

# **Public Water Systems**

**What do I really  
need to know?**



**EPA Region 8 Fall 2014  
Drinking Water Operator Training  
September 25, 2014**

# **OVERVIEW**

- **Why Your System is Considered a PWS**
- **Safe Drinking Water Act in Wyoming**
- **What You Need to do for EPA**
  - **Monitoring and Reporting Requirements**
  - **Contacting a Certified Laboratory**
  - **Sampling at Proper Locations**
  - **Filling Out Lab Forms**
  - **What to do with Results**
- **Where to Obtain Information**
- **System Changes**
- **Common Errors**
- **Need Help?**

# WHY YOUR SYSTEM IS CONSIDERED A PUBLIC WATER SYSTEM (PWS)

**Your facility serves at least 25 individuals at least 60 days of the year or has 15 service connections.**

**Includes providing water by means of serving food, water, drinks or ice, providing restrooms, water faucets, eye wash stations, etc.**



# **SAFE DRINKING WATER ACT IN WYOMING**

**Here's the short version...**

**Wyoming is the only state that does not have authority to implement the Safe Drinking Water Act. The responsibilities for ensuring safe drinking water are shared between Wyoming Department of Environmental Quality and EPA Region 8.**

**Additionally, public eating and drinking establishments are monitored by either Wyoming Department of Agriculture Consumer Health Services or the local health department.**

**So in English what does that mean to me?...**



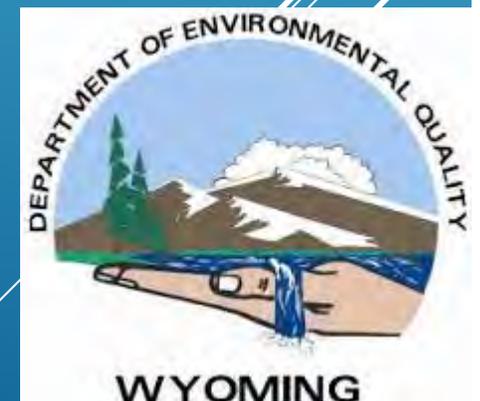
# EPA REGION 8 RESPONSIBILITIES:

- **Overseeing monitoring/reporting of testing**
- **Technical assistance to PWS operators**
- **Laboratory certification**
- **Compliance determinations**
- **Sanitary Surveys**
- **Homeland Security**
- **Informal/formal enforcement**



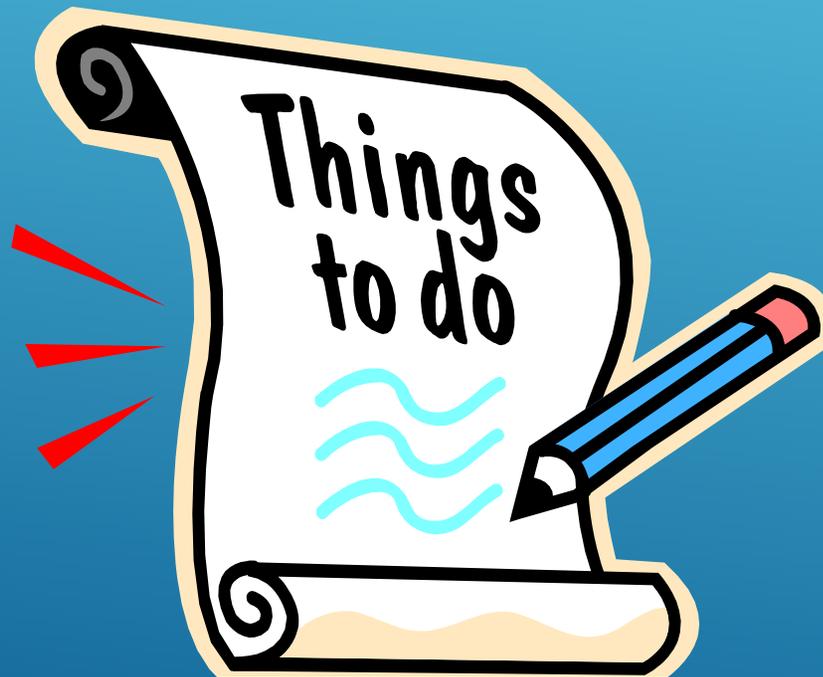
# STATE OF WYOMING RESPONSIBILITIES

- **Plan and Spec review**
- **Water rights**
- **Capacity development**
- **Food and beverage inspections**
- **Source water protection**
- **Construction/well drilling permits**
- **Operator certification**
- **Financing drinking water projects**



