGES	NO	1/14/21	No Sewer Service
6806-00	CHOICE PROPERTIES ~61000020000		INSIDE	BUSINESS	PO BOX 1728	61-0000500	JAMESTOWN ND 58402-1728	1610 6 AVE SW	FULL CHARGES	NO	1/16/21	Newman signs real estate
7158-00	JAMESTOWN JET CENTER INC		INSIDE	BUSINESS	1600 21ST AVE NEUNIT 7	64-0000250	JAMESTOWN ND 58401-9726	13 ST NE	FULL CHARGES	NO	2/21/21	Airport
7157-00	JAMESTOWN JET CENTER INC		INSIDE	BUSINESS	1600 21ST AVE NEUNIT 7	64-0000100	JAMESTOWN ND 58401-9726	1600 21 AVE NE	FULL CHARGES	NO	1/15/21	Airport
7155-00	FELIX PROPERTY MANAGEMENT SERVICES~	C/O BLUFROG REALTY	INSIDE	BUSINESS	1115 10TH ST SE	64-0000082.00	JAMESTOWN ND 58401-5906	1600 AIRPORT RD NE	FULL CHARGES	NO	3/1/21	Airport
7152-00	MIDWESTERN MACHINE		INSIDE	BUSINESS	PO BOX 304	64-0000070.00	JAMESTOWN ND 58402-0304	2121 15 ST NE	FULL CHARGES	NO	3/2/21	Airport
7153-00	MIDWESTERN MACHINE		INSIDE	BUSINESS	PO BOX 304	64-0000080.00	JAMESTOWN ND 58402-0304	2123 15 ST NE	FULL CHARGES	NO	3/2/21	Airport
7154-00	HIGH PLAINS AVIATION		INSIDE	BUSINESS	7254 38TH ST SE	64-0000081	JAMESTOWN ND 58401-9011	BLUE AIRPORT HANGER	FULL CHARGES	NO	2/24/21	Airport
0096-00	LOOYSEN PROPERTIES~		INSIDE	BUSINESS	PO BOX 430	02-0001702	JAMESTOWN ND 58402-0430	109 1 ST W	FULL CHARGES	NO	2/20/21	Apartment
1052-00	THE WRIGHT PROPETY		INSIDE	BUSINESS	605 5TH ST NE	11-0006700	JAMESTOWN ND 58401-3446	403 1 AVE N	FULL CHARGES	NO	3/1/21	Apartment
3939-00	KLEINSASSER, TERI	C/O PREMIUM	INSIDE	COMMERCIAL	PO BOX 1327	36-0004500.00	JAMESTOWN ND 58402-1327	513 3 AVE SE	FULL CHARGES	NO	2/19/21	Apartment
9068-00	IRET-DEER RIDGE	NXS#JAMWAT-13880	INSIDE	COMMERCIAL	PO BOX 1988	64-0000003	MINOT ND 58702-1988	800 12 AVE NE	FULL CHARGES	NO	1/17/21	Apartment
0806-00	ANDERSON,VERNON		INSIDE	BUSINESS	1200 7TH ST SW STE 105	09-0004400	JAMESTOWN ND 58401-4577	217 3 AVE NW	FULL CHARGES	NO	1/12/21	Auto Repair
5781-00	INDUSTRIAL SERVICES LLC		INSIDE	BUSINESS	723 1ST AVE S# 198	54-0003900.00	JAMESTOWN ND 58401-4722	1309 BUS LOOP E	FULL CHARGES	N/A	out of business	Auto Repair - Out of Business
5611-00	BUDGET AUTO SALES AND SERVICE		INSIDE	BUSINESS	1011 10TH ST SE	53-0000200	JAMESTOWN ND 58401-5822	1011 10 ST SE	FULL CHARGES	NO	1/15/21	Auto Sales/Repair
6902-00	BARTONS BUS & AUTO SALES		INSIDE	BUSINESS	PO BOX 582	62-0000080	JAMESTOWN ND 58402-0582	1306 17 ST SW	FULL CHARGES	NO	1/27/21	Auto Sales/Repair
5786-00	HANSON TIRE SERVICE INC		INSIDE	BUSINESS	1321 BUSINESS LOOP E	54-0004200	JAMESTOWN ND 58401-5946	1321 BUSINESS LOOP E	FULL CHARGES	NO	2/18/21	Auto Sales/Repair
5710-00	KJ REU LLC		INSIDE	BUSINESS	PO BOX 847	54-0000061	JAMESTOWN ND 58402-0847	1413 10 ST SE	FULL CHARGES	NO	1/11/21	Auto Sales/Repair
6456-00	QUALITY SERVICE & REPAIR		INSIDE	BUSINESS	PO BOX 1716	59-0000063.00	JAMESTOWN ND 58402-1716	1802 1 AVE S	FULL CHARGES	NO	1/14/21	Auto Sales/Repair
6457-00	QUALITY SERVICE & REPAIR		INSIDE	BUSINESS	PO BOX 1716	59-0000062	JAMESTOWN ND 58402-1716	1802 1 AVE S	FULL CHARGES	NO	1/14/21	Auto Sales/Repair
6596-00	INNOVATIVE SIDING & WINDOWS		INSIDE	BUSINESS	3031 91ST AVE SE	60-0000091.00	SPIRITWOOD ND 58481-9729	1913 4 AVE SW	FULL CHARGES	NO	1/13/21	Auto Sales/Repair
8783-00	BUFFALO CITY DIESEL INC	KEVIN THOELE	INSIDE	BUSINESS	PO BOX 384	60-0003160	JAMESTOWN ND 58402-0384	2603 3 AVE SW	FULL CHARGES	NO	1/11/21	Auto Sales/Repair
6639-00	PIT STOP EXPRESS LUBE		INSIDE	BUSINESS	2600 24TH AVE S	60-0002950.00	MOORHEAD MN 56560	2603 HWY 281 S	FULL CHARGES	NO	3/8/21	Auto Sales/Repair
8646-00	XTREME AUTO		INSIDE	BUSINESS	2713 HIGHWAY 281 S	60-0003110	JAMESTOWN ND 58401-6611	2713 HWY 281 S	FULL CHARGES	NO	2/18/21	Auto Sales/Repair
8801-00	DAKOTA ENGINE BUILDERS		INSIDE	BUSINESS	2809 HIGHWAY 281 S	60-0003120	JAMESTOWN ND 58401-6613	2809 HIGHWAY 281 S	FULL CHARGES	NO	3/1/21	Auto Sales/Repair
6466-00	DENT MAN INC		INSIDE	BUSINESS	1700 9TH AVE SE	59-0000085.00	JAMESTOWN ND 58401-6447	302 18 ST SW BLDG 5	FULL CHARGES	NO	3/5/21	Auto Sales/Repair
6197-00	DON WILHELM INC		INSIDE	BUSINESS	PO BOX 1390	56-0000150	JAMESTOWN ND 58402-1390	305 BUS LOOP W	FULL CHARGES	NO	1/13/21	Auto Sales/Repair
6198-00	DON WILHELM INC		INSIDE	BUSINESS	PO BOX 1390	56-0000160	JAMESTOWN ND 58402-1390	345 BUS LOOP W	FULL CHARGES	NO	1/13/21	Auto Sales/Repair
6573-00	KLEINS COLLISION CENTER		INSIDE	BUSINESS	414 17TH ST SW	59-0007513	JAMESTOWN ND 58401-5450	410 17 ST SW	FULL CHARGES	NO	1/18/21	Auto Sales/Repair
6570-00	KLEINS COLLISION CENTER		INSIDE	BUSINESS	414 17TH ST SW	59-0007501	JAMESTOWN ND 58401-5450	414 17 ST SW	FULL CHARGES	NO	1/18/21	Auto Sales/Repair
6638-00	LENDE, DALE G & CHERYL A		INSIDE	BUSINESS	PO BOX 692	60-0002504.	JAMESTOWN ND 58402-0692	417 24TH ST SW	FULL CHARGES	NO	2/21/21	Auto Sales/Repair
3755-00	AFFORDABLE MOTORS		INSIDE	BUSINESS	PO BOX 1035	34-0002200	JAMESTOWN ND 58402-1035	613 1 AVE S	FULL CHARGES	NO	1/18/21	Auto Sales/Repair
5072-00	SCOTI'S EXHAUST	% J NANNENGA	INSIDE	BUSINESS	723 10TH ST SE	48-0002900	JAMESTOWN ND 58401-5728	723 10 ST SE	FULL CHARGES	NO	1/20/21	Auto Sales/Repair
4899-00	MC STORAGE LLC	MIKE HARRIS	INSIDE	BUSINESS	807 3RD ST SE	47-0000005.00	JAMESTOWN ND 58401-4404	807 3 ST SE	FULL CHARGES	NO	2/2/21	Auto Sales/Repair
1189-00	PREFERRED TRANS & REPAIR		INSIDE	BUSINESS	825 5TH AVE NE	13-0000030	JAMESTOWN ND 58401-3232	825 5 AVE NE	FULL CHARGES	NO	1/18/21	Auto Sales/Repair
7151-00	DAKOTA BRANDS INT		INSIDE	BUSINESS	2121 13TH ST NE	64-0000045.00	JAMESTOWN ND 58401-3568	2121 13 ST NE	FULL CHARGES	NO	1/18/21	Bakery - Out of business
0134-00	US BANK #3000003483	C/O ENGIE INSIGHT	INSIDE	BUSINESS	PO BOX 2440	02-0004600	SPOKANE WA 99210-2440	123 1 AVE S	FULL CHARGES	NO	1/22/21	Bank
0077-00	WELLS FARGO 706800	C/O CASS	INSIDE	BUSINESS	PO BOX 183079	02-0000040	COLUMBUS OH 43218-3079	208 2 AVE SW	FULL CHARGES	NO	3/3/21	Bank
0032-00	A J RENTAL PROPERTIES LLC		INSIDE	BUSINESS	PO BOX 215	01-0002000	NAPOLEON ND 58561-0215	217 1 AVE N	FULL CHARGES	NO	1/14/21	Bank
0121-00	MAPLE MALL	H. ASHWELL	INSIDE	BUSINESS	219 1ST AVE S	02-0003900	JAMESTOWN ND 58401	219 1 AVE S	FULL CHARGES	NO	2/4/21	Bank
9043-00	DACOTAH BANK		INSIDE	BUSINESS	PO BOX 2175	60-0003815	JAMESTOWN ND 58402-2175	2510 8 AVE SW	FULL CHARGES	NO	1/20/21	Bank
3711-00	GATE CITY BANK #04	ATTN: OFFICE	INSIDE	BUSINESS	PO BOX 2847	34-0000011	FARGO ND 58108-2847	309 2 AVE SW	FULL CHARGES	NO	3/3/21	Bank
3768-00	UNISON BANK		INSIDE	BUSINESS	PO BOX 2056	34-0003300	JAMESTOWN ND 58402-2056	401 1 AVE S	FULL CHARGES	NO	1/13/21	Bank
3664-00	BANK FORWARD		INSIDE	BUSINESS	PO BOX 850	33-0000050	JAMESTOWN ND 58402-0850	404 2 AVE SW	FULL CHARGES	NO	1/13/21	Bank
3733-00	WELLS FARGO 706800	C/O CASS	INSIDE	BUSINESS	PO BOX 183079	34-0000900	COLUMBUS OH 43218-3079	820 1 AVE S	FULL CHARGES	NO	3/3/21	Bank
2156-00	H D PROPERTIES (IDK BAR & GRILL)		INSIDE	BUSINESS	1009 13TH ST NE	21-0009800	JAMESTOWN ND 58401-2828	1009 13 ST NE	FULL CHARGES	NO	2/3/21	Bar/Restaurant
0097-00	BABB'S COFFEE HOUSE		INSIDE	BUSINESS	920 9TH ST N	02-0001800.00	FARGO ND 58102-3623	102 1 AVE S	FULL CHARGES	NO	1/25/21	Bar/Restaurant
0141-00	SABIRS II LLC		INSIDE	BUSINESS	103 1ST AVE S	02-0005200.00	JAMESTOWN ND 58401-4248	103 1 AVE S	FULL CHARGES	NO	1/27/21	Bar/Restaurant

0139-00	MIDDLES BAR	C/O LUCAS DOCKTER	INSIDE	BUSINESS	415 6TH AVE NW	02-0005002.00	JAMESTOWN ND 58401-3162	113 1 AVE S	FULL CHARGES	NO	1/29/21	Bar/Restaurant	
8920-00	PLANTATION COFFEE BAR*	C/O STEVE BAYER	INSIDE	BUSINESS	3412 EAGLE RUN DR	56-0000126.00	WEST FARGO ND 58078-7750	113 BUS LOOP W	FULL CHARGES	NO	2/8/21	Bar/Restaurant	
0143-00	MEMORIAL BUILDING		INSIDE	BUSINESS	116 1ST ST E	03-0000020	JAMESTOWN ND 58401-4253	116 1 ST E	FULL CHARGES	NO	1/29/21	Bar/Restaurant	
7308-00	ALL VETS CLUB		NONE	BUSINESS	116 1ST ST E# B	65-NONE	JAMESTOWN ND 58401-4253	116 B 1 ST E	FULL CHARGES	NO	1/14/21	Bar/Restaurant	
6589-00	CARISH #11 DBA ARBY'S	C/O HWS	INSIDE	BUSINESS	363 TETON CIR	60-0000020	IOWA CITY IA 52245-4115	1801 8 AVE SW	FULL CHARGES	NO	1/18/21	Bar/Restaurant	
6629-00	SUBWAY %GRB INV		INSIDE	BUSINESS	PO BOX 932	60-0002101	FARGO ND 58107-0932	1921 8 AVE SW	FULL CHARGES	NO	1/15/21	Bar/Restaurant	
0110-00	CORNER BAR		INSIDE	BUSINESS	200 1ST AVE S	02-0002380	JAMESTOWN ND 58401-4153	200 1 AVE S	FULL CHARGES	NO	1/28/21	Bar/Restaurant	
6453-00	CHUCKWAGON RESTAURANT		NONE	BUSINESS	PO BOX 143	59-0000050	JAMESTOWN ND 58402-0143	202 17 ST SE	FULL CHARGES	N/A	not open to public	Bar/Restaurant	
0122-00	JONNY B'S LLC		INSIDE	BUSINESS	PO BOX 1706	02-0004000	JAMESTOWN ND 58402-1706	215 1 AVE S	FULL CHARGES	NO	1/19/21	Bar/Restaurant	
6661-00	NDM RESTAURANTS LLC		INSIDE	BUSINESS	5929 FASHION POINT DR	60-0004150	OGDEN UT 84403-4684	2314 281 S	FULL CHARGES	NO	1/21/21	Bar/Restaurant	
6659-02	BLAST VENTURES LLC		NONE	BUSINESS	137 2ND AVE S	60-0004110.02	WAITE PARK MN 56387-1323	2612 8 AVE SW	FULL CHARGES	NO	2/1/21	Bar/Restaurant	
6190-00	DAIRY QUEEN*	KELLY SECKERSON	INSIDE	BUSINESS	6810 42ND ST SE	56-0001290	JAMESTOWN ND 58401-9030	330 BUS LOOP W	FULL CHARGES	NO	1/11/21	Bar/Restaurant	
6637-00	ATLAS FOODS		INSIDE	BUSINESS	PO BOX 9013	60-0002503	FARGO ND 58106-9013	413 24 ST SW	FULL CHARGES	NO	1/14/21	Bar/Restaurant	
4275-00	CHEN, YIHE	% GREAT DRAGON	INSIDE	BUSINESS	509 10TH ST SE	40-0001600.00	JAMESTOWN ND 58401-5523	509 10 ST SE	FULL CHARGES	NO	3/3/21	Bar/Restaurant	
6656-00	HONG KONG BUFFET		INSIDE	BUSINESS	605 25TH ST SW	60-0003401	JAMESTOWN ND 58401-6601	605 25 ST SW	FULL CHARGES	NO	3/2/21	Bar/Restaurant	
6664-00	APPLEBEE'S		INSIDE	BUSINESS	PO BOX 969	60-0003511	MINOT ND 58702-0969	611 25 ST SW	FULL CHARGES	NO	1/11/21	Bar/Restaurant	
3747-00	QUIZNO'S #3621		INSIDE	BUSINESS	6810 42ND ST SE	34-0001850	JAMESTOWN ND 58401-9030	721 1 AVE S	FULL CHARGES	NO	1/11/21	Bar/Restaurant	
3750-00	NUNLEY ENTERPRISES-PAPA MURPHYS		INSIDE	BUSINESS	1006 N VIA DEL NORTE	34-0001802	WASHINGTON UT 84780-1398	725 1 AVE S	FULL CHARGES	NO	2/4/21	Bar/Restaurant	
6722-00	PIZZA RANCH	C/O SHARLA	INSIDE	BUSINESS	25624 ROY LN	60-0004910	NISSWA MN 56468-2768	805 20 ST SW	FULL CHARGES	NO	3/5/21	Bar/Restaurant	
6731-00	MCDONALD'S DAKOTA DRIVES LLC	ACCOUNTS PAYABLE	INSIDE	BUSINESS	624 37TH AVE SW	60-0005110.00	MINOT ND 58701-7334	817 20 ST SW	FULL CHARGES	UNSURE	DAKOTA DRIVES LLC	Conald'sty	Bar/Restaurant
3738-00	DORO INC DBA:NRG LLC-HARDEES		INSIDE	BUSINESS	3112 GOLF RD	34-0000003.00	EAU CLAIRE WI 54701-8013	901 1 AVE S	FULL CHARGES	NO	2/2/21	Bar/Restaurant	
3739-00	DORO INC DBA:NRG LLC-HARDEES		INSIDE	BUSINESS	3112 GOLF RD	34-0000004.00	EAU CLAIRE WI 54701-8013	901 1 AVE S	FULL CHARGES	NO	2/2/21	Bar/Restaurant	
5027-00	BUFFALO LANES ~48000007000		INSIDE	BUSINESS	907 7TH AVE SE	48-0000070	JAMESTOWN ND 58401-5702	907 7 AVE SE	FULL CHARGES	NO	2/5/21	Bar/Restaurant	
5026-00	SUBWAY %GRB INV		NONE	BUSINESS	PO BOX 932	48-NONE	FARGO ND 58107-0932	909 7 AVE SE	FULL CHARGES	NO	1/15/21	Bar/Restaurant	
0084-00	WONDER BAR SPORTS BAR		INSIDE	BUSINESS	121 2ND ST SW	02-0000501	JAMESTOWN ND 58401-4114	121 2 ST SW	FULL CHARGES	N/A	out of business	Bar/Restaurant - Out of Busine	
9146-00	ST PAUL'S UNITED METHODIST CHURCH	listed twice for same se	INSIDE	BUSINESS	1000 5TH AVE NE	14-0000740	JAMESTOWN ND 58401-3402	1000 5 AVE NE	FULL CHARGES	N/A	UNITED METHODIST CHURCH	Church	
1390-00	ST PAUL'S UNITED METHODIST CHURCH		INSIDE	BUSINESS	1000 5TH AVE NE	14-0000750	JAMESTOWN ND 58401-3402	1000 5 AVE NE	FULL CHARGES	NO	1/29/21	Church	
2423-00	ATONEMENT LUTHERAN CHURCH		INSIDE	BUSINESS	1009 12TH AVE NE	22-0005000.00	JAMESTOWN ND 58401-3538	1012 12 AVE NE	FULL CHARGES	NO	2/3/21	Church	
6896-00	DKK		INSIDE	BUSINESS	PO BOX 1807	62-0000030	JAMESTOWN ND 58402-1807	1114 17 ST SW	FULL CHARGES	NO	1/13/21	Church	
0150-00	METHODIST CHURCH		INSIDE	BUSINESS	115 3RD ST SE	03-0000018.00	JAMESTOWN ND 58401-4214	115 3 ST SE	FULL CHARGES	NO	1/13/21	Church	
0104-00	BUFFALO CITY CHURCH		INSIDE	BUSINESS	PO BOX 1905	02-0002302.00	JAMESTOWN ND 58402-1905	116 1 AVE S	FULL CHARGES	NO	2/26/21	Church	
3702-SW	BASILICA OF ST JAMES		NONE	COMMERCIAL	622 1ST AVE S	33-0001700.00	JAMESTOWN ND 58401-4648	118 6 ST SW	FULL CHARGES	NO	1/29/21	Church	
8827-00	TEMPLE BAPTIST CHURCH		INSIDE	BUSINESS	1200 12TH AVE NE	64-0000027	JAMESTOWN ND 58401-3541	1200 12 AVE NE	FULL CHARGES	NO	1/12/21	Church	
0575-00	7TH DAY ADVENTIST CHURCH		INSIDE	BUSINESS	PO BOX 1961	67-0008550	JAMESTOWN ND 58402-1961	1201 4 ST NE	FULL CHARGES	NO	2/1/21	Church	
4606-00	HOPE CHURCH		INSIDE	BUSINESS	PO BOX 168	44-0002100	JAMESTOWN ND 58402-0168	1201 6 AVE SE	FULL CHARGES	NO	2/18/21	Church	
0163-00	KRAEHNBUHEHL, JOSEPH~		INSIDE	BUSINESS	124 3RD AVE SE	03-0001601.00	JAMESTOWN ND 58401-4205	124 3 AVE SE	FULL CHARGES	NO	2/25/21	Church	
5172-00	IMMANUEL LUTHERAN CHURCH		INSIDE	BUSINESS	PO BOX 1513	49-0003300	JAMESTOWN ND 58402-1513	1403 9 AVE SE	FULL CHARGES	NO	1/15/21	Church	
7163-00	KINGDOM HALL-BERGH		INSIDE	BUSINESS	1415 12TH AVE NE	64-0000301	JAMESTOWN ND 58401-2847	1415 12 AVE NE	FULL CHARGES	NO	1/21/21	Church	
2664-00	NEW HOPE FREE LUTHERAN CHURCH	C/O DAVID GLINZ	INSIDE	BUSINESS	1545 4TH AVE NW	25-0002300	JAMESTOWN ND 58401	1545 4 AVE NW	FULL CHARGES	NO	1/18/21	Church	
6753-00	FIRST ASSEMBLY OF GOD		INSIDE	BUSINESS	1720 8TH AVE SW	60-0006850	JAMESTOWN ND 58401-6107	1720 8 AVE SW	FULL CHARGES	NO	1/20/21	Church	
0153-00	CONGREGATIONAL CHURCH		INSIDE	BUSINESS	201 2ND ST SE	03-0000900	JAMESTOWN ND 58401-4278	201 2 ST SE	FULL CHARGES	NO	1/13/21	Church	
0184-00	JAMES VALLEY YOUTH/CHRIST		INSIDE	BUSINESS	PO BOX 105	03-0003301	JAMESTOWN ND 58402-0105	204 4 AVE SE	FULL CHARGES	NO	2/1/21	Church	
6287-00	UNITED METHODIST CHURCH		INSIDE	BUSINESS	115 3RD ST SE	57-0003300	JAMESTOWN ND 58401-4214	210 15 AVE NE	FULL CHARGES	NO	1/13/21	Church	
3856-00	ST JOHNS ACADEMY ~36000004000		INSIDE	BUSINESS	215 5TH ST SE	36-0000040	JAMESTOWN ND 58401-4200	215 5 ST SE	FULL CHARGES	NO	1/18/21	Church	
0120-00	SATROM RENTALS LLC #223		INSIDE	BUSINESS	PO BOX 950	02-0003800.00	JAMESTOWN ND 58402-0950	223 1 AVE S	FULL CHARGES	NO	1/13/21	Church	
8971-00	NEW LIFE CHURCH JMST		INSIDE	BUSINESS	PO BOX 1198	60-0003115	BEULAH ND 58523-1198	2717 281 S	FULL CHARGES	NO	1/22/21	Church	
3774-00	PRESBYTERIAN CHURCH		INSIDE	BUSINESS	302 2ND AVE SE	35-0000010	JAMESTOWN ND 58401-4201	302 2 AVE SE	FULL CHARGES	NO	1/16/21	Church	
4068-00	OUR SAVIORS LUTHERAN CHUR		INSIDE	BUSINESS	424 5TH AVE SE	38-0000400	JAMESTOWN ND 58401-4233	325 5 AVE SE	FULL CHARGES	NO	2/23/21	Church	
1018-00	GRACE EPISCOPAL CHURCH		INSIDE	BUSINESS	405 2ND AVE NE	11-0001700	JAMESTOWN ND 58401-3308	405 2 AVE NE	FULL CHARGES	NO	1/21/21	Church	
4031-00	CORNERSTONE BAPTIST CHURCH		INSIDE	BUSINESS	407 4TH ST SE	37-0003900	JAMESTOWN ND 58401-4230	407 4 ST SE	FULL CHARGES	NO	2/19/21	Church	
3954-00	BUFFALO CITY CHURCH		INSIDE	BUSINESS	PO BOX 1905	36-0005400	JAMESTOWN ND 58402-1905	409 3 AVE SE	FULL CHARGES	NO	2/26/21	Church	
3712-00	ST JOHNS LUTHERAN CHURCH		INSIDE	BUSINESS	424 1ST AVE S	34-0000050	JAMESTOWN ND 58401-4155	424 1 AVE S	FULL CHARGES	NO	1/15/21	Church	
1029-00	CONCORDIA LUTHERAN CHURCH		INSIDE	BUSINESS	502 1ST AVE N	11-0002400	JAMESTOWN ND 58401-3303	502 1 AVE N	FULL CHARGES	NO	1/13/21	Church	
8161-00	VICTORY LUTHERAN CHURCH		INSIDE	BUSINESS	510 9TH AVE SW	71-0003300	JAMESTOWN ND 58401-4570	510 9 AVE SW	FULL CHARGES	NO	1/22/21	Church	
4020-00	TRINITY LUTHERAN CHURCH		INSIDE	BUSINESS	523 4TH AVE SE	37-0002800	JAMESTOWN ND 58401-4222	523 4 AVE SE	FULL CHARGES	NO	2/26/21	Church	
4682-00	NAZARENE CHURCH		INSIDE	BUSINESS	PO BOX 1611	45-0000200	JAMESTOWN ND 58402-1611	606 13 ST SE	FULL CHARGES	NO	2/3/21	Church	
6754-00	FIRST ASSEMBLY OF GOD		INSIDE	BUSINESS	1720 8TH AVE SW	60-0006950	JAMESTOWN ND 58401-6107	805 17 ST SW	FULL CHARGES	NO	2/18/21	Church	
6738-00	BROWN - WILBERT INC		INSIDE	BUSINESS	2280 HAMLINE AVE N	60-0006030	ROSEVILLE MN 55113-4241	1101 19 ST SW	FULL CHARGES	NO	1/18/21	Concrete-Masonry	
5959-00	WEDGCON INC	C/O SUNWARD	INSIDE	BUSINESS	6800 E HAMPDEN AVE	55-0007020.00	DENVER CO 80224-3008	700 15 AVE SE	FULL CHARGES	NO	2/4/21	Construction - Steel bldg	
8890-00	SCHWIND, JEFF		INSIDE	BUSINESS	713 8TH AVE SE	38-0002005	JAMESTOWN ND 58401-4822	107 5 AVE SE	FULL CHARGES		SCHWIND, JEFF	windy	Contractor
0320-00	MCGRUDER, RICH		INSIDE	BUSINESS	3333 HIGHWAY 20	05-0003001	JAMESTOWN ND 58401-9751	501 2 ST NE	FULL CHARGES	NO	2/20/21	Contractor	
5862-00	STRATA CORPORATION		NONE	BUSINESS	PO BOX 13500	54-NONE.00	GRAND FORKS ND 58208-3500	1313 18 AVE SE	FULL CHARGES	NO	1/26/21	Contractor - Aggregate	
5344-00	LUX, RODNEY & TISH	LUX CONCRETE	INSIDE	BUSINESS	PO BOX 1057	46-0006650.00	JAMESTOWN ND 58402-1057	907 2 ST SE	FULL CHARGES	NO	2/25/21	Contractor - Concrete	
9056-00	NILL CONSTRUCTION		INSIDE	BUSINESS	2602 3RD AVE SW	60-0003152	JAMESTOWN ND 58401-7003	2602 3 AVE SW	FULL CHARGES	NO	1/12/21	Contractor - Construction	
7451-00	DUNWOODIE CONSTR		NONE	BUSINESS	PO BOX 1034	65-NONE	JAMESTOWN ND 58402-1034	281 N	FULL CHARGES	NO	1/14/21	Contractor - Construction	
6760-00	DEWALDS BACKHOE		INSIDE	BUSINESS	910 18TH ST SW	60-0006500	JAMESTOWN ND 58401-6125	910 18 ST SW	FULL CHARGES	NO	2/1/21	Contractor - Demolition	
9084-00	ALLEN ENTERPRISES~		INSIDE	BUSINESS	PO BOX 689	60-0003177	JAMESTOWN ND 58402-0689	2509 3 AVE SW	FULL CHARGES	NO	1/22/21	Contractor - Excavating	
3815-00	HILLERUD, TRENT & DAVID		INSIDE	BUSINESS	PO BOX 1165	35-0000005.00	JAMESTOWN ND 58402-1165	1008 2 AVE SE	FULL CHARGES	NO	1/25/21	Contractor - General	

2869-00	BORDER STATES PAVING INC		NONE	BUSINESS	PO BOX 2586	26-NONE	FARGO ND 58108-2586	1610 5 ST NW	FULL CHARGES	NO	1/11/21	Contractor - Paving
8980-00	DALLMANN SERVICES		INSIDE	BUSINESS	PO BOX 1943	54-0001050	JAMESTOWN ND 58402-1943	900 15 AVE SE	FULL CHARGES	NO	1/15/21	Contractor - Paving
5925-00	WESTERN PRODUCTS		INSIDE	BUSINESS	PO BOX 2426	55-0000004.00	FARGO ND 58108-2426	801 12 AVE SE	FULL CHARGES	NO	1/25/21	Contractor - Siding
5866-00	TRAUT WELLS		NONE	BUSINESS	PO BOX 1420	54-NONE	JAMESTOWN ND 58402-1420	1514 BUS LOOP E	FULL CHARGES	NO	2/18/21	Contractor - Well drilling
1385-00	COMM ACTION AGENCY		INSIDE	BUSINESS	PO BOX 507	14-0002700	JAMESTOWN ND 58402-0507	1201 6 AVE NE	FULL CHARGES	NO	2/19/21	Daycare
9156-00	BROLIN INVESTING*	C/O BLUFROG REALTY	INSIDE	BUSINESS	1115 10TH ST SE	55-0000006.00	JAMESTOWN ND 58401-5906	1211 8 ST SE	FULL CHARGES	NO	1/16/21	Daycare
7165-00	COMMUNITY ACTION REGION VI		INSIDE	BUSINESS	PO BOX 507	64-0000290.00	JAMESTOWN ND 58402-0507	1411 12 AVE NE	FULL CHARGES	NO	2/19/21	Daycare
1085-00	FAMILY SUPPORT NETWORK		INSIDE	BUSINESS	419 2ND AVE NW	11-0006000	JAMESTOWN ND 58401-3110	419 2 AVE NW	FULL CHARGES	NO	1/15/21	Daycare
0893-00	ABC LEARN & PLAY		INSIDE	BUSINESS	525 4TH AVE NW	10-0001501.00	JAMESTOWN ND 58401-3025	525 4 AVE NW	FULL CHARGES	NO	2/5/21	Daycare
4343-00	LUKES PROPERTIES LLC	C/O MIKE LUKES	INSIDE	BUSINESS	22546 N PEARL LAKE RD	41-0000900	DETROIT LAKES MN 56501-7017	1209 5 AVE SE	FULL CHARGES	NO	2/26/21	Dental
8768-00	DENTAL SPECIALISTS		NONE	BUSINESS	920 10TH ST SE	52-NONE	JAMESTOWN ND 58401	920 10 ST SE	FULL CHARGES	NO	2/1/21	Dental
7149-00	WEST COUNTRY PRODUCTS INC	DISTRIBUTORS	INSIDE	BUSINESS	1312 21ST AVE NE	64-0000055.00	JAMESTOWN ND 58401-9768	1312 21 AVE NE	FULL CHARGES	NO	3/5/21	Distributor - Ag
6759-00	HOLSUM BAKING	PAN O' GOLD?	INSIDE	BUSINESS	PO BOX 2563	60-0007450	FARGO ND 58108-2563	931 17 ST SW (933 17TH ST	FULL CHARGES	NO	1/19/21	Distributor - Bakery
5612-00	RECYCLING CENTER OF ND LLC		INSIDE	BUSINESS	PO BOX 1805	53-0000400	JAMESTOWN ND 58402-1805	1016 10 ST SE	FULL CHARGES	NO	1/11/21	Distributor - Beverage
3772-00	ONSUREZ, JOEL & BARBARA A		INSIDE	BUSINESS	920 9TH ST N	34-0003800.00	FARGO ND 58102-3623	104 3 ST SE	FULL CHARGES	NO	1/25/21	Event Center
9136-00	TRAC		INSIDE	BUSINESS	PO BOX 2014	67-0008510	JAMESTOWN ND 58402-2014	1501 5 ST NE	FULL CHARGES	NO	1/11/21	Event Center
9137-00	TRAC		INSIDE	BUSINESS	PO BOX 2014	67-0008511	JAMESTOWN ND 58402-2014	1501 5 ST NE	FULL CHARGES	NO	1/11/21	Event Center
9138-00	TRAC		INSIDE	BUSINESS	PO BOX 2014	67-0008512	JAMESTOWN ND 58402-2014	1501 5 ST NE	FULL CHARGES	NO	1/11/21	Event Center
0080-00	WEDNESDAY CLUB		INSIDE	BUSINESS	PO BOX 1892	02-0000070	JAMESTOWN ND 58402-1892	208 3 ST SW	FULL CHARGES	NO	2/20/21	Event Center
0081-00	WEDNESDAY CLUB		INSIDE	BUSINESS	PO BOX 1892	02-0000080.00	JAMESTOWN ND 58402-1892	208 3RD ST SW	FULL CHARGES	NO	3/1/21	Event Center
6605-00	COMMUNITY OPTIONS INC.		INSIDE	BUSINESS	4909 SHELBURNE ST	60-0000601.00	BISMARCK ND 58503-5605	420 20 ST SW	FULL CHARGES	NO	1/13/21	Event Center
5329-00	STUTSMAN COUNTY~		INSIDE	BUSINESS	511 2ND AVE SE	50-0004400	JAMESTOWN ND 58401-4275	502 10 AVE SE	FULL CHARGES	NO	2/24/21	Event Center
3760-00	K OF C HALL		INSIDE	BUSINESS	519 1ST AVE S	34-0002600	JAMESTOWN ND 58401-4252	519 1 AVE S	FULL CHARGES	NO	1/18/21	Event Center
1155-00	REILAND ARTS CENTER		INSIDE	BUSINESS	6084 COLLEGE LN	12-0002600	JAMESTOWN ND 58405-0001	519 COLLEGE LN	FULL CHARGES	NO	1/11/21	Event Center
5028-00	BUFFALO LANES ~48000008000		INSIDE	BUSINESS	909 7TH AVE SE	48-0000080	JAMESTOWN ND 58401-5702	909 7 AVE SE	FULL CHARGES	NO	2/5/21	Event Center
8277-00	PISTOL RANGE		INSIDE	BUSINESS	102 3RD AVE SE	73-0007000	JAMESTOWN ND 58401-4205	FAIR GROUNDS	FULL CHARGES	NO	2/18/21	Event Center
8273-00	JAMESTOWN SPEEDWAY		INSIDE	BUSINESS	PO BOX 544	73-0007100	JAMESTOWN ND 58402-0544	FAIRGROUNDS	FULL CHARGES	NO	2/1/21	Event Center
1391-00	HAUT FUNERAL HOME		INSIDE	BUSINESS	1101 5TH AVE NE	14-0003710	JAMESTOWN ND 58401-3237	1101 5 AVE NE	FULL CHARGES	NO	1/13/21	Funeral Home
3767-00	WILLIAMS FUNERAL HOME		INSIDE	BUSINESS	421 1ST AVE S	34-0003000	JAMESTOWN ND 58401-4251	421 1 AVE S	FULL CHARGES	NO	2/16/21	Funeral Home
3753-00	EDDY FUNERAL HOME		INSIDE	BUSINESS	PO BOX 687	34-0002000	JAMESTOWN ND 58402-0687	621 1 AVE S	FULL CHARGES	NO	2/5/21	Funeral Home
6740-00	DIETRICH BUS SERVICE INC		INSIDE	BUSINESS	1010 18TH ST SW	60-0006150	JAMESTOWN ND 58401-6127	1010 18 ST SW	FULL CHARGES	NO	2/26/21	Garage
8888-00	DAVIS, NICHOLAS		INSIDE	BUSINESS	PO BOX 1172	59-0000095.00	JAMESTOWN ND 58402-1172	306 18 ST SW BLDG 3	FULL CHARGES		DAVIS, NICHOLASisty	Garage
2907-00	KRAPP, GENE & SHEILA		INSIDE	BUSINESS	PO BOX 786	27-0000097	JAMESTOWN ND 58402-0786	450 1 ST W	FULL CHARGES			Garage
3849-00	LAW ENFORCEMENT GARAGE		INSIDE	BUSINESS	511 2ND AVE SE	35-0005100	JAMESTOWN ND 58401-4210	607 2 AVE SE	FULL CHARGES	NO	1/29/21	Garage
5930-00	CENEX COOP FU		INSIDE	BUSINESS	PO BOX 1557	55-0000009.00	JAMESTOWN ND 58402-1557	1205 7 ST SE	FULL CHARGES	NO	2/24/21	Gas Station
5818-00	FARMERS UNION OIL		INSIDE	BUSINESS	PO BOX 1557	54-0005620	JAMESTOWN ND 58402-1557	1312 BUS LOOP E	FULL CHARGES	NO	2/24/21	Gas Station
6633-00	SUPER PUMPER #26 SINCLAIR	AIP	INSIDE	BUSINESS	PO BOX 1847	60-0002400	MINOT ND 58702-1847	2315 HWY 281 S	FULL CHARGES	NO	3/8/21	Gas Station
0005-00	C B F OIL		INSIDE	BUSINESS	1902 7TH AVE N	01-0000060	FARGO ND 58102-3206	301 2 AVE NW	FULL CHARGES	NO	2/22/21	Gas Station
3769-00	M & H GAS STATION		INSIDE	BUSINESS	325 1ST AVE S	34-0003400	JAMESTOWN ND 58401-4250	325 1 AVE S	FULL CHARGES	NO	1/20/21	Gas Station
4152-00	CENEX		INSIDE	BUSINESS	PO BOX 1557	39-0000500	JAMESTOWN ND 58402-1557	325 10 ST SE	FULL CHARGES	NO	2/25/21	Gas Station
4318-00	ECKMAN'S AUTO SERVICE		INSIDE	BUSINESS	420 10TH ST SE	41-0000020	JAMESTOWN ND 58401-5557	420 10 ST SE	FULL CHARGES	NO	2/19/21	Gas Station
6236-00	HILLCREST PRO SHOP	%PARK & REC	INSIDE	BUSINESS	PO BOX 2014	57-0000010	JAMESTOWN ND 58402-2014	606 26 AVE SE	FULL CHARGES	NO	1/11/21	Golf Course
5430-00	GAVILON GRAIN	C/O ENGIE INSIGHT	INSIDE	BUSINESS	PO BOX 2440	51-0005301	SPOKANE WA 99210-2440	1013 3 ST SE	FULL CHARGES	NO	2/16/21	Grain Elevator
0813-00	REIMERS FARMS		INSIDE	BUSINESS	8073 36TH ST SE	09-0004901	JAMESTOWN ND 58401-9310	223 2 ST NW	FULL CHARGES	NO	2/25/21	Grain Elevator
6816-00	NEIGHBORHOOD GROCERY~	JASON BABCOCK	INSIDE	BUSINESS	1014 17TH ST SW	61-0001900	JAMESTOWN ND 58401-5335	1014 17 ST SW	FULL CHARGES	NO	1/27/21	Grocery
3710-00	HUGO'S		INSIDE	BUSINESS	310 1ST AVE S	34-0000010	JAMESTOWN ND 58401-4154	310 1 AVE S	FULL CHARGES	NO	2/1/21	Grocery
8692-00	YMCA WELLNESS CENTER		INSIDE	BUSINESS	6084 COLLEGE LN	12-0004710	JAMESTOWN ND 58405-0001	1003 7TH ST NE	FULL CHARGES	NO	1/11/21	Health Club
2157-00	JAMESTOWN GYMNASTICS CLUB		INSIDE	BUSINESS	PO BOX 1844	21-0009500	JAMESTOWN ND 58402-1844	1310 10 AVE NE	FULL CHARGES	NO	2/8/21	Health Club
1184-00	LARSON CENTER		INSIDE	BUSINESS	6084 COLLEGE LN	12-0004600	JAMESTOWN ND 58405-0001	5 AVE NE	FULL CHARGES	NO	1/11/21	Health Club
3728-00	CRAMER, LINDSEY		INSIDE	BUSINESS	716 1ST AVE S	34-0000500.00	JAMESTOWN ND 58401-4649	716 1 AVE S	FULL CHARGES	NO	2/10/21	Health Club
5664-00	RIVER CITY INN		INSIDE	BUSINESS	408 BUSINESS LOOP W	53-0003700	JAMESTOWN ND 58401-5247	1009 12 AVE SE	FULL CHARGES	NO	2/25/21	Hotel
5810-00	NORWAY INN		INSIDE	BUSINESS	1610 BUSINESS LOOP E	54-0005600	JAMESTOWN ND 58401-5951	1610 BUS LOOP E	FULL CHARGES	NO	1/11/21	Hotel
6651-00	KCZ PROPERTIES LLC		INSIDE	BUSINESS	2600 24TH AVE S	60-0003011.00	MOORHEAD MN 56560-5907	2623 HWY 281 S	FULL CHARGES	NO	2/18/21	Hotel
8889-00	KCZ PROPERTIES LLC		INSIDE	BUSINESS	2600 24TH AVE S	60-0003013.00	MOORHEAD MN 56560-5907	2623 HWY 281 SOUTH	FULL CHARGES	NO	2/18/21	Hotel
8918-00	HAMPTON INN & SUITES*		INSIDE	BUSINESS	2700 8TH AVE SW	60-0004113	JAMESTOWN ND 58401-6607	2700 8 AVE SW	FULL CHARGES	NO	1/12/21	Hotel
6098-00	TWO RIVERS INN		INSIDE	BUSINESS	408 BUSINESS LOOP W	56-0001250	JAMESTOWN ND 58401-5247	408 BUS LOOP W	FULL CHARGES	NO	2/25/21	Hotel
9050-00	JAMESTOWN MY PLACE HOTEL		INSIDE	BUSINESS	1910 8TH AVE NE	60-0002410	ABERDEEN SD 57401-3207	502 24 ST SW	FULL CHARGES	NO	1/12/21	Hotel
6719-00	HOLIDAY INN EXPRESS~	KSS GH LLC	INSIDE	BUSINESS	1532 COLTON WAY	60-0004920.00	LEAGUE CITY TX 77573-4578	803 20 ST SW	FULL CHARGES	NO	1/19/21	Hotel
6717-00	COMFORT INN		INSIDE	BUSINESS	811 20TH ST SW	60-0004940.00	JAMESTOWN ND 58401-6132	811 20 ST SW	FULL CHARGES	NO	3/1/21	Hotel
9081-00	FAIRFIELD INN & SUITES		INSIDE	BUSINESS	4265 45TH ST SSTE 200	60-0004168	FARGO ND 58104-4309	930 25TH ST SW	FULL CHARGES	NO	1/18/21	Hotel
6449-00	D & T ENTERPRISES		INSIDE	BUSINESS	PO BOX 1035	59-0000052.00	JAMESTOWN ND 58402-1035	101 17 ST SE	FULL CHARGES	NO	2/24/21	Industrial/Store
5819-00	HOME DESIGN CENTER	PARK STREET	INSIDE	BUSINESS	209 1ST AVE S	54-0005650.00	JAMESTOWN ND 58401-4249	1220 BUSINESS LOOP E	FULL CHARGES	NO	1/18/21	Industrial/Store
5668-00	JMST MONUMENT		INSIDE	BUSINESS	1221 10TH ST SE	53-0004000	JAMESTOWN ND 58401-5902	1221 10 ST SE	FULL CHARGES	NO	1/13/21	Industrial/Store
0088-00	LUNDE, BRIAN		INSIDE	BUSINESS	PO BOX 1169	02-0001000.00	JAMESTOWN ND 58402-1169	123 1 ST W	FULL CHARGES	NO	1/12/21	Industrial/Store
5568-00	GARDENETTE LAUNDRY		INSIDE	BUSINESS	1321 GARDENETTE DR	52-0008901	JAMESTOWN ND 58401-5852	1321 GARDENETTE DR	FULL CHARGES	NO	1/13/21	Laundry
4338-00	STRUBLE LAUNDRY		INSIDE	BUSINESS	PO BOX 822	41-0000091.00	JAMESTOWN ND 58402-0822	410 10 ST SE	FULL CHARGES	NO	2/8/21	Laundry
8515-00	CHANDLER HOLDINGS LLC	BRIAN CHANDLER	INSIDE	BUSINESS	3035 83 1/2 AVE SE	21-0006950.00	JAMESTOWN ND 58401-9600	720 13 ST NE	FULL CHARGES	NO	1/11/21	Laundry
5807-00	MAIN SEWER LIFT STATION		INSIDE	BUSINESS	102 3RD AVE SE	54-0005510	JAMESTOWN ND 58401-4205	SE OF CITY	FULL CHARGES	NO	1/21/21	Lift Station

