

Meeting Agenda/Summary

Meeting	Water Quality Division: Onsite Wastewater Advisory Committee (OWAC)
Date	Tuesday, April 7, 2026
Start / End Time	9:00 am – 11:00 am (MST)
Location	Google Meets link in calendar invite meet.google.com/niw-xrqr-wts
Email	OWAC@azdeq.gov
Documents	Located in ShareFile - https://azdeq.sharefile.com/

MEMBERS

- ☒ Mike Stidham, EZ Treat, Chair
- ☐ Crystal McKee, Mohave County, Vice Chair
- ☐ Aline Parker-Eaton, Northern Arizona Inspection
- ☒ Brian Knisley, Maricopa County
- ☒ Dave Bartholomew, BWS Inc

- ☒ David Pounders, Pounders Engineering
- ☒ Jeremy Griffin, Apollo Drain and Septic Services
- ☒ Kevin Sherman, SeptiTech
- ☒ Kitt Farrell-Poe, University of Arizona
- ☒ Max Kamen, Yavapai County

- ☐ Mike Basic, Basic Drilling
- ☐ ~~Nicholas Noble, Orenco~~
- ☒ Tabitha Zapata, Macho Contracting

ADEQ STAFF – Not In Attendance!

Trevor Baggiore, Water Quality Division Director
 Randall Matas, Water Quality Division Deputy
 Kyle Uptergrove, Unit Manager
 JW Thompson, Environmental Engineering Specialist III
 Natalie Kilker, Legal Specialist

Raymond Morgan, Trainer
 Linneth Lopez, Environmental Engineering Specialist III
 Ali Baadiyan, Environmental Engineer Specialist III
 Luke Peterson, Environmental Engineer Specialist III
 David Lelsz, Program Manager

Mannie Rehm Bowler, Liaison
 Laura Carusona, Manager
 Edwin Slade, OAC Manager

Meeting Agenda/Summary

Agenda Topic	Lead	Overview	Documents	Action Requested	NOTES
Welcome (10 mins)	Mike Stidham, Chair	Roll Call	Ground Rules ShareFile - Where Companies Connect static.azdeq.gov/wqd/owac_procedures.pdf		Mike reviewed the overall ground rules. Manny wanted to make sure that everyone could access the ADEQ ShareFile location. Please contact her if you cannot. It's imperative that everyone access this location because it houses all the ADEQ-OWAC materials.
Summary review (10 mins)	Mike Stidham, Chair	March Summary	Sent as PDF via Email	For Decision	Kevin S. Reminded us that we cannot actually vote on the March minutes without ADEQ being present. Discussion OK.
ADEQ Updates for OWAC (5 min)	NOT PRESENT ADEQ, Mannie Bowler or Kyle Uptergrove	- Conflict of Interest Form(in share folder roster/procedures) - Membership Agreement (in share folder - roster/procedures) - This is for all members - Membership Recruitment due July 2026	Conflict of interest https://docs.google.com/document/d/1TBHUYE3q2SxTxrC2AaeE26uhY4WoNKaSFuWILEHS6KU/edit?tab=t.0 Membership Agreement https://docs.google.com/document/d/1-TNM7H9lc6N4svrKb9g-2nots3SU-s40oJHTD7Ujkao/edit?tab=t.0	For Information	

Meeting Agenda/Summary

ADEQ Rulemaking Update (5 min)	NOT PRESENT Kyle Uptergrove	1.5 Update - Task groups and application process 5 Year Rule Update email			
Old Business (30 min)	Mike Stidham, Chair	- Secretary Position – renewed interest. Please request a new vote. - Table 1 Task Committee (Please review the “OWAC Charge – Table 1 Revised Draft” provided by Crystal. 1.09 RV/MHP Problem Solving Update - AZOWRA/OWAC Training Modules development for 1.5 items - Cesspools	Sent as PDF via Email	For Discussion	Secretary Position Kitt was nominated and approved to be the group’s secretary. Table 1 Task Committee Crystal heads this effort. Mike. Has concerns about reducing hydraulic loading rate without considering mass loading rate – confirmed on Table 1 spreadsheet. Perhaps having a second table to cover the high-strength waste and mass loading rates. Max. What about sampling more so that we know better where we are on hydraulic loading and mass loading. There’s nothing in rule for protocols for sampling (frequency, location, what, when, where, sample size, etc.). How does this affect smaller commercial operations both financially and effort? Mike. You need to know the actual flow to be able to determine mass from the concentration of the sample. David P. Appropriate sampling location is important. Mike. Most states look at effluent out of the pipe. Kevin. In FL, water tables are within 1-5 ft. This is not the case in most of AZ where most of the water tables are much, much

Meeting Agenda/Summary

					deeper. So, end-of-pipe sampling is appropriate for AZ. Mike. Monitoring wells are also useful. Kevin. Testing is also important for troubleshooting. Reviewed Rev Table 1 tab. Kitt. Shall we make a recommendation for a Table 2 for mass loading to help deal with high strength waste? Mike. We made that recommendation previously, and ADEQ indicated that they were NOT going to have a 2nd table. BUT we can make the recommendation again in light of high strength waste issues now being raised. Mike. He'd like to recommend that there be a Table 2. MOTION: Kitt. After further discussion, she moves to recommend to ADEQ that a Table 2 for mass loading rates <i>and peaking factors</i> be developed and incorporated into Rule to assist in dealing with high strength waste. Brian K seconds. Max. What does Table 2 look like – does it repeat Table 1 and other elements, what's included? BOD, TSS, TN, FOG? Only high-strength waste? Kevin. Either approach would be OK and would improve the operation of systems in the State. MOTION passed unanimously. Max. What's missing from Table 1? Are there other things missing from this list: Convenience Store/Gas Station; Emergency Medical/Urgent Care/Doc in a box; Day Care/Childcare/Preschool; Fitness Center with and without Showers; Veterinary Office; Summer Camp/Seasonal; Care Dealership. Mike. Designing using average daily flow
--	--	--	--	--	--