# WHAT DO I NEED TO DO FOR EPA REGION 8?

**Review the information we send you!**



# What You Need To Do #1:

## Review Your Monitoring and Reporting Requirements

### MONITORING and Reporting Requirements for the Calendar Year 2013

February 8, 2013

██████████ BAR & GRILL

PWS ID#: WY560 ██████████ (NC/GW)

The requirements presented here are based on EPA's current information, which might not be completely accurate. We advise you to compare this information with data from your own files, and contact the appropriate EPA rule manager for clarification if needed.

#### Total Coliform (TCR)

Take 1 sample each quarter during the year. Take samples throughout the distribution system following your site sampling plan.

IF YOU CHLORINATE OR PURCHASE CHLORINATED WATER, you must measure chlorine residual at the same place each time you do bacteriological sampling. Write the chlorine residual results on the sampling sheet and ask your laboratory to forward that information to EPA.

#### Ground Water Rule

Within 24 hours of being notified of a Total Coliform Rule positive (TC+) routine sample, you must sample for presence of E coli at ALL ground water sources in use at the time of the original TC+. Utilize the Ground Water Rule sampling form found at the following website:  
<http://www.epa.gov/region8/waterops/reporting/forms.html#gwr>. Label the sampling location as 'Source', include the location if there are multiple ground water sources (e.g. Source-Well #2). Check mark the sample as 'Routine'. Fax a copy of the results to 1-877-876-9101. Questions? Contact Tiffany Mifflin at 1-800-227-8917 ext. 312-6521.

#### Nitrate (NO3)

You are required to monitor annually for nitrates. Collect a sample between January 1 and December 31, 2013 at every entry point to the distribution system shown on the system schematic.

Included in this document is the monitoring period, required sampling locations and other important information.

Each Rule Manager may alter your monitoring requirements as needed after reviewing your results.



# What You Need To Do #2 (cont.):

## Contact a Certified Laboratory:

- **ALWAYS** double check the lab you are using is on the EPA Region 8's Certified Lab List. Some labs may say on their website they are "EPA Certified"; however, they may only be certified for specific contaminants- **not all contaminants!**
- Ask the lab for sampling instructions if you are new to sampling.
- Obtain sample bottles from the certified lab. Be sure to note which bottles are to be used for which contaminant as these may differ.



