

**UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
REGION 5**

IN THE MATTER OF:

**City of Centreville¹
5800 Bond Avenue
Centreville, IL 62207**

**Sent Via Electronic Mail
ATTENTION:**

**Mayor Marius Jackson
Mayor@cityofcentreville-il.com**

Request to Provide Information Pursuant to the Clean Water Act

The U.S. Environmental Protection Agency (“EPA”) is requiring the City of Centreville (City or you) to submit certain information about the City’s sanitary sewer collection system in Centreville, Illinois. Appendix A provides the instructions needed to answer this information request, including instructions for electronic submissions. Appendix B specifies the information that you must submit. Unless indicated otherwise, you must send this information to us within 30 calendar days after you receive this request. If you are unable to respond in a timely fashion because of impacts related to the COVID-19 pandemic, please submit a written extension request via email to maraldo.dean@epa.gov, explaining the specific impacts on your ability to respond.

We are issuing this information request under Section 308(a) of the Clean Water Act (CWA or Act), 33 U.S.C. § 1318(a). Section 308(a) authorizes the Administrator of EPA to require the submission of information. The Administrator has delegated this authority to the Director of the Enforcement and Compliance Assurance Division, Region 5.

¹ including and not limited to any successor operator of the sanitary sewer collection system owned in Centreville, Illinois.

Section 308(a) of the CWA, 33 U.S.C. § 1318(a), provides, among other things, that whenever required to carry out an objective of the Act, the Administrator of EPA shall require the owner or operator of any point source to: establish and maintain such records, make such reports, install, use, and maintain such monitoring equipment or methods (including where appropriate, biological monitoring methods), sample such effluents (in accordance with such methods, at such locations, at such intervals, and in such manner as the Administrator shall prescribe), and provide such other information as the Administrator may reasonably require.

The City owns and operates a point source, the City's sanitary sewer collection system, in portions of Centreville, Illinois, and surrounding communities. We are requesting this information to determine whether this source is complying with the CWA.

The City must send all required information to R5WECA@epa.gov, maraldo.dean@epa.gov, cantello.nicole@epa.gov, rogers.joan@epa.gov, Todd.Bennett@Illinois.gov, and Joe.Stitely@Illinois.gov. If, for some reason, materials cannot be transmitted electronically, submissions can be sent to:

Water Enforcement and Compliance Assurance Branch
Enforcement and Compliance Assurance Division
U.S. Environmental Protection Agency, Region 5
Attn: Dean Maraldo, ECW-15J
77 W. Jackson Boulevard
Chicago, Illinois 60604

The City must submit all required information under an authorized signature with the following certification:

I certify under penalty of law that I have examined and am familiar with the information in the enclosed documents, including all attachments. Based on my inquiry of those individuals with primary responsibility for obtaining the information, I certify that the statements and information are, to the best of my knowledge and belief, true and complete. I am aware that there are significant penalties for knowingly submitting false

statements and information, including the possibility of fines or imprisonment pursuant to Section 308(a) of the Clean Water Act, 33 U.S.C. § 1318(a).

As explained more fully in Appendix C, the City may assert a claim of business confidentiality under 40 C.F.R. Part 2, Subpart B for any part of the information submitted to us. Information subject to a business confidentiality claim is available to the public only to the extent, and by means of the procedures, set forth at 40 C.F.R. Part 2, Subpart B. If the City does not assert a business confidentiality claim when submitting the information, EPA may make this information available to the public without further notice. The City should be aware, however, that pursuant to Section 308(b) of the CWA, 33 U.S.C. § 1318(b), and 40 C.F.R. § 2.302(e), effluent data, standards, and limitations are not eligible for confidential treatment.

This information collection is exempt from the Paperwork Reduction Act under 44 U.S.C. § 3518(c)(1)(B).

We may use any information submitted in response to this request in an administrative, civil, or criminal action. Failure to comply fully with this information request may subject the City to an enforcement action under Section 309 of the CWA, 33 U.S.C. § 1319, and 18 U.S.C. §§ 1001 and 1341.

EPA is aware that the City may be subject to a merger that comes into full force and effect on May 1, 2021. This information request shall be fully applicable to any successor-in-interest to the City of Centreville, should the entity be affected by the merger on May 1, 2021 or anytime thereafter.

