



JENNIFER M. GRANHOLM
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY
LANSING



STEVEN E. CHESTER
DIRECTOR

April 24, 2007

Mr. Charles Stewart, Village Manager
Village of Suttons Bay
P.O. Box 395
Suttons Bay, Michigan 49682

Dear Mr. Stewart:

SUBJECT: Septage Receiving Facility Operating Plan
Village of Suttons Bay Wastewater Treatment Plant

Department of Environmental Quality (DEQ) review of the updated information regarding the village of Suttons Bay Wastewater Treatment Plant Septage Receiving Facility Operating Plan (Suttons Bay SWRF) received on March 12, 2007, is complete. The purpose of the review was to ensure that the plan addressed all of the required elements of Part 117, Septage Waste Servicers, Natural Resources and Environmental Protection Act, 1994 PA 451, as amended. The Suttons Bay SWRF operating plan is approved.

The Suttons Bay SWRF operating plan will be posted on the Septage Program website and can be viewed at www.michigan.gov/deqseptage and clicking on the "Approved Septage Waste Receiving Facility Operating Plans" link.

Please note that the Suttons Bay SWRF must operate in accordance with the approved plan. If a change in operations or conditions is anticipated, please file an amendment to the plan at least 30 days prior to the proposed date for implementation. This approval is further conditioned such that the identified service area restricts only the disposition of septic tank waste pumped within those areas. Land application of septage pumped from outside the service areas may continue to be land applied to DEQ authorized land application sites within the identified boundaries.

If you have any questions regarding this matter, please contact me.

Sincerely,

Matthew Campbell
Septage Program Coordinator
On-Site Wastewater Unit
Drinking Water and Environmental Health Section
Water Bureau
517-335-4178

mcc:ckp

cc: Mr. William Crawford, Benzie-Leelanau District Health Department, Leelanau County
Mr. Richard Falardeau, DEQ

From: Matthew Campbell
To: Chuck Stewart
Date: 4/25/2007 7:37:15 AM
Subject: Re: Village of Suttons Bay SWRF

Good morning Mr. Stewart,

The Suttons Bay Septage Waste Receiving Facility (SWRF) operating plan is approved. The plant can start accepting domestic holding tank waste only. This does not include portable toilet waste, domestic treatment plant waste, or food establishment septage (that would be defined as domestic septage mixed with great trap waste at a 3:1 ratio).

Since you did not forward a copy of a map showing the 15 radial mile area around your plant as requested, I am working with our GIS people to develop that map. Such a map will give the local septage firms a clear idea where the boundaries of the service area are located. Once I have that map I will post the approved operating plan on the program website.

The official approval letter will go out in the mail today. Please feel free to contact me or Ebi Burutolu at 517-241-4598 if you have any questions about this matter.

Matt

Matthew Campbell
Septage Program Coordinator
Drinking Water & Environmental Health Section
Onsite Wastewater Unit
Lansing Operations Division
Water Bureau - DEQ
517-335-4178

www.michigan.gov/deqseptage

>>> "Chuck Stewart" <sbmanager@charterinternet.com> 4/2/2007 10:14 AM >>>

Hi Matt,

I'm inquiring about the Village of Suttons Bay's Holding Tank Receiving Facility permit. I assume everything closed out fine without comments and the permit is being wrapped up. Any idea about how long it takes to receive formal notification or permit? Our public comments wrapped up the first part of February, the plant operators had recently inquired to me so I'm hoping to have some good answers for them. I haven't seen anything on-line where we have received final approval.

