

TABLE OF CONTENTS

Chapter 1. INTRODUCTION	IN-1
Historic Perspective	IN-1
Getting Started to Develop a Wastewater Management Improvement Project	IN-3
 Chapter 2. WASTEWATER COMPOSITION/ENVIRONMENTAL AND HEALTH EFFECTS	 WC-1
Microbial Diseases	WC-1
Nitrates	WC-2
Water Pollution	WC-3
Pollution Control	WC-3
 Chapter 3. LEGAL AUTHORITIES FOR POLLUTION CONTROL	 LA-1
Statutory Authority of KDHE	LA-1
Regulatory Authority of KDHE	LA-3
Statutory Authority to Form Sewer Benefit Districts (Also see Chapter 10 of this manual)	LA-5
Local Authority of Particular Importance	LA-5
 Chapter 4. SMALL COMMUNITY WASTEWATER TREATMENT SYSTEMS	 WT-1
Overview	WT-1
<i>Centralized, Decentralized, and Onsite</i>	WT-1
<i>Discharging vs. Non-Discharging</i>	WT-1
<i>Plant Size</i>	WT-1
Treatment Alternatives	WT-2
<i>Conventional Onsite Techniques</i>	WT-2
<i>Shared Facilities</i>	WT-2
<i>Lagoons (Wastewater Stabilization Ponds)</i>	WT-2
<i>Alternative (Enhanced) Treatment Methods</i>	WT-2
<i>Package Plants</i>	WT-3
Conventional Soil Treatment And Subsurface Water Absorption	WT-3
Lagoons (Wastewater Stabilization Ponds)	WT-3
Sand Filters	WT-3
Non-Sand Filters	WT-4
Constructed Wetlands and Rock-Plant Filters	WT-4
Mounds	WT-4
Aeration	WT-4
Package Plants and Other Systems	WT-5
<i>Activated Sludge</i>	WT-5
<i>Extended Aeration</i>	WT-5
<i>Contact Stabilization</i>	WT-5
<i>Oxidation Ditch</i>	WT-5
<i>Sequencing Batch Reactor</i>	WT-5
<i>Rotating Biological Contactors</i>	WT-5
<i>Trickling Filters</i>	WT-5

Special Soil Absorption Systems	WT-6
<i>Low Pressure Pipe</i>	WT-6
<i>Drip Irrigation</i>	WT-6
Reasons for Failure	WT-6
Factors for Success	WT-6
<i>Maintenance</i>	WT-6
<i>Personnel</i>	WT-7
<i>Design and Construction</i>	WT-7
<i>Keeping Up with Changes in Wastewater and Regulations</i>	WT-7
<i>Other Factors</i>	WT-8
Selection Criteria	WT-8
Special Considerations in Design	WT-8
<i>Flow Rates/Plant Sizing</i>	WT-8
<i>Strength of Wastewater</i>	WT-9
<i>Denitrification</i>	WT-9
<i>Septic Tank Abandonment</i>	WT-9
Figure 4-1 Facultative Lagoon	WT-11
Figure 4-2 Multi-Cell Lagoons	WT-11
Figure 4-3 Intermittent Sand Filter	WT-12
Figure 4-4 Recirculating Sand Filter	WT-12
Figure 4-5 Rock-Plant Filters and Constructed Wetlands	WT-13
Figure 4-6 Mound System	WT-13
Figure 4-7 Aeration System	WT-14
Figure 4-8 Aeration System	WT-14
Figure 4-9 Oxidation Ditch	WT-15
Figure 4-10 Sequencing Batch Reactor (SBR)	WT-15
Figure 4-11 Rotating Biological Contactor	WT-16
Figure 4-12 Trickling Filter	WT-16

