



# COMMISSION POLICY

## Sanitary Sewer Maintenance Policy

Category: <b>Wastewater</b>	Subcategory: <b>Collection</b>	Policy Number: <b>6.1.002</b>
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### Section I - Introduction

This policy was developed to be used as a guide by Grand Rapids Public Utilities (GRPU) personnel and to provide GRPU customers the greatest practicable latitude in the use of utilities services consistent with reliable, economical and safe service to all customers. The result of using this policy should be consistent, logical and fair treatment of GRPU customers in regard to water and wastewater discussions.

Legal ramifications of these policies are addressed in various parts of the Municipal Code.

#### **1. Purpose**

It is the policy of the GRPUC to comply with all applicable state and federal regulatory requirements.

GRPUC intends to provide effective and efficient maintenance to its sanitary sewer system by evaluating political, social, safety, and economic concerns, among others. Procedures identified in this policy are intended to maintain the sanitary sewer system to prevent sewer backups. These procedures, when implemented, may also extend the service life of various components of the sanitary sewer system.

GRPU has approximately 70 miles of public sanitary sewer mains, approximately 1565 manholes and lift/pump stations within its sanitary sewer system. Procedures identified in this policy are intended to maintain GRPU's sanitary sewer system to prevent sewer backups and to extend the life of the system. GRPUC has developed and implemented this policy that takes into consideration public safety, GRPU's budget and personnel, environmental concerns, and the cost of implementation versus the benefit to be achieved. GRPU will use its employees, equipment and/or contractors to provide this service.

While GRPU fully intends to meet the guidelines established in this policy, there may be times when this is not feasible. Issues including, but not limited to, budget constraints, critical equipment failure, or weather and other emergencies may prevent GRPU from meeting the guidelines established herein. The GRPUC may override provisions established within this policy.

## 2. Routine Maintenance and Inspection Goals

### A. Sanitary Sewer Mains

GRPU will maintain the components of the public sanitary sewer system. This includes sanitary sewer mains, manholes, lift stations, waste water treatment plants, and other components. See Policy 6.1.000 Jurisdictional Boundary for private property owner/GRPU responsibility.

Schedule – GRPU’s goal is to inspect and maintain the components of its sanitary sewer system according to the Sanitary Sewer Incentive Program offered by the League of Minnesota Cities Insurance Trust.

Equipment –The equipment used to perform maintenance will be a jetter vector truck and all associated equipment.

Television Inspection – GRPU’s sanitary sewer mains will be inspected by the television camera system. These records will be kept by GRPU per the legal retention time required.

### B. Sanitary Line Categories

#### a. Category 1 Areas

The sanitary sewer mains and facilities identified as a category 1 area will receive more frequent maintenance as noted on jetting procedure, sewer maps and operational logs. Category 1 areas are identified as sections of the sewer system that have had prior back-ups or after televising it is revealed that there are roots present.

#### b. Category 2 Areas

These areas are known to have clay tile lines and have maintained their integrity and are considered by normal.

#### c. Category 3 Areas

These areas are known to have PVC lines and are well-constructed and considered to be better than normal.

### C. Sanitary Sewer Lift Stations

GRPU maintains lift stations using specific maintenance that is reasonable and recommended. The number of lift stations, location, date of installation, and capacity of each lift station is kept on record. Maintenance for each lift station is reflected in Standard Maintenance Procedures (SMP).

Components of SMP include:

- Manufacturers’ recommended maintenance schedules for all lift station equipment
- Operating procedures for adjusting pump operations (manually or automatically) during wet weather to increase in-line storage of wet weather flows

- Setting wet well operating levels to limit pump start/stops
- Cleaning wet well
- Calibrating flow meters or conducting draw down tests
- Regular rotation of lead, lag, and backup pumps
- Regular inspections of lift station, alarm systems and electrical components
- Maintenance of operation logs and records for all lift station activities and inspections
- Clean force mains
- Inspect manholes to identify any Inflow/infiltration
- Repair pump wear rings and seal kits
- Identify problem areas/components

### 3. Inflow and Infiltration

Inflow and infiltration (I&I) occur when clear water gets into the sanitary sewer system. This may occur through cracks or leaks in the sewer pipes and manholes or through sump pumps incorrectly connected to the sanitary sewer system. Inflow and infiltration can lead to backups, overflows and unnecessary and expensive treatment of clear water.

GRPU addresses I&I in S.002 Sanitary Sewer Operating Rules Policy under section 7.0 PROHIBITED WASTES under Section 7.1 located here [GRPUC Operating Policy Rules Public Wastewater Collection](#).

The city of Grand Rapids has adopted and enforces the Minnesota Plumbing Code by ordinance. Under Chapter 11 Storm Drainage section 1101.2 Storm Water Drainage to Sanitary Sewer Prohibited. See section 1101.5.1. located here <http://epubs.iapmo.org/2015/Minnesota/index.html#p=106>

### 4. Personnel Responsibilities and Requirements

#### A. Exercise of Professional Judgment

It is expected that GRPU employees in accordance with their job duties and responsibilities, will exercise their professional judgment in the implementation of this policy. Further, it is expected that in emergency situations GRPU employees will be required to exercise their discretion and weigh political, social, and economic considerations including but not limited to public and employee safety, the potential for damage to private property and GRPU sanitary sewer system, and environmental concerns.

#### B. Training and Education

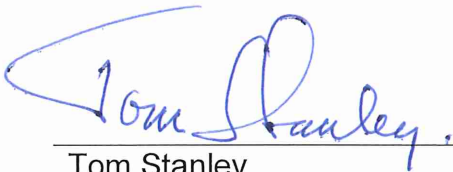
GRPU will provide training to employees responsible for maintenance of and emergency response to issues with the sanitary sewer system. Training of employees will include education necessary to earn and maintain appropriate operator certifications. Training will also address standard operating procedures, proper use of equipment, safety, emergency response and other topics required by state and federal regulatory agencies.

## 5. Documentation

GRPU will document all of its inspection and maintenance activities and emergency responses for its sanitary sewer system. These records will be kept in accordance with GRPU's records retention schedule.

## 6. Public Education

GRPU will regularly inform residents of their responsibilities related to sanitary sewer service. Topics may include jurisdictional boundaries, flushable wipes, insurance, back-water valves, clean water discharges etc.



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Tom Stanley  
GRPUC President



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Luke Francisco  
GRPUC Secretary

### POLICY HISTORY:

Adopted: August 17, 2022

Revised: