## Water Quality Division: Onsite Wastewater Design and Permitting TWG

**Meeting #1: Thursday June 24, 2021  2:00-4:00 pm**  
*Meeting Link in the Calendar Invite*

### Members in Attendance:
- ☒ Jo-Anne Barcellano, Mohave County Development Services
- ☒ Mark Basic, Basic Drilling Company
- ☒ Susan Brenton, Manufactured Housing Communities of Arizona
- ☒ Lou Brown, AZOWRA/ Eljen Corporation
- ☒ Ashley Chatfield, Maricopa County Environmental Services
- ☐ Douglas Disbrow, AZ Wastewater Services, LLC
- ☒ Marc Fleetwood, Fleetwood Engineering
- ☐ Jaimee Griffin, PE Drilling
- ☐ Maher Hazine, REI Development Services, LLC
- ☒ Alexander Kendrick, Gila County
- ☒ Karthik Kumarasamy, ADEQ
- ☒ Jacob Mays, 4RB SERVICES LLC
- ☒ Kathy Mills, Mills Engineering LLC
- ☒ David Monihan, Coconino county Community Development
- ☐ Craig Payne, Payne home services
- ☒ Craig Rasmussen, University of Arizona
- ☒ Todd Rothrock, 4RB Services LLC
- ☒ Michael Sundberg, MST Manufacturing DBA MicroSepTec
- ☐ Jenny Vitale, Self Employed
- ☒ Joelle Wirth, Summit Environmental, LLC

### Agenda

<table>
<thead>
<tr>
<th>Agenda (Est Time)</th>
<th>Lead</th>
<th>Overview</th>
<th>Documents</th>
<th>Action Requested</th>
<th>NOTES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Welcome (5 mins)</td>
<td>Chair</td>
<td>Introductions</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Group Charter (10 mins)</td>
<td>Chair</td>
<td>Review and determine if any changes are needed to the charter.</td>
<td>Group Charter*</td>
<td>For Approval</td>
<td>David reviewed the charter and asked each member if they agreed to the charter. Each person in the meeting agreed.</td>
</tr>
<tr>
<td>White Paper Outline (5 mins)</td>
<td>Chair</td>
<td>Review the outline of the deliverable</td>
<td>White Paper Outline*</td>
<td>For Review</td>
<td>The team reviewed the outline for the deliverables. No additional comment or changes.</td>
</tr>
<tr>
<td>Meeting Logistics</td>
<td>Chair</td>
<td>Group to determine the following:</td>
<td>none</td>
<td>For Decision</td>
<td>Group will follow OWAC ground rules and use raise hands if technology works. Theresa will send invitation to ShareFile where the documents for the</td>
</tr>
</tbody>
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### Agenda

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| (15 mins)        |      | • Ground rules, OWAC  
• “Raising Hands”  
• Sharefile  
• Frequency of meetings  
• Meeting date, time, length  
• Method for decision making  
• Goal date for completion of assignments  
• Additional assignments as needed |          |                | TWG will be uploaded. Group decided to schedule meetings the 2nd Wednesday and 4th Thursday of each month. Meetings will be scheduled for two hours but will end early if work is complete. Decision making will be made by consensus but can have minority paper positions if needed. The group will address goal date once they have scoped the issues they will work on. Theresa will be sending a ShareFile link to the members where TWG documents will be shared. |
| Phase 1 Rule making (10 minutes) | Chair | Group to review any members proposal for Phase 2 item to be in Phase 1.  
• Member may propose.  
• “high consensus clarifications and technical fixes”  
• No proposed “increase regulatory burden” | ADEQ Phase 1 rulemaking. | For discussion | David provided an update on the current phase one rulemaking which is underway. He asked members if there were any items they felt need to be addressed in phase 1 beyond what was listed. |
| Issues (70 mins) | Chair | Review Issues and prioritize:  
• Prioritization  
• Manageable subtasks |          |                | A301-A312 process improvements are needed. Rules are very formal and bounds the regulatory and can it allow more flexibility. Other states have less compressive rules. Need a program not a permitting process. (Could be part of the future state discussion.) Lack of sustainability at the county level due to one-time permits not renewing permits. Program needs to be more robust. Topic how to make the current prescriptive program more flexible. Joelle, Mike, Alex, Lou, Susan – Joelle to lead if group wants to go there.  
After this discussion, the group used an online collaborative tool to put the issues into smaller task groups and conduct an initial vote on priority. Link to the board and an image are located below. |
### Agenda

**Next Steps**
- **Lead:** Chair
- **Overview:** Plan the topics for the next agenda and any homework assignments
- **Action Requested:** For Decision

**Open Comment**
- **Lead:** Chair
- **Overview:** For Information Only

**Adjourn**
- **Lead:** Chair

**NOTES**
Homework for the group includes continuing to add issues to the board and categorize into smaller groups. During the next meeting the group will prioritize and assign members to the groups.

**Adjourn**
- Chair

**Action Plan:**

<table>
<thead>
<tr>
<th>Task</th>
<th>Person Responsible</th>
<th>Due Date</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Send calendar invites for meetings on the 2nd Wednesday and 4th Thursday, 1-3 pm</td>
<td>Theresa</td>
<td>Before next meeting</td>
<td></td>
</tr>
<tr>
<td>Send ShareFile invitation to members</td>
<td>Theresa</td>
<td>Before next meeting</td>
<td></td>
</tr>
<tr>
<td>Send link to Mural board to members</td>
<td>Theresa</td>
<td>Before next meeting</td>
<td></td>
</tr>
<tr>
<td>Continue to work on the Mural board</td>
<td>All Members</td>
<td>Before next meeting</td>
<td></td>
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David adjourned the meeting
Meeting Agenda/Summary

Potential Small Task Groups

Soil Testing
- Seepage test
- Soil characterization methods: More appropriate methods to the current methods
- Hydraulic analysis for shallow disposal
- USDA soils instead of ASITM
- Testing requirements for appendages

Program Administration
- Program for removal permits
- Performance education plan
- Performance education
- Training
- Testing
- Training

Flowrates
- Unit load flows
- Table 1:Net 10 up to date
- Commercial system sizing
- Update fixture units based on more recent U.S. Census data

Tank Criteria
- Tank Criteria
- 4.23: Septic tank sizing
- 4.24: Septic tank sizing commercial
- Sizing based on formula
- Separate leach field disposal in 4.0.2

Grey Water/Reuse
- Grey water system design
- Grey water system design
- Need for new permit type
- Plumbing/backup requirements

Technological considerations
- Vault and haul: When to use, criteria for continued use, availability of hauler and plant to take waste
- Additional disposal types under 4.0.2
- ET Band material handling/evaporation ratings per location

Performance
- Total versus fecal coliform
- Log reduction targets
- PL performance in saturated/unsaturated conditions
- Specific numbers for N or product specific numbers

Setbacks
- A-352 Setback distances & Utilization
- Drainage over system
- Surface contamination: reduction of drainage and transfer for areas other than traffic

Seepage pits for slopes, catch basins

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