Chapter 5. SMALL COMMUNITY COLLECTION SYSTEMS	CS-1
Gravity Flow	CS-1
<i>Large Diameter</i>	CS-1
Alternative Collection Systems	CS-1
Selection Criteria	CS-2
Special Considerations in Design	CS-2
<i>Corrosion and Odor</i>	CS-2
<i>Power Availability and Adequate Wiring</i>	CS-2
<i>Component Standardization</i>	CS-3
<i>Grease</i>	CS-3
<i>Flow Rates (Including Infiltration and Inflow)</i>	CS-3
<i>Air Relief Valves</i>	CS-3
<i>Power Failures/Restart Protection</i>	CS-3
<i>Pump Chamber Capacity/Other Storage Capacity</i>	CS-3
<i>Length of Sewers Versus Costs</i>	CS-3
Figure 5-1 Conventional Sewer Systems	CS-5

Figure 5-2 STEP System (Septic Tank Effluent Pump)	CS-5
Figure 5-3 Grinder Pump System	CS-6
Figure 5-4 Vacuum Sewer System	CS-6
Figure 5-5 Gravity Sewer in Variable Topography	CS-7
Figure 5-6 Low Pressure Sewer in Variable Topography	CS-7
Figure 5-7 Gravity Sewer in High Bedrock	CS-8
Figure 5-8 Low Pressure Sewer in High Bedrock	CS-8
Figure 5-9 Sewer for Small Lots	CS-9
Figure 5-10 Sewer for Large Lots	CS-9
Figure 5-11 Lot Layout to Reduce Sewer Length	CS-10
Pipeline - Fall 1996; Vol. 7, No. 4	

Chapter 6. CLUSTER SYSTEMS, COMBINATIONS, AND DECENTRALIZED SYSTEMS WITH CENTRALIZED MANAGEMENT

Decentralized Systems with Centralized Management	CM-1
Selection Criteria	CM-2
<i>Building Density and Available Space</i>	CM-2
<i>Soils</i>	CM-3
<i>Cost</i>	CM-3
<i>Slope</i>	CM-3
<i>Depth to Bedrock</i>	CM-3
<i>Depth to Water Table</i>	CM-3
<i>Availability of Equipment and Parts</i>	CM-3
<i>Availability of Operators and Repairmen</i>	CM-4
Figure 6-1 Cluster System with Common Absorption Field	CM-5
Figure 6-2 Small Community with Several Cluster Systems	CM-5

Chapter 7. PREPARATION AND IMPLEMENTATION

Set Community Goals For Your Wastewater System	PI-1
Proving Capacity to Funders - The Ability to Manage, Operate, And Maintain a System	PI-1
<i>Records</i>	PI-2
<i>Cost Recovery/Enterprise Funds</i>	PI-3
<i>Viability</i>	PI-4
Steps to Building Public Support	PI-4
<i>Establish Credibility With Citizens</i>	PI-4
<i>Timing</i>	PI-4
<i>Leadership</i>	PI-5
<i>Involve community leaders and opinion-makers in the early stages of a development project or when a rate increase is needed</i>	PI-5
<i>Educate citizens</i>	PI-5
<i>Public Participation</i>	PI-6
<i>Welcome and listen to the opposition</i>	PI-6
<i>Develop goals and objectives</i>	PI-7
Determine How Much Customers Are Willing to Pay per Household for a Project	PI-7
<i>Taxpayer Truths</i>	PI-8
<i>Citizens are customers</i>	PI-9
<i>Education</i>	PI-9