Thanks,
Chuck Stewart
Village Manager

CC: Ebinimi Burutolu; William A. Crawford



DEQ Septage Receiving Facility Checklist

Name of Septage Receiving Facility:
Village of Suttons Bay WWTP

DEQ Reviewer: Matt Campbell
Review Date: 4/23/07

Address of Septage Receiving Facility:
**1522 Ritchee Road
Suttons Bay, MI 49682**

Facility Contact: Mr. Charles Stewart, Village Manager
Mr. Jeff Boothroyd, Plant Manager
Telephone Number: (231) 271-3051 - Village Office and 271-1032 - WWTP

The following information must be submitted in the Operation Plan in order to receive DEQ approval:

| <u>Requirement</u> | <u>Yes</u> | <u>No</u> | <u>Comments</u> |
|---|------------|-----------|---|
| 1. Location of septage RF. | X | | |
| 2. Hours of operation. | | | |
| 3. Categories of septage waste the RF will receive. | X | | Holding tank waste only. FES accepted (see #4 below). |
| 4. If food establishment septage is accepted, how is the RF ensuring that the FES meets the 1:3 ratio mandated by law? (Not OP req't.) | X | | Holding tanks serving food establishments. Check with facility for details. |
| 5. Fee structure charged to hauler. | X | | 2007 rate is 4 cents per gallon. |
| 6. Service area (septage acceptance) description of RF defined in detail. | X | | The service area extends 15 radial miles from the facility. |
| 7. Notice of proposed operation plan: a) Was it mailed to county HD and legislative body of each city, village and township located in whole or in part of the service area? | X | | A list of addresses is provided in the plan. |



Septage Receiving Facility Checklist

Name of Septage Receiving Facility: **Village of Suttons Bay WWTP**

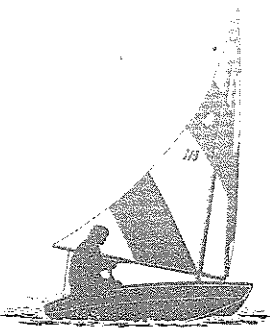
| <u>Requirement</u> | <u>Yes</u> | <u>No</u> | <u>Comments</u> |
|---|------------|-----------|--|
| 7. Notice of proposed op. plan, continued: | | | |
| b) Was it public noticed in the local newspaper? | X | | |
| c) Was it posted on the facility website? | X | | www.leelanau.cc/suttonsbayvill.asp |
| 8. Did the notice contain the following? | | | |
| a. Statement that the RF proposed to or is currently receiving and will continue to receive septage waste for treatment. | X | | |
| b. Statement in the notice that the proposed operating plan is available for review during normal work hours. | X | | |
| c. A request for written comments on the proposed operation of the RF and the deadline for receipt of such comments, which shall not be less than 30 days after publication, posting, or mailing of the notice. | X | | |
| d. Receiving facility capacity: | | | |
| I) Hydraulic capacity. | X | | 370,000 gpd. Accepting up to 40,000 gpd holding tank waste. |
| II) Organic capacity: | X | | 87lbs. BOD5 per day. |
| III) Wet weather operation considerations (CSO & SSO) | | X | |
| 9. Other conditions established for the RF. | X | | See operating plan for details. |

VILLAGE OF SUTTONS BAY

420 Front Street • P.O. Box 395

Suttons Bay, Michigan 49682

Telephone (231) 271-3051 • Fax (231) 271-5904



March 6, 2007

State of Michigan, Dept. of Environmental Quality
C/O Matthew Campbell, Septage Program Coordinator
Constitution Hall, 525 W. Allegan St.
PO Box 30273
Lansing, MI 48909-7773

RECEIVED
MICH DEPT OF ENVIRONMENTAL QUALITY

MAR 12 2007

Water Division
Groundwater Section
WELL CONSTRUCTION UNIT

RE: Village Septage Receiving Facility Operating Plan

Dear Mr. Campbell,

This is to inform you the Village's Public Comment time expired on March 4, 2007 and no public comments have been filed with our offices. Enclosed is a certified copy of the Village's Public Notice published in the local paper informing the general public of the comment period.

At this time the Village believes it has met the requirements necessary to be a state licensed Receiving Facility. I am requesting the State complete our application process at this time. If you have any further questions of me please contact me at (231) 271-3051. Thank you for your time and attention to this matter.