**EPA**  
CERTIFIED



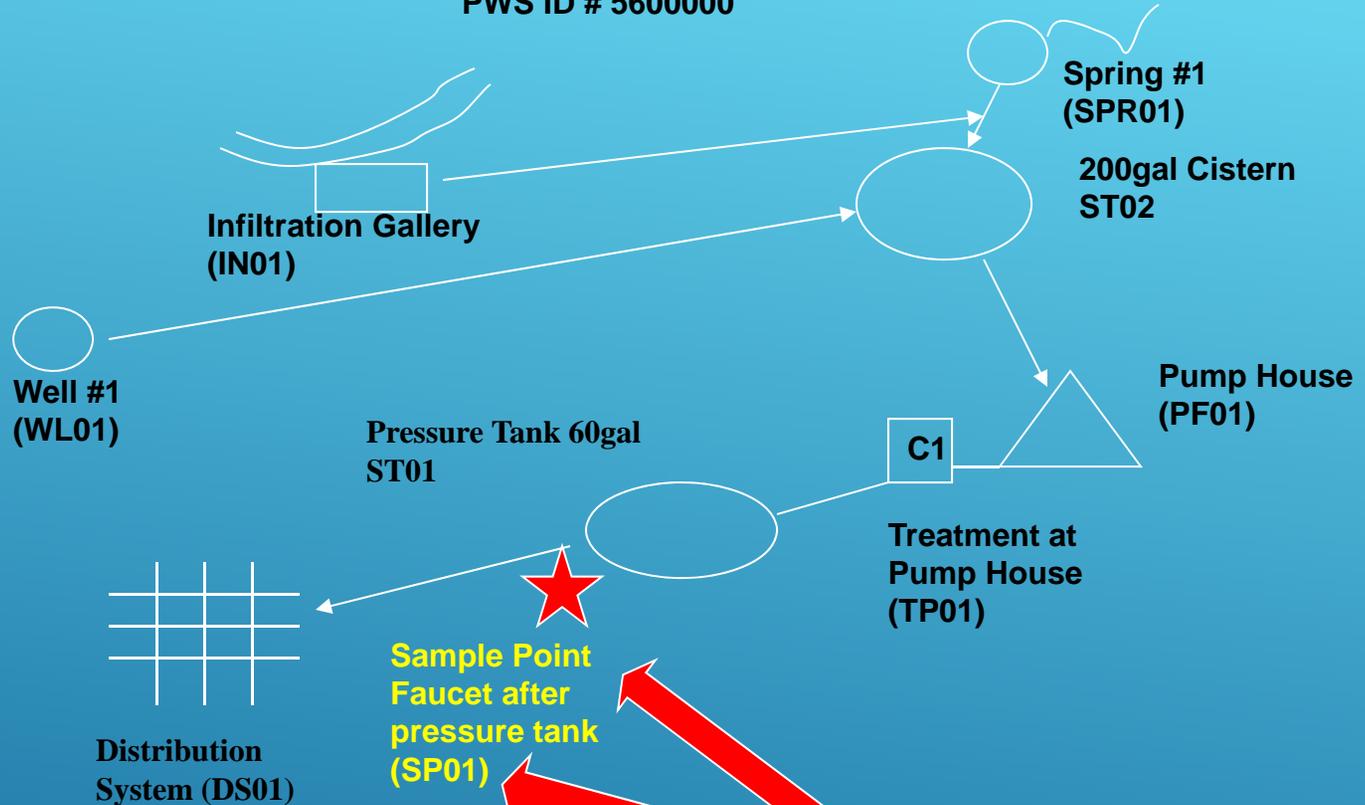
# What You Need To Do #3:

## Sample at Proper Sample Point(s)

- Sample points will be noted in your monitoring and reporting requirements or in correspondence from the Rule Manager.
- Make sure to sample at ALL sampling points!
- For example, the sampling point(s) for nitrates, rads, IOCs, VOCs and SOCs is designated by a star on your schematic.  The star should also include the sampling point name(s) as the sampling location (normally SP\_ \_). Make sure to include the sample point location & include your PWS# on the certified lab form.

# Public Water System

PWS ID # 5600000



**Schematic not to scale**

Date 12-10-99

Prepared by Todd Mercord

Revised 10-6-04 C Lamb

Agreed To by  
X \_\_\_\_\_  
Date \_\_\_\_\_



**Sample Point for Nitrates/Nitrites,  
Rads, IOCs, VOCs and SOCs**



## WHEN SAMPLING...

**Take your time! Rushing can lead to silly and costly mistakes.**

**Do not wait until the last week of the monitoring period!  
Especially for your Total Coliform Rule samples, it's always best to sample on a Monday or Tuesday at the beginning of the month in case you need to collect repeat samples.**

**Make sure you are sampling at the correct location! For example, the Stage 2 DBPR sampling location must match with the location stated in the EPA Region 8 approval letter.**