<i>Benefits</i>	PI-10
What Funding Programs Are You Eligible For?	PI-10
<i>Qualified governing body</i>	PI-10
<i>Target audience</i>	PI-10
<i>Income guidelines</i>	PI-10
<i>Eligible activities</i>	PI-11
Set Up a Governing Agency, Apply for Funds, Prepare Preliminary Engineering Report and Environmental Report	PI-11
Final Design and Approval to Use Funds	PI-11
Construction	PI-11
Operation	PI-11
 Chapter 8. EVALUATING ALTERNATIVES, CONDUCTING THE ENVIRONMENTAL/SANITARY SURVEY, DEVELOPING THE PRELIMINARY ENGINEERING REPORT, AND CHOOSING THE RIGHT PROJECT	EA-1
Conduct an Environmental/Sanitary Survey	EA-1
Performing the Environmental Sanitary Survey with Evaluation of Alternatives	EA-2
Developing the Preliminary Engineering Report	EA-3
Choosing the Right Project for Your Community	EA-5
Develop a Mock Budget	EA-5
 Chapter 9. HOW TO HIRE AN ENGINEER	HE-1
Introduction	HE-1
The Selection Process	HE-2
<i>Step 1. Identify Potential Engineering Firms (4-5 Firms)</i>	HE-2
<i>Step 2. Notification of Intent to Contract for Engineering Services</i>	HE-3
<i>Step 3. Pre-Screen Interested Engineers (2-3 Firms)</i>	HE-6
<i>Step 4. Check References</i>	HE-7
<i>Step 5. Interview Engineering Firm Candidates (2-3 Firms)</i>	HE-8
<i>Step 6. Select An Engineering Firm; Negotiate Costs</i>	HE-9
<i>Step 7. Contract For Engineering Services</i>	HE-10
Tips On Working Successfully With An Engineering Firm	HE-11
 Chapter 10. THE FORMATION OF A SEWER DISTRICT	SD-1
Three Important Points to Remember	SD-1
Two Ways to Create a Sewer District	SD-1
<i>Formation of A Sewer District by Survey</i>	SD-2
<i>Formation of a Sewer District Through the Petition Process</i>	SD-2
Operation of the Sewer District	SD-4
Notice of Public Hearing	SD-5
Formation of a Steering Committee (recommended)	SD-5
Information and Education	SD-5
Additional Consideration in the Formation of a Sewer District	SD-5
Resolution And Cost Exceeding Estimate	SD-6
Joint Sewer Districts And Inclusion of Certain Districts	SD-6
Sewer from Other Districts	SD-7
Enlargement of Boundaries	SD-7
Annexation of a District by a City	SD-7

Chapter 11. FUNDING METHODS	FM-1
Introduction	FM-1
Affordability	FM-2
<i>Cost for End Consumer</i>	FM-2
<i>Adequate Design</i>	FM-3
<i>Cost-Effective Environmental Protection</i>	FM-3
About Funding Sources	FM-4
<i>State Programs</i>	FM-4
<i>Federal Programs</i>	FM-6
<i>Special Categories of Funders</i>	FM-8
Funding Basics	FM-9
<i>Bonds</i>	FM-9
<i>Grants</i>	FM-9
<i>Applicant's Contribution</i>	FM-10
Self-Funding (Commercial Financing)	FM-14
<i>Types of Bonds</i>	FM-15
Funding By One Agency	FM-16
Leveraging - Joint Funding of Projects	FM-16
Phasing	FM-17
Funding Centrally-Managed Decentralized Site-Based Wastewater Treatment Systems	FM-17
<i>Establishing Centralized Management</i>	FM-18
<i>Establishing User Fees</i>	FM-22
<i>Public-Private Partnerships</i>	FM-24
Special Funding Arrangements	FM-24
<i>"Up-Front" Sources</i>	FM-24
<i>Public-Private Partnership Arrangements</i>	FM-26
<i>Contract Service Agreements</i>	FM-27
Fact Sheet	FM-33
Chapter 12. SCHEDULING THE PROJECT	SP-1
Construct A Time Line For Your Project	SP-1
The Milestone Management System	SP-2
Milestone 1	SP-3
Milestone 2	SP-4
Milestone 3	SP-5
Milestone 4	SP-6
Milestone 5	SP-7
Milestone 6	SP-8
Project Team	SP-9
The Project Team (cont.)	SP-10
Chapter 13. PROTECT YOUR SYSTEM - MAINTAIN FINANCIAL CAPACITY	MC-1
Introduction	MC-1
Maintenance	MC-1
Operation	MC-1
Management	MC-2
<i>Billing and collecting fees</i>	MC-2
<i>Compliance with regulations and codes</i>	MC-2

<i>Adequate ordinances or resolutions</i>	MC-3
<i>Uncollected fees and accounts</i>	MC-3
Treat Your Utility As A Business	MC-5
<i>Maintain healthy operating ratio</i>	MC-5
<i>Operating Expenses</i>	MC-5