Sincerely,
VILLAGE OF SUTTONS BAY

A handwritten signature in black ink, appearing to read 'Charles Stewart'. The signature is fluid and cursive, written over a horizontal line.

Charles Stewart
Village Manager

Cc: file

Affidavit of Publication

Village of Suttons Bay

**Village of Suttons Bay
Notice to the Public**

The Village of Suttons Bay operates a Wastewater Treatment Plant located at 1522 Fletcher Road, Suttons Bay, MI 49682. It is currently receiving and will continue to accept domestic holding tank waste for treatment. A full copy of the proposed operating plan is available for review during normal business hours at the treatment plant or in part on the Village of Suttons Bay's website at www.leelanau.co/suttonsbaywill.asp. Written comments on the proposed operation plan of the receiving facility shall be received until March 4, 2007 following the publication date of this notice. Please submit any written comments to Village of Suttons Bay, Charles Stewart, Village Manager, P.O. Box 395, Suttons Bay, MI 49682.

Alan C. Campbell being first duly sworn, says that he is the publisher of The Leelanau Enterprise-Tribune, a newspaper published in the English language for the dissemination of local or transmitted news and intelligence of a general character and legal news, which is a duly qualified newspaper, and that annexed hereto is a copy of a certain order taken from said newspaper, in which the order was published:

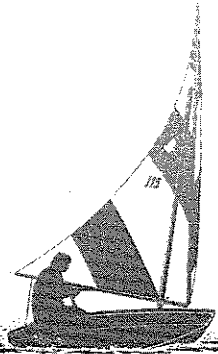
February 1, 2007

Signed: *Alan Campbell*

Subscribed and sworn to before me this 1st day of February, 2007.

Gwendolyn L. VerSnyder
Gwendolyn L. VerSnyder,
Notary Public, Leelanau County, Michigan
Acting in Leelanau County

My Commission Expires February 20, 2012



VILLAGE OF SUTTONS BAY

420 Front Street • P.O. Box 395
Suttons Bay, Michigan 49682
Telephone (231) 271-3051 • Fax (231) 271-5904

January 29, 2007

State of Michigan, Dept. of Environmental Quality
C/O Matthew Campbell, Septage Program Coordinator
Constitution Hall, 525 W. Allegan St.
PO Box 30273
Lansing, MI 48909-7773

RECEIVED
MICH DEPT OF ENVIRONMENTAL QUALITY

FEB 1 2007

RE: Septage Receiving Facility Operating Plan
Village of Suttons Bay Wastewater Treatment Plant

Water Division
Groundwater Section
WELL CONSTRUCTION UNIT

Mr. Campbell:

On behalf of the Village of Suttons Bay Wastewater Treatment Plant (WWTP) we have prepared and are submitting a "Septage Receiving Facility Operating Plan" in order for the WWTP to remain in compliance regarding Part 117. This operating plan was developed based on the requirements contained in your letter dated January 17, 2007.

In addition to the Operating Plan enclosed is a "Notice of Proposed Septage Operating Plan" sent to the Benzie-Leelanau District Health Dept., Township of Suttons Bay, Township of Bingham, Township of Centerville, Township of Elmwood, Township of Leelanau, Township of Solon, Township of Kasson, Township of Leland, Township of Cleveland, and the Village of Northport. We have also placed this on our Village website. The date of the published notice is February 1, 2007 and comments will be accepted until March 4, 2007. In order to comply with your target date we are forwarding the plan at this time understanding it will be a pending review in order to receive all comments.

If you have any questions or comments please feel free to contact me at (231) 271-3051 or the treatment plant operator at (231) 271-1032.