You should direct any questions about this information request to Dean Maraldo at
(312) 353-2098, or maraldo.dean@epa.gov.

Michael D. Harris
Director
Enforcement and Compliance Assurance Division

Appendix A

When providing the information requested in Appendix B, use the following instructions and definitions.

Instructions

1. Provide a separate narrative response to each question and subpart of a question set forth in Appendix B.
2. Precede each answer with the number of the question to which it corresponds and, at the end of each answer, identify the person(s) who provided information used or considered in responding to that question, as well as each person consulted in the preparation of that response.
3. Indicate on each document produced, or in some other reasonable manner, the number of the question to which it corresponds.
4. When a response is provided in the form of a number, specify the units of measure of the number in a precise manner.
5. Where information or documents necessary for a response are neither in your possession nor available to you, indicate in your response why the information or documents are not available or in your possession, and identify any source that either possesses or is likely to possess the documents or information.
6. If information is not known or not available to you as of the date of submission and later becomes known or available to you, you must supplement your response. Moreover, should you find at any time after the submission of your response that any portion of the submitted information is false or incorrect, you must notify EPA as soon as possible.

Electronic Submissions

To aid in our electronic recordkeeping efforts, we request that you provide all documents responsive to this information request in an electronic format according to paragraphs 1 through 6, below. These submissions are in lieu of hard copy.

1. Provide all responsive documents in Portable Document Format (PDF) or similar format, unless otherwise requested in specific questions. If the PDFs are scanned images, perform at least Optical Character Recognition (OCR) for “image over text” to allow the document to be searchable. Submitters providing secured PDFs should also provide unsecured versions for EPA use in repurposing text.
2. When specific questions request data in electronic spreadsheet form, provide the data and corresponding information in editable Excel or Lotus format, and not in image format. If Excel or Lotus formats are not available, then the format should allow for data to be used in calculations by a standard spreadsheet program such as Excel or Lotus.

3. Provide a table of contents for the electronic documents submitted in response to our request so that each document can be accurately identified in relation to your response to a specific question. *We recommend the use of electronic file folders organized by question number.*
4. Documents claimed as confidential business information (CBI) must be submitted in separate file folders apart from the non-confidential information. This will facilitate appropriate records management and appropriate handling and protection of the information claimed as CBI. Please follow the instructions in Appendix C for designating information as CBI.
5. Certify that all electronic submittals including attached files have been scanned for viruses and indicate what program was used.

Definitions

All terms used in this Information Request have their ordinary meaning unless such terms are defined in the CWA, 33 U.S.C. § 1251 *et seq.*, or 40 C.F.R. Part 122.

1. “Act” or “CWA” means the Clean Water Act, 33 U.S.C. § 1251 *et seq.*
2. “Bypass” as that term is defined in 40 C.F.R. § 122.41(m) means the intentional diversion of waste streams from any portion of a treatment facility.
3. "Collection System" shall mean all portions of the City sewer system which collect and convey sanitary and or combined sewage for treatment to the regional wastewater treatment plant. The collection system, for purposes of this information request, does not refer to the separate storm sewer system.
4. “Day” or “days” means a calendar day unless expressly stated to be a working day. In computing any period of time under this Information Request, where the last day would fall on a Saturday, Sunday, or federal or state holiday, the period shall run until the close of business on the next working day.
5. “Discharge of a pollutant,” as defined in Section 502(12) of the CWA, means *inter alia*, “any addition of any pollutant to navigable waters from any point source.” 33 U.S.C. § 1362(12).
6. “Navigable waters,” as defined in Section 502(7) of the CWA, means “the waters of the United States, including the territorial seas.” 33 U.S.C. § 1362(7).
7. “Point source,” as defined in Section 502(14) of the CWA, means “any discernible, confined and discrete conveyance . . . from which pollutants are or may be discharged.” 33 U.S.C. § 1362(14).
8. “Pollutant,” as defined in Section 502(6) of the CWA, means “dredged spoil, solid waste, incinerator residue, sewage, garbage, sewage sludge, munitions, chemical wastes, biological materials, radioactive materials, heat, wrecked or discarded equipment, rock, sand, cellar dirt, and industrial, municipal, and agricultural waste discharged into water.” 33 U.S.C. § 1362(6).

9. "Pump Station" shall mean facilities comprised of pumps or other equipment which lift wastewater to a higher hydraulic elevation, including all related electrical, mechanical, and structural systems necessary to the operation of that pumping station.
10. "Record" or "records" means any recording of information in tangible or intangible form. It includes, but is not limited to: documents, memoranda, reports, letters, maps, graphs, charts, log books, notes, computer printouts, and computer databases.
11. "Sanitary Sewer" shall mean a conduit intended to carry liquid and water-carried wastes from residences, commercial buildings, industrial plants, and institutions together with minor quantities of ground, storm and surface waters that are not admitted intentionally (40 CFR 35.2005 [37]).
12. "Sanitary Sewer Overflow" or "SSO" shall mean an overflow, spill, diversion, or release of wastewater from or caused by the City's Sanitary Sewer System. This term shall include: (i) discharges to waters of the State or United States from the Sanitary Sewer System; and (ii) any release of wastewater from the Sanitary Sewer System to public or private property that does not reach waters of the United States or the State, including building/property backups.
13. "Sanitary Sewer System" shall mean all portions of the City's sewer system (including all pipes, force mains, gravity sewer segments, overflow structures, regulators, pump stations, lift stations, manholes, and components thereof), designed and constructed to collect and convey only sewage, and not storm water, from residences, commercial buildings, industrial plants, and institutions for treatment at a regional wastewater treatment plant.
14. "Wastewater" shall mean any water/liquid and all material conveyed with that water/liquid that contains process wastewater, discarded material, noncontact cooling and/or heating water, or domestic wastewater.
15. "Wastewater Treatment Plant" shall mean the regional wastewater treatment plant operated by the American Bottoms Regional Wastewater Treatment Plant (NPDES Permit # IL0065145), and located at 1 American Bottoms Road, Sauget, IL 62201 and all components of such sewage treatment plant.
16. "You" or "Your" for purposes of this Information Request refers to the City and to any managers, officers, agents, employees, contractors, or other entities that perform work or act in any way on behalf of, or at the direction of the City.

Appendix B

Information You Are Required to Submit to U.S. EPA

The City of Centreville (City or you) must submit the following information pursuant to Section 308(a) of the Act, 33 U.S.C. § 1318(a):

1. Provide the name of the primary contact person responsible for sanitary sewer system maintenance. Also include telephone and email contact information.
2. Describe the organizational structure of the City, including names and titles of managers and directors, and the number of staff working on wastewater operations and maintenance.
3. Provide the longitude and latitude coordinates [to a minimum of 6 decimal places, e.g. -87.0157280; 42.5052489] of all known SSO locations, lift stations, and pump stations in use or not in use.
4. Provide copies of all sanitary sewer-related complaint records for the City (including basement backups), complaint summaries, and complaint call records from January 1, 2016 to present.
5. Provide copies of all sanitary sewer-related work orders, service orders, and reports for the City from January 1, 2016 to present.
6. Provide a list of all known dry-weather (more than 72 hours after a rain or snow melt event) SSOs occurring since January 1, 2016, and indicate the location, if the SSO is currently discharging, where the SSO discharges to (absorbed into soil, surface water, ditch, storm sewer, basement back-up, etc.), the date each dry-weather SSO was first observed, and the date each dry-weather SSO stopped discharging (if applicable).
7. For all ongoing dry-weather SSO locations identified above, conduct and record weekly observations and submit weekly reports on the last day of every month. Observations shall include whether SSOs are occurring at each location, presence of sewage odors and other indicators (e.g., toilet paper), whether ponding of sewage is occurring, hours/days since last precipitation event, and the feature(s) receiving the SSO discharge (e.g., absorbed into soil, surface water, ditch, storm sewer, basement back-up, etc.).
8. Upon receipt of this request and until further notice, for every rain or snow melt event, the City staff shall observe every known SSO location, including lift stations, pump stations, constructed relief points, constructed overflow points, and any cleanouts or manholes, that have had releases of sanitary sewage in the past five years and record observations, including evidence of SSOs.
9. Upon receipt of this request and until further notice, within 24 hours of the occurrence of an SSO or bypass, notify EPA and Illinois EPA by email and/or telephone.
10. Upon receipt of this request and until further notice, within 5 days of each occurrence of an SSO, complete, sign, and submit a Sanitary Sewer Overflow or Bypass Notification Summary Report to EPA and Illinois EPA. For all reported basement backups, include the

final disposition of waste water pumped out of basements on the report form. The report template is provided in Appendix D or online at:
<https://www2.illinois.gov/epa/Documents/epa.state.il.us/water/compliance/waste-water/forms/ss-overflow.pdf>).

