

Seasonal Start-Up Procedure Paperwork

January 2018

Division of Drinking and Ground Waters



Applicability

- This training applies if you operate one or more of the following seasonal public water systems:
 - Depressurized
 - Depressurizes all of its waterlines
 - Partially-depressurized
 - Depressurizes some of its waterlines
- Contact the Ohio EPA District Office if you have questions

When is it due?

- **Complete the start-up procedure on or before the opening date to the public (i.e., open doors)**
 - All of the steps in the start-up procedure must be completed, and
 - Ohio EPA must receive your “Seasonal Start-Up Certification Form” on or before your opening date

When is it due?

- **Notify the Ohio EPA District Office if your opening date has changed from last year**
- A change in your opening date will change the due date of your “Seasonal Start-Up Certification Form”

Start-Up Procedure – Step 1

1. Complete the “Seasonal Public Water System Start-Up Requirements and Checklist”

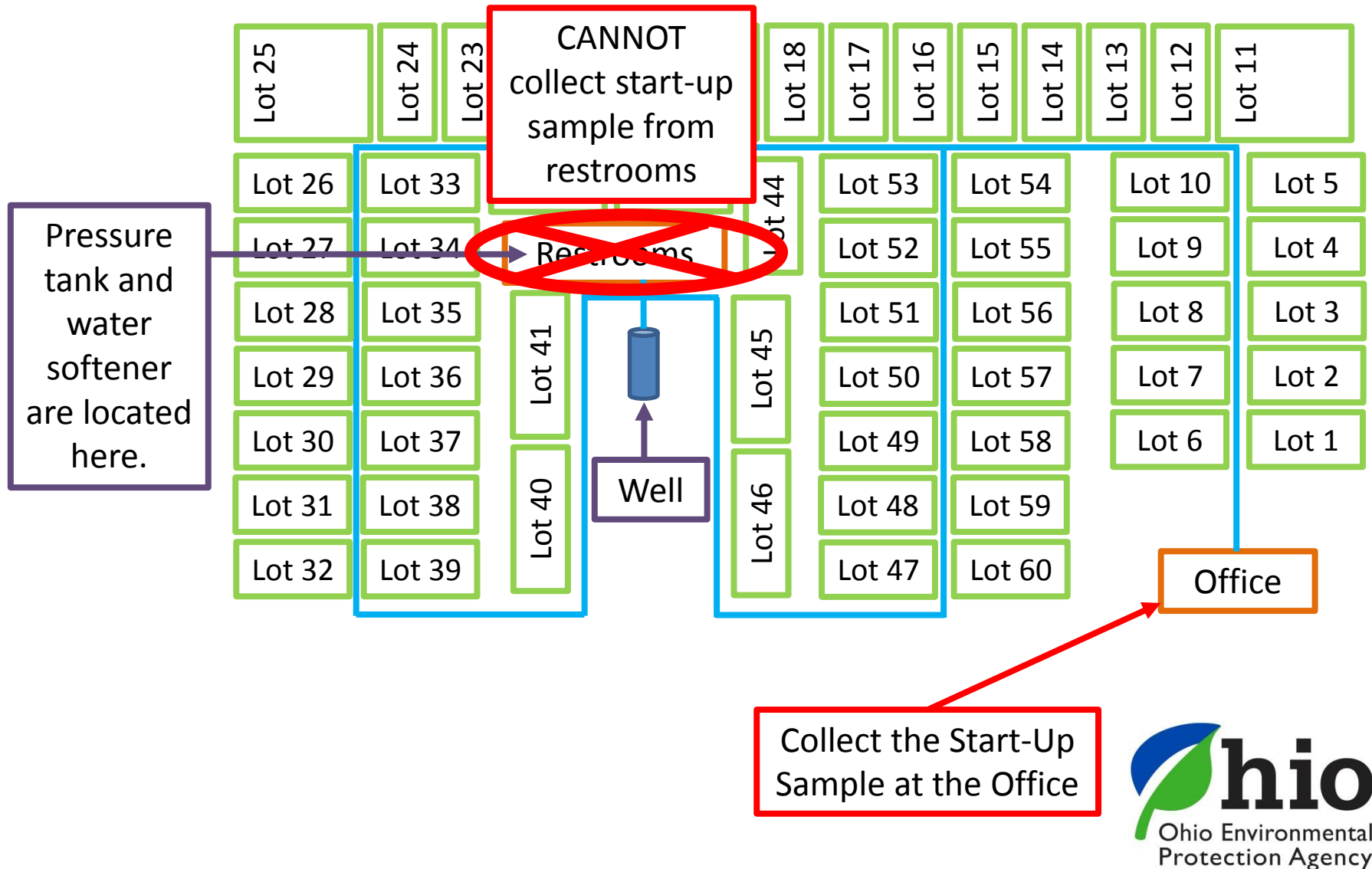
Start-Up Procedure – Step 1

- Notes on start-up checklist:
 - Keep the completed checklist in your records
 - Do not submit it to Ohio EPA unless requested