**If you sample at the wrong location, it will be a violation!**

# **What You Need To Do #4:**

## **Fill Out the Lab Form:**

**Completely fill out the form including:**

- **PWS Name**
- **PWS ID Number (WY560xxxx or WY568xxxx)**
- **Contact information (cell number and email)**
  - Label the form with appropriate sample location from the bottle.**
  - Mark down the correct sample time and date**
  - Be sure to indicate what type of sample (routine, repeat, special).**

**Be sure to contact the lab if you are unsure how to fill out your form.**

# What You Need To Do #4:

## Fill Out the Lab Form:

**Chain of Custody and Analytical Request Record** Page 1 of 1

**LABORATORIES** PLEASE PRINT- Provide as much information as possible.

Company Name: <b>Example System</b>		Project Name, PWS, Permit, Etc.: <b>WY5600000</b>		Sample Origin State: <b>WY</b>	EPA/State Compliance: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Report Mail Address: <b>123 Example Road, Cody, WY</b>		Contact Name: <b>Mr. Example</b>	Phone/Fax: <b>307-123-1234</b>	Email: <b>Ex.sample@ex.com</b>	Sampler: (Please Print) <b>Mr. Example</b>
Invoice Address: <b>123 Example Road, Cody, WY</b>		Invoice Contact & Phone: <b>307-123-1234</b>		Purchase Order:	Quote/Bottle Order:

Special Report/Formats – ELI must be notified prior to sample submittal for the following:			ANALYSIS REQUESTED	SEE ATTACHED	Normal Turnaround (TAT)	<b>R U S H</b>	Contact ELI prior to RUSH sample submittal for charges and scheduling – See Instruction Page	Shipped by: <b>Mr. Example</b>
<input type="checkbox"/> DW <input type="checkbox"/> A2LA <input type="checkbox"/> GSA <input type="checkbox"/> EDD/EDT (Electronic Data) <input type="checkbox"/> POTW/WWTP            Format: _____ <input type="checkbox"/> State: _____ <input type="checkbox"/> LEVEL IV <input type="checkbox"/> Other: _____ <input type="checkbox"/> NELAC							Number of Containers Sample Type: A W S V B O Air Water Soils Solids Vegetation Bioassay Other	Comments:

SAMPLE IDENTIFICATION (Name, Location, Interval, etc.)	Collection Date	Collection Time	MATRIX	TCR	Nitrates													
1 Kitchen Sink	9/18/12	10:05 am		X														
2 SP01	9/18/12	11 am			X													
3																		
4																		
5																		
6																		
7																		
8																		
9																		
10																		

<b>Custody Record MUST be Signed</b>	Relinquished by (print): <b>Mr. Ex Example</b>	Date/Time: <b>9/18/12</b>	Signature: <i>Ex Example</i>	Received by (print):	Date/Time:	Signature:
	Relinquished by (print):	Date/Time:	Signature:	Received by (print):	Date/Time:	Signature:
	Sample Disposal: Return to Client:	Lab Disposal:	Received by Laboratory:	Date/Time:	Signature:	

LABORATORY USE ONLY



# What You Need To Do #5:

## I Received My Results, Now What?

Send copies of your results/forms to EPA by either:

Email: [R8DWU@epa.gov](mailto:R8DWU@epa.gov)

Fax: 1-877-876-9101

Mail: US EPA Region 8

Drinking Water Unit (8P-W-DW)

1595 Wynkoop St.

Denver, CO 80202



Results are due no later than 10 days after the end of the monitoring period.

**Make sure your PWS ID# and sampling location are on the results, as well as the lab name (or chain of custody form) shows it is a lab certified to analyze those specific contaminants.**

# What You Need To Do #5:

## I Received My Results, Now What?

- **Review the results right away**
- **Contact EPA immediately if the results:**
  - **Exceed the maximum contaminant level (MCL) for any contaminant**
    - **Not sure what the MCLs are for the various contaminants?  
Go to the following website:**
    - **<http://water.epa.gov/drink/contaminants/upload/mcl-2.pdf>**
  - **Are *E. coli* positive for any GWR or TCR sample result**
  - **For Surface Water Systems:**
    - **Exceed the turbidity maximum limit (1 or 5 NTUs)**
    - **For the chlorine residual drops below 0.2 mg/L at the point of entry**

# WHERE CAN I OBTAIN INFO?

## Drinking Water Online:

<http://www2.epa.gov/region8-waterops>

This site includes information on general sampling and forms, templates and announcements.