5508-00	SHORE PROPERTIES		INSIDE	BUSINESS	PO BOX 1924	52-0004110.00	JAMESTOWN ND 58402-1924	1008 10 ST SE	FULL CHARGES				Mall
0068-00	JBC PARTNERS LLC		INSIDE	BUSINESS	301 E THAYER AVE	01-0004800	BISMARCK ND 58501-4017	300 2 AVE NE	FULL CHARGES	NO	2/20/21		Mall
0048-00	JBC PARTNERS LLC		INSIDE	BUSINESS	301 E THAYER AVE	01-0002832	BISMARCK ND 58501-4017	300 2 AVE NE MALL OFFICE	FULL CHARGES	NO	2/20/21		Mall
0066-OW	JBC PARTNERS LLC		INSIDE	BUSINESS	301 E THAYER AVE	01-0004602.OW	BISMARCK ND 58501-4017	300 2 AVE NE SPACE 215 A	FULL CHARGES	NO	2/20/21		Mall
8917-00	JBC PARTNERS LLC		INSIDE	BUSINESS	301 E THAYER AVE	01-0003850.00	BISMARCK ND 58501-4017	300 2 AVE NE STE 120	FULL CHARGES	NO	2/20/21		Mall
0050-00	JBC PARTNERS LLC		INSIDE	BUSINESS	301 E THAYER AVE	01-0002852.00	BISMARCK ND 58501-4017	300 2 AVE NE STE 130	FULL CHARGES	NO	2/20/21		Mall
8573-00	JBC PARTNERS LLC		INSIDE	BUSINESS	301 E THAYER AVE	01-0002830	BISMARCK ND 58501-4017	300 2 AVE NE STE 134	FULL CHARGES	NO	2/20/21		Mall
6698-00	HOME OF ECONOMY~		INSIDE	BUSINESS	2400 8TH AVE SWSTE C1	60-0004590.00	JAMESTOWN ND 58401-6623	2400 8 AVE SW C-1	FULL CHARGES	NO	2/8/21		Mall-Store
6690-00	CHRISTOPHER & BANKS INC #260		INSIDE	BUSINESS	PO BOX 449	60-0004440	BROADWAY NJ 08808-0449	2400 8 AVE SW E-4	FULL CHARGES	N/A	out of business		Mall-Store
6783-00	THE GAME ROOM	WILLIAM MICKELSON	INSIDE	BUSINESS	2400 8TH AVE SWSTE E5	60-0004455.00	JAMESTOWN ND 58401-6623	2400 8 AVE SW E-5	FULL CHARGES	NO	2/19/21		Mall-Store
6772-00	BLUE STAR INVESTMENTS	ANYTIME FITNESS	INSIDE	BUSINESS	4800 S LOUISE AVE	60-0004250.00	SIOUX FALLS SD 57106-2217	2400 8 AVE SW F-3-4	FULL CHARGES	NO	2/5/21		Mall-Store
6770-00	BI JAMESTOWN LLC	MALL OFFICE	INSIDE	BUSINESS	231 MARKET ST	60-0004230.00	JOHNSTOWN PA 15901	2400 8 AVE SW F-5	FULL CHARGES	NO	1/20/21		Mall-Store
6669-00	RIDDLE'S GROUP INC		INSIDE	BUSINESS	2707 MOUNT RUSHMORE	60-0004190	RAPID CITY SD 57701-5324	2400 8 AVE SW F-8	FULL CHARGES	NO	1/18/21		Mall-Store
6696-00	BI JAMESTOWN LLC	MALL OFFICE	INSIDE	BUSINESS	231 MARKET ST	60-0004570.00	JOHNSTOWN PA 15901	2400 8 AVE SW T10	FULL CHARGES	NO	1/20/21		Mall-Store
6777-00	DUNHAM'S SPORTS		INSIDE	BUSINESS	5607 NEW KING DR STE 125	60-0004310.00	TROY MI 48098-2654	2400 8 AVE SW D-2	FULL CHARGES	NO	2/24/21		Mall-Store
6671-00	MATTRESS BY APPOINTMENT	WILLIAM MICKELSON	INSIDE	BUSINESS	2400 8TH AVE SW STE F-6	60-0004220.00	JAMESTOWN ND 58401-6623	2400 8 AVE SW F-6	FULL CHARGES	NO	2/19/21		Mall-Store
6677-00	BI JAMESTOWN LLC	MALL OFFICE	INSIDE	BUSINESS	231 MARKET ST	60-0004280.00	JOHNSTOWN PA 15901	2400 8TH AVE SW A-2	FULL CHARGES	NO	1/20/21		Mall-Store
4336-00	PARK PLAZA MALL		INSIDE	BUSINESS	2443 WEST 16TH ST BOX	41-0000084	CHICAGO IL 60608-1728	410 10 ST SE	FULL CHARGES	NO	1/25/21		Mall-Store
6459-00	S & S RENTAL	S&S CABINETS	INSIDE	BUSINESS	1703 2ND AVE SW	59-0000071	JAMESTOWN ND 58401-6306	1703 2ND AVE SW	FULL CHARGES	NO	3/3/21		Manufacturer - Cabinets
4893-00	SAHR, JAY ~		INSIDE	BUSINESS	1306 15 1/2 AVE SW	46-0006300.00	JAMESTOWN ND 58401-5017	800 1 ST E	FULL CHARGES	NO	2/4/21		Manufacturer - Concrete
6598-00	BISON MANUFACTURING		INSIDE	BUSINESS	2013 4TH AVE SW	60-0000101	JAMESTOWN ND 58401-6324	2005 4 AVE SW	FULL CHARGES	NO	2/25/21		Manufacturer - Farm Equip
5649-00	D'AMOUR, GERRY		INSIDE	BUSINESS	1110 12TH ST SE	53-0002500	JAMESTOWN ND 58401-5844	1110 12 ST SE	FULL CHARGES	NO	1/18/21		Manufacturer - Honey
6581-00	LIECHTY HOMES INC		INSIDE	BUSINESS	PO BOX 1937	59-0007515.00	JAMESTOWN ND 58402-1937	501 17 ST SW	FULL CHARGES	NO	1/25/21		Manufacturer - Mod Homes
6580-00	LIECHTY HOMES INC		INSIDE	BUSINESS	PO BOX 1937	59-0007520.00	JAMESTOWN ND 58402-1937	505 17 ST SW	FULL CHARGES	NO	1/13/21		Manufacturer - Mod homes
7177-00	PROGRESS ENTERPRISES		INSIDE	BUSINESS	PO BOX 2015	64-0001480	JAMESTOWN ND 58402-2015	1601 12 AVE NE	FULL CHARGES	NO	2/4/21		Manufacturer - Wood Prod
6463-00	PRECISION RESULTS		INSIDE	BUSINESS	210 17TH ST SW	59-0000080	JAMESTOWN ND 58401-5431	210 17 ST SW	FULL CHARGES	NO	2/19/21		Manufacturing - Metal
8637-00	PRECISION RESULTS		INSIDE	BUSINESS	210 17TH ST SW	59-0000081	JAMESTOWN ND 58401-5431	210 17 ST SW	FULL CHARGES	NO	2/19/21		Manufacturing - Metal
0074-00	T & K SPEECH LANGUAGE SERV INC		INSIDE	BUSINESS	PO BOX 532	02-0000002.00	JAMESTOWN ND 58402-0532	102 2 AVE SW	FULL CHARGES	NO	2/18/21		Medical
0021-00	CENTRAL VALLEY HEALTH		INSIDE	BUSINESS	122 2ND ST NW	01-0000801	JAMESTOWN ND 58401-3117	120 2 ST NW	FULL CHARGES	NO	1/25/21		Medical
0019-00	CENTRAL VALLEY HEALTH		INSIDE	BUSINESS	122 2ND ST NW	01-0000701	JAMESTOWN ND 58401-3117	124 2 ST NW	FULL CHARGES	NO	1/25/21		Medical
3818-00	PROFESSIONAL EYECARE CENTER		INSIDE	BUSINESS	PO BOX 1597	35-0000008.00	JAMESTOWN ND 58402-1597	210 10 ST SE	FULL CHARGES	NO	1/18/21		Medical
8942-00	JAMESTOWN REGIONAL MEDICAL CENTER.	GARAGE ON EAST	INSIDE	BUSINESS	2422 20TH ST SW	62-0000870.00	JAMESTOWN ND 58401-6201	2422 20TH ST SW	FULL CHARGES	NO	1/13/21		Medical
0058-00	SANFORD HEALTH 2ND AVE CLINIC		INSIDE	BUSINESS	300 2ND AVE NE	01-0004101	JAMESTOWN ND 58401	300 2 AVE NE	FULL CHARGES	NO	1/15/21		Medical
3305-00	IVERSON NYGAARD HOLDINGS LLC		INSIDE	BUSINESS	312 2ND AVE SW	30-0000032	JAMESTOWN ND 58401	312 2 AVE SW	FULL CHARGES	NO	2/19/21		Medical
3752-00	MEDICINE SHOPPE ~34000190000		INSIDE	BUSINESS	703 1ST AVE S	34-0001900	JAMESTOWN ND 58401-4745	701 1 AVE S	FULL CHARGES	NO	1/13/21		Medical
5117-00	QUAL PROPERTIES LLC		INSIDE	BUSINESS	805 10TH ST SE	49-0000202	JAMESTOWN ND 58401-5730	805 10 ST SE	FULL CHARGES	NO	1/12/21		Medical
3740-00	LOOYSEN EYECARE		INSIDE	BUSINESS	PO BOX 430	34-0001400.00	JAMESTOWN ND 58402-0430	821 1 AVE S	FULL CHARGES	NO	2/20/21		Medical
1355-00	SANFORD CLINIC		INSIDE	BUSINESS	904 5TH AVE NE	14-0000800	JAMESTOWN ND 58401-3437	904 5 AVE NE	FULL CHARGES	NO	1/15/21		Medical
0724-00	ANNE CARLSEN ~09000014300		INSIDE	BUSINESS	701 3RD ST NW	09-0000043	JAMESTOWN ND 58401-2963	601 3 ST NW	FULL CHARGES	NO	1/12/21		Medical - Clinic
0723-00	ANNE CARLSEN		INSIDE	BUSINESS	701 3RD ST NW	09-0000042	JAMESTOWN ND 58401-2963	603 3 ST NW	FULL CHARGES	NO	1/12/21		Medical - Clinic
0722-00	ANNE CARLSEN		INSIDE	BUSINESS	701 3RD ST NW	09-0000041	JAMESTOWN ND 58401-2963	605 3 ST NW	FULL CHARGES	NO	1/12/21		Medical - Clinic
5652-00	DR. DAWN'S PET STOP		INSIDE	BUSINESS	1202 12TH AVE SE	53-0002700.00	JAMESTOWN ND 58401-5839	1202 12 AVE SE	FULL CHARGES	NO	1/14/21		Medical - Vet
3955-00	STUTSMAN COUNTY MUSEUM		INSIDE	BUSINESS	PO BOX 1002	36-0005500	JAMESTOWN ND 58402-1002	321 3 AVE SE	FULL CHARGES	NO	1/27/21		Museum
6586-00	JAMESTOWN TOURISM		INSIDE	BUSINESS	PO BOX 917	59-0000034	JAMESTOWN ND 58402-0917	404 LOUIS L'AMOUR LN	FULL CHARGES	NO	1/12/21		Museum
8578-00	NATIONAL BUFFALO MUSEUM		INSIDE	BUSINESS	500 17TH ST SE	60-0003175	JAMESTOWN ND 58401-6456	500 17 ST SE	FULL CHARGES	NO	2/4/21		Museum
6448-00	JAMESTOWN TOURISM		INSIDE	BUSINESS	500 17TH ST SE	59-0000031	JAMESTOWN ND 58401-6456	FRONTIER VILLAGE	FULL CHARGES	NO	3/2/21		No Sewer Service
0597-00	EVENTIDE JAMESTOWN		INSIDE	BUSINESS	1300 2ND PL NE	07-0005501	JAMESTOWN ND 58401-3709	1300 2 PL NE	FULL CHARGES	NO	1/15/21		Nursing Home
0598-00	EVENTIDE JAMESTOWN		INSIDE	BUSINESS	1300 2ND PL NE	07-0005600	JAMESTOWN ND 58401-3709	1300 2 PL NE	FULL CHARGES	NO	1/15/21		Nursing Home
0662-00	ROCK OF AGES		INSIDE	BUSINESS	1315 4TH ST NE	08-0003600	JAMESTOWN ND 58401-3726	1315 4 ST NE	FULL CHARGES	NO	1/13/21		Nursing Home
2468-00	BROWNING HONEY COMPANY INC		INSIDE	BUSINESS	PO BOX 1511	23-0004200.00	JAMESTOWN ND 58402-1511	1404 1 AVE N	FULL CHARGES	NO	2/18/21		Nursing Home
6234-00	SHIPLEY BASIC CARE		INSIDE	BUSINESS	1505 3RD ST SE	57-0000002	JAMESTOWN ND 58401-3974	1505 3 ST SE	FULL CHARGES	NO	1/18/21		Nursing Home
2099-SW	HERITAGE CENTER		NONE	COMMERCIAL	421 18TH ST NE	20-0001801	JAMESTOWN ND 58401-2468	421 18 ST NE	FULL CHARGES	NO	2/2/21		Nursing Home
8954-00	AVE MARIA VILLAGE`		INSIDE	BUSINESS	501 19TH ST NE	20-0001902	JAMESTOWN ND 58401-2541	501 19 AVE NE	FULL CHARGES	NO	1/13/21		Nursing Home
4148-00	RE MAX NOW		INSIDE	BUSINESS	1002 3RD AVE SE	39-0000040	JAMESTOWN ND 58401-5507	1002 3 AVE SE	FULL CHARGES	NO	1/12/21		Office
4142-00	JAMESTOWN TRAVEL		INSIDE	BUSINESS	1014 3RD AVE SE	39-0000051	JAMESTOWN ND 58401-5507	1014 3 AVE SE	FULL CHARGES	NO	1/11/21		Office
1469-00	DALSTED & RYAN		INSIDE	BUSINESS	PO BOX 1727	14-0003680.OW	JAMESTOWN ND 58402-1727	1015 5 AVE NE	FULL CHARGES	NO	2/18/21		Office
0159-00	CITY HALL		INSIDE	BUSINESS	102 3RD AVE SE	03-0004800.00	JAMESTOWN ND 58401-4205	102 3 AVE SE	FULL CHARGES	NO	1/7/21		Office
0142-00	BUCHANAN, DAN		INSIDE	BUSINESS	PO BOX 879	03-0000005.00	JAMESTOWN ND 58402-0879	110 1 ST E	FULL CHARGES	NO	1/19/21		Office
3735-00	HARTLAND MUTUAL INS CO		INSIDE	BUSINESS	PO BOX 1026	34-0001100.00	MINOT ND 58702-1026	110 9 ST SW	FULL CHARGES	NO	1/13/21		Office
0101-00	HEINRICH PROP LLC		INSIDE	BUSINESS	PO BOX 64	02-0002102	JAMESTOWN ND 58402-0064	114 1 AVE S	FULL CHARGES	NO	2/22/21		Office
0144-00	HAGER, C J *		INSIDE	BUSINESS	118 1ST ST E	03-0000040.00	JAMESTOWN ND 58401-4253	118 1 ST E	FULL CHARGES	NO	1/13/21		Office
0148-00	J S D C		INSIDE	BUSINESS	PO BOX 293	03-0000010.00	JAMESTOWN ND 58402-0293	120 2 ST SE	FULL CHARGES	NO	1/18/21		Office
0017-00	JAMESTOWN SUN		INSIDE	BUSINESS	PO BOX 1760	01-0000501	JAMESTOWN ND 58402-1760	121 3 ST NW	FULL CHARGES	NO	1/21/21		Office
5667-00	TWO RIVERS PRINTING		INSIDE	BUSINESS	1214 10TH ST SE	53-0003901	JAMESTOWN ND 58401-5901	1214 10 ST SE	FULL CHARGES	NO	1/11/21		Office
2175-00	HARTY INS CO		INSIDE	BUSINESS	1300 6TH AVE NE	21-0006110	JAMESTOWN ND 58401-2607	1300 6 AVE NE	FULL CHARGES	NO	1/12/21		Office
5814-00	FARMERS UNION FEED		INSIDE	BUSINESS	PO BOX 1557	54-0005640	JAMESTOWN ND 58402-1557	1300 BUS LOOP E	FULL CHARGES	NO	2/24/21		Office
5780-00	SECKERSON FAMILY PROPERT V LLC*	C/O BLUFROG REALTY	INSIDE	BUSINESS	1115 10TH ST SE	54-0003880	JAMESTOWN ND 58401-5906	1301 A BUS LOOP E	FULL CHARGES	NO	3/1/21		Office
5775-00	SECKERSON FAMILY PROPERT V LLC*	C/O BLUFROG REALTY	INSIDE	BUSINESS	1115 10TH ST SE	54-0003890	JAMESTOWN ND 58401-5906	1301 BUS LOOP E	FULL CHARGES	NO	3/1/21		Office

8651-00	WIT'S END	ATTN: HEIDI	INSIDE	BUSINESS	96 MEADOWLARK LN N	64-0000280	FARGO ND 58102-2150	1307 12TH AVE NE	FULL CHARGES	NO	1/15/21	Office
5784-00	PATZER, DARRELL		INSIDE	BUSINESS	PO BOX 1852	54-0004002	JAMESTOWN ND 58402-1852	1313 BUS LOOP E	FULL CHARGES	NO	1/12/21	Office
5820-00	N D FARMERS UNION		INSIDE	BUSINESS	PO BOX 2136	54-0005700	JAMESTOWN ND 58402-2136	1415 12 AVE SE	FULL CHARGES	NO	1/19/21	Office
5789-00	DODGE	CASEY STOUTD	INSIDE	BUSINESS	PO BOX 949	54-0004501.	JAMESTOWN ND 58402-0949	1505 BUS LOOP E	FULL CHARGES	NO	2/8/21	Office
6805-00	CHOICE PROPERTIES ~61000020000		INSIDE	BUSINESS	PO BOX 1728	61-0000200	JAMESTOWN ND 58402-1728	1604 6 AVE SW	FULL CHARGES	NO	1/18/21	Office
6765-00	DAKOTA CENTRAL TELE		INSIDE	BUSINESS	630 5TH ST N	60-0007850.00	CARRINGTON ND 58421-1629	1705 12 AVE SW	FULL CHARGES	NO	1/16/21	Office
8513-00	STUTSMAN RURAL WATER DISTRICT		NONE	BUSINESS	1812 HIGHWAY 281 N	65-NONE	JAMESTOWN ND 58401-2104	1812 HIGHWAY 281 N	FULL CHARGES	NO	2/1/21	Office
6739-00	INTERSTATE ENGINEERING		INSIDE	BUSINESS	PO BOX 2035	60-0006050	JAMESTOWN ND 58402-2035	1903 12 AVE SW	FULL CHARGES	NO	1/18/21	Office
3858-00	LAW ENFORCEMENT CENTER		INSIDE	BUSINESS	205 6TH ST SE	36-0000043	JAMESTOWN ND 58401-4271	205 6 ST SE	FULL CHARGES	NO	1/14/21	Office
0027-00	SANDNESS LAW FIRM		INSIDE	BUSINESS	211 1ST AVE N	01-0001702.00	JAMESTOWN ND 58401-3165	211 1 AVE N	FULL CHARGES	NO	1/12/21	Office
0112-OW	SWARTZ, MICHAEL~		INSIDE	BUSINESS	PO BOX 1030	02-0003100.OW	JAMESTOWN ND 58402-1030	212 1 AVE S	FULL CHARGES	NO	1/13/21	Office
0073-00	U S POST OFFICE		INSIDE	BUSINESS	PO BOX 1270	02-0000021	MANDAN ND 58554-7270	212 2 ST SW	FULL CHARGES	NO	1/14/21	Office
0124-00	DEMPSEY ACCOUNTING & TAX SERVICE		INSIDE	BUSINESS	213 1ST AVE S	02-0004100.00	JAMESTOWN ND 58401-4249	213 1 AVE S	FULL CHARGES	NO	2/19/21	Office
0808-00	CABLE SERVICES INC		INSIDE	BUSINESS	PO BOX 608	09-0004501	JAMESTOWN ND 58402-0608	215 3 AVE NW	FULL CHARGES	NO	1/14/21	Office
0836-00	GOEHNER, JOE		INSIDE	COMMERCIAL	505 2ND AVE NE	10-0000010.00	JAMESTOWN ND 58401-3310	216 4 ST NW	FULL CHARGES	NO	1/18/21	Office
0777-00	KLETT, BILL		INSIDE	BUSINESS	701 5TH ST NE	09-0002900.00	JAMESTOWN ND 58401-3447	217 4 AVE NW	FULL CHARGES	NO	1/18/21	Office
3332-00	ABSTRACT CO		INSIDE	BUSINESS	PO BOX 715	30-0001100	JAMESTOWN ND 58402-0715	223 3 AVE SW	FULL CHARGES	NO	1/11/21	Office
0079-00	OTTMAR & OTTMAR		INSIDE	BUSINESS	226 2ND AVE SW	02-0000090	JAMESTOWN ND 58401-4106	226 2 AVE SW	FULL CHARGES	NO	1/14/21	Office
9116-00	EASTER SEALS GOODWILL ND INC		INSIDE	BUSINESS	211 COLLINS AVE	60-0004105	MANDAN ND 58554-3106	2629 8 AVE SW	FULL CHARGES	NO	2/23/21	Office
6697-00	BI JAMESTOWN LLC	MALL OFFICE	INSIDE	BUSINESS	231 MARKET ST	60-0004478	JOHNSTOWN PA 15901	281 S BFL MALL	FULL CHARGES	NO	1/20/21	Office
6775-00	KSJB/KSJZ (KISS 93)	BUFFALO MALL STE D-	INSIDE	BUSINESS	2400 8TH AVE SW	60-0004295	JAMESTOWN ND 58401	281 S BFLO MALL SP D1	FULL CHARGES	NO	1/14/21	Office
3302-00	BETTER HOMES PROPERTY MNGT		INSIDE	BUSINESS	PO BOX 601	30-0000020	JAMESTOWN ND 58402-0601	306 2 AVE SW	FULL CHARGES	NO	1/13/21	Office
3334-00	SHEPPARD'S INVESTMENTS		INSIDE	BUSINESS	PO BOX 608	30-0001601	JAMESTOWN ND 58402-0608	312 2 ST SW	FULL CHARGES	NO	1/14/21	Office
0811-00	GRAIN INSPECTION		INSIDE	BUSINESS	PO BOX 1652	09-0004800	JAMESTOWN ND 58402-1652	314 2 ST NW	FULL CHARGES	NO	2/3/21	Office
0172-00	OTTER TAIL POWER COMPANY		INSIDE	BUSINESS	PO BOX 2220	03-0002700	JAMESTOWN ND 58402-2220	315 2 ST SE	FULL CHARGES	NO	2/18/21	Office
0038-00	THE SALVATION ARMY		INSIDE	BUSINESS	320 1ST AVE N	01-0002600	JAMESTOWN ND 58401-3301	320 1 AVE N	FULL CHARGES	NO	1/14/21	Office
0668-00	KUDRNA, MICHAEL		INSIDE	BUSINESS	PO BOX 1419	08-0004000.00	JAMESTOWN ND 58402-1419	402 14 AVE NE	FULL CHARGES	NO	1/14/21	Office
2889-00	COUNTRY VILLAGE APTS, INC.	C/O: BLUFROG	INSIDE	BUSINESS	1115 10TH ST SE	27-0000094.00	JAMESTOWN ND 58401-5906	429 2 ST SW	FULL CHARGES	NO	1/16/21	Office
1083-00	SORTLAND, KENT & JEANNE		NONE	BUSINESS	607 21ST AVE NE	11-0005800	JAMESTOWN ND 58401-3981	503 2 AVE NW	FULL CHARGES	NO	2/18/21	Office
3859-00	OLD COURT HOUSE	% STATE HISTORICAL	INSIDE	BUSINESS	612 E BOULEVARD AVE	36-0000045.00	BISMARCK ND 58505-0612	504 3 AVE SE	FULL CHARGES	NO	1/12/21	Office
5328-00	ALANO SOCIETY		INSIDE	BUSINESS	PO BOX 774	50-0004300	JAMESTOWN ND 58402-0774	518 10 AVE SE	FULL CHARGES	NO	1/19/21	Office
0712-00	HUMAN SERVICES CENTER	N & F CONST	INSIDE	BUSINESS	PO BOX 1728	09-0000001	JAMESTOWN ND 58402-1728	520 3 ST NW	FULL CHARGES	NO	1/16/21	Office
4584-00	THE WRIGHT PROPETY		INSIDE	BUSINESS	605 5TH ST NE	44-0001000.00	JAMESTOWN ND 58401-3446	602 10 ST SE	FULL CHARGES	NO	3/1/21	Office
0392-00	PINE RIDGE BUILDERS		INSIDE	BUSINESS	613 2ND ST NE	06-0000010	JAMESTOWN ND 58401-3604	613 2 ST NE	FULL CHARGES	NO	2/20/21	Office
3722-00	LENDE, DALE G & CHERYL A		INSIDE	BUSINESS	PO BOX 692	34-0000200.	JAMESTOWN ND 58402-0692	702 1 AVE S	FULL CHARGES	NO	2/18/21	Office
5030-00	WITTHAUER, PAUL		INSIDE	BUSINESS	PO BOX 222	48-0000100.00	JAMESTOWN ND 58402-0222	710 10 ST SE	FULL CHARGES	NO	1/11/21	Office
3727-00	BENNION AGENCY, STEVE		INSIDE	BUSINESS	712 1ST AVE S	34-0000402.00	JAMESTOWN ND 58401-4649	712 1ST AVE S	FULL CHARGES	NO	1/13/21	Office
3729-00	CENTURY 21- MORRISON REALTY		INSIDE	BUSINESS	804 1ST AVE S	34-0000600	JAMESTOWN ND 58401-4650	804 1 AVE S	FULL CHARGES	NO	1/20/21	Office
3732-00	SKYTLAND, SHELBY S		INSIDE	BUSINESS	800 12TH AVE NEAPT 160	34-0000700.00	JAMESTOWN ND 58401-6534	816 1 AVE S	FULL CHARGES	NO	1/24/21	Office
3734-00	JAMES RIVER AGENCY		INSIDE	BUSINESS	PO BOX 1026	34-0001000	MINOT ND 58702-1026	824 1 AVE S	FULL CHARGES	NO	1/13/21	Office
6621-00	CROSS COUNTRY COURIER		INSIDE	BUSINESS	PO BOX 4030	60-0001500	BISMARCK ND 58502-4030	605 20 ST SW	FULL CHARGES	NO	3/1/21	Office/Garage
3814-00	PARK BOARD		INSIDE	BUSINESS	PO BOX 2014	35-0000003	JAMESTOWN ND 58402-2014	1002 2 AVE SE	FULL CHARGES	NO	1/11/21	Park
1185-00	WINTER SPORTS BLDG		INSIDE	BUSINESS	PO BOX 2014	12-0005200	JAMESTOWN ND 58402-2014	1009 7TH ST NE	FULL CHARGES	NO	1/11/21	Park
6324-00	NEW GOLF COURSE SHOP		INSIDE	BUSINESS	PO BOX 2014	57-0000003	JAMESTOWN ND 58402-2014	1520 3 ST SE	FULL CHARGES	NO	1/11/21	Park
6318-00	THE BUNKER	%PARK BOARD	INSIDE	BUSINESS	PO BOX 2014	57-0000004	JAMESTOWN ND 58402-2014	1520 3 ST SE	FULL CHARGES	NO	1/11/21	Park
6184-00	FIRE STATION		INSIDE	BUSINESS	102 3RD AVE SE	56-0004100	JAMESTOWN ND 58401-4205	1200 BUS LOOP W	FULL CHARGES	NO	1/12/21	Public Services
0504-00	SCOTT, KELLIE		INSIDE	COMMERCIAL	1302 2ND AVE NE	07-0000050.00	JAMESTOWN ND 58401-2403	1108 2 PL NE EAST UNIT	FULL CHARGES			Residential
5932-00	GEISLER, JIM & MARY		INSIDE	COMMERCIAL	PO BOX 303	55-0003800	JAMESTOWN ND 58402-0303	1108 6 ST SE	FULL CHARGES	N/A	residential property	Residential
1238-00	JAMESTOWN PUBLIC SCHOOL		INSIDE	BUSINESS	PO BOX 269	13-0002600	JAMESTOWN ND 58402-0269	528 3 AVE NE	FULL CHARGES	NO	1/12/21	Residential
4680-00	WERMAGER, CINDY~	BRADLEY	INSIDE	BUSINESS	620 13TH ST SE	45-0000101.	JAMESTOWN ND 58401-5625	620 13 ST SE	FULL CHARGES			Residential
3593-00	CONLEY, COLE		INSIDE	COMMERCIAL	724 3RD AVE SW	32-0002503.00	JAMESTOWN ND 58401-4614	724 3 AVE SW	FULL CHARGES			Residential
6451-00	FRONTIER FORT		INSIDE	BUSINESS	PO BOX 143	59-0000040	JAMESTOWN ND 58402-0143	1818 3 AVE SE	FULL CHARGES	NO	2/1/21	RV Park
10034-00	NEWMAN SIGNS		INSIDE	BUSINESS	PO BOX 1728	61-0000510	JAMESTOWN ND 58402-1728	1605 8 AVE SW	FULL CHARGES	NO	1/16/21	Sales
3695-00	PAGEL RENTAL PROPERTIES	% Swurl & Kurl	INSIDE	BUSINESS	927 3RD AVE NW	34-0000095	JAMESTOWN ND 58401-3024	110 6 ST SW	FULL CHARGES	NO	3/8/21	Salon
6635-00	J F PROPERTIES LLC		INSIDE	BUSINESS	507 9TH AVE SW	60-0002402.00	JAMESTOWN ND 58401-4571	2403 HWY 281 S	FULL CHARGES	NO	1/12/21	Salon
8764-00	NAIL PLACE		INSIDE	BUSINESS	2619 8TH AVE SWSTE 105	60-0004007.00	JAMESTOWN ND 58401-6629	2619 8 AVE SW STE 105	FULL CHARGES	NO	3/5/21	Salon
0053-00	SUITE 140 SALON & SPA		INSIDE	BUSINESS	300 2ND AVE NESTE 140	01-0002842.00	JAMESTOWN ND 58401-3373	300 2 AVE NE STE 140	FULL CHARGES	NO	2/20/21	Salon
3771-00	FA PROPERTIES LLC		INSIDE	BUSINESS	311 1ST AVE S	34-0003700.00	JAMESTOWN ND 58401	311 1 AVE S	FULL CHARGES	NO	1/21/21	Salon
4330-00	JASMERIA BEAUTY SHOP~	CHERYL GARDNER	INSIDE	BUSINESS	410 10TH ST SESTE 7	41-0000071	JAMESTOWN ND 58401-5562	410 10TH ST SE	FULL CHARGES	NO	1/11/21	Salon
1053-00	2ND AVE SALON LLC	EUGENE & BARB	INSIDE	BUSINESS	3555 81ST AVE SE	11-0004100.00	JAMESTOWN ND 58401-9507	422 2 AVE NW	FULL CHARGES	NO	1/14/21	Salon
8675-00	NEW AGE FITNESS & TANNING	%DAVE ODIN	INSIDE	BUSINESS	1713 3RD AVE NE	21-0006150	JAMESTOWN ND 58401-2420	607 13TH ST NE	FULL CHARGES	NO	1/13/21	Salon
3754-00	SCHWARTZ, JAMES DANIEL		INSIDE	COMMERCIAL	522 W THAYER AVE	34-0002100	BISMARCK ND 58501-3730	615 1 AVE S	FULL CHARGES	NO	1/13/21	Salon
4646-00	LE, GINA (LOVE NAILS)		INSIDE	BUSINESS	621 10TH ST SE	44-0004501.00	JAMESTOWN ND 58401-5546	621 10 ST SE	FULL CHARGES	NO	2/4/21	Salon
3745-00	ZIETZ, JOHN		INSIDE	BUSINESS	1431 LONG LAKE DR	34-0001700	DETROIT LAKES MN 56501-7148	112 8 ST SE	FULL CHARGES	NO	1/15/21	Salon - dog
4653-00	LAYERED SALON	S & N ENTERPRISES	INSIDE	BUSINESS	613 10TH ST SE	44-0000003.OW	JAMESTOWN ND 58401-5546	613 10 ST SE	FULL CHARGES	NO	1/14/21	Salon - has Dakota Country Me
8609-00	NEW DOG KENNEL		INSIDE	BUSINESS	102 3RD AVE SE	54-0005525.00	JAMESTOWN ND 58401-4205	3020 18 ST SE	FULL CHARGES	NO	2/18/21	Sanitation Facility
0109-00	JMST FINE ARTS ASSOC		INSIDE	BUSINESS	PO BOX 363	02-0000640.00	JAMESTOWN ND 58402-0363	109 2 ST SW	FULL CHARGES	NO	2/19/21	School
8485-00	LOUIS L'AMOUR SCHOOL		INSIDE	BUSINESS	PO BOX 269	75-0004300	JAMESTOWN ND 58402-0269	1102 15 ST SW	FULL CHARGES	NO	2/25/21	School