Sincerely,
VILLAGE OF SUTTONS BAY

Charles Stewart
Village Manager

Cc: file

VILLAGE OF SUTTONS BAY PUBLIC NOTICE

The Village of Suttons Bay operates a Wastewater Treatment Plant located at 1522 Ritcher Road, Suttons Bay, MI 49682 and is currently receiving and will continue to accept domestic holding tank waste for treatment. A full copy of the proposed operating plan is available for review during normal business hours at the treatment plant or in part on the Village of Suttons Bay's website at www.leelanau.cc/suttonsbayvill.asp. Written comments on the proposed operation plan of the receiving facility shall be received until March 4, 2007 following the publication date of this notice. Please submit any written comments to Village of Suttons Bay, Charles Stewart, Village Manager, P.O. Box 395, Suttons Bay, MI 49682.

For telephone numbers and office hours please access the Directory. Questions?? E-Mail suttonsbay@chartermi.net

FOIA Requests must be submitted in writing to the attention of the Village Clerk at P.O. Box 395, Suttons Bay MI 49682. See below for the FOIA Request Form.

Office Hours are Monday -Thursday 8:00 a.m. to 4:00 p.m. Fridays 8:00 a.m. -12:00 p.m. 231.271-3051

The **Village Council** meets the 3rd Monday of each month at 5:30 p.m.

Effective 1-15-07 the Village Council will be meeting at the Suttons Bay Township Offices next to the Radio Shack. (321 St. Joseph Street).

The **Village Planning Commission** meets the 2nd Wednesday at 6:30 p.m. with meetings held at the Township office (see above).

Looking for the **Suttons Bay Bingham Library- 271-3512. Fax Line 271-2914**

Visit <http://www.suttonsbaylibrary.org/>

Library E-Mail <mailto:sbbdl@charterinternet.com>

See below for hyperlinks to the Sutton Park Conceptual Plans! Please let us know what you think!!!

Sewer Treatment Plant--Public Notice and Information --See the Links below

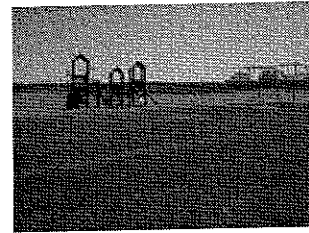
[FOIA Request Form](#)

[Sutton Park Master Plan](#)

[Public Notice-Domestic Holding Tank Waste for Treatment](#)

[Treatment Plant Facility Operating Plan](#)

This page last updated on 1/30/2007.



Village Marina Park

This page was printed from Leelanau Government & Community Center (<http://www.leelanau.cc/>) and was accurate as of Tuesday, February 13, 2007 at 9:14:53 AM.
Original Page URL: <http://www.leelanau.cc/suttonsbayvill.asp>

FACILITY OPERATING PLAN
FOR
RECEIVING DOMESTIC HOLDING
TANK WASTE

**VILLAGE OF SUTTONS BAY
WASTEWATER TREATMENT PLANT
1522 SOUTH RICHTER ROAD
SUTTONS BAY, MI 49682
(231) 271-1032**

JANUARY 2007

**Communities and Government Contact Information for
Domestic Holding Tank Receiving Station**

Michigan Dept. of Environmental Quality
Septage Program
Matthew Campbell, Coordinator
525 W. Allegan St.
PO Box 30273
Lansing, MI 48909-7773
(517) 335-4178

Benzie-Leelanau District Health Dept.
William Crawford, Environmental Health Director
7401 East Duck Lake Road, Ste. 100
Lake Leelanau, MI 49653
(231) 256-0200

Village of Suttons Bay
Treatment Plant
1522 S. Richter Rd./PO Box 395
Suttons Bay, MI 49682
(231) 271-1032

Township of Suttons Bay
321 St. Joseph St., Ste. C/PO Box 457
Sutton Bay, MI 49682
(231) 271-2722

Township of Bingham
7171 S. Center Highway
Traverse City, MI 49684
(231) 922-6767

Village of Northport
116 W. Naganoba St./PO Box 336
Northport, MI 49670
(231) 386-5182

Township of Elmwood
10090 E. Lincoln Rd.
Traverse City, MI 49684
(231) 946-0921

Township of Leland
112 Philip St./ PO Box 1112
Leland, MI 49654
(231) 256-7546

Township of Leelanau
119 E. Nagonaba St./PO Box 338
Northport, MI 49670
(231) 386-5138