Start-Up Procedure – Step 2

2. Collect at least 1 total coliform sample
 - a) Must collect from the distribution system (e.g., restroom) at the most susceptible location to contamination
 - b) CANNOT be collected from the pressure tank or near the well

Example – Campground (Aerial View)



Start-Up Procedure – Step 3

3. Label the Sample Submission Report as:

- Sample Type = **Special**
- Facility Code/Facility ID = **DS1**
- Sample Monitoring Point (SMP) = **SUP01**

Start-Up Procedure – Step 4

4. Wait for sample results from the lab.

Start-Up Procedure – Step 5

5. If the sample is safe (absent/negative):

- Complete and submit the “Seasonal Start-Up Certification Form” to the Ohio EPA District Office
 - Scan and email
 - Fax
 - Hard copy mail
- Completed form must be received on or before your opening date

Start-up Procedure – Step 5 (if necessary)

5. If the sample is unsafe (present/positive):
 - Contact the Ohio EPA District Office for assistance

After you open

- Begin collecting routine total coliform samples as required on your monitoring schedule (available online)

Monitoring Schedule



Effective Date: 01/01/2018

2018 MONITORING SCHEDULE

OH1234568 Cool Blue Marina

System Type: Transient Noncommunity

Operating Period: 5/1 to 10/31

Ground Water Rule Minimal Treatment System

THIS SCHEDULE MAY NOT INCLUDE ALL MONITORING REQUIREMENTS FOR YOUR SYSTEM.

Contact your district office to review additional monitoring for operating parameters, and/or other monitoring requirements not included on this schedule.

Also, monitoring schedules may be revised during the year based on sampling results.

For water emergencies that occur after hours, please call 800-282-9378

DISTRIBUTION MONITORING SCHEDULE

Sampling Facility ID: DS1	Facility Name: Cool Blue Marina Distribution
Location SMP ID: DS000	Facility Source: Ground Water

Chemicals

Monitoring Requirements

TOTAL COLIFORM (TCR) - 3100

1 Sample(s) Required between	5/1/2018	and	5/31/2018
1 Sample(s) Required between	6/1/2018	and	6/30/2018
1 Sample(s) Required between	7/1/2018	and	7/31/2018
1 Sample(s) Required between	8/1/2018	and	8/31/2018
1 Sample(s) Required between	9/1/2018	and	9/30/2018
1 Sample(s) Required between	10/1/2018	and	10/31/2018

If on Monthly Monitoring

- If on monthly total coliform monitoring:
 - Collect at least 1 start-up sample before you open
 - Collect monthly routine samples after you open
 - Note: You may be required to collect multiple samples during the first month of operations. See ABC Campground example.