0085-00	JMST FINE ARTS ASSOC		INSIDE	BUSINESS	PO BOX 363	02-0000600	JAMESTOWN ND 58402-0363	115 2 ST SW	FULL CHARGES	NO	2/19/21	School
6290-00	HILLCREST SDA SCHOOL		INSIDE	BUSINESS	116 15TH AVE SE	57-0003500	JAMESTOWN ND 58401-3763	116 15 AVE SE	FULL CHARGES	NO	2/24/21	School
7146-00	JAMESTOWN NORTH		INSIDE	BUSINESS	PO BOX 269	64-0000021	JAMESTOWN ND 58402-0269	1312 10 ST NE	FULL CHARGES	NO	2/25/21	School
8753-00	JAMESTOWN NORTH~		INSIDE	BUSINESS	PO BOX 269	64-0000020	JAMESTOWN ND 58402-0269	1312 10 ST NE	FULL CHARGES	NO	3/2/21	School
7145-00	NEW HIGH SCHOOL		INSIDE	BUSINESS	PO BOX 269	64-0000025	JAMESTOWN ND 58402-0269	1509 10 ST NE	FULL CHARGES	NO	2/19/21	School
6266-00	GUSSNER SCHOOL		INSIDE	BUSINESS	PO BOX 269	57-0001300	JAMESTOWN ND 58402-0269	1509 4 ST NE	FULL CHARGES	NO	2/19/21	School
0152-00	MIDDLE SCHOOL		INSIDE	BUSINESS	PO BOX 269	03-0001700.00	JAMESTOWN ND 58402-0269	203 2 AVE SE	FULL CHARGES	NO	2/22/21	School
8765-00	MIDDLE SCHOOL ATHLETIC FIELD		INSIDE	BUSINESS	PO BOX 269	03-0000015.00	JAMESTOWN ND 58402-0269	203 2 AVE SE	FULL CHARGES	NO	2/25/21	School
1153-00	LINCOLN SCHOOL		INSIDE	BUSINESS	PO BOX 269	12-0002200	JAMESTOWN ND 58402-0269	319 5 ST NE	FULL CHARGES	NO	2/25/21	School
4122-00	OUR SAVIORS LUTH SCHOOL		INSIDE	BUSINESS	424 5TH AVE SE	38-0003801	JAMESTOWN ND 58401-4233	402 5 AVE SE	FULL CHARGES	NO	1/18/21	School
1161-00	TABOR HALL		INSIDE	BUSINESS	6084 COLLEGE LN	12-0003201	JAMESTOWN ND 58405-0001	6084 COLLEGE LANE	FULL CHARGES	NO	1/11/21	School
8944-00	UNIVERSITY OF JAMESTOWN		INSIDE	BUSINESS	6088 COLLEGE LN	12-0004210	JAMESTOWN ND 58405-0001	6084 COLLEGE LANE	FULL CHARGES	NO	1/12/21	School
8565-00	UNRUH SHELDON CENTER	JAMESTOWN	INSIDE	BUSINESS	6084 COLLEGE LN	12-0002400	JAMESTOWN ND 58405-0001	6084 COLLEGE LANE	FULL CHARGES	NO	1/11/21	School
1106-00	GAME FIELD		INSIDE	BUSINESS	6084 COLLEGE LN	12-0000010.00	JAMESTOWN ND 58405-0001	6084 COLLEGE LN	FULL CHARGES	NO	1/11/21	School
1180-00	HANSEN CENTER		INSIDE	BUSINESS	6084 COLLEGE LN	12-0004300	JAMESTOWN ND 58405-0001	6084 COLLEGE LN	FULL CHARGES	NO	1/11/21	School
1172-00	KROEZE DORM		INSIDE	BUSINESS	6084 COLLEGE LN	12-0003800	JAMESTOWN ND 58405-0001	6084 COLLEGE LN	FULL CHARGES	NO	1/11/21	School
1165-00	LYNGSTAD CENTER		INSIDE	BUSINESS	6084 COLLEGE LN	12-0003502	JAMESTOWN ND 58405-0001	6084 COLLEGE LN	FULL CHARGES	NO	1/11/21	School
9152-00	NEWMAN CENTER		INSIDE	BUSINESS	6084 COLLEGE LN	12-0004715	JAMESTOWN ND 58405-0001	6084 COLLEGE LN	FULL CHARGES	NO	1/11/21	School
9153-00	NEWMAN CENTER		INSIDE	BUSINESS	6084 COLLEGE LN	12-0004720	JAMESTOWN ND 58405-0001	6084 COLLEGE LN	FULL CHARGES	NO	1/11/21	School
1170-00	NIERLING DORM		INSIDE	BUSINESS	6084 COLLEGE LN	12-0003700	JAMESTOWN ND 58405-0001	6084 COLLEGE LN	FULL CHARGES	NO	1/11/21	School
1179-00	ORLADY HALL		INSIDE	BUSINESS	6084 COLLEGE LN	12-0004200	JAMESTOWN ND 58405-0001	6084 COLLEGE LN	FULL CHARGES	NO	1/11/21	School
1166-00	PRENTICE DORM		INSIDE	BUSINESS	6084 COLLEGE LN	12-0003503	JAMESTOWN ND 58405-0001	6084 COLLEGE LN	FULL CHARGES	NO	1/11/21	School
1174-00	RAUGUST LIBRARY		INSIDE	BUSINESS	6084 COLLEGE LN	12-0003900	JAMESTOWN ND 58405-0001	6084 COLLEGE LN	FULL CHARGES	NO	1/14/21	School
1164-00	SEIBOLD DORM		INSIDE	BUSINESS	6084 COLLEGE LN	12-0003550	JAMESTOWN ND 58405-0001	6084 COLLEGE LN	FULL CHARGES	NO	1/11/21	School
1176-00	SORKNESS CENTER		INSIDE	BUSINESS	6084 COLLEGE LN	12-0002740	JAMESTOWN ND 58405-0001	6084 COLLEGE LN	FULL CHARGES	NO	1/11/21	School
1177-00	WATSON DORM		INSIDE	BUSINESS	6084 COLLEGE LN	12-0002720	JAMESTOWN ND 58405-0001	6084 COLLEGE LN	FULL CHARGES	NO	1/11/21	School
1163-00	WESTMINISTER HALL		INSIDE	BUSINESS	6084 COLLEGE LN	12-0003400	JAMESTOWN ND 58405-0001	6084 COLLEGE LN	FULL CHARGES	NO	1/11/21	School
1169-00	WILSON DORM		INSIDE	BUSINESS	6084 COLLEGE LN	12-0003750	JAMESTOWN ND 58405-0001	6084 COLLEGE LN	FULL CHARGES	NO	1/11/21	School
4555-00	ROOSEVELT SCHOOL		INSIDE	BUSINESS	PO BOX 269	44-0000002.00	JAMESTOWN ND 58402-0269	615 6 AVE SE	FULL CHARGES	NO	2/25/21	School
0711-00	ANNE CARLSEN SCHOOL ~09000001000		INSIDE	BUSINESS	701 3RD ST NW	09-0000004	JAMESTOWN ND 58401-2963	701 3 ST NW	FULL CHARGES	NO	1/12/21	School
1820-00	WASHINGTON SCHOOL		INSIDE	BUSINESS	PO BOX 269	17-0004300	JAMESTOWN ND 58402-0269	705 4 AVE NW	FULL CHARGES	NO	2/25/21	School
2392-00	ANNE CARLSEN SCHOOL ~09000001000		INSIDE	BUSINESS	701 3RD ST NW	22-0008350.00	JAMESTOWN ND 58401-2963	814 13 ST NE	FULL CHARGES	NO	1/12/21	School
7144-00	JAMES VALLEY TECH CTR	JAMESTOWN PUBLIC	INSIDE	BUSINESS	PO BOX 269	64-0000010	JAMESTOWN ND 58402-0269	910 12 AVE NE	FULL CHARGES	NO	1/12/21	School
5712-00	FARMERS UNION FERT PLANT		INSIDE	BUSINESS	PO BOX 1557	54-0001010	JAMESTOWN ND 58402-1557	800 15 AVE SE	FULL CHARGES	NO	2/24/21	Services - Ag
8527-00	LEGUME MATRIX LLC		INSIDE	BUSINESS	901 14TH AVE SE	55-0000001.00	JAMESTOWN ND 58401-4972	901 14 AVE SE	FULL CHARGES	NO	1/13/21	Services - Ag
0173-00	KLEINGARTNER, ALEX & EMMA		INSIDE	BUSINESS	5265 84TH AVE SE	03-0004700.00	MONTPELIER ND 58472-9750	324 1 ST E	FULL CHARGES	NO	1/13/21	Services - Caterer
4426-00	SERVICE MASTER/D BERNSTON		INSIDE	BUSINESS	PO BOX 2031	42-0003300.01	JAMESTOWN ND 58402-2031	116 7 AVE SE	FULL CHARGES	NO	1/15/21	Services - Cleaning
0037-00	TOTAL CLEAN		INSIDE	BUSINESS	PO BOX 847	01-0002302	JAMESTOWN ND 58402-0847	319 1 AVE N	FULL CHARGES	NO	1/11/21	Services - Cleaning
5926-00	CURTIS ELECTRIC		INSIDE	BUSINESS	PO BOX 1288	55-0000003.00	JAMESTOWN ND 58402-1288	811 12 AVE SE	FULL CHARGES	NO	1/11/21	Services - Electric
5929-00	MONTANA DAKOTA UTILITIES		INSIDE	BUSINESS	PO BOX 2216	55-0000008.00	JAMESTOWN ND 58402-2216	701 12 AVE SE	FULL CHARGES	NO	1/12/21	Services - Energy
5924-00	JAMESTOWN RURAL FIRE DISTRICT		INSIDE	BUSINESS	PO BOX 785	55-0000002.00	JAMESTOWN ND 58402-0785	1209 9 ST SE	FULL CHARGES	NO	1/12/21	Services - Fire Dept
0002-00	FIRE HALL		INSIDE	BUSINESS	102 3RD AVE SE	01-0000020	JAMESTOWN ND 58401-4205	209 2 AVE NW	FULL CHARGES	NO	1/12/21	Services - Fire Dept
2890-00	PROGRESS ENTERPRISES		INSIDE	BUSINESS	PO BOX 2015	27-0000095	JAMESTOWN ND 58402-2015	428 2 ST SW	FULL CHARGES	NO	2/4/21	Services - Food Bank
8616-00	PROGRESS TRANSITIONAL	LIVING FACILITY	INSIDE	BUSINESS	PO BOX 2015	27-0000096	JAMESTOWN ND 58402-2015	428 2 ST SW	FULL CHARGES	NO	2/4/21	Services - Food Bank
6758-00	STUTSMAN COUNTY GLASS		INSIDE	BUSINESS	PO BOX 2044	60-0007350	JAMESTOWN ND 58402-2044	909 17 ST SW	FULL CHARGES	NO	1/13/21	Services - Glass
0429-00	HARTLAND HEATING & COOLING		INSIDE	BUSINESS	900 2ND ST NE	06-0005875.00	JAMESTOWN ND 58401-3711	900 2 ST NE	FULL CHARGES	NO	1/12/21	Services - Heating
0001-00	MASTEL HOLDINGS LLC		INSIDE	BUSINESS	514 3RD ST SE	01-0000010	JAMESTOWN ND 58401-4329	201 2 ST NW	FULL CHARGES	NO	1/11/21	Services - Heating/AC
0809-00	CABLE SERVICES INC		INSIDE	BUSINESS	PO BOX 608	09-0004600	JAMESTOWN ND 58402-0608	308 2 ST NW	FULL CHARGES	NO	1/14/21	Services - Internet
6588-00	DAKOTA CENTRAL TELECOMMUNICATIONS		INSIDE	BUSINESS	PO BOX 299	60-0000010	CARRINGTON ND 58421-0299	604 18 ST SW	FULL CHARGES	NO	1/16/21	Services - Internet
6594-00	DOUBLE S LAWN SERVICE LLC		INSIDE	BUSINESS	1809 4TH AVE SW	60-0000080	JAMESTOWN ND 58401-6322	1809 4 AVE SW	FULL CHARGES	NO	1/13/21	Services - Lawn
5247-00	GUMKE, DON~		INSIDE	BUSINESS	3305 HIGHWAY 20	50-0000040.00	JAMESTOWN ND 58401-9751	323 9 AVE SE	FULL CHARGES	NO	1/25/21	Services - Painter
0933-00	DECORATING BY CHARLIE		INSIDE	BUSINESS	PO BOX 634	10-0004400.00	JAMESTOWN ND 58402-0634	617 5 ST NW	FULL CHARGES	NO	2/19/21	Services - Painter
3816-00	PARK BOARD SHOP		INSIDE	BUSINESS	PO BOX 2014	35-0000006	JAMESTOWN ND 58402-2014	MCELROY PARK	FULL CHARGES	NO	1/11/21	Services - Park Shop
9108-00	SCHERBENSKE INC		INSIDE	BUSINESS	2511 17TH ST SE	54-0005503.00	JAMESTOWN ND 58401-5974	2511 17 ST SE	FULL CHARGES	NO	2/1/21	Services - Plumber
4423-00	JMST P & H		INSIDE	BUSINESS	602 1ST ST E	42-0000005	JAMESTOWN ND 58401-4312	602 1 ST E	FULL CHARGES	NO	2/22/21	Services - Plumber
2407-00	PIONEER P & H		INSIDE	BUSINESS	PO BOX 1901	22-0008550	JAMESTOWN ND 58402-1901	802 13 ST NE	FULL CHARGES	NO	1/21/21	Services - Plumber
0198-00	BOB'S PLG & HTG		INSIDE	BUSINESS	PO BOX 1153	03-0004500	JAMESTOWN ND 58402-1153	117 4 AVE SE	FULL CHARGES	N/A	out of business	Services - Plumber - Out of Busi
6235-00	OTTERTAIL IC PLANT		INSIDE	BUSINESS	PO BOX 2220	57-0000009	JAMESTOWN ND 58402-2220	2620 3 ST SE	FULL CHARGES	NO	2/18/21	Services - Power Plant
6237-00	OTTERTAIL PEAKING PLANT		INSIDE	BUSINESS	PO BOX 2220	57-0000011	JAMESTOWN ND 58402-2220	3 RD ST SE	FULL CHARGES	NO	2/18/21	Services - Power Plant
1383-00	RICHLYN STORAGE LLC		INSIDE	BUSINESS	PO BOX 779	14-0002500	JAMESTOWN ND 58402-0779	1205 6 AVE NE	FULL CHARGES	NO	1/11/21	Services - Print Shop
9151-00	NEWMAN PRINT	NEW BUILDING	INSIDE	BUSINESS	PO BOX 1728	61-0000525	JAMESTOWN ND 58402-1728	1614 8 AVE SW	FULL CHARGES	NO	1/16/21	Services - Print Shop
0113-00	ORRIGINALS		INSIDE	BUSINESS	214 1ST AVE S	02-0003200	JAMESTOWN ND 58401-4153	214 1 AVE S	FULL CHARGES	NO	2/18/21	Services - Print Shop
6461-00	JMST CITY SHOP		INSIDE	BUSINESS	102 3RD AVE SE	59-0000073	JAMESTOWN ND 58401-4205	303 18 ST SW	FULL CHARGES	NO	1/13/21	Services - Street Dept
3817-00	JAMESTOWN STREET DEPT		INSIDE	BUSINESS	102 3RD AVE SE	35-0000007.00	JAMESTOWN ND 58401-4205	MCELROY PARK	FULL CHARGES	NO	1/13/21	Services - Street Dept
0003-00	DAKOTA CENTRAL TELE		INSIDE	BUSINESS	630 5TH ST N	01-0000040	CARRINGTON ND 58421-1629	213 2 AVE NW	FULL CHARGES	NO	1/16/21	Services - Telephone
4430-00	MIDWEST TESTING LAB INC		INSIDE	BUSINESS	18001 W 106TH ST STE 300	42-0003500	OLATHE KS 66061-6447	609 2 ST SE	FULL CHARGES	NO	1/27/21	Services - Testing lab
6223-00	MAYER TRUCK LINE INC		INSIDE	BUSINESS	PO BOX 1922	56-0000650	JAMESTOWN ND 58402-1922	1207 S RIVERSIDE DR	FULL CHARGES	N/A	residential rental property	Services - Trucking
6224-00	MAYER TRUCK LINE INC		INSIDE	BUSINESS	PO BOX 1922	56-0000570	JAMESTOWN ND 58402-1922	1207 S RIVERSIDE DR	FULL CHARGES	N/A	residential rental property	Services - Trucking

5703-00	MARTELL, MICHAEL		INSIDE	BUSINESS	1303 10TH ST SE	54-0000015	JAMESTOWN ND 58401-5904	1303 10 ST SE	FULL CHARGES	NO		2/5/21	Services - Trucking
2145-00	RICK'S TV		INSIDE	BUSINESS	801 13TH ST NE	21-0007100	JAMESTOWN ND 58401-2841	801 13 ST NE	FULL CHARGES	NO		1/26/21	Services - TV repair
0843-00	THE INDIVIDUALS		INSIDE	BUSINESS	410 3RD AVE NW	10-0000040.00	JAMESTOWN ND 58401-3124	410 3 AVE NW	FULL CHARGES	NO		2/25/21	Services - Upholstery
6737-00	RON'S FABRICATION INC	RON WHITE	INSIDE	BUSINESS	PO BOX 161	60-0005190	JAMESTOWN ND 58402-0161	1011 19 ST SW	FULL CHARGES	NO		1/20/21	Services - Welder
0199-00	ORPHAN GRAIN TRAIN ND BRANCH		INSIDE	BUSINESS	PO BOX 1546	03-0004600.00	JAMESTOWN ND 58402-1546	103 4 AVE SE	FULL CHARGES	NO		2/3/21	Shipping
6096-00	RICHLYN & R GEIGLE		INSIDE	BUSINESS	PO BOX 779	56-0001202	JAMESTOWN ND 58402-0779	1022 4 AVE SW	FULL CHARGES	NO		1/11/21	Storage
8722-00	WIT'S END	ATTN: HEIDI	NONE	BUSINESS	96 MEADOWLARK LN N	64-NONE	FARGO ND 58102-2150	1406 11 AVE NE	FULL CHARGES	NO		1/15/21	Storage
6597-00	KESA LLC		INSIDE	BUSINESS	800 N 3RD ST APT 211	60-0000100	GRAND FORKS ND 58203-2429	1918 4 AVE SW	FULL CHARGES		KESA LLCaty	Jerry and Pam	Storage
0075-00	ROUGH RIDER RENTALS		INSIDE	BUSINESS	216 1ST ST W	02-0000010	JAMESTOWN ND 58401-4161	214 1 ST W	FULL CHARGES	NO		1/13/21	Storage
6465-00	NUTRIEN AG SOLUTIONS		INSIDE	BUSINESS	3745 HIGHWAY 281 SE	59-0000090.00	JAMESTOWN ND 58401-9421	304 18 ST SW BLDG 4	FULL CHARGES	NO		2/11/21	Storage
6746-00	RED HEADED REBEL LLC	(NEW OWNER)	INSIDE	BUSINESS	1307 2ND AVE N	60-0006650.00	MINNEAPOLIS, MN 55405	830 18 ST SW	FULL CHARGES	NO		3/2/21	storage property Storage
2661-00	WIDMER, DANIEL R		NONE	COMMERCIAL	1515 3RD AVE NW	25-NONE	JAMESTOWN ND 58401-2387	1510 4 AVE NW	FULL CHARGES	NO		2/22/21	Storage/Residential
2662-00	WIDMER, DAN		NONE	BUSINESS	1515 3RD AVE NW	25-NONE	JAMESTOWN ND 58401-2387	1610 4 AVE NW	FULL CHARGES	NO		2/22/21	Storage/Residential
6761-00	NAPA AUTO PARTS DELIVERY INC		INSIDE	BUSINESS	1001 17TH ST SW	60-0007550	JAMESTOWN ND 58401-6122	1001 17 ST SW	FULL CHARGES	NO		1/12/21	Store
6762-00	NAPA AUTO PARTS		INSIDE	BUSINESS	1005 17TH ST SW	60-0007650	JAMESTOWN ND 58401-6122	1005 17 ST SW	FULL CHARGES	NO		1/21/21	Store
6763-00	DAKOTA BELT CO		INSIDE	BUSINESS	PO BOX 1754	60-0007750	JAMESTOWN ND 58402-1754	1009 17 ST SW	FULL CHARGES	NO		2/3/21	Store
5605-00	SANFORD HEALTHCARE ACCESSORIES LLC		INSIDE	BUSINESS	PO BOX 9679	53-0000090	FARGO ND 58106-9679	1023 10 ST SE	FULL CHARGES	NO		1/15/21	Store
1022-00	WILDSIDE CREATIONS	C/O MEGAN FOSSUM	INSIDE	BUSINESS	103 4TH ST NE	11-0001902.00	JAMESTOWN ND 58401-3316	103 4 ST NE	FULL CHARGES	NO		2/18/21	Store
3813-00	DALE, MORGAN		INSIDE	BUSINESS	107 10TH ST SE	35-0000002.00	JAMESTOWN ND 58401-5549	107 10 ST SE	FULL CHARGES	NO		1/28/21	Store
0098-00	INNOVATIVE OFFICE SOLUTIONS LLC		INSIDE	BUSINESS	151 CLIFF RD ESTE 40	02-0002000	BURNSVILLE MN 55337-1586	108 1 AVE S	FULL CHARGES	NO		2/22/21	Store
1381-00	COMM ACTION/WX		INSIDE	BUSINESS	PO BOX 507	14-0002300	JAMESTOWN ND 58402-0507	1108 5 AVE NE	FULL CHARGES	NO		2/19/21	Store
0091-00	GUN & REEL SPORT SHOP		INSIDE	BUSINESS	PO BOX 1957	02-0001250	JAMESTOWN ND 58402-1957	115 1 ST W	FULL CHARGES	NO		1/18/21	Store
0135-00	PORTES DE RIMES, ARISLEIDA~	VANCE RIMES	INSIDE	BUSINESS	PO BOX 504	02-0004700.00	JAMESTOWN ND 58402-0504	117 1 AVE S	FULL CHARGES	NO		2/19/21	Store
0090-00	GUN & REEL SPORT SHOP		INSIDE	BUSINESS	PO BOX 1957	02-0001300	JAMESTOWN ND 58402-1957	119 1 ST W	FULL CHARGES	NO		1/18/21	Store
8568-00	AARON'S SALES & LEASE	ATTN: RANDY	INSIDE	BUSINESS	4377 15TH AVE S	56-0000129.00	FARGO ND 58103-3337	119 BUSINESS LOOP W	FULL CHARGES	NO		3/5/21	Store
8630-00	HAND PICKD		INSIDE	BUSINESS	121 BUS LOOP W	56-0000130.00	JAMESTOWN ND 58401	121 BUS LOOP W	FULL CHARGES	NO		2/2/21	Store
3044-00	SKEEL'S PAINTING & DEC		NONE	BUSINESS	1518 16TH ST SW	27-NONE	JAMESTOWN ND 58401-5042	1500 2 ST W	FULL CHARGES	N/A	storage sheds		Store
5864-00	FASTENAL CO 01NDJAM		NONE	BUSINESS	PO BOX 168	54-NONE	WINONA MN 55987-0168	1512 BUS LOOP E	FULL CHARGES	NO		2/22/21	Store
6751-00	O'REILLY AUTOMOTIVE INC		NONE	BUSINESS	PO BOX 1156	60-0006710	SPRINGFIELD MO 65801-1156	1802 8 AVE SW	FULL CHARGES	NO		1/18/21	Store
6718-00	CORK & BARREL	%SCOTT ANDERSON	INSIDE	BUSINESS	1902 8TH AVE SW	60-0004980	JAMESTOWN ND 58401-6111	1902 8 AVE SW	FULL CHARGES	NO		1/12/21	Store
6730-00	DAKOTA RENTAL CENTER		INSIDE	BUSINESS	1924 9TH AVE SW	60-0005120	JAMESTOWN ND 58401-6141	1924 9 AVE SW	FULL CHARGES	NO		1/14/21	Store
6196-00	WILHELM PROPERTIES		INSIDE	BUSINESS	PO BOX 1390	56-0000140.	JAMESTOWN ND 58402-1390	203 BUS LOOP W	FULL CHARGES	NO		1/13/21	Store
0076-00	HANSEN, LEON & BONNIE		INSIDE	BUSINESS	8264 31ST ST SE	02-0000005	JAMESTOWN ND 58401-9200	204 1 ST W	FULL CHARGES	NO		1/12/21	Store
0132-00	J & A DISTRIBUTION		INSIDE	BUSINESS	205 1ST AVE S	02-0004401	JAMESTOWN ND 58401-4249	205 1 AVE S	FULL CHARGES	NO		1/11/21	Store
0130-00	HOME DESIGN CENTER~	PARK STREET	INSIDE	BUSINESS	209 1ST AVE S	02-0004311	JAMESTOWN ND 58401-4249	209 1 AVE S	FULL CHARGES	NO		1/18/21	Store
0029-00	COLE, MONTE~	C/O ARIEL COLE	INSIDE	BUSINESS	711 17TH ST NE	01-0001900.00	JAMESTOWN ND 58401-2527	213 1 AVE N	FULL CHARGES	NO		1/11/21	Store
0030-00	NITA'S ATTIC / A J RENTAL PROP LLC		INSIDE	BUSINESS	PO BOX 215	01-0001901.00	NAPOLEON ND 58561-0215	215 1 AVE N	FULL CHARGES	NO		1/14/21	Store
8818-00	THE SHOPPES*	C/O BLUFROG	INSIDE	BUSINESS	1115 10TH ST SE	60-0004004.00	JAMESTOWN ND 58401-5906	2619 8 AVE SW #103B	FULL CHARGES	NO		3/1/21	Store
0057-00	LIFETIME VISION SOURCE		INSIDE	BUSINESS	300 2ND AVE NESTE 102	01-0004100	JAMESTOWN ND 58401-3373	300 2 AVE NE STE 102	FULL CHARGES	NO		1/12/21	Store
6195-00	MISTER MONEY		INSIDE	BUSINESS	314 BUSINESS LOOP W	56-0001450	JAMESTOWN ND 58401-5245	314 BUSINESS LOOP W	FULL CHARGES	NO		3/1/21	Store
4151-00	WHITE DRUG #15	ATTN: ACCOUNTS	INSIDE	BUSINESS	6055 NATHAN LN NSTE 200	39-0000150.00	PLYMOUTH MN 55442-1675	320 10 ST SE	FULL CHARGES	NO		2/5/21	Store
4331-00	TRUE VALUE		INSIDE	BUSINESS	410 10TH ST SE	41-0000072	JAMESTOWN ND 58401	410 10 ST SE	FULL CHARGES	NO		1/25/21	Store
8791-00	MAC'S INC~		INSIDE	BUSINESS	5970 50TH AVE S	60-0002490	MOORHEAD MN 56560-6011	410 24 ST SW	FULL CHARGES	NO		3/5/21	Store
3765-00	BE MOBILE, INC	ATTN: JANATHAN	INSIDE	BUSINESS	2100 S COLUMBIA RD STE	34-0002800	GRAND FORKS ND 58201-5895	503 1 AVE S	FULL CHARGES	NO		1/14/21	Store
4316-00	PARK STREET DEVELOPMENT INC		INSIDE	BUSINESS	209 1ST AVE S	41-0000010.00	JAMESTOWN ND 58401-4249	506 10 ST SE	FULL CHARGES	NO		1/18/21	Store
0948-00	REED, GARY		INSIDE	BUSINESS	519 5TH ST NW	10-0005400	JAMESTOWN ND 58401-3152	519 5 ST NW	FULL CHARGES	NO		1/21/21	Store
3723-00	SMITTYS CARPET SHOP INC		INSIDE	BUSINESS	708 1ST AVE S	34-0000300	JAMESTOWN ND 58401-4649	708 1 AVE S	FULL CHARGES	NO		1/11/21	Store
8824-00	JPKC GROUP INC	DBA: THE UPS STORE	INSIDE	BUSINESS	723 1ST AVE S	34-0001803	JAMESTOWN ND 58401-4722	723 1 AVE S	FULL CHARGES	NO		3/1/21	Store
5090-00	MARTIN, JOSEPH	JEAN MCNICHOLS	INSIDE	BUSINESS	802 8TH AVE SE	48-0003800.00	JAMESTOWN ND 58401-4823	802 8 AVE SE	FULL CHARGES	NO		1/11/21	Store
9076-00	MILLENNIUM VII LLP	C/O MARK C	INSIDE	BUSINESS	1620 32ND AVE S STE 200	60-0004111	FARGO ND 58103-5986	809 26 ST SW STE 2	FULL CHARGES	NO		1/19/21	Store
6750-00	O'REILLY AUTOMOTIVE INC		INSIDE	BUSINESS	PO BOX 1156	60-0006750	SPRINGFIELD MO 65801-1156	810 18 ST SW	FULL CHARGES	NO		1/18/21	Store
6791-00	DALE'S A-1 AUTO		INSIDE	BUSINESS	827 17TH ST SW	60-0007150	JAMESTOWN ND 58401-6120	827 17 ST SW	FULL CHARGES	NO		1/14/21	Store
2393-00	BOTTLES & JUGS		INSIDE	BUSINESS	902 13TH ST NE	22-0008250	JAMESTOWN ND 58401-3559	902 13 ST NE	FULL CHARGES	NO		1/13/21	Store
6813-00	NAPA AUTO PARTS DELIVERY INC		INSIDE	BUSINESS	1001 17TH ST SW	61-0001500.00	JAMESTOWN ND 58401-6122	902 17 ST SW	FULL CHARGES	NO		1/12/21	Store
6889-00	LIFE STYLE APPLIANCE		INSIDE	BUSINESS	918 17TH ST SW	61-0001601	JAMESTOWN ND 58401-5334	918 17 ST SW	FULL CHARGES	NO		1/18/21	Store
4339-00	JUST ASK RENTAL	%TRUE VALUE	INSIDE	BUSINESS	410 10TH ST SE	41-0000073	JAMESTOWN ND 58401	PARK PLAZA	FULL CHARGES	NO		2/19/21	Store
4334-00	COROBN'S INCORPORATED~		INSIDE	BUSINESS	PO BOX 1660	41-0000082.00	BUFFALO NY 14205-1680	10 ST SE	FULL CHARGES	NO		2/22/21	Store - Grocery
6726-00	TWO RIVERS BROADCASTING		INSIDE	BUSINESS	PO BOX 1170	60-0004100	JAMESTOWN ND 58402-1170	2625 8 AVE SW	FULL CHARGES	NO		1/13/21	Store/Office
0041-00	BLACK BEAR INVESTMENTS LLC		INSIDE	BUSINESS	302 1ST AVE N	01-0002802.00	JAMESTOWN ND 58401-3301	302 1 AVE N	FULL CHARGES	NO		1/18/21	Supplier - Ag
8545-00	INFINITY BUILDING SERVICES INC		INSIDE	BUSINESS	PO BOX 1924	60-0003150	JAMESTOWN ND 58402-1924	2801 3RD AVE SW	FULL CHARGES	NO		2/19/21	Supplier - Bldg Mtls
3719-00	HIGH PLAINS WATER		INSIDE	BUSINESS	PO BOX 538	34-0000090	VALLEY CITY ND 58072-0538	520 1 AVE S	FULL CHARGES	NO		1/13/21	Supplier - Bottled water
6652-00	JAMESTOWN COMMUNICATIONS		INSIDE	BUSINESS	PO BOX 1933	60-0003101	JAMESTOWN ND 58402-1933	2703 281 S	FULL CHARGES	NO		1/28/21	Supplier - Electronics
6744-00	BEN PESEK PROPERTIES LLC		INSIDE	BUSINESS	PO BOX 224	60-0006550.00	KULM ND 58456-0224	1809 9 AVE SW	FULL CHARGES	NO		1/22/21	Supplier - Farm equip
5713-00	FARMERS UNION FERT PLANT		INSIDE	BUSINESS	PO BOX 1557	54-0001020.00	JAMESTOWN ND 58402-1557	802 15 AVE SE	FULL CHARGES	NO		2/24/21	Supplier - Fertilizer
5714-00	FARMERS UNION FERT PLANT		INSIDE	BUSINESS	PO BOX 1557	54-0001030.00	JAMESTOWN ND 58402-1557	802 15 AVE SE	FULL CHARGES	NO		2/24/21	Supplier - Fertilizer
6654-00	CENTRAL BUS SYSTEM INC		INSIDE	BUSINESS	2514 HIGHWAY 281 S	60-0003300.00	JAMESTOWN ND 58401-6606	2514 HWY 281 S	FULL CHARGES	NO		1/13/21	Supplier - Office equip
5792-00	G R COMPANIES INC		INSIDE	BUSINESS	477 ELM PL	54-0004701.00	HIGHLAND PARK IL 60035-2509	1513 BUS LOOP E	FULL CHARGES	NO		1/27/21	Supplier - Port toilet
6455-00	SECKERSON FAMILY PROPERTY #3 LLC*	C/O BLUFROG REALTY	INSIDE	BUSINESS	1115 10TH ST SE	59-0000055.00	JAMESTOWN ND 58401-5906	110 17 ST SE	FULL CHARGES	NO		3/1/21	Supplier - Tire

0795-00	GEHRING, KATHLEEN		INSIDE	BUSINESS	211 4TH ST NE	09-0003800	JAMESTOWN ND 58401-3353	306 3 ST NW	FULL CHARGES	NO	1/13/21	Supplier - Tire
6711-00	BISON 6 CINEMA	%LYMAN KEIM	INSIDE	BUSINESS	PO BOX 1600	60-0004169.00	JAMESTOWN ND 58402-1600	2400 8TH AVE SW G-1	FULL CHARGES	NO	1/11/21	Theatre
9123-00	MAGNUM LTL, INC		INSIDE	BUSINESS	PO BOX 2023	60-0003151.00	FARGO ND 58107-2023	2802 3 AVE SW	FULL CHARGES	NO	1/18/21	Trucking
0039-00	CENTURYLINK INC.		INSIDE	BUSINESS	PO BOX 182575	01-0002700	COLUMBUS OH 43218-2575	310 1 AVE N	FULL CHARGES			Utility
8574-00	BUILDING PROFESSIONALS LLC		NONE	BUSINESS	PO BOX 1917	65-NONE	JAMESTOWN ND 58402-1917	1718 HIGHWAY 281 N	FULL CHARGES	NO	1/14/21	Warehouse
4894-00	OTTER TAIL POWER WRHSE		INSIDE	BUSINESS	PO BOX 2220	46-0006500	JAMESTOWN ND 58402-2220	905 2 ST SE	FULL CHARGES	NO	2/18/21	Warehouse

Survey Respondents Which Answered "YES" to Question # 10 on NDW Survey, Indicating Potential Inclusion in Pretreatment Program

	Winslow Block							124 1 St E		YES		Apartment
1349-00	MAPLE ACRES-HYDRANT METER	C/O BRITTANY HEIM	INSIDE	BUSINESS	740 10TH ST NE	14-0000500	JAMESTOWN ND 58401-3420	738 10 ST NE	FULL CHARGES	YES	1/29/21	Apartment
0145-00	WINSLOW BLOCK		INSIDE	BUSINESS	PO BOX 549	03-0000050	JAMESTOWN ND 58402-0549	120 1 ST E (124)	FULL CHARGES	YES	2/1/21	Apartment/Store
1324-00	MAPLE ACRES	C/O BRITTANY HEIM	INSIDE	BUSINESS	740 10TH ST NE	14-0000050.OV	JAMESTOWN ND 58401-3420	923 8 AVE NE	FULL CHARGES	YES	1/29/21	Apartment/Townhouse
10395-00	STOUDTS / RECON BUILDING		INSIDE	BUSINESS	PO BOX 949	60-0004161	JAMESTOWN ND 58402-0949	900 23 ST SW	FULL CHARGES	YES	2/8/21	Auto Sales
6622-00	VALLEY PLAINS EQUIPMENT 60-0001600		NONE	BUSINESS	PO BOX 1958	60-0001600	JAMESTOWN ND 58402-1958	519 20 ST SW	FULL CHARGES	YES	2/19/21	Auto Sales/Implement
9112-00	VALLEY PLAINS EQUIPMENT		INSIDE	BUSINESS	PO BOX 1958	60-0001540	JAMESTOWN ND 58402-1958	600 20 ST SW	FULL CHARGES	YES	2/19/21	Auto Sales/Implement
6894-00	ROAD RUNNER REPAIR		INSIDE	BUSINESS	1110 17TH ST SW	62-0000020	JAMESTOWN ND 58401-5117	1110 17 ST SW	FULL CHARGES	YES	2/8/21	Auto Sales/Repair
4887-00	CENTRAL AUTO REPAIR & SERVICES		INSIDE	BUSINESS	123 7TH AVE SE	46-0006101	JAMESTOWN ND 58401-4348	123 7 AVE SE	FULL CHARGES	YES	2/4/21	Auto Sales/Repair
6812-00	MELLAND COMPANY	C/O MARGARET	NONE	BUSINESS	620 NORTH 25TH ST	61-0001102.00	GRAND FORKS ND 58203	1620 8 AVE SW	FULL CHARGES	YES	2/26/21	Auto Sales/Repair
8643-00	STUTSMAN HARLEY DEALERSHIP~		INSIDE	BUSINESS	2501 3RD AVE SW	60-0003185	JAMESTOWN ND 58401-7001	2501 3 AVE SW	FULL CHARGES	YES	1/29/21	Auto Sales/Repair
5809-00	SCHERBENSKE INC		INSIDE	BUSINESS	2511 17TH ST SE	54-0005502.00	JAMESTOWN ND 58401-5974	2511 17 ST SE	FULL CHARGES	YES	2/1/21	Auto Sales/Repair
6574-00	LLOYDS MOTORS		INSIDE	BUSINESS	PO BOX 1038	59-0007450.00	JAMESTOWN ND 58402-1038	502 17 ST SW	FULL CHARGES	YES	1/28/21	Auto Sales/Repair
8901-00	RM STOUDTS OIL AND TIRE CENTER		INSIDE	BUSINESS	PO BOX 949	60-0004159	JAMESTOWN ND 58402-0949	800 23 ST SW	FULL CHARGES	YES	2/8/21	Auto Sales/Repair
6663-00	STOUDTS		INSIDE	BUSINESS	PO BOX 949	60-0004160	JAMESTOWN ND 58402-0949	800 23 ST SW	FULL CHARGES	YES	2/8/21	Auto Sales/Repair
	SUPER WASH % RICK HEIRIGS							1005 8 AVE SE		YES		Car Wash
4362-00	Nodak Oil Co (Jetstream Car Wash)		INSIDE	BUSINESS				1006 6 AVE SE	FULL CHARGES	YES	1/11/21	Car Wash
5120-00	SUPER WASH % RICK HEIRIGS		INSIDE	BUSINESS	703 22ND AVE NE	49-0000400	ABERDEEN SD 57401-1412	802 10 ST SE	FULL CHARGES	YES	2/3/21	Car Wash
6747-00	CROSSROADS REPAIR & WASH		INSIDE	BUSINESS	PO BOX 550	60-0006670.00	JAMESTOWN ND 58402-0550	820 18 ST SW	FULL CHARGES	YES	3/3/21	Car Wash
3720-00	BASILICA OF ST JAMES		INSIDE	BUSINESS	622 1ST AVE S	34-0000100	JAMESTOWN ND 58401-4648	622 1 AVE S	FULL CHARGES	YES	1/29/21	Church
7364-00	STUTSMAN COUNTY SHOP		NONE	BUSINESS	511 2ND AVE SE	65-NONE	JAMESTOWN ND 58401-4210	1508 4 ST NW	FULL CHARGES	YES	2/1/21	Construction - Road Dept.
9024-00	NABS-P.O. 4500930051	AGGREGATE	INSIDE	BUSINESS	PO BOX 272	54-0005504	CONCORD, ONTARIO L4K 1B6	2515 17 ST SE BOTTOM METER	FULL CHARGES	YES	3/4/21	Contractor - Aggregate
9025-00	NABS P.O. 4500930049	AGGREGATE	INSIDE	BUSINESS	PO BOX 272	54-0005505	CONCORD, ONTARIO L4K 1B6	2515 17 ST SE MIDDLE METER	FULL CHARGES	YES	3/4/21	Contractor - Aggregate
9027-00	NABS P.O. 4500930047	AGGREGATE	INSIDE	BUSINESS	PO BOX 272	54-0005506	CONCORD ONTARIO L4K 1B6	2515 17TH ST SE	FULL CHARGES	YES	3/4/21	Contractor - Aggregate
6191-00	MAGNUM ELECTRIC		INSIDE	BUSINESS	471 CHRISTIANSON DR	56-0001350	WEST FARGO ND 58078-8304	318 BUS LOOP W	FULL CHARGES	YES	1/11/21	Contractor - Electrical
7148-00	SCHUMACHER CONST		INSIDE	BUSINESS	PO BOX 2084	64-0000040	JAMESTOWN ND 58402-2084	1223 12 AVE NE	FULL CHARGES	YES	1/11/21	Contractor - General
8929-00	BRAUN DDS PC, JASON J		INSIDE	BUSINESS	116 2ND ST NW	01-0000901	JAMESTOWN ND 58401-3117	116 2 ST NW	FULL CHARGES	YES	1/14/21	Dental
3301-00	MILLER DENTAL		INSIDE	BUSINESS	302 2ND AVE SW	30-0000010	JAMESTOWN ND 58401-4157	302 2 AVE SW	FULL CHARGES	YES	1/12/21	Dental
3743-00	DOWNTOWN DENTAL		INSIDE	BUSINESS	815 1ST AVE S	34-0001500	JAMESTOWN ND 58401-4746	815 1 AVE S	FULL CHARGES	YES	1/19/21	Dental
1354-00	ORN PROPERTY LLC		INSIDE	BUSINESS	916 5TH AVE NE	14-0000700	JAMESTOWN ND 58401-3437	916 5 AVE NE	FULL CHARGES	YES	2/15/21	Dental
0214-00	CIVIC CENTER		INSIDE	BUSINESS	102 3RD AVE SE	04-0000300	JAMESTOWN ND 58401-4205	212 3 AVE NE	FULL CHARGES	YES	2/22/21	Event Center
6767-00	RUSS DAVIS WHOLESALE		INSIDE	BUSINESS	266 4TH ST NE	60-0008050	WADENA MN 56482-1205	1411 17 ST SW	FULL CHARGES	YES	2/22/21	Food Prep
7167-00	GOODRICH UTC		INSIDE	BUSINESS	2604 HIGHWAY 20	64-0000311	JAMESTOWN ND 58401-9623	1805 13 ST NE	FULL CHARGES	YES	2/5/21	Manufacturer - Aircraft
8599-00	GOODRICH - UTC		INSIDE	BUSINESS	2604 HIGHWAY 20	64-0000312	JAMESTOWN ND 58401-9623	1805 13 ST NE	FULL CHARGES	YES	2/5/21	Manufacturer - Aircraft
7168-00	GOODRICH CORP - UTC		INSIDE	BUSINESS	2604 HIGHWAY 20	64-0000400	JAMESTOWN ND 58401-9623	2604 HWY 20 N	FULL CHARGES	YES	2/5/21	Manufacturer - Aircraft
7164-00	COCA COLA BOTTLING CO		INSIDE	BUSINESS	2150 COCA COLA LN	64-0000325.00	RAPID CITY SD 57702-9358	1719 12 AVE NE	FULL CHARGES	YES	2/19/21	Manufacturer - Beverage
6238-00	CAVENDISH FARMS		NONE	BUSINESS	PO BOX 1980	57-NONE	JAMESTOWN ND 58402-1980	5833 3 ST SE	FULL CHARGES	YES	2/4/21	Manufacturer - Food
3724-00	JAMES VALLEY PIZZA #1865	C/O MONTERRA	INSIDE	BUSINESS	2864 CARPENTER RD STE	34-0000301	ANN ARBOR MI 48108-4102	706 1 AVE S	FULL CHARGES	YES	1/14/21	Manufacturer - Food
5787-00	WEDGECOR INC	C/O SUNWARD	INSIDE	BUSINESS	6800 E HAMPDEN AVE	54-0004400	DENVER CO 80224-3008	1515 BUSINESS LOOP E	FULL CHARGES	YES	2/4/21	Manufacturer - Metal Bldgs
6462-00	CHAMP INDUSTRIES	ATTN: ASHLEY	INSIDE	BUSINESS	360 DAWSON RD N	59-0000074.00	WINNIPEG, CANADA R2J055	1821 2 AVE SW	FULL CHARGES	YES	3/5/21	Manufacturer - Steel
3713-00	RINGDAHL INC (JMST AMBULANCE)		INSIDE	BUSINESS	PO BOX 462	34-0000060.00	FERGUS FALLS MN 56538-0462	502 1 AVE S	FULL CHARGES	YES	3/1/21	Medical - Ambulance
8834-00	JAMESTOWN REGIONAL MEDICAL CENTER		INSIDE	BUSINESS	2422 20TH ST SW	62-0000885.00	JAMESTOWN ND 58401-6201	2422 20 ST SW	FULL CHARGES	YES	1/14/21	Medical - Hospital
5776-00	PRAIRIE VETERINARY HOSPITAL		INSIDE	BUSINESS	1305 BUSINESS LOOP E	54-0003895	JAMESTOWN ND 58401-5946	1305 BUS LOOP E	FULL CHARGES	YES	1/18/21	Medical - Vet
6745-00	SOUTHWOOD VET CLINIC		INSIDE	BUSINESS	PO BOX 610	60-0000620	JAMESTOWN ND 58402-0610	833 18 ST SW	FULL CHARGES	YES	1/14/21	Medical - Vet
0060-00	GREAT PLAINS HOUSING AUTHORITY		INSIDE	BUSINESS	300 2ND AVE NE STE 200	01-0004201.00	JAMESTOWN ND 58401-3373	300 2 AVE NE	FULL CHARGES	YES	2/24/21	Office
8973-00	COURT HOUSE~		INSIDE	BUSINESS	511 2ND AVE SE	36-0000041	JAMESTOWN ND 58401	511 2 AVE SE	FULL CHARGES	YES	1/29/21	Office
8873-00	NEW GROUNDS SHOP		INSIDE	BUSINESS	6084 COLLEGE LN	12-0004505	JAMESTOWN ND 58405-0001	331 STADIUM DRIVE	FULL CHARGES	YES	1/11/21	Residential - School housing
0119-00	ALFRED DICKEY LIBRARY		INSIDE	BUSINESS	PO BOX 2140	02-0003700	JAMESTOWN ND 58402-2140	105 3 ST SE	FULL CHARGES	YES	3/1/21	School
1183-00	BOILER ROOM at UJ		INSIDE	BUSINESS	6084 COLLEGE LN	12-0004500	JAMESTOWN ND 58405-0001	6084 COLLEGE LN	FULL CHARGES	YES	1/11/21	School
1173-00	KROEZE SPRINKLER		INSIDE	BUSINESS	6084 COLLEGE LN	12-0003770.00	JAMESTOWN ND 58405-0001	6084 COLLEGE LN	FULL CHARGES	YES	1/12/21	School
1171-00	NIERLING SPRINKLER		INSIDE	BUSINESS	6084 COLLEGE LN	12-0003701.00	JAMESTOWN ND 58405-0001	6084 COLLEGE LN	FULL CHARGES	YES	1/12/21	School
1167-00	PRENTICE SPRINKLER		INSIDE	BUSINESS	6084 COLLEGE LN	12-0003504.00	JAMESTOWN ND 58405-0001	6084 COLLEGE LN	FULL CHARGES	YES	1/11/21	School
1175-00	RAUGUST SPRINKLER		INSIDE	BUSINESS	6084 COLLEGE LN	12-0003901.00	JAMESTOWN ND 58405-0001	6084 COLLEGE LN	FULL CHARGES	YES	1/12/21	School
1108-00	SOCCER FIELD		INSIDE	BUSINESS	6084 COLLEGE LN	12-0005250.00	JAMESTOWN ND 58405-0001	6084 COLLEGE LN	FULL CHARGES	YES	1/12/21	School
1160-00	TABER HALL-SPRINKLER		INSIDE	BUSINESS	6084 COLLEGE LN	12-0003200.00	JAMESTOWN ND 58405-0001	6084 COLLEGE LN	FULL CHARGES	YES	1/12/21	School
1178-00	WATSON SPRINKLER		INSIDE	BUSINESS	6084 COLLEGE LN	12-0002730.00	JAMESTOWN ND 58405-0001	6084 COLLEGE LN	FULL CHARGES	YES	1/12/21	School
5805-00	JMST BALING FACILITY		INSIDE	BUSINESS	102 3RD AVE SE	54-0005530	JAMESTOWN ND 58401-4205	3020 18 ST SE	FULL CHARGES	YES	1/8/21	Services - Sanitation Dept
5806-00	BUTLER MACHINERY		INSIDE	BUSINESS	PO BOX 548	54-0005540	JAMESTOWN ND 58402-0548	1910 27 AVE SE	FULL CHARGES	YES	2/16/21	Supplier - Ag
10176-00	THYSSEN KRUPP CO. #6034	C/O WASTE	INSIDE	BUSINESS	1313 N ATLANTIC AVENUE	60-0003153.00	SPOKANE WA 99201-2303	2706 3 AVE SW	FULL CHARGES	YES	2/4/21	Warehouse - Metals