Township of Solon
8907 Railroad Ave.
Cedar, MI 49621
(231) 228-7578 (Clerk)

Township of Kasson
10988 S. Newman Rd
Maple City, MI 49664
(231) 228-5736

Township of Cleveland
955 W. Harbor Highway
Maple City, MI 49664
(231) 228-6488

Township of Centerville
5588 S. French Rd.
Cedar, MI 49621
(231) 228-5752

Village of Suttons Bay Wastewater Treatment Plant

Domestic Holding Tank Receiving Facility Operating Plan

January 2007

The Village of Suttons Bay owns and operates a public treatment plant that receives wastewater from domestic, commercial and Industrial sources within the Village boundaries, and per an Intergovernmental Agreement with the Township of Suttons Bay, outside the Village limits. The treatment plant's design and operating license also included a receiving station for waste haulers to use the facility as a receiving station for hauled waste.

The State of Michigan has amended Part 117 of the Septage Waste Servicers, of the Natural Resources and Environmental Protection Act, 1994, P.A. 451, to require the development of an Operating Plan describing the receipt of waste, this plan is submitted in response to this requirement.

1.0 Septage Receiving Facility

The Village of Suttons Bay's Wastewater Treatment Plant is an activated sludge wastewater treatment plant using bubble aeration, Biolac processing with UV treatment and a filtration disc system. The plant is designed to treat .37 MGD design flow, and designed to treat .04 MGD of HTW at 87 lbs/day of BOD5. The plant is regulated under NPDES permit MI0057638. The Michigan Department of Environmental Quality (MDEQ) has classified this plant as a Class B operation due to its unique conditions which are: the Biolac treatment process, Septic Tank/holding Tank Receiving Station, filter disc technology, nitrification, and high quality, sensitive receiving waters. The resulting residuals are land applied per the Residual Management Plan Approved by the Michigan Department of Environmental Quality (MDEQ).

The plant is newly constructed and went on-line September 2006, the facility began to accept limited holding tank waste in December 2006 in order to perform plant testing prior to full operation as a receiving facility. In January 2007 the facility opened to fully accept holding tank waste from State of Michigan licensed haulers. The plant is currently operating at a fraction of its design capacity and has more than sufficient ability to adequately treat domestic septage. The plant's design included accepting up to 40,000 gallons per day of holding tank waste from licensed haulers.

Other Conditions for Receiving Septage Waste, continued,

- An account must be established and approved by the Village for the hauling company prior to the delivery of the hauler's first load
- The Village may pre-test prior to accepting a load
- Any pollutant, including oxygen demanding pollutants (BOD, etc.) released in a discharge at a flow rate and/or pollutant concentration which will cause interference with the treatment plant
- The treatment plant operator(s) may revoke the haulers ability to deliver to the plant if and when they find the load or hauler may place the facility in jeopardy of exceeding the plant's operating permit level
- The hauler is more than 30 days past due on their account
- The hauler shall use the village's receiving station and computer generated receipt system, any discrepancies shall be brought to the attention of the plant operator at the time the driver delivers their load otherwise the load shall be consider valid
- Septage waste shall not be accepted at this facility, unless this plan has been amended and approved by the Michigan Department of Environmental Quality (MDEQ)
- Obtain information from the hauler/driver at unloading site as to the origin and quantity of material being delivered

This Facility Operating Plan has been developed by the Village of Suttons Bay in accordance with the requirements of Part 117, as amended. Questions concerning this plan should be directed to the Village of Suttons Bay's Treatment Plant Operator at (231) 271-1032.