ABC Campground Example – Monthly Monitoring

If on Monthly Monitoring

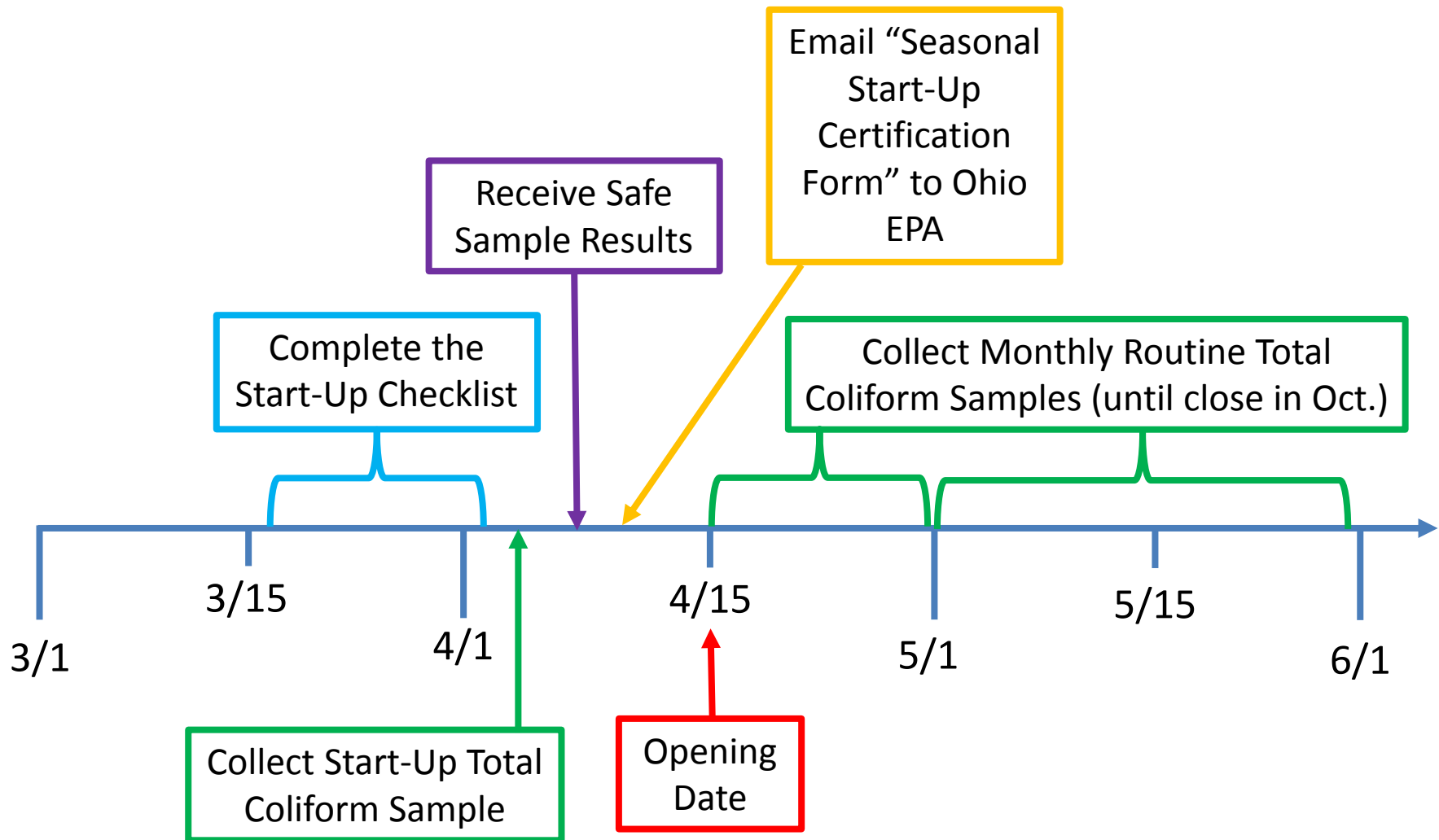
- ABC Campground
 - Open 4/15 to 10/31
 - Blows out all waterlines in the winter (depressurized seasonal system)
 - Currently on monthly routine total coliform monitoring

If on Monthly Monitoring

- ABC Campground
 - Complete the full start-up procedure:
 - Complete the “Seasonal Public Water System Start-Up Requirements and Checklist”
 - Collect 1 seasonal start-up sample (receive safe results)
 - Ohio EPA must receive the “Seasonal Start-Up Certification Form”

All done on or before opening date of 4/15

ABC Campground - Timeline



Start-Up Sample vs. Routine Samples

It is impossible to collect both the start-up sample and the first month's routine sample on the same day.

- The start-up sample is collected before you open
- The routine samples are collected after you open

DJ's Dairy Twist Example – Quarterly Monitoring

If on Quarterly Monitoring

- DJ's Dairy Twist
 - Open 4/1 to 9/30
 - Depressurizes in the winter (depressurized seasonal system)
 - Quarterly routine monitoring

If on Quarterly Monitoring

- DJ's Dairy Twist

- Complete the full start-up procedure:

- Complete the “Seasonal Public Water System Start-Up Requirements and Checklist”
 - Collect 1 seasonal start-up sample (receive safe results)
 - Ohio EPA must receive the “Seasonal Start-Up Certification Form”

All done on or before opening date of 4/1

If on Quarterly Monitoring



Effective Date: 01/01/2018

2018 MONITORING SCHEDULE

OH1234565 DJ's Dairy Twist

System Type: Transient Noncommunity

Operating Period: 4/1 to 9/30

Ground Water Rule Minimal Treatment System

THIS SCHEDULE MAY NOT INCLUDE ALL MONITORING REQUIREMENTS FOR YOUR SYSTEM.

Contact your district office to review additional monitoring for operating parameters, and/or other monitoring requirements not included on this schedule.

Also, monitoring schedules may be revised during the year based on sampling results.