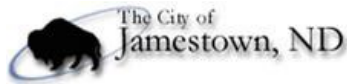
No Survey Returned

7156-00	JMST REGIONAL AIRPORT AUTHORITY		INSIDE	BUSINESS	PO BOX 1560	64-0000098.00	JAMESTOWN ND 58402-1560	2020 15 ST NE	FULL CHARGES	REGIONAL AIRPORT AUTHORITY	Airport
8604-00	JMST REGIONAL AIRPORT AUTHORITY		INSIDE	BUSINESS	PO BOX 1560	64-0000095	JAMESTOWN ND 58402-1560	2020 15 ST NE	FULL CHARGES	REGIONAL AIRPORT AUTHORITY	Airport
8619-00	JMST REGIONAL AIRPORT AUTHORITY		INSIDE	BUSINESS	PO BOX 1560	64-0000096	JAMESTOWN ND 58402-1560	2020 15 ST NE	FULL CHARGES	REGIONAL AIRPORT AUTHORITY	Airport
4185-00	CHENZE, DAVID		NONE	COMMERCIAL	PO BOX 43	39-0002800.00	SHEYENNE ND 58374-0043	923 4 AVE SE	FULL CHARGES		Apartment
4342-00	R & B MOTORSPORTS		INSIDE	BUSINESS	1100 5TH AVE SE	41-0000800	JAMESTOWN ND 58401-5517	1100 5 AVE SE	FULL CHARGES		Auto Sales/Repair
0013-00	PIT STOP EXPRESS LUBE-mailed 3/1/21		INSIDE	BUSINESS	2603 HIGHWAY 281 S	01-0000202	JAMESTOWN ND 58401-6609	117 4 ST NW	FULL CHARGES	new survey to	Auto Sales/Repair
5672-00	T A H	HUMES	INSIDE	BUSINESS	1215 10TH ST SE	53-0004100.00	JAMESTOWN ND 58401-5902	1215 10 ST SE	FULL CHARGES		Auto Sales/Repair
6903-00	NORTHWEST TIRE~		INSIDE	BUSINESS	PO BOX 6247	62-0000090	BISMARCK ND 58506-6247	1410 17 ST SW	FULL CHARGES	NORTHWEST TIRE~	Auto Sales/Repair
6895-00	GREEN FOOD 2 GO		NONE	BUSINESS	203 W OWENS AVE	62-NONE	BISMARCK ND 58501-1608	1620 8 AVE SW	FULL CHARGES	GREEN FOOD 2	inside Red Car
6593-00	JAMES RIVER DIESEL		INSIDE	BUSINESS	PO BOX 1522	60-0000071	JAMESTOWN ND 58402-1522	1801 4 AVE SW	FULL CHARGES	JAMES RIVER DIESEL	Auto Sales/Repair
1084-00	J & L SERVICE	C/O TROY NELSON	INSIDE	BUSINESS	215 5TH ST NW	11-0005900.00	JAMESTOWN ND 58401-3158	215 5 ST NW	FULL CHARGES		Auto Sales/Repair
8755-00	CONCUR INVOICE CAPTURE	C/O AG COUNTRY	INSIDE	BUSINESS	10700 PRAIRIE LAKES DR	60-0003178	EDEN PRAIRIE MN 55344-3858	2506 3 AVE SW	FULL CHARGES	CONCUR INVOICE	same as below Bank
8756-00	CONCUR INVOICE CAPTURE	C/O AG COUNTRY	INSIDE	BUSINESS	10700 PRAIRIE LAKES DR	60-0003179	EDEN PRAIRIE MN 55344-3858	2506 3 AVE SW	FULL CHARGES	CONCUR INVOICE	same as above Bank
4149-00	FIRST COMM CREDIT UNION		INSIDE	BUSINESS	PO BOX 2180	39-0000300.00	JAMESTOWN ND 58402-2180	310 10 ST SE	FULL CHARGES		Bank
6660-00	FIRST COMMUNITY SERVICES		INSIDE	BUSINESS	PO BOX 2180	60-0004130	JAMESTOWN ND 58402-2180	606 25 ST SW	FULL CHARGES	FIRST COMMUNITY SERVICES	st Bank
6015-00	BORDER FOODS ND, LLC- mailed 3/1/21	TACO BELL #019434	INSIDE	BUSINESS	5425 BOONE AVE N	56-0000125.00	NEW HOPE MN 55428-3614	105 BUS LOOP W	FULL CHARGES		Bar/Restaurant
0093-00	DAVONI'S		INSIDE	BUSINESS	113 1ST ST W	02-0001602.00	JAMESTOWN ND 58401-4102	113 1 ST W	FULL CHARGES		Bar/Restaurant
0136-00	OFFICE BAR & LOUNGE~		INSIDE	BUSINESS	115 1ST AVE S	02-0004900	JAMESTOWN ND 58401-4248	115 1 AVE S	FULL CHARGES		Bar/Restaurant
6018-OW	BERTSCH PROP LLC		INSIDE	BUSINESS	2214 SHOAL LOOP SE	56-0000127.OW	MANDAN ND 58554-6285	115 BUS LOOP W	FULL CHARGES		Bar/Restaurant
6665-00	219 DEVELOPMENT GROUP LLC		INSIDE	BUSINESS	1400 43RD AVE NE STE 400	60-0004140.00	BISMARCK ND 58503-6192	2410 HWY 281 S	FULL CHARGES	DEVELOPMENT GROUP LLC	dev Bar/Restaurant
8770-00	LACARRETA MEXICAN RESTAURANT		INSIDE	BUSINESS	2619 8TH AVE SW STE 115	60-0004080	JAMESTOWN ND 58401-6629	2619 8 AVE SW STE 115	FULL CHARGES	LACARRETA MEXICAN RESTAU	Bar/Restaurant
0054-00	THE DEPOT CAFE		INSIDE	BUSINESS	300 2ND AVE NESTE 114	01-0003800.00	JAMESTOWN ND 58401-3373	300 2 AVE NE STE 114	FULL CHARGES		Jmst Bus. Cent Bar/Restaurant
3311-00	ELKS LODGE 995		INSIDE	BUSINESS	PO BOX 990	30-0000060.00	JAMESTOWN ND 58402-0990	324 2 AVE SW	FULL CHARGES		Bar/Restaurant
5071-00	PENCORE HOLDINGS, INC	EIN:47-2654359	INSIDE	BUSINESS	718 10TH ST SE	48-0002800	JAMESTOWN ND 58401-5727	718 10 ST SE	FULL CHARGES		Bar/Restaurant
6723-00	RED CARPET CAR WASH #12		INSIDE	BUSINESS	2921 N 11TH ST	60-0004960	BISMARCK ND 58503-0514	1918 8 AVE SW	FULL CHARGES	CARPET CAR WA	same as line 4 Car Wash
0146-00	JBM CONTRACTING		INSIDE	BUSINESS	4627 44TH AVE SSTE 102	03-0000055.00	FARGO ND 58104-4473	100 2 AVE SE	FULL CHARGES		Contractor - Maintenance
4892-00	GREENBERG ROOFING		INSIDE	BUSINESS	PO BOX 12878	46-0006200	GRAND FORKS ND 58208-2878	105 7 AVE SE	FULL CHARGES		Contractor - Roofing
6728-00	THE LEARNING CIRCLE		INSIDE	BUSINESS	4627 44TH AVE S STE 102	60-0005150	FARGO ND 58104-4473	1920 9 AVE SW	FULL CHARGES	THE LEARNING CIRCLE	Daycare
4416-00	MARACLE, CHELSEY*		INSIDE	BUSINESS	203 6TH AVE SE	42-0002500	JAMESTOWN ND 58401-4346	203 6 AVE SE	FULL CHARGES		Daycare
8915-00	LUTHERAN SOCIAL SERVICES HOUSING INC	C/O CARLIE CAROW	INSIDE	BUSINESS	PO BOX 2148	12-0001400	FARGO ND 58107-2148	419 5 ST NE	FULL CHARGES	SERVICES HOUSING INC	Cheranty Daycare
2148-00	CASEY'S #3355		INSIDE	BUSINESS	PO BOX 3001	21-0009700	ANKENY IA 50021-8045	1003 13 ST NE	FULL CHARGES		same as below Gas Station
2149-00	CASEY'S CAR WASH		INSIDE	BUSINESS	PO BOX 3001	21-0009600	ANKENY IA 50021-8045	1003 13 ST NE	FULL CHARGES		same as above Car Wash
5748-00	CASEY'S # 3359		INSIDE	BUSINESS	PO BOX 3001	54-0003870	ANKENY IA 50021-8045	1219 BUS LOOP E	FULL CHARGES	same as 174 & 175	Gas Station
5804-00	S & R TRUCK PLAZA LLC	DBA: JAMESTOWN	INSIDE	BUSINESS	1609 BUSINESS LOOP E	54-0005500	JAMESTOWN ND 58401-5952	1609 BUS LOOP E	FULL CHARGES		Gas Station
6625-00	RED CARPET CAR WASH #13		INSIDE	BUSINESS	2921 N 11TH ST	60-0001900	BISMARCK ND 58503-0514	2015 8 AVE SW	FULL CHARGES	CARPET CAR WA	same as line 4 Car Wash
1028-00	EG AMERICA	LOAF-N-JUD/MM	INSIDE	BUSINESS	PO BOX 2410	11-0002300	OMAHA NE 68103-2410	424 1 AVE N	FULL CHARGES		Gas Station
2146-00	CREATIVE ENERGY		INSIDE	BUSINESS	PO BOX 1577	21-0007200	JAMESTOWN ND 58402-1577	811 13 ST NE	FULL CHARGES		same as below Gas Station
2147-00	CREATIVE ENERGY		INSIDE	BUSINESS	PO BOX 1577	21-0007300	JAMESTOWN ND 58402-1577	811 13 ST NE	FULL CHARGES		same as above Gas Station
6093-00	JAMESTOWN MOTEL *	BANDISH JOSHI	INSIDE	BUSINESS	1018 4TH AVE SW	56-0001190.00	JAMESTOWN ND 58401-5211	1018 4 AVE SW	FULL CHARGES		Hotel
0069-00	OMJ HOSPITALITY INC	DBA: GLADSTONE INN	INSIDE	BUSINESS	1633 W STAMFORD ST	01-0002822.00	ABILENE TX 79601-1241	111 2 ST NE	FULL CHARGES		Hotel
6804-00	BUFFALO MOTEL*		INSIDE	BUSINESS	1530 6TH AVE SW	61-0000101.00	JAMESTOWN ND 58401-5223	1530 6 AVE SW	FULL CHARGES	faloty	Hotel
6644-00	QUALITY INN & SUITES		INSIDE	BUSINESS	507 25TH ST SW	60-0002603	JAMESTOWN ND 58401-6628	507 25 ST SW	FULL CHARGES	INN & SUITES	lityty Hotel
6725-00	RAJA LLC~	C/O JAYANTHI	INSIDE	BUSINESS	824 20TH ST SW	60-0005060.00	JAMESTOWN ND 58401-6131	824 20 ST SW	FULL CHARGES	RAJA LLC~	aty Hotel
0047-00	NORIDIAN ADMINISTRATIVE SERVICES		INSIDE	BUSINESS	PO BOX 6750	01-0002824.00	FARGO ND 58108-6750	300 2 AVE NE	FULL CHARGES		Jmst Bus. Cent Mall
10398-00	T J MAXX		INSIDE	COMMERCIAL	PO BOX 182438	60-0004282	COLUMBUS OH 43218-2438	2400 8 AVE SE A-1	FULL CHARGES		Mall-Store
8894-00	THE DAVIS GROUP	C/O ENGIE INSIGHT	INSIDE	BUSINESS	PO BOX 2440	62-0000840.00	SPOKANE WA 99210-2440	2430 20 ST SW	FULL CHARGES	THE DAVIS GROUP	tyty Medical
8895-00	THE DAVIS GROUP	C/O ENGIE INSIGHT	INSIDE	BUSINESS	PO BOX 2440	62-0000850.00	SPOKANE WA 99210-2440	2430 20TH ST SW	FULL CHARGES	THE DAVIS GROUP	tyty Medical
8896-00	THE DAVIS GROUP	C/O ENGIE INSIGHT	INSIDE	BUSINESS	PO BOX 2440	62-0000860.00	SPOKANE WA 99210-2440	2430 20TH ST SW	FULL CHARGES	THE DAVIS GROUP	tyty Medical
3751-00	MEDALLUS MEDICAL		INSIDE	BUSINESS	2319 S FOOTHILL DR STE	34-0001811.00	SALT LAKE CITY UT 84109-1488	721 1 AVE S UNIT A	FULL CHARGES		Medical
6447-00	STATE HOSPITAL		INSIDE	BUSINESS	2605 CIRCLE DR	59-0000010	JAMESTOWN ND 58401-6905	HOSPITAL GROUND	FULL CHARGES	STATE HOSPITAL	tety Medical - Hospital
5665-00	AMERICAN HEART ASSOC		INSIDE	BUSINESS	300 S RIVERSIDE PLZ STE	53-0003800	CHICAGO IL 60606-6637	1005 12 AVE SE	FULL CHARGES		Office
3554-00	FIRST COMM CREDIT UNION		INSIDE	BUSINESS	PO BOX 2180	32-0000300	JAMESTOWN ND 58402-2180	111 9 ST SW	FULL CHARGES		Office
8631-OW	BERTSCH PROP LLC		INSIDE	BUSINESS	2214 SHOAL LOOP SE	56-0000128.OW	MANDAN ND 58554-6285	117 BUS LOOP W	FULL CHARGES	BERTSCH PROP LLC	tschty Office
5785-00	ALPHA OPPORTUNITIES ~17000210000		INSIDE	BUSINESS	PO BOX 824	54-0004100	JAMESTOWN ND 58402-0824	1317 BUSINESS LOOP E	FULL CHARGES		line 342 Office
5793-00	ALPHA OPPORTUNITIES		INSIDE	BUSINESS	PO BOX 824	54-0004800	JAMESTOWN ND 58402-0824	1521 BUSINESS LOOP E	FULL CHARGES		line 337 Office
6460-00	LIGHTNING SPARKS PROPERTIES		INSIDE	BUSINESS	1010 4TH AVE NE	59-0000072	JAMESTOWN ND 58401-3226	1805 2 AVE SW	FULL CHARGES	LIGHTNING SPARKS PROPERTIE	Office
0382-00	LIGHTNING SPARKS PROPERTIES		INSIDE	BUSINESS	1010 4TH AVE NE	05-0006203	JAMESTOWN ND 58401-3226	214 6 AVE NE	FULL CHARGES		Office
6636-00	LARSON, JOE		INSIDE	BUSINESS	PO BOX 1599	60-0002405.00	JAMESTOWN ND 58402-1599	2411 HWY 281 S	FULL CHARGES	LARSON, JOE	onty Office
8769-00	453000 EDWARD JONES, MAIL STOP #2	95800B	INSIDE	BUSINESS	PO BOX 182340	60-0004070	COLUMBUS OH 43218-2340	2619 8 AVE SW STE 113	FULL CHARGES	JONES, MAIL STOP #2000	edwa Office
0052-00	BLUE CROSS/BLUE SHIELD	C/O NORIDIAN	INSIDE	BUSINESS	PO BOX 5227	01-0002835.00	FARGO ND 58105-5227	300 2 AVE NE	FULL CHARGES		Jmst Bus. Cent Office
3744-00	SMYTH, MIKE		INSIDE	BUSINESS	801 1ST AVE S	34-0001600	JAMESTOWN ND 58401-4746	801 1 AVE S	FULL CHARGES		Office
7150-00	PEMBINA COCHIN LLC		INSIDE	BUSINESS	1306 21ST AVE NE	64-0000050.00	JAMESTOWN ND 58401-9768	1306 21 AVE NE	FULL CHARGES	PEMBINA COCHIN LLC	binaty Oil Pipeline
5716-00	GERDAU AMERISTEEL		INSIDE	BUSINESS	PO BOX 1442	54-0001060	JAMESTOWN ND 58402-1442	1510 10 ST SE	FULL CHARGES		Recycling
5651-00	GLOW TANNING SALON	HEIDI KOENIG	INSIDE	BUSINESS	1206 12TH AVE SE	53-0002600.00	JAMESTOWN ND 58401-5839	1206 12 AVE SE	FULL CHARGES		Salon
0116-00	X-RAY LIMA TANGO LLC		INSIDE	BUSINESS	218 1ST AVE S	02-0003400.00	JAMESTOWN ND 58401-4153	218 1 AVE S	FULL CHARGES		Salon

8775-00	DELAURIER, PAUL~		INSIDE	BUSINESS	10571 ORCHARD VIEW LN	02-0003502	RIVERSIDE CA 92503-6632	220 1 AVE S	FULL CHARGES	DELAURIER, PAUL~aurierty	Salon
6668-00	LONDON NAIL %MINH NGOC VU		INSIDE	BUSINESS	2400 8TH AVE SWSTE F9	60-0004180.00	JAMESTOWN ND 58401-6623	2400 8TH AVE SW F-9	FULL CHARGES	MINH NGOC VUdonty	Salon
9141-00	VIVACIOUS SALON		INSIDE	BUSINESS	2403 HIGHWAY 281 S	60-0002403	JAMESTOWN ND 58401-6605	2403 HWY 281 S	FULL CHARGES	VIVACIOUS SALONaciousty	Salon
8751-00	SHORE PROPERTIES LLC		INSIDE	BUSINESS	PO BOX 1924	52-0003805	JAMESTOWN ND 58402-1924	920 10 ST SE	FULL CHARGES	SHORE PROPERTIES LLCrety	Salon,Daycare
0087-00	ARNESON INC		INSIDE	BUSINESS	PO BOX 1554	02-0000900	JAMESTOWN ND 58402-1554	113 2 AVE SW	FULL CHARGES		Services - Plumber
0810-00	GREENWOOD PLG & HTG		INSIDE	BUSINESS	PO BOX 83	09-0004700	JAMESTOWN ND 58402-0083	312 2 ST NW	FULL CHARGES		Services - Plumber
6752-00	NORTHWEST TIRE*		INSIDE	BUSINESS	PO BOX 6247	60-0004990	BISMARCK ND 58506-6247	1810 8 AVE SW	FULL CHARGES	thwestty	Services - Tire
6020-00	COUNTRY GARDENS*	MARYNA CHORNA	INSIDE	BUSINESS	106 BUS LOOP W	56-0000720	JAMESTOWN ND 58401	106 BUS LOOP W	FULL CHARGES		Store
0140-00	BADLANDS RESOURCES LLC~		INSIDE	BUSINESS	1301 E FRONT AVE	02-0005100	BISMARCK ND 58504-6061	107 1 AVE S	FULL CHARGES		Store
0022-00	DAVENPORT, TERRY		INSIDE	BUSINESS	8415 SIBLEY DR	01-0000900	BISMARCK ND 58504-3033	110 2 ST NW	FULL CHARGES		Store
5036-00	DON'S HOUSE OF FLOWERS~		INSIDE	BUSINESS	1107 7TH AVE SE	48-0000700	JAMESTOWN ND 58401-5704	1107 7 AVE SE	FULL CHARGES		Store
6454-00	COMFORTS OF HOME	%GREENWOOD PLG &	INSIDE	BUSINESS	PO BOX 83	59-0000051.00	JAMESTOWN ND 58402-0083	112 17 ST SE	FULL CHARGES	COMFORTS OF HOMEfortsty	Store
0086-00	ZIMMERMAN'S FURNITURE		INSIDE	BUSINESS	317 E MAIN AVE	02-0000700	BISMARCK ND 58501-4009	118 2 ST SW	FULL CHARGES		Store
9089-00	MUNAH AFRICAN GROCERY STORE		INSIDE	BUSINESS	119 2ND AVE SE	03-0000800.00	JAMESTOWN ND 58401-4259	119 2 AVE SE	FULL CHARGES	AFRICAN GROCERY STOREEahty	Store
9041-00	MENARDS~		INSIDE	BUSINESS	1209 23RD ST SW	60-0004165.00	JAMESTOWN ND 58401-6615	1209 23 ST SW	FULL CHARGES	MENARDS~ardsty	Store
6742-00	NORTHLAND WINDOW & DOOR		INSIDE	BUSINESS	PO BOX 2032	60-0005001.00	JAMESTOWN ND 58402-2032	1815 9 AVE SW	FULL CHARGES	WINDOW & DOORthlandty	Store
0023-00	NCR REALTY, INC- mailed 3/1/21		INSIDE	BUSINESS	1501 32ND AVE SW	01-0001000.00	MINOT ND 58701-7254	201 1 AVE N	FULL CHARGES		survey sent to Store
0111-00	TIFFANY'S APIARIES LLC	TIFFANY MICKELSON	INSIDE	BUSINESS	210 1ST AVE S	02-0003000	JAMESTOWN ND 58401-4153	210 1 AVE S	FULL CHARGES		Store
9124-00	TSC~	C/O ENGIE INSIGHT-	INSIDE	BUSINESS	PO BOX 2440	60-0004167	SPOKANE WA 99210-2440	2319 10 AVE SW	FULL CHARGES	TSC~ty	Store
8743-00	DOLLAR TREE #3836	C/O DOLLAR TREE	INSIDE	BUSINESS	PO BOX 1261	60-0004000	MANDAN ND 58554-7261	2619 8 AVE SW STE 101	FULL CHARGES	DOLLAR TREE #3836larty	Store
8752-00	DOLLAR TREE DLL003836	WASTE	NONE	BUSINESS	PO BOX 589	60-NONE	WINDSOR CT 06095-0589	2619 8 AVE SW STE 101	FULL CHARGES	DOLLAR TREE DLL003836larty	Store
8790-00	SIMPLY HOME!		INSIDE	BUSINESS	2619 8TH AVE SWSTE 111	60-0004060.00	JAMESTOWN ND 58401-6629	2619 8 AVE SW STE 111	FULL CHARGES	SIMPLY HOME!plyty	Store
8773-00	CONNECT WIRELESS		INSIDE	BUSINESS	7150 E CAMELBACK RD STE	60-0004002.00	SCOTTSDALE AZ 85251-1225	2619 8 AVE SW STE103	FULL CHARGES	CONNECT WIRELESSnectty	Store
9078-00	MAURICES** 1024	C/O ENGIE INSIGHT -	INSIDE	BUSINESS	PO BOX 2440	60-0004114	SPOKANE WA 99210-2440	809 26 ST SW STE 1	FULL CHARGES	1024ricesty	Store
2159-00	DAUER'S TROPHIES		INSIDE	BUSINESS	1724 5 1/2 AVE NE	21-0009300	JAMESTOWN ND 58401-2532	916 14 ST NE	FULL CHARGES		Store
8682-00	WALMART INC #01-1649	ATTN: NISC C & I DEPT	INSIDE	BUSINESS	PO BOX 967	60-0004124	MANDAN ND 58554-0967	921 25TH ST SW	FULL CHARGES	INC #01-1649masame as below	Store
8683-00	WALMART INC #01-1649	ATTN: NISC C & I DEPT	INSIDE	BUSINESS	PO BOX 967	60-0004127	MANDAN ND 58554-0967	921 25TH ST SW	FULL CHARGES	INC #01-1649masame as above	Store
5927-00	VALLEY SALES INC		INSIDE	BUSINESS	1218 8TH ST SE	55-0000005.00	JAMESTOWN ND 58401-4934	1218 8 ST SE	FULL CHARGES		ownership cha Supplier - Beer
4898-00	JAMESTOWN MUSIC		INSIDE	BUSINESS	801 3RD ST SE	47-0000010	JAMESTOWN ND 58401-4404	801 3 ST SE	FULL CHARGES		Supplier - Electronics
6029-00	NORTHWEST TIRE		INSIDE	BUSINESS	PO BOX 6247	56-0000740	BISMARCK ND 58506-6247	306 BUS LOOP W	FULL CHARGES		Supplier - Tire
6627-00	PRAXAIR DIST 70 44-416		INSIDE	BUSINESS	PO BOX 9224	60-0002000	DES MOINES IA 50306-9224	602 20 ST SW	FULL CHARGES	70 44-416xairty	Supplier - Welding/Gas

Appendix H - Non-Domestic Waste Survey Template, NDW Survey Cover Letter Example,

NDW Survey Form Instructions



**INTERNAL USE
RECEIVED**

Date: _____
Initial: _____
Category: _____

Non-Domestic Waste (NDW) Survey

DISCLOSURE: Title 40 of the Code of Federal Regulations Part 403 Section 403.14 requires information provided in this survey identifying the nature and frequency of discharge to be available to the public without restriction. Requests for confidential treatment of other information shall be governed by procedures specified in 40 CFR Part 2 and applicable State Law. Should a discharge permit be required for your facility, the information in this survey may be used to issue the permit.

A. GENERAL INFORMATION (Required for all customers)

1. Company Name			
2. Telephone Number			
3. Mailing Address			
4. Facility Address			
5. E-Mail Address			
6. Name and Title of Signing Official			
7. Applicable Standard Industrial Classification (SIC) and North American Industry Classification System (NAICS) Code(s)			
8. Type of Business (check all that apply)	<input type="checkbox"/> Manufacturing <input type="checkbox"/> Auto Repair Shop <input type="checkbox"/> Food Processing/Services <input type="checkbox"/> Commercial <input type="checkbox"/> Medical Services <input type="checkbox"/> Office (not medical) <input type="checkbox"/> Warehousing <input type="checkbox"/> Retail <input type="checkbox"/> Other (specify) _____		
9. List the principal products or service:	_____		
10. Is any wastewater other than from domestic use of restrooms, showers, kitchens, or laundry rooms (excludes commercial services) discharged to either the sewer, a storm drain, or the ground? <input type="checkbox"/> YES <input type="checkbox"/> NO			
11. IF THE ANSWER TO QUESTION 10 (ABOVE) IS NO , SIGN THE BELOW STATEMENT AND STOP HERE, otherwise complete the rest of the survey and <i>then</i> sign below. The survey cannot be accepted as complete until properly signed.			
<p>I have personally examined and am familiar with the information submitted in this document and attachments. Based upon my inquiry of those individuals immediately responsible for obtaining the information reported herein, I believe that the submitted information is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and/or imprisonment.</p>			
Signature of Authorized Representative*: _____ Date: _____			
Printed Name: _____ Phone Number (____) ____-____			
* Surveys must be signed as follows: Corporations, by a principal executive officer of at least the level of vice-president; partnership, by a general partner or proprietor; or other duly authorized representative.			

WATER SUPPLY, USAGE AND OPERATIONAL CHARACTERISTICS

1. This facility uses water from the following sources:

A. City Water		cf	<input type="checkbox"/> estimate	<input type="checkbox"/> measured	<input type="checkbox"/> metered
B. Well Water		cf	<input type="checkbox"/> estimate	<input type="checkbox"/> measured	<input type="checkbox"/> metered
C.		cf	<input type="checkbox"/> estimate	<input type="checkbox"/> measured	<input type="checkbox"/> metered

2. This facility uses this water for the following purposes:

A. Non-Commercial Domestic Uses (restroom)		cf	<input type="checkbox"/> estimate	<input type="checkbox"/> metered
B. Non-Contact Cooling Water		cf	<input type="checkbox"/> estimate	<input type="checkbox"/> metered
C. Boiler or Cooling Tower Blowdown		cf	<input type="checkbox"/> estimate	<input type="checkbox"/> metered
D. Contact Cooling Water		cf	<input type="checkbox"/> estimate	<input type="checkbox"/> metered
E. Process Water		cf	<input type="checkbox"/> estimate	<input type="checkbox"/> metered
F. Equipment or Facility Washdown		cf	<input type="checkbox"/> estimate	<input type="checkbox"/> metered
G. Air Pollution Control Unit		cf	<input type="checkbox"/> estimate	<input type="checkbox"/> metered
H. Stormwater Runoff to Sewer		cf	<input type="checkbox"/> estimate	<input type="checkbox"/> metered
I. Contained in Product		cf	<input type="checkbox"/> estimate	<input type="checkbox"/> metered
J. Other:		cf	<input type="checkbox"/> estimate	<input type="checkbox"/> metered

3. The wastewater generated is disposed of in the following ways:

A. Total of all flows to the sanitary sewer		cf	<input type="checkbox"/> estimate	<input type="checkbox"/> metered
B. Total of all flows to ground (drainfields, wetwell)		cf	<input type="checkbox"/> estimate	<input type="checkbox"/> metered
C. Total of all flows to storm sewers (other than non-contact stormwater)		cf	<input type="checkbox"/> estimate	<input type="checkbox"/> metered
D. Total of all flows to open waters or rivers		cf	<input type="checkbox"/> estimate	<input type="checkbox"/> metered
E. Total of all flows taken by waste haulers		cf	<input type="checkbox"/> estimate	<input type="checkbox"/> metered
F. Volume lost by evaporation on-site		cf	<input type="checkbox"/> estimate	<input type="checkbox"/> metered
G. Other means of disposal:		cf	<input type="checkbox"/> estimate	<input type="checkbox"/> metered

4. Discharge to the sewer is: Intermittent Steady

5. Does this facility generate or store any (check all that apply):

Hazardous material Petroleum products Solvents Bulk chemicals

6. Is a pretreatment device or process (e.g. oil separator, grease trap, sand interceptor, pH neutralization, etc.) utilized prior to discharge to City sewer? Yes No (If Yes, please list devices/processes)

Customer Name
Billing Address
City, State, Zip

Subject: Mandatory Completion of Survey for Sewer Customers
Service Address

Dear Sanitary Sewer User:

The city is required by the United States Environmental Protection Agency (USEPA) Clean Water Act, the National Pollutant Discharge Elimination System (NPDES) permit program and North Dakota Department of Environmental Quality to identify and classify all non-domestic wastewater customers within the City of Jamestown sewer service area.

To allow continued wastewater service to our non-domestic customers, we must obtain the enclosed survey completed to the best of your ability. Please complete the enclosed survey or go to www.jamestownnd.gov and complete the form as thoroughly as possible and return to the city at the address above by **[DATE]**. The information gathered in this survey is critical to determine whether or not the City is obligated to include your facility in its Industrial Pretreatment Program (IPP).

The thorough and accurate completion of this survey is important. Failure to complete the survey, or discharging a pollutant not identified in, or at higher volume than reported in this survey is an offense punishable by enforcement actions which include termination of treatment services, and/or civil and criminal penalties for knowing violations.

Discharge of non-domestic waste materials to the WWTF must be authorized by the City. Because of this, if you find that you discharge or plan to discharge non-domestic wastes, please contact the WWTF to obtain a permit application. Additionally, the City may notify users that they need a permit based upon the information returned in the enclosed survey.

If you have any further questions, please email engineering@jamestownndgov. City personnel can also be reached at 701-952-5941 but phone message response time may be up to 3 business days. Email communication is preferred.

Thank you for your cooperation.

Sarah Hellekson
City Administrator
City of Jamestown, ND



Non-Domestic Waste (NDW) Survey

INSTRUCTIONS TO FILL OUT WASTEWATER NON-DOMESTIC WASTE SURVEY

All questions must be answered. DO NOT LEAVE BLANKS. If you answer “no” to question #7, you may sign the form and return it. Otherwise, if a question is not applicable, indicate so on the form. Instructions to some questions on the survey form are given below.

SECTION A – GENERAL INFORMATION

1. Enter the company official or legal name. Do not use a colloquial name.
2. Provide the telephone number of the facility.
3. Provide the mailing address where correspondence from the City of Jamestown (City) may be sent.
4. Provide the physical location of the facility that is applying for a discharge permit.
5. Provide the signing official’s email address.
6. Provide the name of a person who is thoroughly familiar with the facts report on this form and who can be contacted by the City (e.g., plant manager)
7. Provide the applicable Standard Industrial Classification (SIC) Code(s) as listed in the US Department of Labor, Occupational Safety and Health Administration, Standard Industrial Classification (SIC) System. Also include North American Industry Classification System (NAICS) Code.
8. Check the type of business.
9. List main products produced.
10. If any wastewater other than from domestic use of restroom, showers, kitchens, or laundry rooms (excluding commercial services) is discharged to either the sewer, a storm drain, or the ground, check “yes” and continue to SECTION B.
11. If the answer to SECTION A.7 is “no” sign the statement and stop here. The survey cannot be accepted as complete until properly signed.

SECTION B – WATER SUPPLY AND USAGE

1. Provide the daily average water usage and source within the facility.
2. Provide the purpose of water usage:
 - a. Non-commercial domestic use includes only water used in restrooms. If sanitary flow is not metered, provide an estimate based on 15 gallons per day (gpd) for each employee.
 - b. Contact cooling water is cooling water that during the process comes into contact with process materials, thereby becoming contaminated.
 - c. Non-contact cooling water does not come into contact with process materials.
 - d. Equipment or facility washdown includes floor washdown.
3. Provide the way the wastewater generated is disposed of along with the total flow (gpd – estimated or measured).
4. Indicate if the discharge to the sewer is intermittent or steady.

5. Provide all other environmental permits held for this facility (except for water supply). Other types or permits could be: air, hazardous waste, underground injection, solid waste, NPDES (for discharges to surface water), etc.
6. Is there a Spill Prevention Control and Countermeasure Plan prepared for this facility?
7. Indicate the starting times for all shifts.
8. Provide the average number of employees for each shift listed in SECTION B.7.
9. Provide the number of shifts normally worked each day.

SECTION D – CATEGORICAL PROCESS INFORMATION

For all processes found on the premises, indicate the point source category according to the Code of Federal Regulations (40 CFR subchapter N). Check all that apply. If you are not sure of the classification, please contact the Wastewater Treatment Facility at [701-252-9149](tel:701-252-9149) for assistance.

SECTION E – PRETREATMENT DEVICES OR PROCESSES

1. Identify all wastestreams, and activities that generate the wastewater, along with flow (gpd), pipe size, and any pollutants known or suspected to be present. Attach a map of the property and label each wastestream.
2. Indicate the pretreatment methods used on each wastestream listed in SECTION E.1. Check all that apply. Provide a narrative description of the pretreatment method(s).
3. If you are not sure, please contact the Wastewater Treatment Facility at [701-252-9149](tel:701-252-9149) for assistance.

SECTION F – POLLUTANT INFORMATION

1. Provide the wastewater characteristics for the parameters listed for each wastestream identified in Section E.1. Attach additional copies of the page for each separate wastestream.
2. Identify the priority pollutants for each wastestream listed in Section E.1. If more than 1 wastestream is discharged, indicate the wastestream number in the appropriate column (Known Present, Suspect Present, Believed Absent, or Known Absent). If a toxicant is not listed in the priority pollutant table, provide a list of any other toxicants known or anticipated to be present in the wastestream discharge.
3. If you are not sure of the pollutant information or have never completed testing, please contact the Wastewater Treatment Facility at [701-252-9149](tel:701-252-9149) to coordinate sampling.