## Drinking Water Watch:

<https://iaspub.epa.gov/Region8DWW/JSP/loginForm.jsp>

This site you can access system specific information like monitoring requirements, schematics, etc.

## Public Access Drinking Water Watch:

<https://sdwizr8.epa.gov/Region8DWWPUB/>

# WHERE CAN I OBTAIN INFO?

## Drinking Water Online:

<http://www2.epa.gov/region8-waterops>

Attention! This site will be undergoing maintenance on 9/7/2014 8:00pm. The site will be unavailable at that time and is scheduled to be back up by 12:00am.

EPA United States Environmental Protection Agency

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### Region 8 Drinking Water Online

Contact Us | Share

This website is designed for the use of owners, operators, and administrative staff who work at public water supply systems in Wyoming and on Tribal lands within the jurisdiction of EPA Region 8.

#### Drinking Water Online Quick Finder

- [Boil Water Advisory](#)
- [TCR/E-Coli Positives](#)
- [Consumer Confidence](#)
- [Contact List](#)
- [Emergency Notification](#)
- [Certified Lab List](#)
- [Loss of Pressure](#)
- [Natural Disasters](#)
- [Regulated Analytes](#)
- [Public Notices](#)
- [Reporting Forms](#)
- [Sampling Guide](#)

#### EPA Headquarters Information

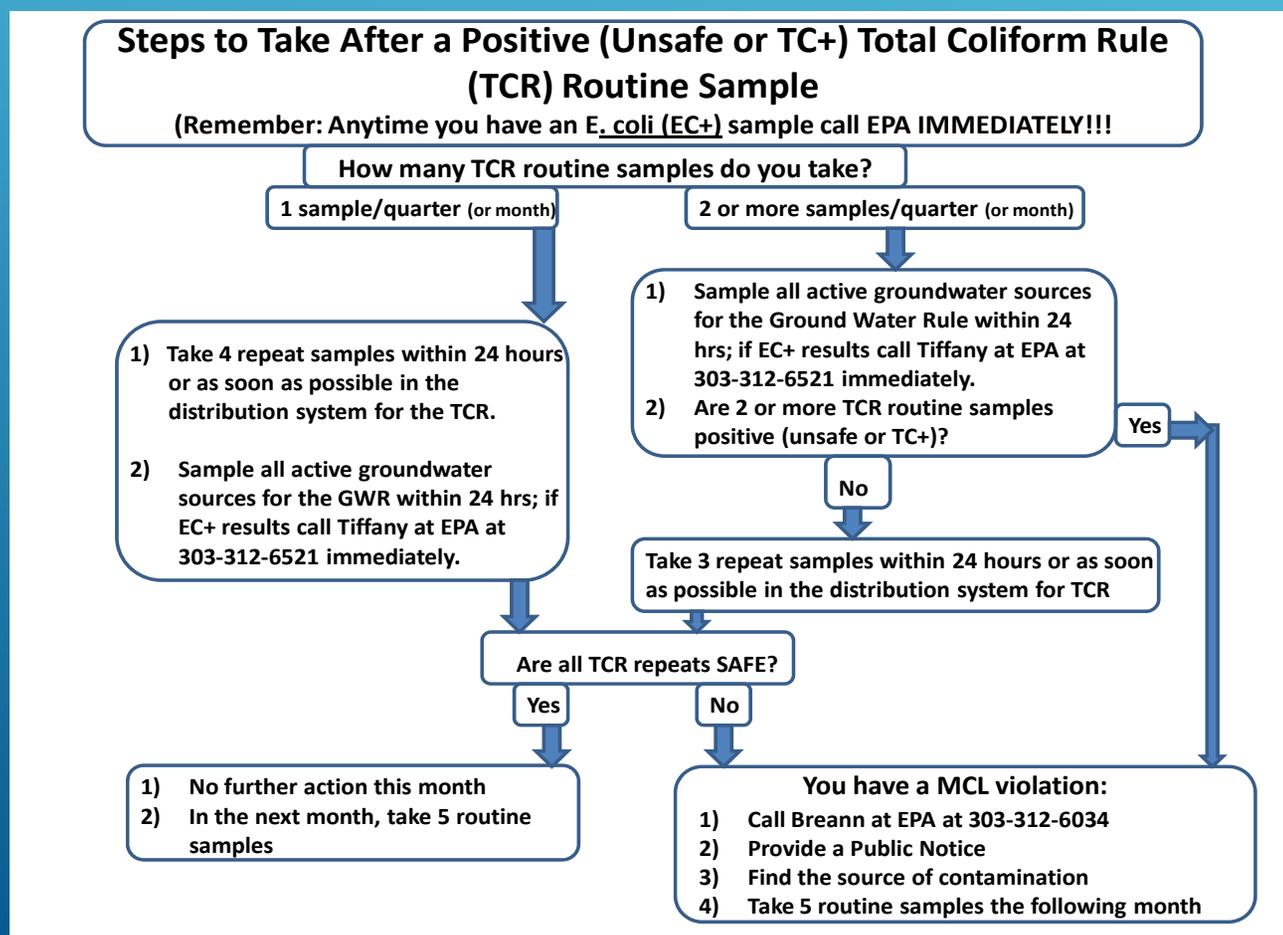
- [EPA Office of Ground Water and Drinking Water](#)
- [EPA Tribal Drinking Water](#)