Approved By:



Paul Whiteford, Utilities Supervisor

1-29-07

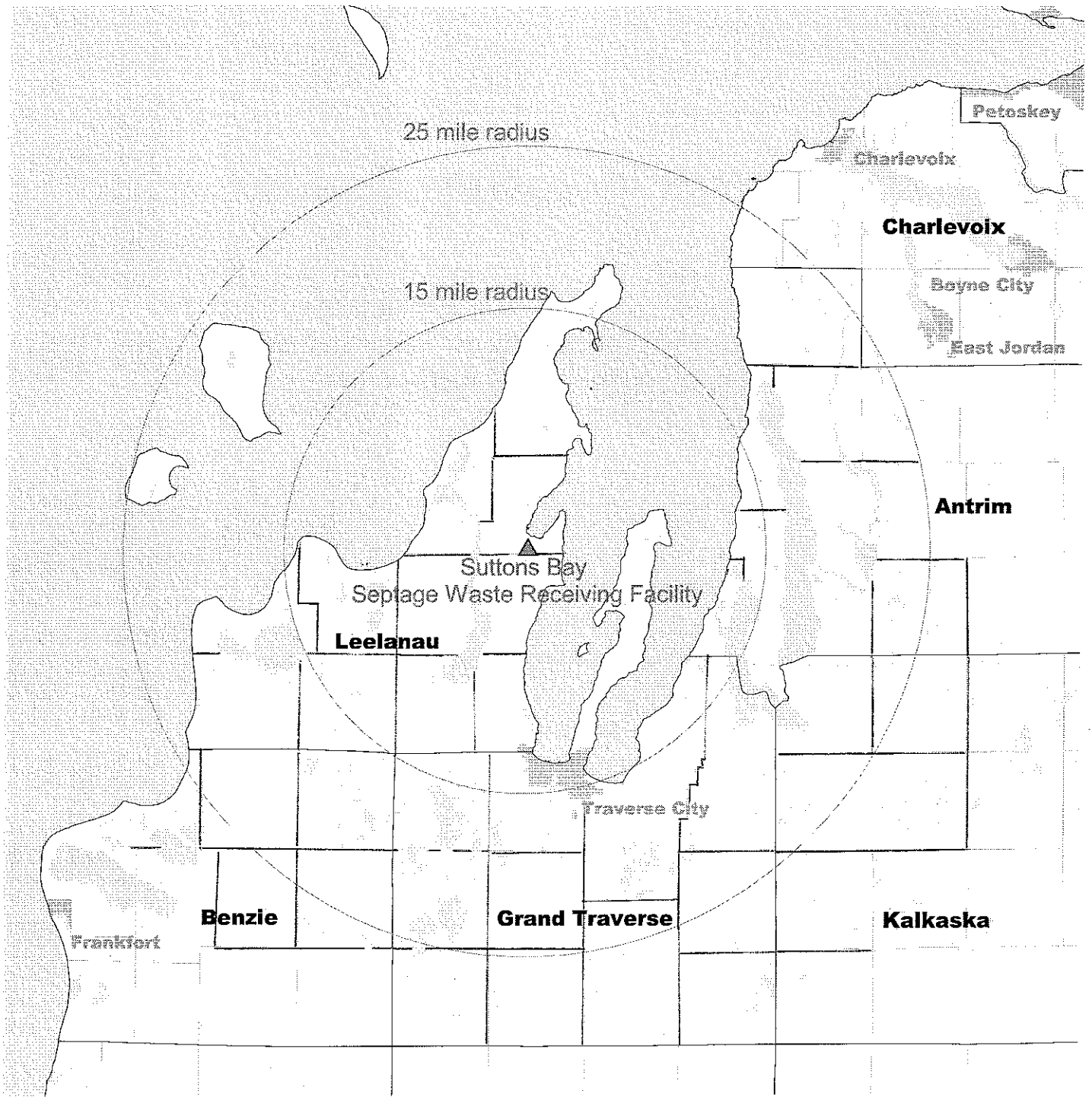
Dated



Jeff Boothroyd, Treatment Plant Operator

1-29-07

Dated



**Map showing
Suttons Bay Septage Waste Receiving Facility
with 15- and 25- mile radii**