Appendix I - Survey Tracking Spreadsheet Template

Account	Customer Name	Additional Name	Customer Billing Address	Route - Meter	Service Address	#10- YES/ NO	DATE REC'D	Category
IN PROGRAM								
UTC AEROSPACE								
							Categorical	
7167-00	GOODRICH		2604 HIGHWAY 20	64-0000311	1805 13 ST NE	YES	2/5/21	Manufacturer - Aircraft
8599-00	GOODRICH		2604 HIGHWAY 20	64-0000312	1805 13 ST NE	YES	2/5/21	Manufacturer - Aircraft
7168-00	GOODRICH CORP		2604 HIGHWAY 20	64-0000400	2604 HWY 20 N	YES	2/5/21	Manufacturer - Aircraft
CAVINDISH FARMS								
6238-00	CAVENDISH FARMS		PO BOX 1980	57-NONE	5833 3 ST SE	YES	2/4/21 Significant	Manufacturer - Food
NEWMAN SIGNS								
6874-00	NEWMAN SIGNS INC		PO BOX 1728	61-0004000	711 16 ST SW	NO	1/18/21 Categorical	Office at Newman Signs
GREAT RIVER ENERGY								
	Great River Energy				3366 93 AVE SE		Categorical	
NEED MORE INFO								
5787-00	WEDGCOR INC	C/O SUNWARD TRUCKING ACCNT PAY	6800 E HAMPDEN AVE	54-0004400	1515 BUSINESS LOOP E	YES	2/4/21	Manufacturer - Metal Bldgs
6462-00	CHAMP INDUSTRIES	ATTN: ASHLEY	360 DAWSON RD N	59-0000074.00	1821 2 AVE SW	YES	3/5/21	Manufacturer - Steel
2987-00	BNSF RAILWAY COMPANY	C/O PROKARMA, INC BSF 112	PO BOX 2410	27-0007400	1004 1 ST W			Rail
6463-00	PRECISION RESULTS		210 17TH ST SW	59-0000080	210 17 ST SW	NO	2/19/21	Manufacturer - Metal
8637-00	PRECISION RESULTS		210 17TH ST SW	59-0000081	210 17 ST SW	NO	2/19/21	Manufacturer - Metal
7177-00	PROGRESS ENTERPRISES		PO BOX 2015	64-0001480	1601 12 AVE NE	NO	2/4/21	Manufacturer - Wood Prod
Airport								
7161-00	FARM AIR SERVICE % NOHRBG		6975 12TH ST SE	64-0000201.00	15 ST N E		AIR SERVICE % NOHRBGmtty	Airport
								Not in business
7158-00	JAMESTOWN JET CENTER INC		1600 21ST AVE NEUNIT 7	64-0000250	13 ST NE	NO	2/21/21	Airport
7157-00	JAMESTOWN JET CENTER INC		1600 21ST AVE NEUNIT 7	64-0000100	1600 21 AVE NE	NO	1/15/21	Airport
7155-00	FELIX PROPERTY MANAGEMENT SERVICES~	C/O BLUFROG REALTY INC	1115 10TH ST SE	64-0000082.00	1600 AIRPORT RD NE	NO	3/1/21	Airport
								Personal hanger for storage
7156-00	JMST REGIONAL AIRPORT AUTHORITY		PO BOX 1560	64-0000098.00	2020 15 ST NE		REGIONAL AIRPORT AUTHORITYtt	Airport
8604-00	JMST REGIONAL AIRPORT AUTHORITY		PO BOX 1560	64-0000095	2020 15 ST NE		REGIONAL AIRPORT AUTHORITYtt	Airport
8619-00	JMST REGIONAL AIRPORT AUTHORITY		PO BOX 1560	64-0000096	2020 15 ST NE		REGIONAL AIRPORT AUTHORITYtt	Airport

7152-00	MIDWESTERN MACHINE	PO BOX 304	64-0000070.00	2121 15 ST NE	NO	3/2/21	Airport	Personal airplane
7153-00	MIDWESTERN MACHINE	PO BOX 304	64-0000080.00	2123 15 ST NE	NO	3/2/21	Airport	Personal airplane
7154-00	HIGH PLAINS AVIATION	7254 38TH ST SE	64-0000081	BLUE AIRPORT HANGER	NO	2/24/21	Airport	

Get city records for water usage for car washes

4362-00	Nodak Oil Co (Jetstream Car Wash)			1006 6 AVE SE	YES	1/11/21	Car Wash	
5120-00	SUPER WASH % RICK HEIRIGS	703 22ND AVE NE	49-0000400	802 10 ST SE	YES	2/3/21	Car Wash	
6747-00	CROSSROADS REPAIR & WASH	PO BOX 550	60-0006670.00	820 18 ST SW	YES	3/3/21	Car Wash	
6723-00	RED CARPET CAR WASH #12	2921 N 11TH ST	60-0004960	1918 8 AVE SW			CARPET CAR W same as line 423	Car Wash
6723-00	RED CARPET CAR WASH #12	2921 N 11TH ST	60-0004960	1918 8 AVE SW			CARPET CAR W same as line 423	Car Wash Duplicate
2149-00	CASEY'S CAR WASH	PO BOX 3001	21-0009600	1003 13 ST NE			same as above	Car Wash
6625-00	RED CARPET CAR WASH #13	2921 N 11TH ST	60-0001900	2015 8 AVE SW			CARPET CAR W same as line 456	Car Wash No car wash here
	DAN'S CAR WASH CENEX- SUPERSTATION			913-999 13 ST NE				Car Wash

Appendix J - Industrial User Permit Application Template



INTERNAL USE
SENT

Date:
Initial:

RECEIVED

Date:
Initial:
Category:

Industrial User Permit Application

DISCLOSURE: Title 40 of the Code of Federal Regulations Part 403 Section 403.14 requires information provided in this survey identifying the nature and frequency of discharge to be available to the public without restriction. Requests for confidential treatment of other information shall be governed by procedures specified in 40 CFR Part 2 and applicable State Law.

Please complete the following application and sign the Certification statement. The application cannot be accepted as complete until properly signed.

A. GENERAL INFORMATION

1. Company Name			
2. Telephone Number			
3. Mailing Address			
4. Facility Address			
5. E-Mail Address			
6. Name and Title of Signing Official			
7. Applicable Standard Industrial Classification (SIC) Code(s)			

B. WATER SUPPLY AND USAGE

1. This facility uses water from the following sources:

A. City Water		gpd	<input type="checkbox"/> estimate	<input type="checkbox"/> measured	<input type="checkbox"/> metered
B. Well Water		gpd	<input type="checkbox"/> estimate	<input type="checkbox"/> measured	<input type="checkbox"/> metered
C.		gpd	<input type="checkbox"/> estimate	<input type="checkbox"/> measured	<input type="checkbox"/> metered

2. This facility uses this water for the following purposes:

A. Non-Commercial Domestic Uses		gpd	<input type="checkbox"/> estimate	<input type="checkbox"/> metered
B. Non-Contact Cooling Water		gpd	<input type="checkbox"/> estimate	<input type="checkbox"/> metered
C. Boiler or Cooling Tower Blowdown		gpd	<input type="checkbox"/> estimate	<input type="checkbox"/> metered
D. Contact Cooling Water		gpd	<input type="checkbox"/> estimate	<input type="checkbox"/> metered
E. Process Water		gpd	<input type="checkbox"/> estimate	<input type="checkbox"/> metered
F. Equipment or Facility Washdown		gpd	<input type="checkbox"/> estimate	<input type="checkbox"/> metered
G. Air Pollution Control Unit		gpd	<input type="checkbox"/> estimate	<input type="checkbox"/> metered
H. Stormwater Runoff to Sewer		gpd	<input type="checkbox"/> estimate	<input type="checkbox"/> metered
I. Contained in Product		gpd	<input type="checkbox"/> estimate	<input type="checkbox"/> metered
J. Other:		gpd	<input type="checkbox"/> estimate	<input type="checkbox"/> metered

3. The wastewater generated is disposed of in the following ways:

A. Total of all flows to the sanitary sewer		gpd	<input type="checkbox"/> estimate	<input type="checkbox"/> metered
B. Total of all flows to ground (drainfields, wetwell)		gpd	<input type="checkbox"/> estimate	<input type="checkbox"/> metered
C. Total of all flows to storm sewers (other than non-contact stormwater)		gpd	<input type="checkbox"/> estimate	<input type="checkbox"/> metered
D. Total of all flows to open waters or rivers		gpd	<input type="checkbox"/> estimate	<input type="checkbox"/> metered
E. Total of all flows taken by waste haulers		gpd	<input type="checkbox"/> estimate	<input type="checkbox"/> metered
F. Volume lost by evaporation on-site		gpd	<input type="checkbox"/> estimate	<input type="checkbox"/> metered
G. Other means of disposal:		gpd	<input type="checkbox"/> estimate	<input type="checkbox"/> metered

4. Discharge to the sewer is: Intermittent Steady

5. List all environmental permits held for this facility (i.e., Air, Hazardous Waste, NPDES) except for water supply:

Permit for:	Issued by:	Permit Number:

6. Is there a Spill Prevention Control and Countermeasure Plan prepared for this facility? YES NO

7. Shift start times: 1st _____ 2nd _____ 3rd _____

8. Average number of employees per shift: 1st _____ 2nd _____ 3rd _____

9. Shifts normally worked each day:

	SUN	MON	TUE	WED	THU	FRI	SAT
1 st							
2 nd							
3 rd							

C. BUSINESS OPERATIONAL CHARACTERISTICS

1. Brief description of manufacturing or business activity on premise:

2. List the principal products or service:

3. List all raw materials used (attach Material Safety Data Sheets if uncertain of technical names).

4. List all incidental materials used or stored on site: (i.e. catalysts, intermediates, paints, solvents, cleaners, release agents, lubricants, greases, pigments, boiler additives, etc.)

5. Production type: Batch Continuous Both: _____% Batch/ _____% Continuous

6. Wastewater Discharge Type: Batch (frequency: ____/____) Continuous Both

7. Hours of Operation: _____ Days of operation per 30 day month: _____

8. Is there a scheduled shutdown? YES NO

If so, when? _____

9. Is product subject to seasonal variation? YES NO

If yes, describe the seasonal production cycle to include the months of highest and lowest production and the rate of production during those months, and the projected average yearly rate of production:

10. Are any process changes or expansions planned during the next three years? YES NO

If yes, describe below or on attached sheets the nature of planned changes or expansions.

D. CATEGORICAL PROCESS INFORMATION

If your facility conducts activities or employs processes which fall into any of the below categories, place a check beside the category or business activity (check all that apply). You may call the City of Jamestown Wastewater Treatment Facility for assistance or consult the listed Regulation for guidance.

Industrial Category		40 CFR subchapter N part
<input type="checkbox"/>	Dairy Products Processing	405
<input type="checkbox"/>	Grain Mills	406
<input type="checkbox"/>	Canned & Preserved Fruits & Veg. Processing	407
<input type="checkbox"/>	Canned & Preserved Seafood Processing	408
<input type="checkbox"/>	Beet, Crystalline, & Liquid Cane Sugar Refining	409
<input type="checkbox"/>	Textile Mills	410
<input type="checkbox"/>	Cement Manufacturing	411
<input type="checkbox"/>	Feedlots	412
<input type="checkbox"/>	Electroplating	413
<input type="checkbox"/>	Organic Chemicals, Plastics, & Synthetic Fibers	414

Industrial Category		40 CFR subchapter N part
<input type="checkbox"/>	Inorganic Chemical Manufacturing	415
<input type="checkbox"/>	Soap and Detergent Manufacturing	417
<input type="checkbox"/>	Fertilizer Manufacturing	418
<input type="checkbox"/>	Petroleum Refining	419
<input type="checkbox"/>	Iron and Steel Manufacturing	420
<input type="checkbox"/>	Nonferrous Metal Manufacturing	421
<input type="checkbox"/>	Phosphate Manufacturing	422
<input type="checkbox"/>	Steam Electric Power Generating	423
<input type="checkbox"/>	Ferroalloy Manufacturing	424
<input type="checkbox"/>	Leather Tanning and Finishing	425
<input type="checkbox"/>	Glass Manufacturing	426
<input type="checkbox"/>	Asbestos Manufacturing	427
<input type="checkbox"/>	Rubber Manufacturing	428
<input type="checkbox"/>	Timber Products Processing	429
<input type="checkbox"/>	Pulp, Paper, and Paperboard	430
<input type="checkbox"/>	Builder's Paper and Board Mills	431
<input type="checkbox"/>	Meat Products	432
<input type="checkbox"/>	Metal Finishing	433
<input type="checkbox"/>	Coal Mining	434
<input type="checkbox"/>	Mineral Mining and Processing	436
<input type="checkbox"/>	Centralized Waste Treatment – Landfills and Incinerators	437
<input type="checkbox"/>	Metal Products & Machinery Phase 1 and Phase 2	438
<input type="checkbox"/>	Pharmaceutical Manufacturing	439
<input type="checkbox"/>	Ore Mining and Dressing	440
<input type="checkbox"/>	Industrial Laundries	441
<input type="checkbox"/>	Transportation Equipment Cleaning	442
<input type="checkbox"/>	Paving and Roofing Materials	443
<input type="checkbox"/>	Paint Formulating	446
<input type="checkbox"/>	Ink Formulating	447
<input type="checkbox"/>	Pesticide Chemical Formulation, Packaging, & Repackaging	455
<input type="checkbox"/>	Carbon Black Manufacturing	458
<input type="checkbox"/>	Battery Manufacturing	461
<input type="checkbox"/>	Plastics Molding & Forming	463
<input type="checkbox"/>	Metal Molding & Casting	464
<input type="checkbox"/>	Coil Coating and Canmaking	465
<input type="checkbox"/>	Porcelain Enameling	466
<input type="checkbox"/>	Aluminum Forming	467
<input type="checkbox"/>	Copper Forming	468
<input type="checkbox"/>	Electrical & Electronic Component	469
<input type="checkbox"/>	Nonferrous Metal Forming & Powders	471
OTHER TYPICALLY SIGNIFICANT NON-CATEGORICAL BUSINESS ACTIVITIES		
<input type="checkbox"/>	Dairy Products	
<input type="checkbox"/>	Slaughter, Meat Packing, Rendering	
<input type="checkbox"/>	Food/Edible Products Processor <input type="checkbox"/> including Beverage Bottling or Brewery	

E. PRETREATMENT DEVICES OR PROCESSES

Pretreatment is the elimination or reduction in the amount of pollutants discharged, or alteration to the nature of pollutant properties in the wastewater either before or instead of sending such pollutants to the Wastewater Treatment Facility. This includes physical, chemical or biological processes, process changes, or other means (except dilution, which is prohibited). Control equipment such as equalization tanks or facilities for protection against surges or slug loadings that might be incompatible with the Wastewater Treatment Facility are also pretreatment devices to be identified.

1. Identify each discrete wastestream discharged below. Additionally, attach a map of property with each wastestream's location labeled.

Wastestream (#)	Activities Generating the Wastewater	Flow (gpd)	Pipe Size (in)	Pollutants Known or Suspected Present

2. Identify Pretreatment Methods used on each wastestream below.

Pretreatment Method		Wastestream Treated (#)
Physical		
<input type="checkbox"/>	Spill protection devices – berms, dry sumps	
<input type="checkbox"/>	Oil-Water separator – gravity, coalescing plate, API	
<input type="checkbox"/>	Physical fractioning – clarifiers or separators	
<input type="checkbox"/>	Dissolved Air Floatation	
<input type="checkbox"/>	Filtration – filter canisters, presses, or bags	
<input type="checkbox"/>	Physical Sludge Dewatering – centrifuge or vacuum	
<input type="checkbox"/>	Flow Equalization	
<input type="checkbox"/>	Screening	
<input type="checkbox"/>	Grease Trap	
<input type="checkbox"/>	Grit Removal	
<input type="checkbox"/>	Reverse Osmosis	
<input type="checkbox"/>	Evaporation	
<input type="checkbox"/>	Other Physical Treatment:	
Chemical		
<input type="checkbox"/>	pH neutralization (to pH of ____ - ____)	
<input type="checkbox"/>	Chemical Replacement Cartridge	
<input type="checkbox"/>	Chlorination: (breakpoint chlorination or other)	
<input type="checkbox"/>	Ion Exchange	

Pretreatment Method		Wastestream Treated (#)
Pretreatment Method		Wastestream Treated (#)
<input type="checkbox"/>	Ozonation	
<input type="checkbox"/>	Carbon Filter	
	Chemical Precipitation <input type="checkbox"/> Coagulants <input type="checkbox"/> Flocculants <input type="checkbox"/> Co-Precipitates <input type="checkbox"/> Other	
<input type="checkbox"/>	Other Chemical Treatment:	
Biological		
<input type="checkbox"/>	Type of Biological Treatment:	
Other		
<input type="checkbox"/>	Electrolytic metals reduction	
<input type="checkbox"/>	Electrolytic decomposition	
<input type="checkbox"/>	Other:	

Provide a narrative description of the Pretreatment Method(s): _____

F. POLLUTANT INFORMATION

- For each wastestream identified in Section E specify, if known, the following wastewater characteristics for parameters of concern. Attach additional copies of this page for each separate waste stream.

Wastestream (#):	Known Present	Suspect Present	Believed Absent	Known Absent	Range of Measurements			
					Min (mg/L)	Max (mg/L)	Average (mg/L)	Detection Limit
Flow (gpd)	N/A	N/A	N/A	N/A				N/A
pH	N/A	N/A	N/A	N/A			N/A	N/A
BOD ₅ (mg/L)								
COD ₅ (mg/L)								
Color (units)								
Total Solids (mg/L)								
TSS (mg/L)								
Settleable Solids (mg/L)								
Grease & Oil (mg/L)								
Phenols (mg/L)								
Chloride (mg/L)								
Sulfate (mg/L)								
Sulfide (mg/L)								

Wastestream (#):								
	Known Present	Suspect Present	Believed Absent	Known Absent	Range of Measurements			
					Min (mg/L)	Max (mg/L)	Average (mg/L)	Detection Limit
Total Phosphorous (mg/L)								
Wastestream cont. (#):								
Cyanide (mg/L)								
TOC (mg/L)								
Ammonia Nitrogen (mg/L)								
Arsenic (mg/L)								
Cadmium (mg/L)								
Chromium, Hexavalent (mg/L)								
Chromium, Total (mg/L)								
Copper (mg/L)								
Lead (mg/L)								
Iron (mg/L)								
Manganese (mg/L)								
Mercury (mg/L)								
Nickel (mg/L)								
Zinc (mg/L)								

- Identify any of the priority pollutants. When more than one wastestream is discharged, identify the wastestream by writing the wastestream number in the appropriate column (i.e. under "Known Present", "Suspect Present", "Believed Absent", or "Known Absent").

If not listed below, please list any other toxicants known or anticipated to be present in discharge:

Chemical	Known Present	Suspect Present	Believed Absent	Known Absent	Sample Taken (Y/N)	Range of Measurements			
						Min (mg/L)	Max (mg/L)	Average (mg/L)	Detection Limit
Acenaphthene									
Acenaphthylene									
Acrolein									
Acrylonitrile									
Aldrin									
Anthracene									
Antimony									
Arsenic									
Asbestos									
Benzene									
Benzedine									
Benzo(a)anthracene									
Benzo(a)pyrene									
Benzo(ghi)perylene									
Benzo(k)fluoranthene									
3,4-Benzofluoranthene									
Beryllium									
Alpha-BHC									
Beta-BHC									
Delta-BHC									
Gamma-BHC									
Bis(chloromethyl)ether									
Bromoform									
4-Bromophenyl phenyl ether									
Butyl benzyl phthalate									
Cadmium									
Carbon tetrachloride									
Chlordane									
Chlorobenzene									
Chlorobidromomethane									
Chroethane									
2-Chloroethyl vinyl ether									
Chloroform									
2-Chloronaphthalene									
2-Chlorophenol									
4-Chlorophenyl phenyl ether									
Chromium									
Chrysene									
Copper									
Cyanide									
4,4'-DDD									
4,4'-DDE									
4,4'-DDT									

Chemical	Known Present	Suspect Present	Believed Absent	Known Absent	Sample Taken (Y/N)	Range of Measurements			
						Min (mg/L)	Max (mg/L)	Average (mg/L)	Detection Limit
Di-n-butyl phthalate									
Bis(2-chloroethoxy)methane									
Bis(2-chloroethyl)ether									
Bis(2-chloroisopropyl)ether									
Bis(2-ethylhexyl)phthalate									
1,4-Dichlorobenzene									
3,3-Dichlorobenzidine									
Dichlorobromomethane									
Dichlorodifluoromethane									
1,1-Dichloroethane									
1,2-Dichloroethane									
Dimethylphthalate									
2,4-Dimethylphenol									
4,6-Dinitro-o-cresol									
2,4-Dinitrophenol									
2,4-Dinitrotoluene									
2,6-Dinitrotoluene									
1,2-Diphenylhydrazine									
Alpha-endosulfan									
Beta-endosulfan									
Endosulfan sulfate									
Endrin									
Endrin aldehyde									
Ethylbenzene									
Fluoranthene									
Florene									
Heptachlor									
Heptachlor epoxide									
Hexachlorobenzene									
hexachlorobutadiene									
Di-n-octyl phthalate									
Dibenzo(a,h)anthracene									
1,2-Dichlorobenzene									
1,3-Dichlorobenzene									
1,1-Dichloroethylene									
2,4-Dichlorophenol									
1,2-Dichloropropane									
1,3-Dichloropropylene									

Chemical	Known Present	Suspect Present	Believed Absent	Known Absent	Sample Taken (Y/N)	Range of Measurements			
						Min (mg/L)	Max (mg/L)	Average (mg/L)	Detection Limit
Dieldrin									
Diethyl phthalate									
4-Nitrophenol									
N-nitrosodi-n-propylamine									
N-nitrosodimethylamine									
N-nitrosodiphenylamine									
Parachlorometacresol									
PCB-1016									
PCB-1221									
PCB-1232									
PCB-1242									
PCB-1248									
PCB-1254									
PCB-1260									
Pentachlorophenol									
Phenanthrene									
Phenol									
Pyrene									
Selenium									
Silver									
2,3,7,8-tetrachlorodibenzo-p-									
Hexachlorocyclopentadiene									
Hexachloroethane									
Indeno(1,2,3-cd)pyrene									
Isophorone									
Lead									
Mercury									
Methyl bromide									
Methyl chloride									
Methylene chloride									
Naphthalene									
Nickel									
Nitrobenzene									
2-Nitrophenol									
1,1,2-Tetrachloroethane									
Tetrachloroethylene									
Thallium									
Toluene									
Toxaphene									
1,2-Trans-dichloroethylene									
1,2,4-Trichlorobenzene									
1,1,1-Trichloroethane									
1,1,2-Trichloroethane									

Chemical	Known Present	Suspect Present	Believed Absent	Known Absent	Sample Taken (Y/N)	Range of Measurements			
						Min (mg/L)	Max (mg/L)	Average (mg/L)	Detection Limit
Trichloroethylene									
Trichlorofluoromethane									
2,4,6-Trichlorophenol									
Vinyl chloride									
Zinc									

CERTIFICATION

I have personally examined and am familiar with the information submitted in this document and attachments. Based upon my inquiry of those individuals immediately responsible for obtaining the information reported herein, I believe that the submitted information is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and/or imprisonment.

Signature of Authorized Representative*: _____ Date: _____

Printed Name: _____ Phone Number (____) ____ - ____

* Permit applications must be signed as follows: Corporations, by a principal executive officer of at least the level of vice-president; partnership, by a general partner; sole proprietorship, by the proprietor, (ref 40 CFR 403.12(1))

Appendix K - Industrial User Inventory Spreadsheet Template

Appendix L - Industrial User Permit Template



Permit No. _____

INDUSTRIAL USER PERMIT

Permittee (Company Name): _____

Facility Address: _____

Mailing Address: _____

Telephone Number: _____

Name of Person to Contact: _____

The above-named permittee is hereby authorized to discharge industrial wastewater from the above identified facility and through the outfalls identified herein into the City of Jamestown sewer system in accordance with, and subject to, the conditions set forth in this permit. Compliance with this permit does not relieve the permittee of its obligation to comply with any or all applicable pretreatment regulations, standards, or requirements under local, state, and federal laws, including any such regulations, standards, requirements, or laws that might become effective during the term of this permit.

Noncompliance with any term or condition of this permit shall constitute a violation of the City of Jamestown sewer use ordinance. Knowingly making any false statement on any report or other document required by this permit or knowingly rendering any monitoring device or method inaccurate, is a crime and may result in the imposition of criminal sanctions and/or civil penalties.

This permit shall become effective on _____ and shall expire at midnight on _____.

(Note to the permit writer: If the term of the permit is 5 years, no administrative extension can be granted.)

The permittee shall apply for wastewater discharge permit reissuance by submitting a complete wastewater discharge permit application, a minimum of 30 days prior to the expiration of the permittee’s existing wastewater discharge permit.

By: _____
IPP Coordinator

Issued this _____ day of _____, 20__

* NOTE: The Jamestown Municipal Code may be viewed via the City’s website (www.jamestownnd.gov) at <https://jamestownnd.gov/government/municipal-code/> or a copy of the applicable provisions will be provided by the Wastewater Treatment Plant upon request.

SECTION 1 EFFLUENT LIMITATIONS

1.1 Dilution

No user shall increase the use of process water, or in any way attempt to dilute a discharge, as a partial or complete substitute for adequate treatment to achieve compliance with an applicable pretreatment standard or requirement unless expressly authorized by an applicable pretreatment standard or requirement. The IPP Coordinator may impose mass limitations on users which may be using dilution to meet applicable pretreatment standards or requirements or in other cases when the imposition of mass limitations is appropriate.

1.2 Discharge Outfalls

During the period of _____ to _____ the permittee is authorized to discharge process wastewater to the City of Jamestown sewer system from the outfalls listed below.

Description of outfalls:

(Note to the permit writer: The permit writer must clearly identify the outfalls using brief, detailed narrative descriptions and diagrams as necessary.)

Outfall	Description
001	
002	
003	
004	

1.3 Effluent Limitations

(Note to the permit writer: The permit writer should provide a description of the categorical process discharges that are combined at this sampling location.)

During the period of _____ to _____ the discharge from outfall _____ shall not exceed the following effluent limitations. Effluent from this outfall consists of _____:

EFFLUENT LIMITATIONS

Parameter	Daily maximum(mg/L)	Monthly average (mg/L)
Cadmium		
Chromium		
Copper		
Lead		
Nickel		
Silver		
Zinc		
Cyanide		
Total Toxic Organics*		
pH		

* The abbreviation TTO means total toxic organics, which is the summation of all quantifiable values greater than 0.01 milligram per liter (mg/L) for the following toxic organics:

Acenaphthene	Bis (2-chloroethoxy) methane	Toluene
Acrolein	Methylene chloride	Trichloroethylene
Acrylonitrile	Methyl chloride	Vinyl chloride
Benzene	Methyl bromide	Aldrin
Benzidine	Bromoform	Dieldrin
Carbon tetrachloride	Dichlorobromomethane	Chlordane
Chlorobenzene	Chlorodibromomethane	4,4-DDT
1,2,4-Trichlorobenzene	Hexachlorobutadiene	4,4-DDE (p,p-DDX)
Hexachlorobenzene	Hexachlorocyclopentadiene	4,4-DDD (p,p-TDE)
1,2,-Dichloroethane	Isophorone	Alpha-endosulfan
1,1,1-Trichloroethane	Naphthalene	Beta-endosulfan
Hexachloroethane	Nitrobenzene	Endosulfan sulfate
1,1-Dichloroethane	2-Nitrophenol	Endrin
1,1,2-Trichloroethane	4-Nitrophenol	Endrin aldehyde
1,1,2,2-Tetrachloroethane	2,4-Dinitrophenol	Heptachlor
Chloroethane	4,6-Dinitro-o-cresol	Heptachlor epoxide
Bis (2-chloroethyl) ether	N-nitrosodimethylamine	Alpha-BHC
2-Chloroethyl vinyl ether	N-nitrosodiphenylamine	Beta-BHC
2-Chloronaphthalene	N-nitrosodi-n-propylamine	Gamma-BHC
2,4,6-Trichlorophenol	Pentachlorophenol	Delta-BHC
Parachlorometa cresol	Phenol	PCB-1242 (Arochlor 1242)
Chloroform	Bis (2-ethylhexyl) phthalate	PCB-1254 (Arochlor 1254)
2-Chlorophenol	Butyl benzyl phthalate	PCB-1221 (Arochlor 1221)
1,2-Dichlorobenzene	Di-n-butyl phthalate	PCB-1232 (Arochlor 1232)
1,3-Dichlorobenzene	Di-n-octyl phthalate	PCB-1248 (Arochlor 1248)
1,4-Dichlorobenzene	Diethyl phthalate P	CB-1260 (Arochlor 1260)
3,3-Dichlorobenzidine	Dimethyl phthalate	PCB-1016 (Arochlor 1016)
1,1-Dichloroethylene	Benzo(a)Anthracene	Toxaphene
1,2-Trans-dichloroethylene	Benzo(a)pyrene	2,3,7,8-Tetrachlorodibenzo-p-dioxin
2,4-Dichlorophenol	Benzo(b)fluoranthene	
1,2-Dichloropropane	Benzo(k)fluoranthene	
1,3-Dichloropropylene	Chrysene	
2,4-Dimethylphenol	Acenaphthylene	
2,4-Dinitrotoluene	Anthracene	
2,6-Dinitrotoluene	Benzo(ghi)perylene	
1,2-Diphenylhydrazine	Fluorene	
Ethylbenzene	Phenanthrene	
Fluoranthene	Dibenzo(a,h)anthracene	
4-Chlorophenyl phenyl ether	Indeno(1,2,3-cd) pyrene	
4-Bromophenyl phenyl ether	Pyrene	
Bis (2-chloroisopropyl) ether	Tetrachloroethylene	

(Note to the permit writer: The specific toxic organic compounds listed are for metal finishers subject to 40 CFR 433. TTO is defined as the sum of the masses or concentrations of specific toxic organic compounds found in the industrial user's process discharge at a concentration greater than 0.01 mg/l. Each Categorical Standard lists the specific toxic organic compounds that are to be included in the summation to define TTO for the category.)

All discharges must be in compliance with the requirements of all other applicable laws, regulations, standards, and requirements including, without limitation, those set forth in Chapter 30 of the Jamestown Municipal Code and applicable State and Federal pretreatment laws, regulations, standards, and requirements including those becoming effective during the term of this permit.

1.4 Local Limits

Local Limits have been established pursuant to 40 CFR 403.5(c) and City of Jamestown Municipal Code Chapter 30. No person shall discharge wastewater containing pollutant levels in excess of the following daily maximum allowable discharge limits.

Pollutant	Concentration
Arsenic (As)	
Cadmium (Cd)	
Chromium (III)	
Chromium (VI)	
Chromium (Total)	
Copper (Cu)	
Lead (Pb)	
Mercury (Hg)	
Nickel (Ni)	
pH	
Selenium (Se)	
Silver (Ag)	
Zinc (Zn)	

Where a user is subject to a categorical pretreatment standard and a local limit for a given pollutant, the more stringent limit or applicable pretreatment standard shall apply.

(Note to the permit writer: The permit writer must include the local limits established by the ordinance even if the IU is not required to monitor for all the pollutants with local limits. Including all the local limits in the permit, even if the IU is not required to monitor for all of them ensures that the IU is aware of all the discharge requirements. The permit writer may include an additional table outlining which pollutants of concern are required to be monitored; see Part 2 of the sample permit.)

1.5 Prohibited Discharge

The permittee may not introduce into the POTW any pollutant(s) which cause pass-through or interference as specified in 40 CFR 403.5. Including, but not limited to the following:

- a. Oil and grease concentrations or amounts from industrial facilities violating pretreatment standards.
- b. Wastewater from industrial facilities containing floatable fats, wax, grease or oils in amounts which would cause interference or pass through the treatment process.
- c. Petroleum oil, non-biodegradable cutting oil, or products of mineral oil origin in amounts which would cause interference or pass through.

- d. Pollutants that create a fire or explosive hazard in the POTW, including but not limited to waste streams with a closed-cup flashpoint of less than 140 degrees Fahrenheit (60° Centigrade) using the methods specified at 40 CFR 261.21
- e. Wastewater having a temperature which will inhibit biological activity in the treatment plant resulting in interference, but in no case wastewater which causes the temperature at the introduction into the treatment plant to exceed 104 F (40 C) unless the Approval Authority, upon the request of the POTW, approves alternate temperature limits;
- f. Solids or viscous substances in amounts that will cause obstruction of flow in the POTW, resulting in interference
- g. Pollutants, including oxygen-demanding pollutants (e.g., BOD), released in a discharge at a flow rate and/or concentration that, singly or by interaction with other pollutants, will cause interference with the POTW. For the purpose of this section, the term interference has the same definition as that in Chapter 30 of the City of Jamestown Municipal Code
- h. Wastewater having a pH of less than 5.0 or more than 12.5 or otherwise causing corrosive structural damage to the POTW or equipment
- i. Pollutants that result in the presence of toxic gases, vapors, or fumes within the POTW in a quantity that might cause acute worker health and safety problems.
- j. Trucked or hauled pollutants, except at discharge points designated by the City.
- k. Slug discharges (as described in section 1.7)

1.6 Best Management Practices (BMPs)

In addition to the local effluent limits, the permittee is required to implement the following best management practices (BMPs) to control its discharge into the publicly owned treatment works (POTW).

(Note to the permit writer: The permit writer may include any site specific BMPs in addition to the limits set forth in this section.)

1.7 Slug Control Plan

POTW will evaluate whether each permittee, new or existing, needs a Slug Control Plan or other action to control slug discharges. A slug discharge is any discharge of a nonroutine, episodic nature, including an accidental spill or noncustomary batch discharge, that has a reasonable potential to cause interference or pass through, or in any other way violate the POTW's regulations, local limits, or permit conditions. If the POTW determines that a Slug Control Plan is needed, the permittee must submit a plan that contains at least the following elements:

- Description of discharge practices, including nonroutine batch discharges
- Description of stored chemicals
- Procedures for immediately notifying POTW of slug discharges with procedures for follow-up, written, notification within 5 days
- If necessary, procedures to prevent adverse effects from accidental spills, including inspecting and maintaining storage areas, handling and transferring materials, loading and unloading operations, controlling plant site runoff, worker training, building containment structures or equipment, measures for containing toxic organic pollutants (including solvents), or measures and equipment for emergency response.

SECTION 2 MONITORING REQUIREMENTS

2.1 General Monitoring Requirements

- a. All handling and preservation of collected samples and laboratory analyses of samples shall be performed in accordance with 40 CFR Part 136 and amendments thereto unless specified otherwise in the monitoring conditions of this permit.

2.2 Specific Monitoring Requirements

- a. From the period beginning on the effective date of the permit until _____ the permittee shall monitor outfall _____ according to Table 1.
- b. Samples shall be taken on or before April 30 and October 31 of each year. Semi-annual reports are due by May 30 and November 30 of each year.
- c. Monitoring results obtained shall be reported and submitted by the industrial user. The first report is due on _____. The report shall indicate the nature and concentration of all pollutants in the effluent for which sampling and analyses were performed during the calendar month preceding the submission of each report.
- d. Industrial User Monitoring Report shall be defined as the following
 - i. Signatory Sheet
 - ii. Results – 3rd Party lab results
 - iii. Chain of custody of submitted results
 - iv. All additional information as required by the Industrial Pretreatment Coordinator

Table 1 Monitoring Requirements

Sample Parameter (units)	Location	Measurement Frequency	Sample Type
Flow (gpd)		Continuous	Meter
BOD		Semi-Annual	24-hour Composite
TSS		Semi-Annual	24-hour Composite
Arsenic		Semi-Annual	24-hour Composite
Cadmium (mg/L)		Semi-Annual	24-hour Composite
Chromium (mg/L)		Semi-Annual	24-hour Composite
Copper (mg/L)		Semi-Annual	24-hour Composite
Cyanide T		Semi-Annual	Grab
Lead (mg/L)		Semi-Annual	24-hour Composite
Mercury (mg/L)		Semi-Annual	24-hour Composite
Nickel (mg/L)		Semi-Annual	24-hour Composite
Silver		Semi-Annual	24-hour Composite
Zinc (mg/L)		Semi-Annual	24-hour Composite
Oil & grease		Semi-Annual	Grab
pH (S.U.)		Semi-Annual	Grab
Total toxic organic		Semi-Annual	Grab
Temperature		Semi-Annual	Grab

2.3 Sampling Requirements for Users

Grab samples must be used for pH, cyanide, total phenols, oil and grease, temperature, sulfide, and volatile organic compounds. For all other pollutant, 24-hour composite samples must be obtained through flow-proportional composite sampling techniques.

Using protocols (including appropriate preservation) specified in 40 CFR Part 136 and appropriate EPA guidance, multiple grab samples collected during the 24-hour period may be composited in the laboratory. Composite samples for other parameters unaffected by compositing procedures as documented in approved EPA methodologies may be authorized by the Control Authority, as appropriate.

For sampling required in support of baseline monitoring and 90-day compliance reports, a minimum of four (4) grab samples must be used for PH, cyanide, total phenols, oil and grease, sulfide and volatile organic compounds for facilities for which historical sampling data does not exist; for facilities for which historical sampling data are available, the Control Authority may authorize a lower minimum. For the reports required by 40 CFR 403.12 (e) and (h), the Control Authority shall require the number of grab samples necessary to assess and assure compliance by Industrial Users with applicable Pretreatment Standards and Requirements.

All samples collected shall be representative of normal work cycles and expected pollutant discharges from the user. If a user sampled and analyzed the waste stream more frequently than what was required in its wastewater discharge permit, using methodologies in 40 CFR Part 136, it must submit all results of sampling and analysis of the discharge as part of its self-monitoring report.

Sampling and analyses shall include:

- a. The date, exact place, time, and methods of sampling or measurements, and sample preservation techniques or procedures;
- b. Who performed the sampling or measurements;
- c. The date(s) analyses were performed;
- d. Who performed the analyses;
- e. The analytical techniques or methods used; and
- f. The results of such analyses.

2.4 Analytical Requirements

All pollutant analyses, including sampling techniques, shall be performed in accordance with the techniques prescribed in 40 CFR Part 136, unless otherwise specified in an applicable categorical pretreatment standard. If 40 CFR Part 136 does not contain sampling or analytical techniques for the pollutant in question, sampling and analyses must be performed in accordance with procedures approved by the EPA.

SECTION 3 REPORTING REQUIREMENTS

3.1 Monitoring Reports

- a. Any user that is required to have an industrial waste discharge permit and performs self-monitoring shall comply with all applicable requirements under 40 CFR 403.12 and submit to the IPP Coordinator by May 30 and November 30 of each year unless required on other dates or more frequently by the IPP Coordinator, a report indicating the nature of the effluent over the previous reporting period. The frequency of monitoring shall be as prescribed within this permit.
- b. The report shall include a record of the concentrations (and mass if specified in the wastewater discharge permit) of the pollutants listed in the wastewater discharge permit that were measured and a record of all flow measurements (average and maximum) taken at the designated sampling locations and shall also include any additional information required by Chapter 30 of the Jamestown City Ordinances or this wastewater discharge permit. Production data shall be reported if required by the wastewater discharge permit. Both daily maximum and average concentration (or mass, where required) shall be reported. If a user sampled and analyzed more frequently than what was required by this permit, using methodologies in 40 CFR Part 136, it must submit all results of sampling and analysis of the discharge during the reporting period.
- c. Any user subject to equivalent mass or concentration limits established by the City or by unit production limits specified in the applicable categorical standards shall report production data.
- d. If the City calculated limits to factor out dilution flows or non-regulated flows, the permittee will be responsible for providing flows from the regulated process flows, dilution flows and non-regulated flows.
- e. Flows shall be reported on the basis of actual measurement, provided, however, that the City may accept reports of average and maximum flows estimated by verifiable techniques if the City determines that an actual measurement is not feasible.
- f. Discharges sampled shall be representative of the permittee's daily operations and samples shall be taken in accordance with the requirements specified in Section 4.
- g. The City may require reporting by permittees that are not required to have an industrial wastewater discharge permit if information or data is needed to establish a sewer charge, determine the treatability of the effluent, or determine any other factor which is related to the operation and maintenance of the sewer system.
- h. If the permittee monitors any pollutant more frequently than required by this permit, using test procedures prescribed in 40 CFR Part 136 or amendments thereto, or otherwise approved by EPA or as specified in this permit, the results of such monitoring shall be included in any calculations of actual daily maximum or monthly average pollutant discharge and results shall be reported in the

report submitted to the IPP Coordinator. Such increased monitoring frequency shall also be indicated in the report.

3.2 Non-Compliance Reporting and Automatic Resampling

If sampling performed by a permittee indicates a violation, the permittee shall notify the Control Authority within 24 hours of becoming aware of the violation. Within five (5) days following such discharge, the Permittee shall submit a detailed written report describing the cause(s) of the discharge and the measures to be taken by the Permittee to prevent similar future occurrences. Such notification shall not relieve the Permittee of any expense, loss damage, or other liability which might be incurred as a result of damage to the POTW, natural resources, or any other damage to person or property; nor shall such notification relieve the Permittee of any fines, penalties, or other liability which may be imposed pursuant to **Chapter 30** of the Jamestown City Municipal Code. The permittee shall also repeat the sampling and submit the results of the repeat analysis to the Control Authority within 30 days after becoming aware of the violation

3.3 Spill, Slug, Accidental Discharge Report or Change in Process

The permittee shall notify the IPP Coordinator immediately upon the occurrence of spills prohibited by Chapter 30 of the Jamestown Municipal Code including accidental discharges, discharges of a nonroutine, episodic nature, a noncustomary batch discharge, slug loads or slug discharges that might cause potential problems for the POTW or spills that might enter the public sewer. The IPP Coordinator should be immediately notified by telephone at 701-252-9149. The notification must include location of discharge; date and time of discharge; type of waste, including concentration and volume; and corrective actions taken. The permittee's notification of accidental releases in accordance with this section does not relieve it of other reporting requirements that arise under local, state, or federal laws.