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# WHERE CAN I OBTAIN INFO?

Drinking Water Online:

<http://www2.epa.gov/region8-waterops>



# SYSTEM CHANGES

**EPA needs to be notified if you have any changes to the system contact or ownership, source of water, treatment equipment, or to the facility.**



**You can fill out a Change to PWS form found at:**

**<http://www2.epa.gov/region8-waterops> under the reporting forms tab.**

You wouldn't like me  
when I'm angry...





# COMMON MISTAKES

- **Not including your public water system number on your documents/emails**
- **Not sampling at the correct sampling point locations**
- **Not providing your number when you leave a message**
- **Not submitting your sample results as required**
- **Not calling EPA when you have questions/aren't sure what you need to do**
- **Not informing us when there is a change of contact at your water system; we do send correspondence by email to the contact in our database**
- **Waiting until the end of a monitoring period to sample, which doesn't allow additional sampling requirements to be met if needed (e.g. TCR and repeat sampling)**
- **Sending EPA results from a non-certified laboratory**

# WHAT IF I JUST NEED SOME HELP?

**Call us! Do not be afraid to call or email, even if you think it's a "dumb" question. We are truly here to help.**

**If you need on-site assistance we can arrange for an EPA contractor or Wyoming Association of Rural Water Systems (WARWS) to visit your system. WARWS may be reached at 307-436-8636.**

**You are not in this alone!**



# QUESTIONS?

**If you think of something later you can always email or phone us:**

**Tiffany Mifflin**

**mifflin.tiffany@epa.gov**

**303-312-6521**

**Bre Bockstahler**

**bockstahler.breann@epa.gov**

**303-312-6034**

A decorative graphic consisting of several parallel white lines of varying lengths, slanted upwards from left to right, located in the bottom right corner of the slide.

THANK YOU

The image features the words "THANK YOU" in a bold, 3D, light blue font. The letters are arranged in two rows: "THANK" on top and "YOU" below it. The text is set against a solid black rectangular background. The entire composition is centered on a light blue gradient background. The 3D effect is achieved through shading and perspective, with the letters appearing to rise from the black surface. The word "YOU" is notably larger and more prominent than "THANK".