Meeting Agenda/Summary

					instead of peak flow is problematic. Kevin. Using a peaking factor of 2-4 is important. 1.09 RV/MHP Problem Solving Update Mike. He feels that ADEQ is trying to separate RV's & Manufactured Homes into their own set of rules. Kevin. How many units are we talking about? Mike. Hundreds. The biggest problem is that often these communities are for low-income, under-resourced people, and closing these parks is problematic. Finding solutions for these highly dense communities is difficult. Brian. There are grandfathered-in parks with failing systems. Under current rule, they cannot replace their system. Mike. Nitrogen loading is a big problem. Max. Both an issue of cost and sizing (not enough room to expand these systems). Not sure if replacing "in place" would be allowed. Allowing for one-time replacements. David P. He's dealing with this issue currently. Another reason he would like to see more testing, especially on their actual flow. He'd like to see that actual flows be able to replace Table 1 flows. We need standardized testing protocol(s). Mike. Having a standardized approach/pathway would be very helpful for designers. Do we want to make a recommendation to ADEQ? In light of no motion, do we recommend tabling this discussion until we meet with ADEQ next? Yes. AZOWRA/OWAC Training Modules Development for 1.5 Items Mike. Mike will be meeting with ADEQ later today regarding AZOWRA training and developing a Memorandum of Understanding.
--	--	--	--	--	---

Meeting Agenda/Summary

					He will summarize for us his meeting with ADEQ later. Cesspools Kevin S. noted that all references in the ShareFile folder to fix cesspools were to put them on central sewer. He finds this a limiting scenario. His experience in FL indicates that this approach is not sustainable or feasible. We need to have realistic strategies for a broader range of approaches. Kitt. Do we need to form a subcommittee among ourselves to provide recommendations to ADEQ? Kevin. Yes. Dave. Last month's meeting notes indicated that ADEQ will not be using Technical Working Groups, so would subcommittees be allowed? Mike. Subcommittee are allowed and encouraged. Kevin. His term is expiring in this year and doesn't feel that he wants to express an opinion. He will not be seeking another term. Max. There is a cesspool abatement program in Yavapai county to get cesspool users to either connect to sewer or upgrade to an OWTF. Users need to apply and financial need isn't necessarily the only criteria. ADEQ is disappointed in the low numbers of applications. Working with NACOG (Northern AZ Council of Governments) for the application process and financial assistance.
--	--	--	--	--	---

Meeting Agenda/Summary

Open Floor/New Business (40 min)	Mike Stidham, Chair	● Reminder that Membership Recruitment is due by July 2026. Please review the OWAC Members List. ● List of projects that the Agency needs addressed (things that ADEQ and OWAC can work on together). Interest expressed for: ○ 1.09 ○ Op Cert Program (Certified training program in Arizona that aligns with ADEQ. ● Revised NAWT Inspection protocols ● New Site Investigation Forms			Membership Recruitment Mike. We need to aggressively recruit new members. We lost Jake recently. Applications due in July. We missed a year of recruitment, and the terms extended to the end of the year, not July to June. We need clarification from ADEQ about what the actual term end (June or Dec). List of Projects that ADEQ needs to address Revised NAWT Inspection Protocols Kitt. Reviewed the situation with her concerns and challenges. Kevin. What does NAWT have to say about your concerns? Kitt. Kitt has a meeting scheduled Friday, April 17, and ADEQ has been in discussions with NAWT. Kitt. Shall we table until next month. Mike. Yes. New Site Investigation Forms Brian. Only complaint is that there has been no training on using the new forms as promised by ADEQ. Max. What pictures need to be taken, what needs to be reported? Mike. We'll table this discussion until next month.
--	--------------------------------	--	--	--	---



Meeting Agenda/Summary

Adjourn	Mike Stidham, Chair			For Decision	Adjourn at 11:01 a.m.
---------	------------------------	--	--	--------------	-----------------------

Calendar (Bold Meetings ADEQ Staff Will be in Attendance)

January 6, 2026

February 3, 2026

March 3, 2026

April 7, 2026

May 5, 2026

June 2, 2026

July 7, 2026

August 4, 2026

**September 1,
2026**

October 6, 2026



Meeting Agenda/Summary

November 3, 2026

December 1, 2026

January 5, 2027

OWAC Ground Rules

- ▶ **Must treat each other w/ mutual respect and dignity.**
 - ▶ Challenge ideas, not the person.
 - ▶ No personal attacks.
 - ▶ Be patient and don't interrupt others.

- ▶ **Be prompt, attentive and prepared**
 - ▶ Stay focused on agenda topics.
 - ▶ Bring literature/supportive research to support opinion.

- ▶ **Honest and constructive discussions are necessary to get the best results.**
 - ▶ Raise issues and seek solutions from the group.
 - ▶ If you disagree, propose a solution if possible.
 - ▶ Find a way to resolve issues with the group, rather than fixing the issue by one person only.
 - ▶ Document when consensus is not obtained, clearly document minority and majority opinion.

- ▶ **Chairman calls on members to speak.**