Water Quality Division: Onsite Wastewater Design and Permitting TWG
Meeting #4: Wednesday, September 8, 2021 at 1 PM

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
☒ Maher Hazine, REI Development Services, LLC
☒ Alexander Kendrick, Gila County
☐ Pamela Krause, PE Drilling
☒ Karthik Kumarasamy, ADEQ

☐ Linneth Lopez, 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, Engineer
☒ Joelle Wirth, Summit Environmental, LLC

Agenda:

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<th>Agenda (Est Time)</th>
<th>Lead</th>
<th>Overview</th>
<th>Documents</th>
<th>Action Requested</th>
<th>NOTES</th>
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<tbody>
<tr>
<td>Welcome (10 mins)</td>
<td>Chair</td>
<td>Roll Call</td>
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<tr>
<td>Meeting Notes (5 mins)</td>
<td>Chair</td>
<td>Request comment on Meeting 3 Notes.</td>
<td>Meeting 3 Document</td>
<td>Acceptance</td>
<td>Make Jenny’s change and meeting notes are accepted.</td>
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| Subgroup Reports (60 mins) | Chair | Subgroups:  
- Program Administration – Joelle  
- 4.23 Permits – Kathy  
- Records Retention – David  
- Definitions and Rule Citations – | Whiteboard | For discussion | Program Administration – Joelle reported the group is still working on reviewing issues and organize the tasks to be completed. Have a second meeting scheduled.  
4.23 Permits – No report. Group has not met. Joelle and Mike will follow-up with Kathy.  
Records Retention – David reported he has been on vacation. He spoke with Jake Garret for his input. |
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|                  | Mike S. | - Soil Testing and SARs – Marc F  
- Tank Criteria – Mark B  
- Setbacks – Jo-Anne  
- Flow Rates – Maher  
- Technical Considerations – Jenny  
- ROI/NOT - Linneth | | | |

Soil Testing and SARs – Marc reported they have met twice. Focusing discussion on USG soils data if can be used. Discussed test holes and locations and reviewing what neighboring states are doing on seepage pits. The group will have more information to share in the next four weeks.

Tank Criteria – Mark reported the team has looked at the current tank sizing chart and language for grease traps and interceptors. Do not think the chart was correct originally. This should be a quick fix and remove burden from the homeowners.

Setbacks – Joanne reported the team has a meeting tomorrow to determine which issues are potential changes for phase 1.

Flow Rates – Maher stated the group has not met. Jenny will add some notes to the white board for his group.

Technical Considerations – Jenny – Group has been good on doing their homework. Have identified problem statements, review what other states are doing and potential of what we should be doing. Have asked Linneth to gather forms and checklists from the delegated counties. Jenny needs a place to do a data dump on the whiteboard. Next meeting in two weeks. Jenny also stated she and Jake are working on a draft rule outline for phase 2.

ROI/NOT – Linneth stated the group has met twice. Looking at the inspections as part of the home inspection. Reviewed what Department of Real Estate is doing. Also taking notes on the ROI form. Next step to look at what other states are doing. Three issues are the inspections are never provided to the buyer, NOT sure their purpose if permits are not transferable and why does this matter. NOT is an opportunity to enforce basic maintenance and repairs and ensure buyers have knowledge of their system. The NOT is to transfer the discharge permit and relieves the liability of the seller.

Definitions and Rule Citations – Mike S reported he will follow-up with the members to identify the definitions need change and the proposed change.
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| Phase 1 Rule Changes | Chair | Discuss any rule changes the group wants to forward to ADEQ | | | Proposed tank changes for phase 1 – TWG members to comment on Mark’s draft on tank sizes.  
- Doesn’t go far enough, would like to allow more than 2 tanks in series (footnote c)  
- In some locations unable to get the larger tank onto the site |
| Next Steps (10 minutes) | Chair | Plan the topics for the next agenda and any homework assignments | none | For Decision | Small groups to keep meeting. |
| Open Comment (10 minutes) | Chair | Request comment. | none | For Information Only |  
- Misael – source document for the seepage pit testing. (Theresa to follow-up)  
- Tank manufacturer list – Request of ACDEHSA during September meeting  
- Need a phase 1 change on hydraulic analysis. Karthik to discuss with Maher on the analysis underway. |

**Adjourn**

*Next Meeting: Wednesday, October 13, 1:00-3:00 pm*

**Action Plan:**

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<th>Person Responsible</th>
<th>Due Date</th>
<th>Status</th>
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<td>Small groups responsible for meeting offline and reporting out during the next full meeting</td>
<td>Sub-group point person</td>
<td></td>
<td>Ongoing</td>
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<tr>
<td>Send any comments or edits on the tank sizing criteria to Mark Basic</td>
<td>All TWG Members</td>
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<td>As soon as possible</td>
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<td>Any questions or need for input from broader stakeholder community, please contact Theresa</td>
<td>TWG Members</td>
<td>By September 21</td>
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