Within 5 days following an accidental discharge, the permittee shall submit to the IPP Coordinator a detailed written report. The report must specify the following:

- a. Description and cause of the upset, slug load, or accidental discharge; the cause thereof; and the impact on the permittee's compliance status. The description should also include location of discharge and type, concentration, and volume of waste.
- b. Duration of noncompliance, including exact dates and times of noncompliance and, if the noncompliance is continuing, the time by which compliance is reasonably expected to occur.
- c. All steps taken or to be taken to reduce, eliminate, and/or prevent recurrence of such an upset, slug load, accidental discharge, or other conditions of noncompliance.

Any permittee operating under a wastewater discharge permit incorporating equivalent mass or concentration limits shall notify the City within two (2) business days after the permittee has a reasonable basis to know that the production level will significantly change within the next calendar month. Any permittee not providing a notice of such anticipated change will be required to comply with the existing limits contained in its wastewater discharge permit.

(Note to the permit writer: If the City has determined that a SIU needs an Accidental Spill Prevention Plan found in Chapter 30 of Jamestown's Municipal Code, those requirements should be listed here.)

3.4 Upset Notification

An upset is an exceptional incident in which there is unintentional and temporary non-compliance with pretreatment standards because of factors beyond the reasonable control of the user. An upset does not include non-compliance caused by operational error, improperly designed treatment facilities, inadequate treatment facilities, lack of preventive maintenance, or careless or improper operation.

The permittee shall notify the IPP Coordinator within twenty-four (24) hours of becoming aware of the upset and submit a written notification within five (5) days. This written notification must include the following:

- a. A description of the indirect discharge and cause of non-compliance,
- b. The period of non-compliance, including exact dates and times or, if not corrected, the anticipated time the non-compliance is expected to continue, and
- c. Steps being taken and/or planned to reduce, eliminate, and prevent recurrence of the non-compliance.

(Note to the permit writer: For categorical users this section is needed as found in Chapter 30 of Jamestown's Municipal Code.

3.5 Notice to Bypass

Bypass is prohibited, and the POTW may take an enforcement action against a user for a bypass, unless the user demonstrates:

- a. Bypass was unavoidable to prevent loss of life, personal injury, or severe property damage;
- b. There were no feasible alternatives to the bypass, such as the use of auxiliary treatment facilities, retention of untreated wastes, or maintenance during normal periods of equipment downtime. This condition is not satisfied if adequate backup equipment should have been installed in the exercise of reasonable engineering judgment to prevent a bypass which occurred during normal periods of equipment downtime or preventive maintenance; and
- c. The user submitted a Notice to Bypass to the POTW. If a user knows in advance of the need for a bypass, it shall submit a Notice to Bypass to the POTW at least ten (10) days before the date of the bypass.

A user shall submit oral notice to the POTW of an unanticipated bypass that exceeds applicable pretreatment standards within twenty-four (24) hours from the time it becomes aware of the bypass. A written submission shall also be provided within five (5) days of the time the user becomes aware of the bypass. The written submission shall contain a description of the bypass and its cause; the duration of the bypass, including exact dates and times, and, if the bypass has not been corrected, the anticipated time it is expected to continue; and steps taken or planned to reduce, eliminate, and prevent recurrence of the bypass. The POTW may waive the written report on a case-by-case basis if the oral report has been received within twenty-four (24) hours.

3.6 Notification of Discharge of Hazardous Waste

Any user that is discharging more than 15 kilograms of hazardous wastes as defined in 40 CFR Part 261 (listed or characteristic wastes) in a calendar month or any facility discharging any amount of acutely hazardous wastes as specified in 40 CFR Part 261.30(d) and 261.33(e) is required to provide a one-time notification in writing to the city, to the EPA Regional Waste Management Division Director, and to the state of North Dakota. Any existing user exempt from this notification shall comply with the requirements contained herein within 30 days of becoming

aware of a discharge of 15 kilograms of hazardous wastes in a calendar month or any discharge of acutely hazardous wastes to the city sewer system.

Such notification shall include:

- a. The name of the hazardous waste as set forth in 40 CFR Part 261.
- b. The EPA Hazardous waste number; and
- c. The type of discharge (continuous, batch, or other).

If an industrial user discharges more than 100 kilograms of such waste per calendar month to the sewer system, the notification shall also contain the following information to the extent it is known or readily available to the industrial user:

- a. An identification of the hazardous constituents contained in the wastes,
- b. An estimation of the mass and concentration of such constituents in the waste streams discharged during that calendar month, and;
- c. An estimation of the mass of constituents in the waste streams expected to be discharged during the following 12 months

3.7 Certification Statements

All wastewater user reports must be signed by the authorized representative of the user. The permittee is required to sign and submit the following certification statement with all monitoring reports:

“I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to ensure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.”

By a responsible corporate officer, if the Industrial User submitting the reports is a corporation. For the purpose of this paragraph, a responsible corporate officer means:

- a. a president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy- or decision-making functions for the corporation, or;
- b. the manager of one or more manufacturing, production, or operation facilities employing more than 250 persons or having gross annual sales or expenditures exceeding \$25 million (in second-quarter 1980 dollars), if authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.

3.8 Report Submittal

All reports required by this permit shall be submitted to the City of Jamestown Wastewater Treatment Facility IPP Coordinator at the following address:

Jamestown Wastewater Treatment Facility
4940 18th Street SE
Jamestown, ND 58401

SECTION 4 GENERAL CONDITIONS

4.1 Severability

If any provision of this permit is invalidated by any court of competent jurisdiction, the remaining provisions shall not be affected and shall continue in full force and effect.

4.2 Duty to Comply

The permittee shall comply with all conditions of this permit. Failure to comply with the requirements of this permit may be grounds for administrative action, or enforcement proceedings including civil or criminal penalties, injunctive relief, and summary abatements.

4.3 Duty to Mitigate

The permittee shall take all reasonable steps to minimize or correct any adverse impact to the POTW or the environment resulting from noncompliance with this permit, including such accelerated or additional monitoring as necessary to determine the nature and impact of the noncomplying discharge.

4.4 Permit Modification

The IPP Coordinator may modify the wastewater discharge permit for good cause including, but not limited to, the following:

- a. To incorporate any new or revised federal, state, or local pretreatment standards or requirements;
- b. To address significant alterations or additions to the user's operation, processes, or wastewater volume or character since the time of wastewater discharge permit issuance;
- c. A change in the POTW that requires either a temporary or permanent reduction or elimination or the authorized discharge;
- d. Information indicating that the permitted discharge poses a threat to the City's POTW, personnel, or receiving waters;
- e. Violation of any terms or conditions of the wastewater discharge permit;
- f. Misrepresentations or failure to fully disclose all relevant facts in the wastewater discharge permit application or in any required report;
- g. Revision of or a grant of variance from categorical pretreatment standards pursuant to 40 CFR 403.13;
- h. To correct typographical or other errors in the wastewater discharge permit; or
- i. To reflect a transfer of the facility ownership and/or operation to a new owner/operator

4.5 Permit Transfer

Wastewater discharge permits may be reassigned or transferred to a new owner and/or operator only if the permittee gives at least thirty (30) days advance notice to the IPP Coordinator and the IPP Coordinator approves the wastewater discharge permit transfer. The notice to the IPP Coordinator must include a written certification by the new owner and/or operator which:

- a. States that the new owner and/or operator has no immediate intent to change the facility's operations and processes;
- b. Identifies the specific date on which the transfer is to occur; and

- c. Assumes full responsibility for complying with the existing wastewater discharge permit beginning on the date of the transfer.

Failure to provide advance notice of a transfer renders this wastewater discharge permit voidable as of the date of facility transfer.

4.6 Permit Termination

This wastewater discharge permit may be revoked for, but not limited to, the following reasons:

- a. Failure to notify the IPP Coordinator of significant changes to the wastewater prior to said change.
- b. Failure to provide prior notification to the IPP Coordinator of changed conditions;
- c. Misrepresentation or failure to full disclose all relevant facts in the wastewater discharge permit application;
- d. Falsifying self-monitoring reports;
- e. Tampering with monitoring equipment;
- f. Refusing to allow the City timely access to the facility premises and records;
- g. Failure to meet discharge limitations;
- h. Failure to pay fines;
- i. Failure to pay sewer charges;
- j. Failure to meet compliance schedules;
- k. Failure to complete a wastewater survey or the wastewater discharge permit application;
- l. Failure to provide advance notice of the transfer of permitted facility; or
- m. If the City has to invoke its emergency provision as cited in Chapter 30 of the Jamestown Municipal Code.
- n. Violation of any pretreatment standard or requirement, or any terms of the wastewater discharge permit.

Wastewater discharge permits shall be voidable upon cessation of operations or transfer of business ownership. All wastewater discharge permits issued to a particular user are void upon the issuance of a new wastewater discharge permit to that user.

4.7 Falsifying Information

Knowingly making any false statement on any report or other document required by this permit or knowingly rendering any monitoring device or method inaccurate, is a crime and may result in the imposition of criminal sanction or civil penalties or both.

4.8 Publication of Users in Significant Non-compliance

The city shall publish annually, in one or more newspaper(s) of general circulation providing meaningful public notice within the jurisdiction(s) served by the POTW, a list of the users which, during the previous twelve (12) months, were in significant non-compliance with applicable pretreatment standards and requirements.

4.9 Civil and Criminal Liability

Nothing in this permit may be construed to relieve the permittee from civil and/or criminal penalties for noncompliance. When the IPP Coordinator finds that a user has violated or continues to violate any provision of this ordinance, a wastewater discharge permit, or order issued hereunder, or any other pretreatment standard or requirement, the IPP Coordinator may petition the state district court or federal district court, as applicable, for

the issuance of a temporary or permanent injunction, as appropriate, which restrains or compels the specific performance of the wastewater discharge permit, order, or other requirement imposed by Jamestown Municipal Code on activities of the user. The city may also seek such other action as is appropriate for legal and/or equitable relief, including a requirement for the user to conduct environmental remediation. A petition for injunctive relief shall not be a bar against, or a prerequisite for, taking any other action against a user.

Pursuant to Jamestown Municipal Code Chapter 30:

- a. A user which has willfully or negligently violated any provision of Chapter 30 of the Jamestown Municipal Code, a wastewater discharge permit, or order issued hereunder, or any other pretreatment standard or requirement shall, upon conviction, be guilty of a Class B misdemeanor, punishable by a fine of not more than \$1500, imprisonment for not more than thirty (30) days, or both said imprisonment and fine.
- b. A user which has willfully or negligently introduced any substance into the POTW which causes personal injury or property damage shall, upon conviction, be guilty of a Class B misdemeanor, punishable by a fine of not more than \$1500, imprisonment for not more than thirty (30) days, or both said imprisonment and fine. This penalty shall be in addition to any other cause of action for personal injury or property damage available under State law.
- c. A user which knowingly made any false statements, representations, or certifications in any application, record, report, plan, or other documentation filed, or required to be maintained, pursuant to this ordinance, wastewater discharge permit, or order issued hereunder, or who falsified, tampered with, or knowingly rendered inaccurate any monitoring device or method required under the Jamestown Municipal Code shall, upon conviction, be guilty of a Class B misdemeanor, punishable by a fine of not more than \$1500, imprisonment for not more than thirty (30) days, or both said imprisonment and fine.

4.10 Property Rights

The issuance of this permit does not convey any property rights of any sort, or any exclusive privileges, nor does it authorize any injury to private property or any invasion of personal rights, nor any violation of Federal, State, or local laws or regulations.

4.11 Duty to Provide Information

The permittee shall furnish to the IPP Coordinator within 30 days any information which the IPP Coordinator may request to determine whether cause exists for modifying, revoking and reissuing, or terminating this permit, or to determine compliance with this permit. The permittee shall also, upon request, furnish to the IPP Coordinator within 30 days copies of any records required to be kept by this permit.

4.12 Definitions

See Jamestown Municipal Code Chapter 30 - Definitions.

SECTION 5 OPERATION AND MAINTENANCE, INSPECTION, MONITORING AND RECORDS RETENTION

5.1 Proper Operation and Maintenance

The permittee shall at all times properly operate and maintain all facilities and systems of treatment and control (and related appurtenances) which are installed or used by the permittee to achieve compliance with the conditions of this permit. Proper operation and maintenance includes but is not limited to: effective

performance, adequate funding, adequate operator staffing and training, and adequate laboratory and process controls, including appropriate quality assurance procedures. This provision requires the operation of back-up or auxiliary facilities or similar systems only when necessary to achieve compliance with the conditions of the permit.

5.2 Inspection and Sampling

The City shall have the right to enter the facilities of any user to ascertain whether the purpose of this wastewater discharge permit or order issued hereunder is being met and whether the user is complying with all requirements thereof. Users shall allow the IPP Coordinator ready access to all areas of the premises for the purposes of inspection, sampling, records examination and copying, and the performance of any additional duties.

- a. Where a user has security measures in force which require proper identification and clearance before entry into its premises, the User shall make necessary arrangements with its security guards so that, upon presentation of suitable identification, the IPP Coordinator will be permitted enter without delay for the purposes of performing specific responsibilities.
- b. The IPP Coordinator shall have the right to set up on the User's property, or require installation of, such devices as are necessary to conduct sampling and/or metering of the user's operations.
- c. Any temporary or permanent obstruction to safe and easy access to the facility to be inspected and/or sampled shall be promptly removed by the user at the written or verbal request of the IPP Coordinator and shall not be replaced. The costs of clearing such access shall be borne by the user.
- d. Unreasonable delays in allowing the IPP Coordinator access to the user's premises shall be a violation of this permit.

5.3 Monitoring Facilities

Each user shall provide and operate at its own expense a monitoring facility to allow inspection, sampling, and flow measurements of each sewer discharge to the City. Each monitoring facility shall be situated on the user's premises, except where other locations have been approved by the City. There shall be ample room in or near such sampling facility to allow accurate sampling and preparation of samples for analysis. The facility, including the sampling and measuring equipment, shall be maintained at all times in a safe and proper operating condition at the expense of the user. The IPP Coordinator may require the user to install monitoring equipment as necessary at the User's expense. All monitoring facilities shall be constructed and maintained in accordance with all applicable local construction standards and specifications. All devices used to measure wastewater flow and quality shall be calibrated to ensure their accuracy.

5.4 Record Keeping

The permittee shall retain records of all monitoring information, including all calibration and maintenance records, documentation associated with Best Management Practices and all original strip chart recordings for continuous monitoring instrumentation, copies of all reports required by this permit, for a period of at least three (3) years from the date of the sample, measurement, report or application.

This period may be extended by request of the IPP Coordinator at any time.

All records that pertain to matters that are the subject of special orders or any other enforcement or litigation activities brought by the City of Jamestown shall be retained and preserved by the permittee until all enforcement activities have concluded and all periods of limitation with respect to any and all appeals have expired.

Records of sampling and analyses shall include:

- a. The date, exact place, time, and methods of sampling or measurements, and sample preservation techniques or procedures;
- b. Who performed the sampling or measurements;
- c. The date(s) analyses were performed;
- d. Who performed the analyses;
- e. The analytical techniques or methods used;
- f. The results of such analyses including documentation associated with Best Management Practices.

Appendix M - Standard Operating Procedure: Receiving/Analyzing Reports

Standard Operating Procedure

For: Receiving and Analyzing Reports and Notifications



Purpose

The purpose of this procedure is to establish uniform guidelines for the review of Industrial User (IU) Reports and Notifications to ensure that all regulated components of IUs reports and notifications are submitted in compliance as required.

Process

- Receiving Reports
- Stamp “Received Date”
- IPP Coordinator - Enter Date in IU Inventory – SIU/CIU Spreadsheet
- IPP Coordinator – Enter analysis results
- IPP Coordinator – Check Reports for Required Information
 - Verify the Letter of Certification from the industry is included
 - Verify Report is received by due date
 - Verify all permit requirements for completeness
 - Compare discharge permit limitations for compliance or noncompliance
 - Determine compliance according to the Enforcement Response Guide in the IPP
 - Bypass Notifications and Reports
 - Any user shall give oral notice of an unanticipated bypass, accidental spill, and/or slug load that exceeds applicable Pretreatment Standards to the Control Authority within 24 hours from the time the Industrial User becomes aware of the issue. The notification shall include the concentration and volume and corrective action. Steps being taken to reduce any adverse impact should also be noted during the notification. A written submission shall also be provided within 5 days of the time the Industrial User becomes aware of the accidental spill, bypass, or slug load. Any user who discharges a slug load of pollutants shall be liable for any expense, loss, or damage to the WWTF, in addition to the amount of any fines imposed on the City of Jamestown under state or federal law.
 - Upset Report
 - If there is unintentional and temporary noncompliance with categorical standards due to factors beyond the reasonable control of the CIU, an upset report must be filed. The CIU must submit at least an oral report to the POTW within 24 hours of becoming aware of the upset. The report must contain the following information:
 - A description of the indirect discharge and the cause of the noncompliance
 - The date(s) and times of the noncompliance
 - Steps being taken or planned to reduce, eliminate, and prevent reoccurrence of the noncompliance.
 - If the CIU provides the notification orally, it must also submit a written report within 5 days. In any enforcement action, the CIU has the burden of proof in establishing that an upset has occurred.
 - Non-Compliance Reporting
 - If sampling performed by a user indicates a violation, the user shall notify the Control Authority within 24 hours of becoming aware of the violation. Within five (5) days following such discharge, the User shall submit a detailed written report describing the cause(s) of the discharge and the measures to be taken by the User to prevent similar future occurrences. Such notification shall not relieve the User of any expense, loss damage, or other liability which might be incurred as a result of damage to the WWTF, natural resources, or any other damage to person or property; nor shall such notification relieve the User of any fines, penalties, or other liability which may be imposed pursuant to this ordinance. The user shall also repeat the sampling and submit the results of the repeat analysis to the Control Authority within 30 days after becoming aware of the violation [Where the Control Authority has performed the sampling and analysis in lieu of the Industrial User, the Control

Authority must perform the repeat sampling and analysis unless it notifies the User of the violation and requires the User to perform the repeat analysis]. Resampling is not required if:

- The Control Authority performs sampling at the Industrial User at a frequency of at least once per month, or
 - The Control Authority performs sampling at the User between the time when the initial sampling was conducted and the time when the User or the Control Authority receives the results of this sampling.
- Slug Notification
 - CIU Reports
 - IPP Compliance Group meets twice a month to discuss IPP related items. Upcoming sampling and reporting will be discussed in these meetings.
 - Reporting deadlines will be entered into “Outlook calendar” and reminders are sent through city email.
 - The IU Inventory spreadsheet will be maintained to keep an update of the reporting status of each CIU. A whiteboard may also be used as a visual management tool.
 - SIU Reports
 - IPP Compliance Group meets twice a month to discuss IPP related items. Upcoming sampling and reporting will be discussed in these meetings.
 - Reporting deadlines will be entered into “Outlook calendar” and reminders are sent through city email.
 - The IU Inventory spreadsheet will be maintained to keep an update of the reporting status of each SIU. A whiteboard may also be used as a visual management tool.
 - Other Required Written Reports
 - Other Required Verbal Notifications
 - **QA/QC methods**
 - IPP Coordinator will enter SIU/CIU sampling/report dates into IU Inventory Spreadsheet
 - IPP Coordinator will review status quarterly

Appendix N - Standard Operating Procedure: Sampling Frequency and Protocol

Standard Operating Procedure

For: Sampling Frequency & Protocol



Purpose

- To establish uniform guidelines for the collection of random and independent samples of effluent from all SIUs
- To assure required records are created and maintained
- Monitoring random and independent sampling of non-SIUs.

Process

- The City obtains influent and effluent sampling and analyzes the following parameters: BOD, SS, pH, and temperature. These results are entered in the city's lab database. Paper copies of results are filed and also scanned to be filed electronically.
- The City will conduct sampling and analysis of surcharged IUs four times per year. These results are entered in a city's lab database. Paper copies of results are filed and also scanned to be filed electronically.
- The City will conduct sampling of permitted IUs randomly and independent of other sampling one time per year.
- A commercial laboratory will analyze influent and effluent parameters, including but not limited to metals, oil and grease, organics, and inorganics. These results are entered in the city's lab database. Paper copies of results are filed and also scanned to be filed electronically.
- Each SIU must conduct self-monitoring at least semi-annually. The sample type and frequency of samples to be collected will be established in each individual Industrial User Permit (IUP).
- Self-monitoring sampling and analysis requirements are recorded in the IU Inventory spreadsheet and updated with corresponding IUP renewals.
- Sample and collection protocol according to the "Sample Collections" SOP.
- The IPP Coordinator will review all samples analyzed.
- The SIU will submit self-monitoring reports to the IPP Coordinator for review.
 - Stamp date received
 - Compare results with permit conditions
 - Assure submittal is complete with signed Certification Form and test results
 - Compare SIU submitted results with random sample City results
- The results for each SIU is recorded in the city's lab database.
- If limits are met, IPP Coordinator files the report.
- If results exceed permit conditions, the IPP Coordinator notifies the SIU and develops a compliance schedule.
- If the SIU does not meet the compliance schedule, further legal action may be considered.

Appendix O - NPDES Permit

Permit No: ND0023370
Effective Date: July 1, 2021
Expiration Date: June 30, 2026

8UTHORLZAT1ON TO DISCHARGE UNDER THE
NORTH DAKOTA POLLUTANT DISCHARGE ELIMINATIONSYSTEM

In compliance with Chapter 33.1-16-01 of the North Dakota Department of Environmental Quality rules as promulgated under Chapter 61-28 (North Dakota Water Pollution Control Act) of the North Dakota Century Code,

The City of Jamestown
Jamestown Publicly Owned Treatment Works (POTW)

is authorized to discharge from its wastewater treatment system at Outfall 001 and Outfall 002

to the James River, a Class IA stream via a modified drainage way

provided all the conditions of this permit are met.

This permit and the authorization to discharge shall expire at midnight,

June 30, 2026.

Signed this 11 day of July, 2021 at U.S.

Karl H. Rockeman
Karl H. Rockeman, P.E.
Director
Division of Water Quality

BP 2019.05.29

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DEFINITIONS Standard Permit BP 2019.05.29

1. **"Act"** means the Clean Water Act.
2. **"Average monthly discharge limitation"** means the highest allowable average of "daily discharges" over a calendar month, calculated as the sum of all "daily discharges" measured during a calendar month divided by the number of "daily discharges" measured during that month.
3. **"Average weekly discharge limitation"** means the highest allowable average of "daily discharges" over a calendar week, calculated as the sum of all "daily discharges" measured during a calendar week divided by the number of "daily discharges" measured during that week.
4. **"Best management practices"** (BMPs) means schedules of activities, prohibitions of practices, maintenance procedures, and other management practices to prevent or reduce the pollution of waters of the United States. BMPs also include treatment requirements, operating procedures, and practices to control plant site runoff, spillage or leaks, sludge or waste disposal, or drainage from raw material storage areas.
5. **"Bypass"** means the intentional diversion of waste streams from any portion of a treatment facility.
6. **"Composite"** sample means a combination of at least 4 discrete sample aliquots, collected over periodic intervals from the same location, during the operating hours of a facility not to exceed a 24-hour period. The sample aliquots must be collected and stored in accordance with procedures prescribed in the most recent edition of Standard Methods for the Examination of Water and Wastewater.
7. **"Daily discharge"** means the discharge of a pollutant measured during a calendar day or any 24-hour period that reasonably represents the calendar day for purposes of sampling. For pollutants with limitations expressed in units of mass, the "daily discharge" is calculated as the total mass of the pollutant discharged over the day. For pollutants with limitations expressed in other units of measurement, the "daily discharge" is calculated as the average measurement of the pollutant over the day.
8. **"Department"** means the North Dakota Department of Environmental Quality, Division of Water Quality.
9. **"DMR"** means discharge monitoring report.
10. **"EPA"** means the United States Environmental Protection Agency.
11. **"Geometric mean"** means the n^{th} root of a product of n factors, or the antilogarithm of the arithmetic mean of the logarithms of the individual sample values.
12. **"Grab"** for monitoring requirements, means a single "dip and take" sample collected at a representative point in the discharge stream.
13. **"Instantaneous"** for monitoring requirements, means a single reading, observation, or measurement. If more than one sample is taken during any calendar day, each result obtained shall be considered.
14. **"Maximum daily discharge limitation"** means the highest allowable "daily discharge."
15. **"Salmonid"** means of, belonging to, or characteristic of the family Salmonidae, which includes the salmon, trout, and whitefish.
16. **"Sanitary Sewer Overflows (SSO)"** means untreated or partially treated sewage overflows from a sanitary sewer collection system.

17. **“Severe property damage”** means substantial physical damage to property, damage to the treatment facilities which causes them to become inoperable, or substantial and permanent loss of natural resources which can reasonably be expected to occur in the absence of a bypass. Severe property damage does not mean economic loss caused by delays in production.
18. **“Total drain”** means the total volume of effluent discharged.
19. **“Upset”** means an exceptional incident in which there is unintentional and temporary noncompliance with technology-based permit effluent limitations because of factors beyond the reasonable control of the permittee. An upset does not include noncompliance to the extent caused by operational error, improperly designed treatment facilities, inadequate treatment facilities, lack of preventive maintenance, or careless or improper operation.

DEFINITIONS Whole Effluent Toxicity (WET) BP 2017.04.06

20. **“Acute toxic unit”** (“TUa”) is a measure of acute toxicity. TUa is the reciprocal of the effluent concentration that causes 50 percent of the organisms to die by the end on the acute exposure period (i.e., $100/\text{“LC50”}$).
21. **“Chronic toxic unit”** (“TUc”) is a measure of chronic toxicity. TUc is the reciprocal of the effluent concentration that causes no observable effect on the test organisms by the end of the chronic exposure period (i.e., $100/\text{“IC25”}$).
22. **“Inhibition concentration”**, (“IC”), is a point estimate of the toxicant concentration that causes a given percent reduction (p) in a non-quantal biological measurement (e.g., reproduction or growth) calculated from a continuous model (e.g., Interpolation Method).
23. **“LC50”** means the concentration of toxicant (e.g., effluent) which is lethal to 50 percent of the organisms exposed in the time period prescribed by the test.
24. **“No observed effect concentration”**, (“NOEC”), is the highest concentration of toxicant (e.g., effluent) to which organisms are exposed in a chronic toxicity test [full life-cycle or partial life-cycle (short term) test], that causes no observable adverse effects on the test organisms (i.e., the highest concentration of effluent in which the values for the observed responses are not statistically significantly different from the controls).

OUTFALL DESCRIPTION

The authorization to discharge provided under this permit is limited to those outfalls specifically designated below as discharge locations. Discharges at any location not authorized under a NDPDES permit is a violation of the Act and could subject the person(s) responsible for such discharge to penalties under Section 309 of the Act. Knowingly discharging from an unauthorized location or failing to report an unauthorized discharge within the specified timeframe outlined in this permit could subject such person(s) to penalties as provided under the Act.

Outfall 001. Active. Final Outfall.			
Latitude: 46.8821678161	Longitude: -98.6539154052	County: Stutsman	
Township: 139 North	Range: 63 West	Section: 4	Q: B
Receiving Stream: James River		Classification: Class IA Stream	
Outfall Description: This is the final outfall for treated domestic and industrial wastewater from the waste stabilization pond system. The compliance point is where the effluent leaves Cell D.			

Outfall 002. Active. Final Outfall.			
Latitude: 46.8856031400	Longitude: -98.6371239900	County: Stutsman	
Township: 139 North	Range: 63 West	Section: 4	Q: B
Receiving Stream: James River		Classification: Class IA Stream	
Outfall Description: This is the final outfall for treated industrial wastewater from the mechanical wastewater treatment system. The compliance point is where the effluent leaves the disinfection chamber.			

PERMIT SUBMITTALS SUMMARY

Coverage Point ^a	Submittal	Frequency	First Submittal Date
001A	Discharge Monitoring Report	Monthly	August 31, 2021
001W	Discharge Monitoring Report	Quarterly	October 31, 2021
001M	Discharge Monitoring Report	Annually	July 31, 2022
001P	Priority Pollutant Report	1/permit cycle	July 31, 2026
002A	Discharge Monitoring Report	Monthly	August 31, 2021
002W	Discharge Monitoring Report	Quarterly	October 31, 2021
002M	Discharge Monitoring Report	Annually	July 31, 2022
002P	Priority Pollutant Report	1/permit cycle	July 31, 2026
Industrial Pretreatment Program	Industrial Pretreatment Program Submission Package	1/permit cycle	June 30, 2022
Industrial Pretreatment Program	Annual Report	Annually ^b	March 28, 2024
Application Renewal	NPDES Application Renewal	1/permit cycle	December 31, 2025
a.	A, W, M, and P are pollutant report designators. "A" is the conventional designation, "W" is the WET designation, "M" is the metals designation, and "P" is the priority pollutant designation.		
b.	The Industrial Pretreatment Program Annual Report will be due March 28 th each year after the city receives approval for their Industrial Pretreatment Program.		

SPECIAL CONDITIONS

Industrial Pretreatment Program Implementation and Compliance Schedule

The City of Jamestown is in the process of developing an Industrial Pretreatment Program. This pretreatment program will need to be compliant with 40 CFR Parts 403.8 and 403.9 and be approved by the department.

Prior to submitting the final Industrial Pretreatment Program Submission Package, the city shall complete the following steps:

1. Program enforcement response plan and local limits adopted by the City Council.
2. Identify all sewer industrial users, includes significant industrial users and categorical industrial users.
3. Finalize the city's sewer use ordinance.

The final submission package must be submitted to the department no later than **June 30, 2022**. The permittee shall notify the department, in writing, no later than 14 days, of its compliance with this deadline in accordance with 40 CFR Part 122.47(4). The final submission package must include the following items:

1. A statement from the city solicitor or a city official acting in a comparable capacity (or the attorney for the POTW) that the POTW has authority adequate to care out the programs described in the North Dakota Administrative Code (NDAC) 33.1-16-01.1 Appendix A. This statement must:
 - a. Identify the provision of legal authority which provides the basis for each procedure described in "Procedures" in NDAC 33.1-16-01.1 Appendix A;
 - b. Identify the manner in which the POTW will implement the program requirements set forth in NDAC 33.1-16-01.1 Appendix A, including the means by which pretreatment standards will be applied to individual industrial users (e.g., by order, permit, ordinance, etc.); and
 - c. Identify how the POTW intends to ensure compliance with pretreatment standards and requirements, and to enforce them in the event of noncompliance by industrial users.
2. A copy of any statutes, ordinances, regulations, agreements, or other authorities relied upon by the POTW for its administration of the program. This submission shall include a statement reflecting the endorsement or approval of the local boards or bodies responsible for supervising or funding the POTW's pretreatment program, or both, if approved;
3. A brief description, including organization charts, of the POTW's organization which will administer the pretreatment program. If more than one agency is responsible for the administration of the program, the responsible agencies should be identified, their respective responsibilities delineated, and their procedures for coordination set forth; and
4. A description of the funding levels and full-time or part-time manpower available to implement the program.

Upon approval of the Industrial Pretreatment Program Submission Package, the city will complete implementation of the Industrial Pretreatment Program by **June 30, 2023**. The permittee shall notify the department, in writing, no later than 14 days, of its compliance with this deadline in accordance with 40 CFR Part 122.47(4).

I. LIMITATIONS AND MONITORING REQUIREMENTS

A. Discharge Authorization

During the effective period of this permit, the permittee is authorized to discharge pollutants from the outfalls as specified to the following: **James River, a Class IA stream.**

No discharge shall occur from the lagoons until all pre-discharge parameters have been reviewed by the department. After the review process has been completed the permittee shall comply with the limitations of this permit.

This permit authorizes the discharge of only those pollutants resulting from facility processes, waste streams, and operations that have been clearly identified in the permit application process.

B. Effluent Limitations and Monitoring

1. The permittee must limit and monitor all discharges as specified below:

Table 1: Effluent Limitations and Monitoring Requirements Outfall 001

Parameter	Effluent Limitations			Monitoring Requirements	
	Avg. Monthly Limit	Avg. Weekly Limit	Daily Maximum Limit	Sample Frequency	Sample Type
Biochemical Oxygen Demand (BOD ₅) ^a	25 mg/l	45 mg/l	*	2/week	Grab
Total Suspended Solids (TSS) ^a	30 mg/l	45 mg/l	*	2/week	Grab
pH ^{a, b}	Shall remain between 7.0 to 9.0 s.u.			2/week	Grab
<i>Escherichia coli</i> (<i>E. coli</i>) ^{a, c}	126/100 ml	*	409/100 ml	2/week	Grab
Ammonia as N ^a	Refer to Ammonia Table (Table 3)			2/week	Grab
Oil and Grease – Visual ^d	*	*	*	Daily	Visual
Oil and Grease ^d	*	*	10 mg/l	Conditional/ Daily	Grab
Temperature, (°C) ^a	Report	*	Report	2/week	Grab
Nitrogen, Total ^e	Monitor Only (mg/l)			Monthly	Grab
Phosphorus, Total	Monitor Only (mg/l)			Monthly	Grab
Effluent Flow, mgd	Report	*	Report Max. Daily Value	Daily	Calculated
Drain, MG	Report Monthly Total			Monthly	Calculated
Dissolved Oxygen, Downstream	Monitor Only (mg/l)			2/week	Grab
Whole Effluent Toxicity (WET), TU _a	Refer to Part I.C			Quarterly	Grab
Metals, Total (Appendix A; Table 3) ^f	Effluent			Yearly	Grab
Priority Pollutants	Report			1/permit	Grab

Notes:

* This parameter is not limited. However, the department may impose limitations based on sample history and to protect receiving waters.

a A pre-discharge sample must be taken prior to the start of any discharge. This analysis shall be reported to the department. The pre-discharge sample shall be tested for BOD₅, TSS, pH, *E. coli*, Ammonia as N, and Temperature. This pre-discharge sample shall represent the first discharge sample. An additional sample of the actual discharge shall be taken the first week of discharge and two samples per week shall be taken after the first seven day of discharge for the duration of the discharge.

Table 1: Effluent Limitations and Monitoring Requirements Outfall 001

Parameter	Effluent Limitations			Monitoring Requirements	
	Avg. Monthly Limit	Avg. Weekly Limit	Daily Maximum Limit	Sample Frequency	Sample Type
b	The pH, an instantaneous limit, shall be between 7.0 s.u. and 9.0 s.u. Any single analysis and/or measurement outside this limitation shall be considered a violation of the conditions of this permit.				
c	The limitations for <i>E. coli</i> shall be in effect only during the recreational season (April 1 through October 31.) Averages for <i>E. coli</i> shall be determined as a geometric mean.				
d	A daily visual check shall be performed. There shall be no discharge of oily wastes that produce a visible sheen on the surface of the receiving water. If present, a grab sample shall be analyzed for oil and grease to ensure compliance with the concentration limitation.				
e	Total nitrogen is a combination of nitrate, nitrite, and Total Kjeldahl Nitrogen (TKN).				
f	A total hardness of the receiving stream needs to be determined every time metals are sampled and analyzed. The hardness is used to calculate parameter criterion(s) according to the WQS. This sample shall be collected upstream of the final discharge site.				
Stipulations					
Best Management Practices (BMPs) are to be utilized so that there shall be no discharge of floating debris, oil, scum, and other floating materials in sufficient amounts to be unsightly or deleterious, or oil wastes that produce a visible sheen on the surface of the receiving water.					
Samples taken in compliance with the monitoring requirements specified in this permit shall be taken prior to leaving company property or entering the receiving stream.					

Table 2: Effluent Limitations and Monitoring Requirements Outfall 002					
Parameter	Effluent Limitations			Monitoring Requirements	
	Avg. Monthly Limit	Avg. Weekly Limit	Daily Maximum Limit	Sample Frequency	Sample Type
Biochemical Oxygen Demand (BOD ₅) (Influent)	Monitor only (mg/l)			Weekly	Grab
Biochemical Oxygen Demand (BOD ₅) (Effluent)	25 mg/l	45 mg/l	*	3/week	Grab
BOD ₅ (Removal Efficiency)	Shall not be less than 85%	*	*	Monthly	Calculated
Total Suspended Solids (TSS) (Influent)	Monitor Only (mg/l)			Weekly	Grab
Total Suspended Solids (TSS) (Effluent)	30 mg/l	45 mg/l	*	3/week	Grab
TSS (Removal Efficiency)	Shall not be less than 85%	*	*	Monthly	Calculated
pH ^a	Shall remain between 7.0 to 9.0 s.u.			Daily	Grab
<i>Escherichia coli</i> (E. coli) _b	126/100 ml	*	409/100 ml	3/week	Grab
Ammonia as N	Refer to Ammonia Table (Table 3)			3/week	Grab
Oil and Grease – Visual _c	*	*	*	Daily	Visual
Oil and Grease ^c	*	*	10 mg/l	Conditional/ Daily	Grab
Temperature, (°C)	Report	*	Report	Daily	Grab
Total Residual Chlorine (TRC) ^{d, e, f}	0.011 mg/l	*	0.019 mg/l	Daily	Grab
Nitrogen, Total ^g	Monitor Only (mg/l)			Monthly	Grab
Phosphorus, Total	Monitor Only (mg/l)			Monthly	Grab
Effluent Flow, mgd	Report	*	Report Max. Daily Value	Daily	Instantaneous
Drain, MG	Report Monthly Total			Monthly	Calculated
Dissolved Oxygen, Downstream	Monitor Only (mg/l)			3/week	Grab
Whole Effluent Toxicity (WET), TU _a	Refer to Part I.C			Quarterly	Grab

Table 2: Effluent Limitations and Monitoring Requirements Outfall 002

Parameter	Effluent Limitations			Monitoring Requirements	
	Avg. Monthly Limit	Avg. Weekly Limit	Daily Maximum Limit	Sample Frequency	Sample Type
Whole Effluent Toxicity (WET), TU _c	Refer to Part I.C			1/permit	Grab
Metals, Total (Appendix A; Table 3) ^h	Influent and Effluent			Yearly	Composite
Priority Pollutants	Report			1/permit	Composite

Notes:

*	This parameter is not limited. However, the department may impose limitations based on sample history and to protect receiving waters.
a	The pH, an instantaneous limit, shall be between 7.0 s.u. and 9.0 s.u. Any single analysis and/or measurement outside this limitation shall be considered a violation of the conditions of this permit.
b	The limitations for <i>E. coli</i> shall be in effect only during the recreational season (April 1 through October 31.) Averages for <i>E. coli</i> shall be determined as a geometric mean.
c	A daily visual check shall be performed. There shall be no discharge of oily wastes that produce a visible sheen on the surface of the receiving water. If present, a grab sample shall be analyzed for oil and grease to ensure compliance with the concentration limitation.
d	Applied only when chlorination is utilized for disinfection.
e	The minimum limit of analytical reliability for TRC is considered to be 0.05 mg/l. The analysis for TRC shall be conducted using reliable devices equivalent to EPA Method 4500-CI G, Spectrophotometric, DPD. This method achieves a method detection limit of less than 0.05 mg/l. For purposes of this permit and reporting on the DMR form, analytical values less than 0.05 mg/l shall be considered in compliance with this permit.
f	In the calculation of average TRC concentrations, analytical results that are less than the method detection limit shall be considered the value of the detection limit for calculation purposes. If all analytical results used in the calculation are below the method detection limit, then the method detection limit shall be reported on the DMR; otherwise report the calculated average value.
g	Total nitrogen is a combination of nitrate, nitrite, and Total Kjeldahl Nitrogen (TKN).
h	A total hardness of the receiving stream needs to be determined every time metals are sampled and analyzed. The hardness is used to calculate parameter criterion(s) according to the WQS. This sample shall be collected upstream of the final discharge site.

Stipulations

Best Management Practices (BMPs) are to be utilized so that there shall be no discharge of floating debris, oil, scum, and other floating materials in sufficient amounts to be unsightly or deleterious, or oil wastes that produce a visible sheen on the surface of the receiving water.

Samples taken in compliance with the monitoring requirements specified in this permit shall be taken prior to leaving company property or entering the receiving stream.