For water emergencies that occur after hours, please call 800-282-9378

DISTRIBUTION MONITORING SCHEDULE

Sampling Facility ID: **DS1**

Facility Name: **DJ's Dairy Twist**

Location SMP ID: **DS000**

Facility Source: **Ground Water**

Chemicals

Monitoring Requirements

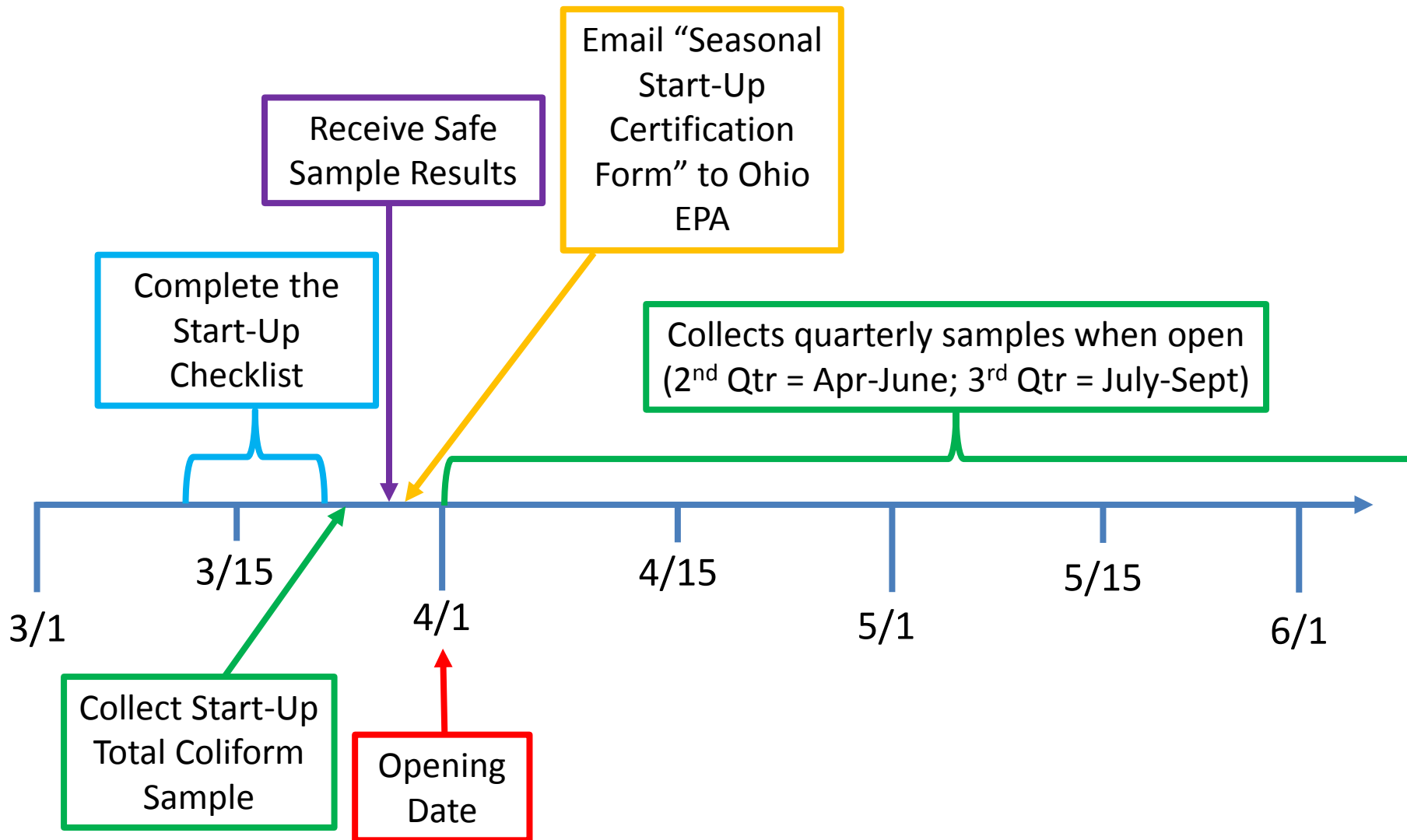
TOTAL COLIFORM (TCR) - 3100

1 Sample(s) Required between 4/1/2018 and 6/30/2018

1 Sample(s) Required between 7/1/2018 and 9/30/2018



DJ's Dairy Twist - Timeline



Closing Date - Monitoring

- Please notify the Ohio EPA District Office if your seasonal closing date changes
- This could change your routine total coliform monitoring requirements

Closing Date - Monitoring

- Putt Putt is on monthly monitoring
- Open 4/15 to 9/12

Monitoring Period	Sampling Required
Before 4/15	1 start-up sample
4/15 to 4/30	1 routine sample
May	1 routine sample
June	1 routine sample
July	1 routine sample
August	1 routine sample
9/1 to 9/12	1 routine sample

Questions?

Northwest District Office

(419) 352-8461

Northeast District Office

(330) 963-1200

Central District Office

(614) 728-3778

Southwest District Office

(937) 285-6357

Southeast District Office

(740) 385-8501