11. Within 30 days of the end of each calendar-year quarter (i.e., by April 30, July 31, October 31, and January 31) and until further notice, submit records of all sanitary sewer-related work orders, complaints (including basement backups), complaint summaries, and complaint call records.

Appendix C

Confidential Business and Personal Privacy Information

Assertion Requirements

You may assert a business confidentiality claim covering any parts of the information requested in the attached Appendix B, as provided in 40 C.F.R. § 2.203(b).

To make a confidentiality claim, submit the requested information and indicate that you are making a claim of confidentiality. Any document for which you make a claim of confidentiality should be marked by attaching a cover sheet stamped or typed with a caption or other suitable form of notice to indicate the intent to claim confidentiality. The stamped or typed caption or other suitable form of notice should employ language such as “trade secret” or “proprietary” or “company confidential” and indicate a date, if any, when the information should no longer be treated as confidential. Information covered by such a claim will be disclosed by EPA only to the extent permitted and by means of the procedures set forth at Section 308(a) of the CWA and 40 C.F.R. Part 2. Please clearly identify portions of otherwise non-confidential documents that you are claiming as confidential. EPA will construe the failure to furnish a confidentiality claim with your response to the information request may result in the information being made available to the public without further notice to you.

Determining Whether the Information Is Entitled to Confidential Treatment

Pursuant to 40 C.F.R. Part 2, Subpart B, EPA may at any time send you a letter asking that you support your confidential business information (CBI) claim. If you receive such a letter, you must respond within the number of days specified by EPA. Failure to submit your comments within that time would be regarded as a waiver of your confidentiality claim or claims, and EPA may release the information. If you receive such a letter, EPA will ask you to specify which portions of the information you consider confidential by page, paragraph, and sentence. Any information not specifically identified as subject to a confidentiality claim may be disclosed to the requestor without further notice to you. For each item or class of information that you identify as being CBI, EPA will ask that you answer the following questions, giving as much detail as possible:

1. For what period of time do you request that the information be maintained as confidential, e.g., until a certain date, until the occurrence of a special event or permanently? If the occurrence of a specific event will eliminate the need for confidentiality, please specify that event.
2. Information submitted to EPA becomes stale over time. Why should the information you claim as confidential be protected for the time period specified in your answer to question number 1?
3. What measures have you taken to protect the information claimed as confidential? Have you disclosed the information to anyone other than a governmental body or someone who

is bound by an agreement not to disclose the information further? If so, why should the information still be considered confidential?

4. Is the information contained in any publicly available databases, promotional publications, annual reports, or articles? Is there any means by which a member of the public could obtain access to the information? Is the information of a kind that you would customarily not release to the public?
5. Has any governmental body made a determination as to confidentiality of the information? If so, please attach a copy of the determination.
6. Do you assert that the information is submitted on a voluntary or a mandatory basis? Please explain the reason for your assertion. If you assert that the information is voluntarily submitted information, explain whether and why disclosure of the information would tend to lessen the availability to EPA of similar information in the future.
7. Is there any other information you deem relevant to EPA's determination regarding your claim of business confidentiality?

If you receive a request for a substantiation letter from the EPA, you bear the burden of substantiating your confidentiality claim. Conclusory allegations will be given little or no weight in the determination.

EPA may also find that the information you claim as confidential is clearly not entitled to confidential treatment and will provide you a determination letter stating the same. Examples of information clearly not entitled to confidential treatment include effluent data, as defined in 40 C.F.R. § 2.302(A)(2), and information in National Pollution Discharge Elimination System permit applications are not entitled to confidential treatment. See 40 C.F.R. § 122.7.

Personal Privacy Information

Please segregate any personnel, medical and similar files from your responses and include that information on a separate sheet(s) marked as "Personal Privacy Information." Disclosure of such information to the general public may constitute an invasion of privacy.

Appendix D

Sanitary Sewer Overflow or Bypass Notification Summary Report Form
(<https://www2.illinois.gov/epa/Documents/epa.state.il.us/water/compliance/waste-water/forms/ss-overflow.pdf>)