Table 3: Ammonia Effluent Limitation Requirements Outfall 001 and Outfall 002					
Parameter	Effluent Limitations			Monitoring Requirements	
	Avg. Monthly Limit	Avg. Weekly Limit	Daily Maximum Limit	Sample Frequency	Sample Type
Outfall 001					
Ammonia as N, mg/l ^a	†	*	‡	2/week	Grab
James River Parameters					
Flow (cfs) ^b	*	*	*	Daily	Instantaneous
pH (s.u.), Upstream ^{b, c}	*	*	*	2/week	Grab
Temperature (°C), Upstream ^{b, c}	*	*	*	2/week	Instantaneous
Ammonia as N (mg/l), Upstream	*	*	*	Weekly	Grab
Outfall 002					
Ammonia as N, mg/l ^a	†	*	‡	3/week	Grab
James River Parameters					
Flow (cfs) ^b	*	*	*	Daily	Instantaneous
pH (s.u.), Upstream ^{b, c}	*	*	*	3/week	Grab
Temperature (°C), Upstream ^{b, c}	*	*	*	3/week	Instantaneous
Ammonia as N (mg/l), Upstream	*	*	*	Weekly	Grab
Notes:					
*	This parameter is not limited. However, the department may impose limitations based on sample history and to protect receiving waters.				
a	Calculations must be performed for each discharge sample. If an exceedance is detected on any single sample, the exceedance must be reported on the DMR.				
b	Sample must be collected/recorded the same day as the ammonia sample. The upstream flow and temperature may be obtained from the USGS gauging station 06470000 or can be collected by the facility.				
c	When dangerous conditions exist for personnel (i.e. thin ice, melting ice, flooding, etc.) the permittee may utilize the following minimum values based on the 90 th percentile upstream reported data during the previous permit cycle: pH 8.89 S.U., Temperature 22.94°C, and ammonia 0.79 mg/l. If the upstream flow is not available, then 30B10 critical low flow of 1.89 cfs shall be used. The maximum mixing factor is 10.0%.				

Table 3: Ammonia Effluent Limitation Requirements Outfall 001 and Outfall 002					
Parameter	Effluent Limitations			Monitoring Requirements	
	Avg. Monthly Limit	Avg. Weekly Limit	Daily Maximum Limit	Sample Frequency	Sample Type
†	Chronic Standard (Average Monthly Limit)				
	<p>The 30-day average concentration of total ammonia (expressed as N in mg/l) does not exceed, more often than once every three years on the average, the numerical value given by the following formula; and the highest 4-day average concentration of total ammonia within the 30-day averaging period does not exceed 2.5 times the numerical value given by the following formula:</p> $\frac{(0.0577}{(1+10^{7.688-\text{pH}})} + \frac{2.487}{1+10^{\text{pH}-7.688}}) \cdot \text{CV};$ <p>where CV = 2.85, when T ≤ 14°C; or CV = 1.45 * 10^{0.028*(25-T)}, when T > 14°C. Receiving stream pH is used for the calculation.</p>				
‡	Acute Standard (Daily Maximum Limit)				
	<p>The one-hour average concentration of total ammonia (expressed as N in mg/l) does not exceed, more often than once every three years on the average, the numerical value given by the following formula:</p> $\frac{(0.411}{(1+10^{7.204-\text{pH}})} + \frac{58.4}{1+10^{\text{pH}-7.204}})$				
<p>For all of the above calculations, the permittee receives a maximum of ten percent (10%) of stream flow for dilution at the time of discharge based on the flow of the James River. In-stream concentration will be calculated on a mass balance basis using the following formula:</p> <p>In-stream concentration = (Q_u * C_u + C_e)/(Q_u + Q_e) where Q_u = 10 of the receiving water flow C_u = Receiving water ammonia as N Q_e = Effluent Flow C₃ = Effluent Ammonia as N</p>					

C. Whole Effluent Toxicity (WET) Requirements BP 2021.01.26

1. Acute Toxicity Testing

Acute toxicity tests shall be conducted in general accordance with the procedures set out in the latest revision of "Methods for Measuring the Acute Toxicity of Effluents to Freshwater and Marine Organisms," EPA-821-R-02-012 (Fifth Ed., October 2002). The permittee shall conduct an acute 48-hour static renewal toxicity test using freshwater fleas, *Ceriodaphnia dubia* and an acute 96-hour static renewal toxicity test using fathead minnows, *Pimephales promelas*.

Outfall 001						
WET tests on both species shall be performed on the first discharge made each calendar year. Thereafter, WET testing shall be performed at least once every calendar quarter in which there is a discharge.						
Outfall 002						
WET tests shall be performed at least once per calendar quarter on both species.						
Acute WET Requirements for Outfalls 001 and 002						
Implementation	Limitations Imposed					
Effluent Dilution	0%(Control)	12.5%	25%	50%	75%	100%
Dilution Water	James River ^a					
Testing Type	Acute Toxicity					
Species and Test Type	<i>Ceriodaphnia dubia</i> – 48 Hour Acute – Static Renewal – 20°C					
	<i>Pimephales promelas</i> – 96 Hour Acute – Static Renewal – 20°C					
Endpoint	Survival reported as TU _a					
Compliance Point	End-of-pipe					
Sample Frequency	Quarterly					
Sample Type	Grab					
Maximum Daily Limit (MDL)	<1 TU _a					
Average Monthly Limit (AML)	<1 TU _a					
Test Failure	Acute test failure (LC₅₀) is defined as lethality to 50% or more of the test organisms exposed to 100% effluent or >1.0 TU_a for <i>Ceriodaphnia dubia</i> 48-hour and <i>Pimephales promelas</i> 96-hour test. The 48-hour and 96-hour LC₅₀ effluent value must be <1.0 TU_a to indicate a passing test. Any 48-hour or 96-hour LC₅₀ effluent value >1.0 TU_a will constitute a failure. Tests in which the control survival is less than 90% are invalid and must be repeated.					
Reporting Requirements	The permittee shall report the following results of each toxicity test on the DMR for that reporting period: Report the highest TU _a for <i>Ceriodaphnia dubia</i> , Parameter No. TSM3B. Report the highest TU _a for <i>Pimephales promelas</i> , Parameter No. TSN6C.					
If toxicity occurs in a routine test, an additional test shall be initiated within 14 days from the date of the initial toxicity findings. Should there be no discharge during a specified sampling time frame; sampling shall be performed as soon as there is a discharge. Should toxicity occur in the second test, testing shall be conducted at a frequency of once a month and the implementation of a <u>5.Toxicity Reduction Evaluation (TRE)</u> shall be determined by the department. If no toxicity is found in the second test, testing shall occur as outlined in the permit.						
a. When dangerous conditions exist for personnel (i.e. thin ice, melting ice, flooding, etc.) the permittee may utilize moderately hard reconstituted water upon request and approval by the department.						

2. Chronic Toxicity Testing

The chronic toxicity tests shall be conducted in general accordance with the procedures set out in the latest revision of "Short Term Methods for Estimating the Chronic Toxicity of Effluents and Receiving Waters to Freshwater Organisms," EPA-821-R-02-013 (Fourth Ed., October 2002). Test species shall consist of freshwater fleas, *Ceriodaphnia dubia* and fathead minnows, *Pimephales promelas*.

Chronic WET requirements for Outfall 002

Implementation	Monitoring Only					
Effluent Dilution	0%(Control)	6.25%	12.5%	25%	50%	100%
Dilution Water	James River					
Species and Test Type	<i>Ceriodaphnia dubia</i> – 7-Day Chronic – Static Renewal – 25°C					
	Fathead Minnow – 7-Day Chronic – Static Renewal – 25°C					
Endpoint	Survival and Reproduction (<i>Ceriodaphnia dubia</i>) – IC25 reported as TUc					
	Larval Growth and Survival (Fathead Minnow) – IC25 reported as TUc					
Compliance Point	Monitoring Only at End-of-Pipe					
Sample Type	Grab					
Sample Frequency	Once per permit cycle					
Test Acceptability	<p>Test acceptability for <i>Ceriodaphnia dubia</i> chronic must have a 80% or greater survival of all control organisms and an average of 15 or more young per surviving female in the control solutions, and 60% of surviving control females must produce three broods. If this condition is not satisfied, the test must be repeated.</p>					
	<p>Test acceptability for <i>Pimephales promelas</i> chronic must have 80% or greater survival in controls and an average dry weight per surviving organism in control chambers equals or exceeds 0.25 mg. If this condition is not satisfied, the test must be repeated.</p>					
Reporting Requirements	<p>The permittee shall report the following results of each toxicity test on the DMR for that reporting period:</p> <p><i>Pimephales promelas</i> (Fathead Minnow) Report the highest TU_c for Fathead minnow, Parameter No. TTP3B</p> <p><i>Ceriodaphnia dubia</i> (Water Flea) Report the highest TU_c for <i>Ceriodaphnia dubia</i>, Parameter No. TTB6C.</p>					

3. Reduced Monitoring for Toxicity Testing

a. Alternating Species

If the results of a minimum of four consecutive samples taken over at least a 12-month period indicate no toxicity, the permittee may request the Department for a test reduction. This reduction would only be testing one species per sampling frequency. If fathead minnows are used first then the next test would be *C. dubia* or vice versa and continue alternating. The department may approve or deny the request, based on the biomonitoring results and other available information. If the request is approved, the test procedures are to be the same as outlined in 1. Acute Toxicity Testing and/or 2. Chronic Toxicity Testing.

This provision is revoked at the time of permit reissuance/renewal. Permittees may request alternating species after the conditions of this section are met under the reissued permit.

If toxicity occurs in any single species test the provision for alternating species shall be immediately revoked and 1. Acute Toxicity Testing and/or 2. Chronic Toxicity Testing shall be followed in whole.

b. Monthly Testing

If the results of 5. Toxicity Reduction Evaluation (TRE) have been accepted by the department or a period of time has indicated no toxicity, the permittee may request the department to allow a reduction from monthly to quarterly toxicity testing for both species. The department may approve or deny the request, based on the bio-monitoring results and other available information. If the request is approved, the test procedures are to be the same as outlined in 1. Acute Toxicity Testing and/or 2. Chronic Toxicity Testing.

4. Reporting Requirements

Test results shall be submitted with the Discharge Monitoring Report (DMR) form for each reporting period. The format for the report shall be consistent with the above reference manual(s) as outlined in the section "Report Preparation and Test Review." Each lab generated report shall document the findings for each species reference toxicity testing chart.

5. Toxicity Reduction Evaluation (TRE)

If toxicity is detected, and it is determined by the department that a TRE is necessary, the permittee shall be so notified and shall initiate a TRE immediately thereafter. A TRE shall reference the latest revision of "Technical Support Document for Water Quality-based Toxics Control," EPA/505/2-90-001 – PB91-127415 (March 1991). The purpose of the TRE will be to establish the cause of the toxicity, locate the source(s) of the toxicity, and control or provide treatment for the toxicity.

If the TRE establishes that the toxicity cannot be eliminated by the current treatment system, the permittee shall submit a proposed compliance plan to the department. The plan shall include the proposed approach to control toxicity and a proposed compliance schedule for achieving control. If the approach and schedule are acceptable to the department, this permit may be reopened and modified.

If the TRE shows that the toxicity is caused by a toxicant(s) that may be controlled with specific numerical limitations or proper discharge management as approved by the department, the permittee may:

1. Submit an alternative control program for compliance with the numerical requirements; or
2. If necessary, provide a modified biomonitoring protocol which compensates for the pollutant(s) being controlled numerically.

If acceptable to the department, this permit may be reopened and modified to incorporate any additional numerical limitations, a modified compliance schedule if judged necessary by the department, and/or a modified biomonitoring protocol.

Failure to conduct an adequate TRE, or failure to submit a plan or program as described above, or the submittal of a plan or program judged inadequate by the department, shall in no way relieve the permittee from maintaining compliance with the whole effluent toxicity requirements of this permit.

II. MONITORING, RECORDING, AND REPORTING REQUIREMENTS BP 2020.10.19

A. Representative Sampling (Routine and Non-Routine Discharges)

All samples and measurements taken shall be representative of the monitored discharge.

In order to ensure that the effluent limits set forth in this permit are not violated at times other than when routine samples are taken, the permittee must collect additional samples at the appropriate outfall whenever any discharge occurs that may reasonably be expected to cause or contribute to a violation that is unlikely to be detected by a routine sample. The permittee must analyze the additional samples for those parameters limited under **Part I Effluent Limitations and Monitoring** requirements of this permit that are likely to be affected by the discharge.

The permittee must collect such additional samples as soon as the spill, discharge, or bypassed effluent reaches the outfall. The samples must be analyzed in accordance with **B. Test Procedures**. The permittee must report all additional monitoring in accordance with **D. Additional Monitoring**.

B. Test Procedures

The collection and transportation of all samples shall conform with EPA preservation techniques and holding times found in 40 CFR 136. All laboratory tests shall be performed by a North Dakota certified laboratory in conformance with test procedures pursuant to 40 CFR 136, unless other test procedures have been specified in this permit or approved by EPA as an alternate test procedure under 40 CFR 136.5. The method of determining the total amount of water discharged shall provide results within 10 percent of the actual amount.

C. Recording of Results

Records of monitoring information shall include:

1. the date, exact place and time of sampling or measurements;
2. the name(s) of the individual(s) who performed the sampling or measurements;
3. the name of the laboratory;
4. the date(s) and time(s) analyses were performed;
5. the name(s) of the individual(s) who performed the analyses;
6. the analytical techniques or methods used; and
7. the results of such analyses.

D. Additional Monitoring

If the discharge is monitored more frequently than this permit requires, all additional results, if in compliance with B. Test Procedures, shall be included in the summary on the Discharge Monitoring Report.

E. Reporting of Monitoring Results

1. Monitoring results shall be summarized and reported to the department using Discharge Monitoring Reports (DMRs). If no discharge occurs during a reporting period, "No Discharge" shall be reported. The permittee must submit DMRs electronically using the electronic information reporting system unless requirements in subsection 3 are met.
2. Prior to December 21, 2025, the permittee may elect to electronically submit the following compliance monitoring data and reports instead of mailing paper forms. Beginning December 21, 2025, the permittee must report the following using the electronic reporting system:
 - a. General permit reports [e.g., notices of intent (NOI); notices of termination (NOT); no exposure certifications (NOE)];
 - b. Municipal separate storm sewer system program reports;
 - c. Pretreatment program reports;
 - d. Sewer overflow/bypass event reports; and
 - e. Clean Water Act 316(b) annual reports.
3. The permittee may seek a waiver from electronic reporting. To obtain a waiver, the permittee must complete and submit an Application for Temporary Electronic Reporting Waiver form (SFN 60992) to the department. The department will have 120 days to approve or deny the waiver request. Once the waiver is approved, the permittee may submit paper versions of monitoring data and reports to the department.
 - a. One of the following criteria must be met in order to obtain a waiver. The department reserves the right to deny any waiver request, even if they meet one of the criteria below.
 1. No internet access,
 2. No computer access,
 3. Annual DMRs (upon approval of the department),
 4. Employee turnover (3-month periods only), or
 5. Short duration permits (upon approval of the department)

All reports must be postmarked by the last day of the month following the end of each reporting period. All original documents and reports required herein shall be signed and submitted to the department at the following address:

ND Department of Environmental Quality
Division of Water Quality
918 East Divide Ave
Bismarck ND 58501-1947

F. Records Retention

All records and information (including calibration and maintenance) required by this permit shall be kept for at least three years or longer if requested by the department or EPA.

III. COMPLIANCE RESPONSIBILITIES

A. Duty to Comply

The permittee must comply with all conditions of this permit. Any permit noncompliance constitutes a violation of the Act and is grounds for enforcement action; for permit termination, revocation and reissuance, or modification; or for denial of a permit renewal application.

B. Proper Operation and Maintenance

The permittee shall at all times maintain in good working order and operate as efficiently as possible all treatment or control facilities or systems installed or used by the permittee to achieve compliance with the terms and conditions of this permit. If necessary to achieve compliance with the conditions of this permit, this shall include the operation and maintenance of backup or auxiliary systems.

C. Planned Changes

The department shall be given advance notice of any planned changes at the permitted facility or of an activity which may result in permit noncompliance. Any anticipated facility expansions, production increase, or process modifications which might result in new, different, or increased discharges of pollutants shall be reported to the department as soon as possible. Changes which may result in a facility being designated a "new source" as determined in 40 CFR 122.29(b) shall also be reported.

D. Duty to Provide Information

The permittee shall furnish to the department, within a reasonable time, any information which the department may request to determine whether cause exists for modifying, revoking and reissuing, or terminating this permit, or to determine compliance with this permit. The permittee shall also furnish to the department, upon request, copies of records required to be kept by this permit. When a permittee becomes aware that it failed to submit any relevant facts or submitted incorrect information in a permit application or any report, it shall promptly submit such facts or information.

E. Signatory Requirements

All applications, reports, or information submitted to the department shall be signed and certified.

All permit applications shall be signed by a responsible corporate officer, a general partner, or a principal executive officer or ranking elected official.

All reports required by the permit and other information requested by the department shall be signed by a person described above or by a duly authorized representative of that person. A person is a duly authorized representative only if:

3. The authorization is made in writing by a person described above and submitted to the department; and
4. The authorization specifies either an individual or a position having responsibility for the overall operation of the regulated facility, such as the position of plant manager, superintendent, position of equivalent responsibility, or an individual or position having overall responsibility for environmental matters.

If an authorization under E. Signatory Requirements is no longer accurate for any reason, a new authorization satisfying the above requirements must be submitted to the department prior to or together with any reports, information, or applications to be signed by an authorized representative.

Any person signing a document under this section shall make the following certification:

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

F. Twenty-four Hour Notice of Noncompliance Reporting

1. The permittee shall report any noncompliance which may endanger health or the environment. Any information shall be provided orally as soon as possible, but no later than twenty-four (24) hours from the time the permittee first became aware of the circumstances. The following occurrences of noncompliance shall be included in the oral report to the department at 701.328.5210:
 - a. Any lagoon cell overflow or any unanticipated bypass which exceeds any effluent limitation in the permit under G. Bypass of Treatment Facilities;
 - b. Any upset which exceeds any effluent limitation in the permit under H. Upset Conditions; or
 - c. Violation of any daily maximum effluent or instantaneous discharge limitation for any of the pollutants listed in the permit.
2. A written submission shall also be provided within five days of the time that the permittee became aware of the circumstances. The written submission shall contain:
 - a. A description of the noncompliance and its cause;
 - b. The period of noncompliance, including exact dates and times;
 - c. The estimated time noncompliance is expected to continue if it has not been corrected; and
 - d. Steps taken or planned to reduce, eliminate, and prevent recurrence of the noncompliance.

Reports shall be submitted to the address in Part II.E. Reporting of Monitoring Results. The department may waive the written report on a case by case basis if the oral report has been received within 24 hours by the department at 701.328.5210 as identified above.

All other instances of noncompliance shall be reported no later than at the time of the next Discharge Monitoring Report submittal. The report shall include the four items listed in this subsection.

G. Bypass of Treatment Facilities

1. Bypass not exceeding limitations. The permittee may allow any bypass to occur which does not cause effluent limitations to be exceeded, but only if it also is for essential maintenance to assure efficient operation. These bypasses are not subject to any of the following provisions in this section.
2. Bypass exceeding limitations-notification requirements.

- a. **Anticipated Bypass.** If the permittee knows in advance of the need for a bypass, it shall submit prior notice, if possible at least ten (10) days before the date of bypass.
 - b. **Unanticipated Bypass.** The permittee shall submit notice of an unanticipated bypass as required under F. Twenty-four Hour Notice of Noncompliance Reporting.
3. **Prohibition of Bypass.** Bypass is prohibited, and the department may take enforcement action against a permittee for bypass, unless:
- a. Bypass was unavoidable to prevent loss of life, personal injury, or severe property damage;
 - b. There were no feasible alternatives to the bypass, such as the use of auxiliary treatment facilities, retention of untreated wastes, or maintenance during normal periods of equipment downtime. This condition is not satisfied if adequate back-up equipment should have been installed in the exercise of reasonable engineering judgment to prevent a bypass which occurred during normal periods of equipment downtime or preventive maintenance; and
 - c. The permittee submitted notices as required under the 1. Anticipated Bypass subsection of this section.

The department may approve an anticipated bypass, after considering its adverse effects, if the department determines that it will meet the three (3) conditions listed above.

H. Upset Conditions

An upset constitutes an affirmative defense to an action brought for noncompliance with technology-based permit effluent limitations if the requirements of the following paragraph are met. No determination made during administrative review of claims that noncompliance was caused by upset, and before an action for noncompliance, is final administrative action subject to judicial review.

A permittee who wishes to establish the affirmative defense of upset shall demonstrate, through properly signed, contemporaneous operating logs, or other relevant evidence that:

1. An upset occurred and the permittee can identify its cause(s);
2. The permitted facility was, at the time being, properly operated;
3. The permittee submitted notice of the upset as required under F. Twenty-four Hour Notice of Noncompliance Reporting and
4. The permittee complied with any remedial measures required under I. Duty to Mitigate.

In any enforcement proceeding, the permittee seeking to establish the occurrence of an upset has the burden of proof.

I. Duty to Mitigate

The permittee shall take all reasonable steps to minimize or prevent any discharge or sludge use or disposal in violation of this permit which has a reasonable likelihood of adversely affecting human health or the environment. The permittee, at the department's request, shall provide accelerated or additional monitoring as necessary to determine the nature and impact of any discharge.

J. Removed Materials

Collected screenings, grit, solids, sludges, or other pollutants removed in the course of treatment shall be buried or disposed of in such a manner to prevent any pollutant from entering any waters of the state or creating a health hazard. Sludge/digester supernatant and filter backwash shall not be directly blended

with or enter either the final plant discharge and/or waters of the state. The permit issuing authority shall be contacted prior to the disposal of any sewage sludges. At that time, concentration limitations and/or self-monitoring requirements may be established.

K. Duty to Reapply

Any request to have this permit renewed should be made six months prior to its expiration date.

IV. GENERAL PROVISIONS

A. Inspection and Entry

The permittee shall allow department and EPA representatives, at reasonable times and upon the presentation of credentials if requested, to enter the permittee's premises to inspect the wastewater treatment facilities and monitoring equipment, to sample any discharges, and to have access to and copy any records required to be kept by this permit.

B. Availability of Reports

Except for data determined to be confidential under 40 CFR Part 2, all reports prepared in accordance with the terms of this permit shall be available for public inspection at the offices of the department and EPA. As required by the Act, permit applications, permits, and effluent data shall not be considered confidential.

C. Transfers

This permit is not transferable except upon the filing of a Statement of Acceptance by the new party and subsequent department approval. The current permit holder should inform the new controller, operator, or owner of the existence of this permit and also notify the department of the possible change.

D. New Limitations or Prohibitions

The permittee shall comply with any effluent standards or prohibitions established under Section 306(a), Section 307(a), or Section 405 of the Act for any pollutant (toxic or conventional) present in the discharge or removed substances within the time identified in the regulations even if the permit has not yet been modified to incorporate the requirements.

E. Permit Actions

This permit may be modified, revoked and reissued, or terminated for cause. This includes the establishment of limitations or prohibitions based on changes to Water Quality Standards, the development and approval of waste load allocation plans, the development or revision to water quality management plans, changes in sewage sludge practices, or the establishment of prohibitions or more stringent limitations for toxic or conventional pollutants and/or sewage sludges. The filing of a request by the permittee for a permit modification, revocation and reissuance, or termination, or a notification of planned changes or anticipated noncompliance does not stay any permit condition.

F. Need to Halt or Reduce Activity Not a Defense

It shall not be a defense for a permittee in an enforcement action that it would have been necessary to halt or reduce the permitted activity in order to maintain compliance with the conditions of this permit.

G. State Laws

Nothing in this permit shall be construed to preclude the institution of legal action or relieve the permittee from any responsibilities, liabilities, or penalties established pursuant to any applicable state law or regulation preserved under Section 510 of the Act.

H. Oil and Hazardous Substance Liability

Nothing in this permit shall be construed to preclude the institution of any legal action or relieve the permittee from any responsibilities, liabilities, or penalties to which the permittee is or may be subject under Section 311 of the Act.

I. Property Rights

The issuance of this permit does not convey any property rights of any sort, nor any exclusive privileges, nor does it authorize any injury to private property or any invasion of personal rights, nor any infringement of federal, state or local laws or regulations.

J. Severability

The provisions of this permit are severable, and if any provision of this permit or the application of any provision of this permit to any circumstance is held invalid, the application of such provision to other circumstances and the remainder of this permit shall not be affected thereby.

V. INDUSTRIAL WASTE MANAGEMENT BP 2019.05.29

Major POTWs-Non Approved Pretreatment Program Requirements

A. General Responsibilities

The permittee has the responsibility to protect the Publicly-Owned Treatment Works (POTW) from pollutants which would inhibit, interfere, or otherwise be incompatible with operation of the treatment works including interference with the use or disposal of municipal sludge.

B. Pollutant Restrictions

Pretreatment Standards (40 CFR Section 403.5) developed pursuant to Section 307 of the Federal Clean Water Act (the Act) require that the permittee shall not allow, under any circumstances, the introduction of the following pollutants to the POTW from any source of nondomestic discharge:

1. Any other pollutant which may cause Pass Through or Interference;
2. Pollutants which create a fire or explosion hazard in the POTW, including, but not limited to, waste streams with a closed cup flashpoint of less than sixty (60) degrees Centigrade (140 degrees Fahrenheit) using the test methods specified in 40 CFR Section 261.21;
3. Pollutants which will cause corrosive structural damage to the POTW, but in no case discharges with a pH of lower than 5.0 s.u., unless the treatment facilities are specifically designed to accommodate such discharges;
4. Solid or viscous pollutants in amounts which will cause obstruction to the flow in the POTW, or other interference with the operation of the POTW;
5. Any pollutant, including oxygen demanding pollutants (e.g., BOD), released in a discharge at a flow rate and/or pollutant concentration which will cause Interference with any treatment process at the POTW;
6. Heat in amounts which will inhibit biological activity in the POTW resulting in Interference, but in no case heat in such quantities that the temperature at the POTW treatment plant exceeds forty (40) degrees Centigrade (104 degrees Fahrenheit) unless the Approval Authority, upon request of the POTW, approves alternate temperature limits;
7. Petroleum oil, non-biodegradable cutting oil, or products of mineral oil origin in amounts that will cause Interference or Pass Through at the POTW;
8. Pollutants which result in the presence of toxic gases, vapors, or fumes within the POTW in a quantity that may cause acute worker health and safety problems;
9. Any trucked or hauled pollutants, except at discharge points designated by the POTW; and
10. Any specific pollutant which exceeds a local limitation established by the permittee in accordance with the requirements of 40 CFR Section 403.5 (c) and (d).

C. Approval Authority

North Dakota was delegated the Industrial Pretreatment Program in September of 2005. The North Dakota Department of Environmental Quality, Division of Water Quality shall be the Approval Authority and the mailing address for all reporting and notifications to the Approval Authority shall be:

**ND Department of Environmental Quality
Division of Water Quality
918 East Divide Ave
Bismarck ND 58501-1947**

D. Industrial Categories

In addition to the general limitations expressed above, more specific Pretreatment Standards have been and will be promulgated for specific industrial categories under Section 307 of the Act (40 CFR Part 405 et. Seq.).

E. Notification Requirements

The permittee must notify the Approval Authority, of any new introductions by new or existing industrial users or any substantial change in pollutants from any industrial user within sixty (60) days following the introduction or change. Such notice must identify:

1. Any new introduction of pollutants into the POTW from an industrial user which would be subject to Sections, 301, 306, and 307 of the Act if it were directly discharging those pollutants; or
2. Any substantial change in the volume or character of pollutants being introduced into the POTW by any industrial user;
3. For the purposes of this section, adequate notice shall include information on:
 - a. The identity of the industrial user;
 - b. The nature and concentration of pollutants in the discharge and the average and maximum flow of the discharge to be introduced into the POTW; and
 - c. Any anticipated impact of the change on the quantity or quality of effluent to be discharged from or biosolids produced at such POTW.
4. For the purposes of this section, a significant industrial user shall include:
 - a. Any discharger subject to Categorical Pretreatment Standards under Section 307 of the Act and 40 CFR chapter I, subchapter N;
 - b. Any discharger which has a process wastewater flow of 25,000 gallons or more per day;
 - c. Any discharger contributing five percent or more of the average dry weather hydraulic or organic capacity of the POTW treatment plant;
 - d. Any discharger who is designated by the Approval Authority as having a reasonable potential for adversely affecting the POTW's operation or for violating any Pretreatment Standards or requirements.

F. Sampling and Reporting Requirements

The permittee shall sample and analyze the effluent for the following pollutants:

Table 5: Pretreatment Monitoring Requirements				
				Minimum Frequency of Monitoring
Appendix A – 40 CFR 426 – Priority Pollutants				1/permit cycle
Table III – Other Toxic Pollutants (Metals and Cyanide) and Total Phenols (40 CFR 122 Appendix D) (see below)				Yearly
Antimony, Total	Arsenic, Total	Beryllium, Total	Cadmium, Total	Chromium, Total
Copper, Total	Lead, Total	Mercury, Total	Nickel, Total	Selenium, Total
Silver, Total	Thallium, Total	Zinc, Total	Cyanide, Total	Phenols, Total
Hardness, Total as Calcium Carbonate ^a				
Notes:				
<p>^a A total hardness of the receiving stream needs to be determined every time the above parameters are tested. The hardness is used to calculate parameter criterion(s) according to the North Dakota State Water Quality Standards. This sample shall be collected upstream of the final discharge site.</p>				

The sampling shall commence within thirty (30) days of the effective date of this permit and continue at a frequency of once per year.

Sampling and analytical procedures shall be in accordance with guidelines established in 40 CFR Part 136. Where sampling methods are not specified the effluent samples collected shall be composite samples consisting of at least twelve (12) aliquots collected at approximately equal intervals over a representative 24 hour period and composited according to flow. Where a flow proportioned composite sample is not practical, the permittee shall collect at least three (3) grab samples, taken at equal intervals over a representative 24 hour period. Lagoon treatment systems may collect a single effluent grab sample.

The results of all analyses shall be attached to, and reported along with the Discharge Monitoring Report (DMR) submitted for the end of that reporting period.

G. Approval Authority Options

At such time as a specific pretreatment limitation becomes applicable to an industrial user of the permittee, the Approval Authority may, as appropriate:

1. Amend the permittee's North Dakota Pollutant Discharge Elimination System (NDPDES) discharge permit to specify the additional pollutant(s) and corresponding effluent limitation(s) consistent with the applicable Pretreatment Standards;
2. Require the permittee to specify, by ordinance, order, or other enforceable means, the type of pollutant(s) and the maximum amount which may be discharged to the permittee's POTW for treatment. Such requirement shall be imposed in a manner consistent with the POTW program development requirements of the General Pretreatment Regulations at 40 CFR Part 403; and/or,
3. Require the permittee to monitor its discharge for any pollutant which may likely be discharged from the permittee's POTW, should the industrial user fail to properly pre-treat its waste.

H. Enforcement Authority

The Approval Authority retains, at all times, the right to take legal action against any source of nondomestic discharge, whether directly or indirectly controlled by the permittee, for violations of a permit, order or similar enforceable mechanism issued by the permittee, violations of any Pretreatment Standard or requirement, or for failure to discharge at an acceptable level under national standards issued by EPA under 40 CFR, chapter I, subchapter N. In those cases where a North Dakota Pollutant Discharge Elimination System (NDPDES) permit violation has occurred because of requirements as necessary to protect the POTW, the North Dakota Department of Environmental Quality and/or Approval Authority shall hold the permittee and/or industrial user responsible and may take legal action against the permittee as well as the industrial user(s) contributing to the permit violation.

Appendix P - Standard Operating Procedure: Sample Collection

Standard Operating Procedure

For: Sample Collections



Purpose

The purpose of this procedure is to establish uniform guidelines to collect representative samples, maintain integrity of samples through proper handling and preservation, adhere to appropriate chain of custody and sample identification procedures, and adequate quality assurance and quality control, to comply with the requirements of the Code of Federal Regulations, 40 CFR 136 – Guidelines Establishing Test Procedures for the Analysis of Pollutants.

Equipment Needed

- Steel toe boots
- Latex or rubber gloves
- Safety glasses or goggles
- Hard hat (for installation and removal only, if required by facility)
- Gas meter (if collecting a sample from a confined space)
- Traffic safety vest when in or around traffic areas
- Traffic cones when in or around traffic areas
- Hearing protection when required

Safety Concerns

Because sampling is conducted at industrial locations, often in confined or remote areas, there are many potential hazards which must be recognized. Hazards associated with sampling include:

- Working around unfamiliar chemicals/equipment
- Handling contaminated wastewater
- Lifting and moving equipment
- Opening and/or entering manholes/vaults and flumes

Staff shall adhere to all established safety procedures and policies.

Process

- **Sampling Preparation**
 1. Review the sampling location and the site(s) where you are planning to conduct the sampling event(s) to determine what will be needed for each site(s).
 2. Check the sampling vehicle to make sure it is properly stocked with needed equipment:
 - a) Properly cleaned ISCO sampler(s), and site specific tubing
 - b) Site specific equipment (suspension rings, "S" hooks, etc.)
 - c) Proper sample containers with appropriate preservatives
 - d) Gas meter, pH meter, and sulfide analysis kit
 - e) Charged batteries, one for each sampler plus a backup
 - f) Cooler with ice for transporting samples to the Lab
 3. Prepare ISCO Single Bottle Composite Sampler
 - a) Detach sampler head from sampler base. Place a clean 2.5-gallon glass jar into sampler base.
 - b) Fill the entire space between glass jar and sampler base with crushed ice. Ensure ice does not enter the sample jar.
 - c) Install new pump tubing, discharge tubing and a clean composite tube guide to sampler head.
 - d) Install new vinyl tubing to pump tubing using a clean 3/8 inch tubing coupler. The length of the vinyl tubing should be of an appropriate length to the site location being sampled. Attach appropriate stainless steel strainer, if required.
 - e) Attach sampler head to sampler base, while positioning the composite tube guide into glass jar. Secure the three latches to sampler tub.

- f) Test a 12-volt battery with voltmeter. If 11-volts – 13-volts is indicated, attach a battery to the power source connectors of sampler. Test connection by initiating pump forward function for approximately 30-60 seconds. It is good practice to carry a spare 12-volt battery when sampling. It can obviously be used as a replacement, or in tandem if the monitoring manhole is deep, which accelerates battery drainage.
- g) Reinstall cover on sampler head.
- h) Secure with cable locks, if required.

4. Preparing ISCO 24-Bottle Discrete Sampler

- a) Detach sampler head from base of sampler. Place a 24 bottle carriage into sampler base and align carriage to sampler base alignment notches. The carriage will drop into the notches when properly aligned.
- b) Secure plastic retaining ring with the three draw cords.
- c) Install distributor arm underneath sampler head.
- d) Fill center of sampler base with crushed ice. Ensure ice does not enter the sample bottles.
- e) Install new pump tubing, discharge tubing and a clean composite tube guide to sampler head.
- f) Install new vinyl tubing to pump tubing using a clean 3/8 inch tubing coupler. The length of the vinyl tubing should be of an appropriate length to the site location being sampled. Attach appropriate stainless steel strainer, if required.
- g) Reattach sampler head to sampler base and align the locking notches located on the rim of the sampler head to the notches on the rim of the sampler base. The sampler head will lock in position when properly aligned.
- h) Secure the three latches to sampler tub.
- i) Test a 12-volt battery with voltmeter. If 11-volts – 13-volts is indicated, attach battery to the power source connectors of sampler. Test connection by initiating pump forward function for approximately 30-60 seconds. It is good practice to carry a spare 12-volt battery when sampling. It can obviously be used as a replacement, or in tandem if the monitoring manhole is very deep, which accelerates battery drainage.
- j) Reinstall cover on sampler head.
- k) Secure with cable locks, if required.

5. Installing Sampler – Time Composite

- a) Verify sampling location from Industrial Permit Fact Sheet (PFS).
- b) If installing sampler involves opening a manhole or other confined space, the atmosphere MUST be tested beforehand using a calibrated gas meter.
- c) If monitoring point is an open-channel, such as a pipe, submerge strainer in the middle of flow facing downstream. If monitoring point is a tank, suspend strainer so that it is level with outlet pipe, or if possible, place in outlet pipe, facing downstream. If monitoring point is a sample box, suspend strainer such that sample will be collected only when discharge occurs, half depth in box. If monitoring point is a faucet, attach hose directly to faucet, do not use strainer.
- d) Power on sampler by pressing “Standby” button, and press enter.
- e) Highlight “Program” setting by using arrow key buttons, then press enter.
- f) Under “Site Description” enter “No” and press enter.
- g) Under “Number of Bottles” select “1” and press enter.
- h) Under “Bottle Volume Is” enter “10.0 lit” and press enter.
- i) Under “Suction Line Length Is” enter length of vinyl tubing and press enter.
- j) Select “Time Paced” and press enter.
- k) Under “Time Between Sample Events” enter 15 min or desired time needed for sampling event and press enter.
- l) Select “Run Continuously?” select “No” and press enter.
- m) Select “Take 00 Samples” enter “96 Samples” and press enter.
- n) Select “Sample Volume” enter “100 m/L” and press enter. Select “No Delay to Start” and press enter.

- o) Screen displays “Program Complete Run This Program Now?” select “Yes” and press enter.
- p) Once these steps are completed, the sampler is programmed to collect a 24-hour composite sample, with 96 pulls of 100 m/L, every 15 minutes, for a 24-hour period.
- q) Before leaving site, be sure to observe the first sample being collected to confirm sampler program is operating correctly.

6. Installing Sampler – Flow-Paced

- a) Verify sampling location from Industrial Permit Fact Sheet (PFS).
- b) Be sure to follow proper traffic control safety procedures before conducting any work. (Placing traffic cones, turning on vehicle traffic bar safety lights and wearing safety vest.) Note: this site requires two people to install sampler.
- c) This sampling event involves opening a manhole. The atmosphere MUST be tested beforehand using a calibrated gas meter. Once atmosphere has been tested and has been determined safe, record the atmosphere readings.
- d) Submerge strainer in the middle of the flow facing downstream.
- e) Before powering on sampler, attach flow cable attachment located in the East End flow meter cabinet to the “6-Pin Male”, sealed connection located on backside of sampler head.
- f) Remove protection cap from flow paced socket cable located inside sampling manhole, and attach flow cable to flow paced socket.
- g) Power on sampler by pressing “Standby” button and press enter.
- h) Highlight “Program” setting by using arrow key buttons, then press enter.
- i) Under “Site Description” enter “No” and press enter.
- j) Under “Number of Bottles” select “1” and press enter.
- k) Under “Bottle Volume ls” enter “10.0 lit” and press enter.
- l) Under “Suction Line Length ls” enter length of vinyl tubing and press enter.
- m) Select “Flow Paced” and press enter.
- n) Under “Flow Between Sample Events” enter desired pulses. (e.g. 32 pulses)
- o) Select “Run Continuously?” selected “No” and press enter.
- p) Select “Take 00 Samples” enter “96 Samples” and press enter.
- q) Select “Sample Volume” enter “100 m/L” and press enter. Select “No Delay to Start” and press enter.
- r) Screen displays “Program Complete Run This Program Now?” select “Yes” and press enter.
- s) Once these steps are completed, the sampler is programmed to conduct a flow-paced composite sample.
- t) Before leaving site be sure to observe sampler counting down desired sample pulses to confirm sampler program is operating correctly.
- u) Attach sampling suspension ring located in the East End flow meter cabinet to sampler’s three steel loop rings alongside sampler head latches.
- v) Carefully lower sampler into the monitoring manhole suspending the sampler onto the steel rim of the manhole.
- w) Record sample start time, date, and flow meter reading on Chain of Custody (COC).
- x) Close and lock flow meter cabinet before leaving site.

7. Installing Sampler – Discrete

- a) Verify sampling location from Industrial Permit Fact Sheet (PFS).
- b) If installing sampler involves opening a manhole or other confined space, the atmosphere MUST be tested beforehand using a calibrated gas meter.
- c) If monitoring point is an open-channel, such as a pipe, submerge strainer in the middle of flow facing downstream. If monitoring point is a tank, suspend strainer so that it is level with outlet pipe, or if possible, place in outlet pipe, facing downstream. If monitoring point is a sample box, suspend strainer such that sample will be collected only when discharge occurs. If monitoring point is a faucet, attach hose directly to faucet, do not use strainer.
- d) Power on sampler by pressing standby button, and press enter.

- e) Highlight "Program" setting by using arrow key buttons and press enter.
- f) Under "Site Description" enter "No" and press enter.
- g) Under "Number of Bottles" select "24" using number pad and press enter.
- h) Under "Bottle Volume Is" enter "500 m/L" and press enter.
- i) Under "Suction Line Length Is" enter length of vinyl tubing and press enter.
- j) Select "Time Paced" and press enter.
- k) Under "Time Between Sample Events" enter desired time needed for sampling event and press enter.
- l) Select "Run Continuously?" selected "No" and press enter.
- m) Select "Take 00 Samples" enter "24 Samples" and press enter.
- n) Select "Sample Volume" enter "500 m/L" and press enter. Select "No Delay to Start" and press enter.
- o) Screen displays "Program Complete Run This Program Now?" select "Yes" and press enter.
- p) Once these steps are completed, the sampler has been programmed to conduct a discrete 24-hour composite sample. Before leaving site, be sure to observe the first sample being collected to confirm sampler program is operating correctly.

8. Collecting a Sample

Whenever possible, prepare all necessary equipment in advance of the actual sample collection. This includes but is not limited to:

- a) Fill ice chest with ice.
- b) Appropriate sample bottles, labeled with location name and date of collection, and with preservative, if required.
- c) Chain of Custody

• Composite Samples

A composite sample is made up of a number of individual grab samples which are combined based on either time or flow. A time composite sample consists of equal volume grab samples collected at equal time intervals. The use of an automatic sampler with a composite base simplifies implementing this type of collection. In the event of a timed composite, the sampler can be programmed with the desired time interval. For a flow proportional composite, a flow meter can be used in conjunction with the sampler provided that the sampling site is constructed for this type of sampling.

1. Collecting a Composite Sample

- a) Review sampler programming for completion and/or errors. Determine if composite sample collected is representative of a 24-hour period for the industrial being sampled. If it is not discard the sample.
- b) Detach sampler head from base of sampler. The 2.5-gallon glass jar should be relatively full once the 24-hour composite sampling cycle is completed.
- c) Use stainless steel strainer attached to vinyl tubing to stir composite sample until it is well mixed. If monitoring point is a spigot, attach clean strainer to hose and stir.
- d) Using appropriate sample bottles, fill bottles to approximately ½ inch from top.
- e) Provide split sample to industrial if requested, and if sufficient sample exists after completing own sampler.
- f) Dispose of any excess sample in glass composite bottle back into monitoring location. Do not under any circumstance dispose of excess sample onto ground.
- g) All samples collected shall be secured and placed in cooler for transportation to Lab.

• Grab Samples

A grab sample is defined as "an individual sample collected over a period of time not exceeding 15 minutes". A grab sample is collected when:

- Setting up a sampler is not feasible due to flow or site arrangement.
- There is unusual flow of short duration.
- The flow is not continuous (batch discharge).
- Waste characteristics are relatively constant.

- Analytical parameters require a grab sample: i.e., pH, cyanide, organics, oil and grease, total sulfide (TS), dissolved sulfide (DS) and temperature.
- Or as specified in the permit.

Collecting a Grab Sample

A grab sample can be collected either manually with an automatic sampler, by using a bucket, or collecting directly into sample container depending on the parameter to be collected. Reference table below for correct collection method for the following parameters:

Parameter	Collection Method
pH, Temperature, TS, DS, CN	Plastic or stainless steel grab bucket, or pumped via the composite sampler to stainless steel or plastic bucket, or directly into sample container.
Organics	Stainless steel bucket or directly into sample container.
Oil and Grease	Directly into sample container – no intermediate step allowed.

• Conducting pH, Temperature, TS and DS field test

- Four types of measurements are routinely performed in the field: pH, temperature, TS, and DS. These tests are done in conjunction with one another typically when the 24-hour composite sampling event is complete. The pH, temperature, TS and DS may also be measured when collecting a grab sample.
- Measuring pH and Temperature
 - The pH meter(s) used in the field are stored in cases which contain the following supplies: 1 pH meter, 1 pH probe, 1 thermometer or temperature probe, and buffers 4,7, and 10.
 - Before conducting a pH or temperature field test make sure the meter has been calibrated before use. (For pH meter calibration please reference city lab SOP)
 - Collect a grab sample from waste stream in a clean plastic or stainless steel bucket.
 - Remove cap from pH probe, rinse probe with potable water and then place probe in grab sample.
 - Turn the meter on to start stabilization process.
 - Once the meter has indicated that it is stabilized, record pH and temperature on field section of Chain of Custody.
 - Rinse pH probe with tap water and place pH cab back onto probe and store in case.
- Measuring TS and DS
 - Conduct TS and DS as required form grab sample collected and record results on field section of Chain of Custody. (For sulfide procedures please reference city lab SOP)

Once you have completed all required field tests pour grab sample back into waste stream and dispose of plastic bucket. If a stainless steel bucket was used rinse with deionized (DI) water. Do not reuse stainless steel bucket until it has gone through the proper cleaning process. Do not under any circumstance dispose of excess sample onto ground.

- If collecting grab sample for field test using an automatic sampler, power on sampler by pressing the “Standby” button, press and hold number “3” button “Pump Forward” and press enter.
- Pump enough sample to fill sample bottle ½-inch from top. Once complete press the “Stop” button.
- Press and hole number “1” button “Pump Reverse” to purge line when you are finished. Press the enter button.

• Collecting an Organic Sample

- When collecting organic sample(s) preparation is key to collecting a representative sample.
- It is important to note that all samples collected must be placed on ice after collection for proper preservation.
- Before collecting organic samples, proper sample containers must be obtained for the following:
-

Parameter	Sample Container
608, 625	1 Liter amber glass bottle
624, 8260	40 mL vial amber glass with a teflon septum

- When collecting 624 or 8260, a travel blank must be obtained from the Lab before collecting the sample(s) and placed in a sealed plastic bag.
- 624 and 8260 sample(s) may be collected manually using a clean stainless steel grab bucket, or directly into sample vial container(s) from the flow stream.
- There must be no air space in the vial container when collecting 624 or 8260.
- Once the sample(s) has been collected, place in the sealed plastic bag with travel blank.
- When collecting 608 or 625, the sample may be collected manually using a clean stainless steel bucket, or directly into sample container(s).
- Be sure to leave ½-inch head space in sample container(s).

- **Collecting a Cyanide sample**

- When collecting Cyanide sample(s) preparation is key to collecting a representative sample.
- It is important to note that all samples collected must be placed on ice after collection for proper preservation.
- Collect sample in a ½-gallon plastic bottle containing the appropriate preservative (Sodium Hydroxide – NaOH).
- Cyanide sample may be collected using a plastic or stainless steel bucket directly into sample bottle or by using an automatic sampler.
- Using a clean grab bucket, dip the grab bucket into the flow stream and collect a sample.
- Pour the collected sample from the grab container into the CN bottle. Repeat these steps until the CN sample bottle is full leaving ½-inch from the top.
- When collecting a CN sample with an automatic sampler, power on the sampler by pressing “Standby” button and press and hold number “3” button “Pump Forward”. Press the enter button.
- Pump enough sample to fill sample bottle within ½-inch from the top. Once complete, press the “Stop” button.
- Press and hold number “1” button “Pump Reverse” to purge line when finished. Press the enter button.

- **Completion of Sample Collection**

Once a sample is collected, precaution must be taken to ensure sample validity and security. It is possible that the sample collected might be in violation and the data could be used in court. This should always be kept in mind.

Every sample collected, regardless of type, shall be handled in the same manner. Once a sample is collected, the following procedures will be used:

- Each sample collected will be labeled with:
 - Industrial name where sample was collected
 - Type of sample collected (grab or composite)
 - Date sample was collected
 - Preservation method, if applicable
- Sample will be properly preserved.
- Sample will be transported on ice.

- **Sample Transport**

Once the samples are in the vehicle, it is important to take every precaution to make sure that the samples are secure. When away from the vehicle, make sure it is locked. The samples should be kept in sight, or in a secure place, at all times. Every effort should be made to transport samples to the Lab as soon as possible.

1. Chain of Custody Procedure: The Chain of Custody (COC) is normally completed in the field in full, legibly, and in ink. The required information on the chain of custody record includes:
 - Facility: The name of industrial and exact location where sample is collected.
 - Permit #: The permit number of industrial where sample(s) is collected.
 - Sample Location: Description of sampling location as specified in industrial permit.
 - Date/Time Collected: Date and time sample(s) is collected.
 - Sampler(s): The full name of the person(s) collecting the sample(s).
 - # of Bottles: The total number of all sample bottles used.
 - LIMS #: The Lab report number (Note: this section is completed by the Lab)
 - Sample Start Date/Time: The date and start time the composite sample began.
 - Sample Stop Date/Time: The date and time the composite sample ended and/or when a grab sample is collected.
 - Sample type: composite (C) or grab (G).
 - Sample Container: The type of container used and volume size. (i.e. ½ gal plastic)
 - Preservative: Type of preservative used for sample(s) collected.
 - Analysis: The parameter(s) to be tested.
 - Comments: Section to make comments regarding the sample(s) collected.
 - Relinquished by (print name): Print your full name.
 - Relinquished by (signature): Sign your name.
 - Date/Time: Date and time sample(s) is relinquished.
 - Received by (print name): Person receiving sample (s) print name.
 - Received by (signature): Person receiving the sample(s) sign name.
 - Date/Time: Date and time sample(s) were received.
 - Remarks: Section is reserved for flow readings, comments and or observation of the sample event.
 - ISCO Sample #: Sampler identification # is located above the sampler display screen.
 - Field Data: Populate the required field data. (i.e. Temp, pH, TS, DS)
 - Lab Comments: This section is reserved for the Lab.
 - Note: if a change needs to be made to COC, strike through and initial. Do not erase.

- **Transfer of Custody**

When delivering samples to the Lab or other personnel, the COC form must be filled out completely. When the form is completed, you will sign and relinquish the samples to the Lab or other personnel who must then sign the COC to receive the samples. At this point, the responsibility for custody of the samples is transferred to the Lab or other personnel.

- **Cleaning Sampler(s)**

1. It is crucial to the integrity of the sample collected that all equipment used in sample collection be clean and free of contamination. Those parts of the sample equipment which do not come into contact with the wastewater are cleaned with soap and water for sanitary reasons. Any piece of equipment which will come into contact with the sample must be cleaned according to the following procedures:
 - Disassemble sampler
 - Remove all tubing
 - Dispose of tubing in trash
2. Wash inside and outside of stainless steel strainer and 3/8-inch tubing coupler with a bristle brush using warm water and soap.
3. Rinse inside and outside of stainless steel strainer and 3/8-inch tubing coupler with 6N Hydrochloric acid (HCl), then rinse with DI water.
4. Wash sample bulkhead fitting with bristle brush using warm water and soap.
5. Detach composite tube guide and distributor arm from distributor-shaft housing located underneath sampler head and place in dishwasher.
6. Rinse inside of bulkhead fitting with 6N NCl, and then rinse with DI water.

7. Remove 2.5- gallon glass composite bottle from sampler tub and place upside down in dishwasher. Add dish soap agent to dishwasher and turn the dishwasher on to start the wash cycle.
8. Wash tub of ISCO sampler with a bristled brush using warm water and soap.
9. Reassemble sampler using clean/new tubing.
10. Store cleaned bottles in a manner which will not allow contamination to inside of bottle (e.g. 10 liter jars – store upside down on clean cloth towels)

- **Sampler Calibration**

1. Install new pump tubing on clean sampler.
2. Attach new vinyl tubing approximately 2 feet long to pump tubing using a clean 3/8-inch tubing coupler.
3. Place vinyl tubing in clean container filled with DI water.
4. Detach pump hose from bulkhead fitting.
5. Power on sampler by pressing “Standby” button and press enter.
6. Highlight “Other Functions” setting by using arrow key buttons and press enter.
7. Highlight “Manual Functions” and press enter. Highlight “Calibrate Volume” and press enter. Highlight “Standard Portable” and press enter.
8. Under “Sample Volume” enter desired volume and press enter (i.e. 100 mL).
9. To begin, press enter. The sampler will pull a 100 mL sample.
10. Enter volume delivered into the sampler by measuring the volume collected in the graduated cup or beaker.
11. If volume collected is desired volume (i.e. 100 mL) then calibration of sampler is complete. If volume delivered is not desired volume, enter measured volume and repeat process. (For further sampler calibration information, reference Portable Sampler Installation and Operation Guide).
12. If volume collected still does not meet desired volume after repeated calibration attempts, take sampler out of service and create a work notification for repair.

- **Quality Assurance/Quality Control Procedures (QA/QC)**

QA/QC sampling will be done 4 times per year and analyzed for the following constituents that are typically analyzed during routine sampling. The parameters are:

- BOD
- TDS
- TSS
- VSS
- Total Hardness
- Metals
- COD
- Ammonia

A sampler is selected at random from the supply of clean samplers available. The sampler is programmed to collect a 24-hour sample of distilled water from a clean acid washed glass bottle.

Once the sampling event has completed, collect the required samples using the operating bottles and preservation methods.

The collected samples and COC is labeled as “Equipment Blank” and then taken to the City Lab.

- **Results of QA/QC**

The QA/QC samples of distilled water analysis are reviewed. The results of the QA/QC must be Non-Detect (ND) to be considered as acceptable QA/QC result. If the sample analyses of the QA/QC reveal any discrepancies, a review of the possible contamination sources is conducted to determine the cause of the contamination.

Sources of Contamination

Discrepancies of the QA/QC samples of distilled water results can be attributed to one or more of the following:

- Improperly cleaned sampler composite glass bottle.
- Contaminated sampler or sampler tubing.
- The glass bottle used to house the distilled water during the sampling event.
- Contaminated distilled water.
- Improperly stored equipment. (Clean surface left exposed)
- Established cleaning procedures not followed by personnel.
- Lab analysis error.

Correction of Contamination

If the sample analysis reveals any result other than ND in the QA/QC "Equipment Blank" of distilled water, a second QA/QC "Equipment Blank" will be obtained and analyzed. The sampler will be selected at random from the available supply of clean equipment. These same procedures will be followed if the sample results of the second or possibly third QA/QC "Equipment Blank" reveal any results other than ND. These tests of distilled water may reveal that this was just an isolated incident.

Contamination Correction

First QA/QC Equipment Sample

- Review training of personnel responsible for cleaning and maintaining sample equipment.

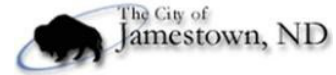
Second and/or Third QA/QC Equipment Sample

- Review training of personnel responsible for QA/QC sampler cleaning and maintaining equipment.
- Review sampling equipment SOP for inadequate cleaning procedures.
- A complete review of cleaning procedures for each piece of equipment must be completed to determine the source of the contamination. All cleaning procedures and sampler handling and storage are to be reviewed by the Supervisor.

Appendix Q - Standard Operating Procedure: Inspection of Industrial Users

Standard Operating Procedure

For: Inspection of IU's



Purpose

The purpose of this procedure is to establish the guidelines to perform on-site evaluations of IUs that are permitted through the IPP.

Safety Concerns

- All appropriate Personal Protective Equipment (PPE) shall be worn
- Adhere to individual industry's Health & Safety requirements
- If, in the opinion of the Inspector, an unsafe situation exists, which cannot be immediately remedied by the industry, the Inspector may choose to terminate either that portion of or the entire inspection, until such a time that the unsafe condition is rectified.

Equipment

- Camera

Process

- Preparing for Inspection
 - Review files as necessary in order to become familiarized with the industry.
 - Review inspection reports and note items that need attention.
 - Review the recent self-monitoring surveillance sampling results. Look for unusual levels of pollutant discharge, or for any significant changes in volumes, etc.
 - Collect all monitoring and safety equipment needed for inspection.
- Performing the Inspection
 - Inspectors must identify themselves when entering any property for inspection purposes.
 - Request a pre-inspection meeting with the authorized representative, plant manager or official contact person, and explain the purpose of the visit.
 - Verify that any previously noted deficiencies have been addressed.
 - Inquire if there have been any changes to their operations, production rate or nature of discharge since the last inspection.
 - Requests to see appropriate pretreatment records, pH charts, maintenance records, manifest, etc. as required by the permit.
 - Determine if the potential for slug loading the system has changed. If it has changed or if the Slug Discharge Control Plan has not been reviewed during the life-cycle of the current permit, determine if the Slug Discharge Control Plan requires an update.
 - Conduct an inspection tour of the facility.
 - Production or manufacturing area(s)
 - Review all processes that generate wastewater.
 - Determine the discharge point for each process.
 - Review spill containment.
 - Pretreatment and monitoring area(s)
 - Review Operations and Maintenance manual.
 - Review in-situ maintenance, calibration, and cleaning logs.
 - Check pH of wastewater discharged.

- Storage and maintenance areas(s)
 - Check for floor drains that may access the system.
 - Review spill logs.
 - Verify availability of critical replacement parts.
- Summarizing the Inspection with company representative.
 - Review any issues, questions or observations documented during the inspection tour.
 - Discuss any violations noted, and indicate if written notification will be made, requiring further actions to be taken by the IU.
- Documenting the Inspection
 - Complete Inspection report and database entry as soon as possible.
 - Submit Inspection report, as appropriate, for review. When approved, this will be electronically linked to the database. The original paperwork will be stored for eventual destruction.
 - Photographs
 - Discharge point
 - Pretreatment devices
- Overall daily administration, application and periodic review of this Procedure shall be responsibility of the **IPP Coordinator**.

Appendix R - Industrial User Inspection Checklist Template

INDUSTRIAL USER (IU) INSPECTION CHECKLIST



I. GENERAL INSPECTION INFORMATION							
Name of Industrial Facility:							
Date of Inspection		Start Time:		End Time:			
Inspection Type/Purpose	<input type="checkbox"/> Scheduled	<input type="checkbox"/> Unscheduled	<input type="checkbox"/> Enforcement	<input type="checkbox"/> Complaint	<input type="checkbox"/> New Company	<input type="checkbox"/> Follow-up	
Name of Inspectors/Affiliation:							
Last Inspection Date							
Inspected By							
Did the previous inspection identify deficiencies that the IU was required to correct? <input type="checkbox"/> Yes <input type="checkbox"/> No							
Were deficiencies corrected? <input type="checkbox"/> Yes <input type="checkbox"/> No Explain:							
List all observed non-compliance issues and any corrective action that has been taken, or is planned:							
Name of Industry Representative							
Title of Industry Representative							
Phone # of Industry Representative							
II. GENERAL FACILITY INFORMATION							
Industry Physical Address							
Industry Mailing Address							
IU Permit Number		IU Permit Expiration Date					
IU Classification(s)		NAICS Code(s)					
Is the IU permit on file at the facility? <input type="checkbox"/> Yes <input type="checkbox"/> No							
If the facility is a CIU, is it correctly categorized? <input type="checkbox"/> Yes <input type="checkbox"/> No If "No", Explain:							
Nature of operation and reason for IU classification:							
Number of employees:		Number of Shifts		Hours of operation		Days per week	
Are there scheduled shut-down periods? <input type="checkbox"/> Yes <input type="checkbox"/> No					When:		
Seasonal production? <input type="checkbox"/> Yes <input type="checkbox"/> No			When:				
Number of wastewater discharge points to the WWTF:							
All discharge points accounted for? <input type="checkbox"/> Yes <input type="checkbox"/> No If "NO", explain:							

III. PRODUCTION/PROCESS AREAS			
Process description (identify raw materials, processes used, products produced/amount of finished product, and wastes and their destination: attach a process diagram, if available):			
Describe any substantial changes in manufacturing processes (changes that have occurred and changes that are planned):			
Did the IU report changes in process(es) to the WWTF? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A			
Describe the condition of process area(s):			
Describe any housekeeping concerns:			
Do floor drains/troughs lead to the WWTF? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Are incompatible process/raw materials separated? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Are pipes labeled/color coded for easy identification? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Are temporary hoses in place as part of production? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Is a piping diagram available at the facility? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Is the IU meeting its best management practices requirements? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A			
<i>Attach a schematic description of the production process(es) at the facility.</i>			
IV. WASTEWATER PRODUCTION			
Water source		Water Usage	
Is water consumption balanced with wastewater production? <input type="checkbox"/> Yes <input type="checkbox"/> No If "NO", explain:			
Waste stream flow(s) discharged to the WWTF (describe and include flow when available):			
Production process(es):			
Contact cooling water		Boiler blowdown/makeup	
Evaporation (loss)		Non-contact cooling water	
Lawn maintenance/Irrigation (loss)		Sanitary	
Wastewater hauled off-site (include names of haulers and destination):			
Other			
Sanitary	(gpd)	Process	(gpd) Combined (gpd)
Describe any substantial changes in wastewater flow (changes that have occurred and changes that are planned):			
Did the IU report changes in wastewater flow to the WWTF? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A			
Is dilution of the wastewater stream occurring, or is there any potential for dilution? <input type="checkbox"/> Yes <input type="checkbox"/> No			
<i>Attach a schematic of wastewater production and wastewater discharge points to the WWTF's system.</i>			

V. PRETREATMENT SYSTEM	
Does the IU treat its process wastewater prior to discharge to the WWTF? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
Type of pretreatment system (<i>Describe and include schematic description if available</i>):	
<input type="checkbox"/> Continuous flow	<input type="checkbox"/> Batch <input type="checkbox"/> Combined
Condition/operation of pretreatment system: <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor	
Explain condition rating:	
Are equipment maintenance records maintained and available for review? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
Are equipment calibration records available, and are calibration frequencies adequate? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
Does the IU have a critical spare parts inventory? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
Is the detention time/mixing time in the pretreatment system adequate? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
Is the pH monitoring system working properly? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
Does the IU have a continuous pH monitoring system? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
Is the pretreatment system operator trained and certified? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
Has the system experienced operational/upset problems since the last inspection? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
Describe:	
VI. BEST MANAGEMENT PRACTICES	
Does the permit require or allow BMPs? <input type="checkbox"/> Required? <input type="checkbox"/> Allowed? <input type="checkbox"/> Voluntary? <input type="checkbox"/> N/A	
Types of BMPs: <input type="checkbox"/> Installation of treatment <input type="checkbox"/> Prohibitions on certain practices, activities or discharges <input type="checkbox"/> Requirements for operation/maintenance of treatment units <input type="checkbox"/> Timeframes associate with key activities <input type="checkbox"/> Compliance certification, reporting and records retention: <input type="checkbox"/> Slug discharge control plan <input type="checkbox"/> Solvent management plan <input type="checkbox"/> Other:	
Description of Required BMPs:	
Description of allowed BMPs:	
Description of voluntary BMPs:	
Are BMPs installed and implemented correctly? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Explain:	
Corrective actions necessary? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Explain:	
Completion Date:	

VII. CHEMICAL STORAGE			
Chemical storage area (identify the chemicals that are maintained on site and how they are stored):			
Any floor drains? <input type="checkbox"/> Yes <input type="checkbox"/> No		Any spill control measures? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Can chemicals reach floor drains if spilled? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Is chemical containment needed? <input type="checkbox"/> Yes <input type="checkbox"/> No			
How often are floors washed?		What chemicals are used?	
How often is equipment washed?		What chemicals are used:	
Is the facility required to have a slug control program? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Is the slug discharge control plan available on site? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Is the slug discharge control plan still adequate? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Has the facility had any past slug discharges? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Are signs posted to inform employees about improper discharge practices? <input type="checkbox"/> Yes <input type="checkbox"/> No			
VIII. SLUDGE GENERATION			
If facility generates sludge or hauls regulated wastes, complete the following information <i>(if not go to next section)</i>			
Sludge dewatering method:		Amount generated (55 gal bbl/mo):	
Where does the liquid from dewatering go?		Disposal method:	
Sludge Storage (bbl)		Shipment frequency	Manifests available? <input type="checkbox"/> Yes <input type="checkbox"/> No
Sludge hauler(s):		Disposal location(s)	
IX. HAZARDOUS WASTE GENERATION			
Is hazardous waste generated? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A		Is hazardous waste discharged to the WWTF? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
Manner of hazardous waste disposal:			
Are hazardous wastes drummed and labeled? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Are hazardous wastes held on-site for more than 180 days? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Does the IU have hazardous waste manifests? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Any other problems associated with hazardous waste? <input type="checkbox"/> Yes <input type="checkbox"/> No If "Yes", Explain:			
X. SOLID WASTE GENERATION			
Are solid wastes (other than sludge) produced during manufacturing process? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Describe the types and approximate volumes of solid waste produced:			
Solid waste disposal method(s):			

XI. MONITORING, RECORDKEEPING, AND REPORTING	
Description of sample location:	
Sampling method/technique:	
Evaluation of self-monitoring data? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
If "Yes", was self-monitoring adequate? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A If "NO", Explain:	
Who performs the self-monitoring:	
Are the permit requirements appropriate for:	
Sample location(s)? <input type="checkbox"/> Yes <input type="checkbox"/> No If "No", Explain:	
Permit limit(s)? <input type="checkbox"/> Yes <input type="checkbox"/> No If "No", Explain:	
Sample method? <input type="checkbox"/> Yes <input type="checkbox"/> No If "No", Explain:	
Sample frequency? <input type="checkbox"/> Yes <input type="checkbox"/> No If "No", Explain:	
What changes, if any, are needed in the permit?	
Samples are analyzed according to 40CFR part 136 method where they exist? <input type="checkbox"/> Yes <input type="checkbox"/> No If "No", Explain:	
If alternative test procedures or modified methods are used (40CFR 136.4-6), were all requirements met? <input type="checkbox"/> Yes <input type="checkbox"/> No If "No", Explain:	
Samples are analyzed within required holding times? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Samples are analyzed: <input type="checkbox"/> In-house <input type="checkbox"/> Contract	
Samples are preserved according to 40CFR part 136? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Samples in required bottle type per 40CFR part 136? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Samples are taken during periods of process discharge only? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Chain of Custody (COC) form is used? <input type="checkbox"/> Yes <input type="checkbox"/> No	
COC form is filled out properly? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Recordkeeping	
All information kept for 3 years? <input type="checkbox"/> Yes <input type="checkbox"/> No	
All required information available, current and complete? <input type="checkbox"/> Yes <input type="checkbox"/> No	
<ul style="list-style-type: none"> • The date, exact place, method, and time of sampling and the names of the person or persons taking the samples; • The dates analyses were performed; • Who performed the analyses; • The analytical techniques/methods used; and • The results of such analyses. 	
Explain:	
Reporting	
Did the facility report results of any more frequent sampling in the last reporting period? <input type="checkbox"/> Yes <input type="checkbox"/> No If so, were all results reported? <input type="checkbox"/> Yes <input type="checkbox"/> No	
WWTF notified of all violations identified by IU within 24 hours of becoming aware? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

Resampling results following violations identified by IU submitted within 30 days of becoming aware? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
Do sample results match what is reported by the Industry? <input type="checkbox"/> Yes <input type="checkbox"/> No If "NO", Explain:	
Are there any violations that were not reported to the WWTF? <input type="checkbox"/> Yes <input type="checkbox"/> No If "YES", Explain:	
Have bypasses been reported? <input type="checkbox"/> Yes <input type="checkbox"/> No	Have upsets been reported (CIUs)? <input type="checkbox"/> Yes <input type="checkbox"/> No
XII. WASTESTREAMS VERIFICATION/COMBINED WASTESTREAM FORMULA	
Can flow be measured at all sampling locations? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Are flows measured at each sampling location? <input type="checkbox"/> Yes <input type="checkbox"/> No	
What type of measuring device is used?	
Are dilution waste streams present at the sample location? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Is the CWF used at the facility? <input type="checkbox"/> Yes <input type="checkbox"/> No	
How are the flows determined?	
Is the facility using dilution to meet its effluent limits? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Should the facility be using the combined waste stream formula? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Are there any new flows that need to be considered in the application of the combined waste stream formula? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Are there any dilution flows that have not been accounted for? <input type="checkbox"/> Yes <input type="checkbox"/> No	
XIII. NOTES	

Appendix S - Enforcement Response Guide

ENFORCEMENT RESPONSE GUIDE

UNAUTHORIZED DISCHARGES (No Permit)			
NON-COMPLIANCE	NATURE OF THE VIOLATION	ENFORCEMENT RESPONSES	PERSONNEL
Unpermitted discharge	IU unaware of requirement; no harm to WWTF / environment	Informal Notice; NOV with application form	Public Works Director or Designee
	IU unaware of requirement; harm to WWTF	<ul style="list-style-type: none"> • ACO • Administrative Fine • Civil Action 	Public Works Director or Designee
	Failure to apply continues after notice by the WWTF	<ul style="list-style-type: none"> • Civil action • Criminal investigation • Terminate service 	Public Works Director or Designee
Non-permitted discharge (failure to renew)	IU has not submitted application with 10 days of due date	Informal Notice; NOV	Public Works Director or Designee
DISCHARGE LIMIT VIOLATION			
Exceedance of local or Federal Standard (permit limit)	Isolated, not significant	Informal Notice; NOV	Public Works Director or Designee
	Isolated, significant (no harm)	ACO to develop spill prevention plan	Public Works Director or Designee
	Recurring, no harm to WWTF or environment	<ul style="list-style-type: none"> • ACO • Administrative Fine 	Public Works Director or Designee
	Recurring; significant (harm)	<ul style="list-style-type: none"> • ACO • Administrative Fine • Show cause order • Civil action • Terminate service 	Public Works Director or Designee
MONITORING AND REPORTING VIOLATIONS			
Reporting violation	Report is improperly signed or certified	Informal Notice; NOV	Public Works Director or Designee
	Report is improperly signed or certified after notice by WWTF	<ul style="list-style-type: none"> • ACO 	Public Works Director or Designee
	Isolated, not significant (e.g., 5 days late)	Informal Notice; NOV	Public Works Director or Designee
	Significant (e.g., report 30 days or more late)	<ul style="list-style-type: none"> • ACO 	Public Works Director or Designee
	Reports are always late or no reports at all	<ul style="list-style-type: none"> • ACO • Administrative Fine • Show cause order • Civil action 	Public Works Director or Designee
	Failure to report spill or changed discharge (no harm)	Informal Notice; NOV	Public Works Director or

		Designee
Failure to report spill or changed discharge (results in harm)	<ul style="list-style-type: none"> • ACO • Administrative Fine • Civil action 	Public Works Director or Designee
Repeated failure to report spills	<ul style="list-style-type: none"> • ACO • Administrative Fine • Terminate service 	Public Works Director or Designee
Failure to notify POTW immediately after slug load, or any other discharge that could cause problems at the POTW	<ul style="list-style-type: none"> • NOV • ACO • Administrative Fine • Civil Action • Criminal Action 	Public Works Director or Designee
Failure to notify POTW of ANY substantial changes in the volume or character of pollutants in discharge and/or any changes at IU affecting potential for slug load	<ul style="list-style-type: none"> • NOV • ACO • Administrative Fine • Civil Action • Criminal Action 	Public Works Director or Designee
Failure to notify POTW within 180 days after commencement of discharge of hazardous waste	<ul style="list-style-type: none"> • NOV • ACO • Administrative Fine • Civil Action • Criminal Action 	Public Works Director or Designee
Failure to notify POTW within 24 hours of "upset" (unintentional and temporary noncompliance with CIU standards beyond the reasonable control of the CIU.)	<ul style="list-style-type: none"> • NOV • ACO • Administrative Fine • Civil Action • Criminal Action 	Public Works Director or Designee
Failure to notify POTW of bypass (intentional diversion of wastestream from any portion of an IU's treatment facility) at least 10 days prior or within 24 hours of IU becoming aware, and followed by written notice within 5 days.	<ul style="list-style-type: none"> • NOV • ACO • Administrative Fine • Civil Action • Criminal Action 	Public Works Director or Designee
Failure to notify POTW within 24 hours of becoming aware of any violation and/or repeat sampling analysis and submit results to POTW within 30 days of becoming aware of violation.	<ul style="list-style-type: none"> • NOV • ACO • Administrative Fine • Civil Action • Criminal Action 	Public Works Director or Designee
Data falsification	<ul style="list-style-type: none"> • Criminal investigation • Terminate service 	Public Works Director or Designee

MONITORING AND REPORTING VIOLATIONS			
NON-COMPLIANCE	NATURE OF THE VIOLATION	ENFORCEMENT RESPONSES	PERSONNEL
Failure to monitor correctly	Failure to monitor all pollutants as required by permit	Informal Notice; NOV	Public Works Director or Designee
	Recurring failure to monitor	<ul style="list-style-type: none"> • ACO • Administrative Fine • Civil action 	Public Works Director or Designee
Improper sampling, preservation, or analytical methods	Evidence of intent	<ul style="list-style-type: none"> • NOV • ACO • Administrative Fine • Civil Action • Criminal Action 	Public Works Director or Designee
Analytical Deficiencies	Intentional or unintentional variance from Standard Methods for Examination of Water and Wastewater (Such as hold-time exceedances, etc)	<ul style="list-style-type: none"> • Informal Notice • NOV • ACO • Administrative Fine • Termination of Service 	Public Works Director or Designee
Tampering with Monitoring Equipment/Methods	Any actions taken by the IU to interfere with, or bypass, machinery and/or processes in an effort to manipulate, or destroy target data	<ul style="list-style-type: none"> • NOV • ACO • Administrative Fine • Civil Action • Criminal Action 	Public Works Director or Designee
Failure to install monitoring equipment	Delay of less than 30 days	Informal Notice; NOV	Public Works Director or Designee
	Delay of 30 days or more	ACO to install with fine for each additional day	Public Works Director or Designee
	Recurring, violation of AO	<ul style="list-style-type: none"> • Civil action • Criminal investigation • Terminate service 	Public Works Director or Designee
Compliance Schedules (in permit)	Missed milestone by less than 30 days, or will not affect final milestone	Informal Notice; NOV	Public Works Director or Designee
	Missed milestone by more than 30 days, or will affect final milestone (good cause for delay)	<ul style="list-style-type: none"> • ACO • Administrative Fine 	Public Works Director or Designee
	Missed milestone by more than 30 days, or will affect final milestone (no good cause for delay)	<ul style="list-style-type: none"> • Show cause order • Civil action • Terminate service 	Public Works Director or Designee
	Recurring violation or violation of schedule in ACO	<ul style="list-style-type: none"> • Civil action • Criminal investigation • Terminate service 	Public Works Director or Designee
OTHER PERMIT VIOLATIONS			

Waste streams are diluted in lieu of treatment	Initial violation	<ul style="list-style-type: none"> • ACO • Administrative Fine 	Public Works Director or Designee
	Recurring	<ul style="list-style-type: none"> • Show cause order • Terminate service 	Public Works Director or Designee
Failure to mitigate non-compliance or halt production	Does not result in harm	Informal Notice; NOV	Public Works Director or Designee
	Does result in harm	<ul style="list-style-type: none"> • ACO • Administrative Fine • Civil action 	Public Works Director or Designee
Failure to comply with conditions in Waste Haulers Permit		<ul style="list-style-type: none"> • Informal Notice • NOV • ACO • Administrative Fine • Termination of Service 	Public Works Director or Designee
Failure to comply with BMPs for Dental Amalgam		<ul style="list-style-type: none"> • Informal Notice • NOV • ACO • Administrative Fine • Termination of Service 	Public Works Director or Designee
OTHER PERMIT VIOLATIONS			
Failure to properly operate and maintain pretreatment facility	Does not result in harm	Informal Notice; NOV	Public Works Director or Designee
	Does result in harm	<ul style="list-style-type: none"> • ACO • Administrative Fine • Civil action 	Public Works Director or Designee
OTHER 40 CFR V 403.3 (I) VIOLATIONS			
Any other violation of a Pretreatment Standard or requirement of 40 CFR 403.3(1) that causes interference, pass through, and/or endangers health of POTW staff or the general public		<ul style="list-style-type: none"> • Informal Notice • NOV • ACO • Administrative Fine • Civil Action • Criminal Action 	Public Works Director or Designee

VIOLATIONS DETECTED DURING SITE VISITS			
NON-COMPLIANCE	NATURE OF THE VIOLATION	ENFORCEMENT RESPONSES	PERSONNEL
Entry Denial	Entry denied or consent withdrawn, copies of records denied	<ul style="list-style-type: none"> Obtain warrant Termination of Service 	Pretreatment Coordinator
Illegal Discharge	No harm to WWTF or environment	Informal Notice; ACO	Pretreatment Coordinator
	Discharges causes harm or evidence of intent/negligence	<ul style="list-style-type: none"> Civil action Criminal investigation 	Pretreatment Coordinator
	Recurring, violation of ACO	Terminate service	Pretreatment Coordinator
Improper Sampling	Unintentional sampling at incorrect location	Informal Notice; NOV	Pretreatment Coordinator
	Unintentionally using incorrect sample type	Informal Notice; NOV	Pretreatment Coordinator
	Unintentionally using incorrect sample collection techniques	Informal Notice; NOV	Pretreatment Coordinator
Inadequate record keeping	Inspector finds files incomplete to missing (no evidence of intent)	Informal Notice; NOV	Pretreatment Coordinator
	Recurring	ACO with fine	Pretreatment Coordinator
Failure to report additional monitoring	Inspection finds additional files	Informal Notice; NOV	Pretreatment Coordinator
	Recurring	ACO with fine	Pretreatment Coordinator

Definitions of Enforcement Responses and Time Frames for Implementation

Informal notice

- A phone call or reminder letter to the IU to notify them of a minor violation and seek an explanation Used only to correct minor instances of noncompliance. To be implemented immediately upon POTW learning of violation.

NOV: Notice of Violation

- Written notice in response to a violation requesting an explanation of the noncompliance and measures to be taken to prevent recurrence. To be implemented within 30 days of IU receiving informal notice if they have not taken appropriate step to resolve conditions which resolved violation.

ACO: Administrative Compliance Order

- An order requiring an IU to show cause as to why formal enforcement action should not be taken or sewer service discontinued, and what actions will be taken to comply with requirements. To be implemented within 90 days of NOV if appropriate action to resolve violation has not been taken by IU (or sooner if the violation warrants it to protect the POTW, receiving waters, and/or human health and safety).

Administrative Fine

- Fines are intended to recapture partial or full economic benefit for the noncompliance and to deter future violations. To be implemented within 120 days of IU receiving first notice of violation if they have not taken appropriate action to resolve conditions which caused violation.

Termination of Service

- POTW may revoke permit at any time to immediately halt an actual or threatened discharge to the POTW that could represent an endangerment to the public health, environment or the POTW. This remedy may also be used to bring recalcitrant users into compliance.

Appendix T - Notice of Violation



CITY OF JAMESTOWN

WASTEWATER DEPARTMENT

IN THE MATTER OF

*

DATE: _____

*

NOTICE OF VIOLATION

*

*

LEGAL AUTHORITY

The following findings are made and notice issued pursuant to the authority vested in the Wastewater Facility IPP Coordinator, under _____ of the City's Sewer Use Ordinance.

FINDINGS

1. City of Jamestown is charged with construction, maintenance, and control of the sewer system and treatment works.
2. To protect the sewer system and treatment works, City of Jamestown administers a pretreatment program.
3. Under this pretreatment program, _____ was issued a discharge permit.
4. The discharge permit issued to _____

5. On _____, _____

NOTICE

THEREFORE, BASED ON THE ABOVE FINDINGS, _____ IS HEREBY NOTIFIED THAT:

1. It is a violation of its discharge permit and the sewer use ordinance of the City of Jamestown.

Signed: _____
IPP Coordinator

Appendix U - Administrative Compliance Order

CITY OF JAMESTOWN

WASTEWATER DEPARTMENT

IN THE MATTER OF

*

DATE: _____

*

ADMINISTRATIVE COMPLIANCE ORDER

*

*

LEGAL AUTHORITY

The following findings are made and order pursuant to the authority vested in the Wastewater Facility IPP Coordinator, under _____ of the City’s Sewer Use Ordinance. This is based on findings of the conditions of the Industrial User Permit issued under _____ of the City’s Sewer Use Ordinance.

FINDINGS

1. _____ discharges nondomestic wastewater containing pollutants into the sanitary sewer system of the city of Jamestown (hereafter, “City”).
2. _____ is a “significant industrial user” as defined by _____ of the City’s Sewer Use Ordinance.
3. _____ was issued a discharge permit on _____ which contains prohibitions, restrictions, and other limitations on the quality of the wastewater it discharges to the sanitary sewer.
4. Pursuant to the ordinance and the above-referenced permit, data is routinely collected or submitted on the compliance status of _____.
5. This data shows that _____ has violated its wastewater discharge permit in the following manner:
 - a. _____ has violated its permit limits _____

 _____.
 - b. All of these violations satisfy the city’s definition of significant violation.

ORDER

THEREFORE, BASED ON THE ABOVE FINDINGS, _____ IS HEREBY
ORDERED TO:

- 1.
2. All reports and notices required by this order shall be sent, in writing, to the following address:

IPP Coordinator
Jamestown Wastewater Treatment Facility
4940 18th Street SE
Jamestown, ND 58401
3. This order does not constitute a waiver of the wastewater discharge permit which remains in full force and effect. The City of Jamestown reserves the right to seek any and all remedies available to it under _____ of the Sewer Use Ordinance for any violation cited by this order.
4. Failure to comply with the requirements of this order shall constitute a further violation of the Sewer Use Ordinance and may subject _____ to civil or criminal penalties or such other appropriate enforcement response as may be appropriate.
5. This order, entered this _____ day of _____, 20__, shall be effective upon receipt by _____.

Signed: _____
IPP Coordinator