COMMONWEALTH of VIRGINIA
DEPARTMENT OF ENVIRONMENTAL QUALITY
PIEDMONT REGIONAL OFFICE
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Matthew J. Strickler
Secretary of Natural Resources

David K. Paylor
Director

James J. Golden
Regional Director

STATE WATER CONTROL BOARD
ENFORCEMENT ACTION - ORDER BY CONSENT
ISSUED TO
SP-Twelve Properties, LLC
FOR
Prince George Sewerage and Water Company Wastewater Treatment Plant
VPDES Permit No. VA000031356

SECTION A: Purpose

This is a Consent Order issued under the authority of Va. Code § 62.1-44.15, between the State Water Control Board and SP-Twelve Properties, LLC ("SP-Twelve") regarding the Prince George Sewerage and Water Company Wastewater Treatment Plant ("WWTP") for the purpose of resolving certain violations of the State Water Control Law, the Regulation and the Permit.

SECTION B: Definitions

Unless the context clearly indicates otherwise, the following words and terms have the meaning assigned to them below:

1. "305(b) report" means the report required by Section 305(b) of the Clean Water Act (33 United States Code § 1315(b)), and Va. Code § 62.1-44.19:5 for providing Congress and the public an accurate and comprehensive assessment of the quality of State surface waters.

2. "Board" means the State Water Control Board, a permanent citizens' board of the Commonwealth of Virginia, as described in Va. Code §§ 10.1-1184 and 62.1-44.7.

3. "Department" or "DEQ" means the Department of Environmental Quality, an agency of the Commonwealth of Virginia, as described in Va. Code § 10.1-1183.

4. "Director" means the Director of the Department of Environmental Quality, as described in Va. Code § 10.1-1185.

5. "Discharge" means discharge of a pollutant. 9 VAC 25-31-10.

6. "Discharge of a pollutant" when used with reference to the requirements of the VPDES permit program means:

   (a) Any addition of any pollutant or combination of pollutants to surface waters from any point source; or

   (b) Any addition of any pollutant or combination of pollutants to the waters of the contiguous zone or the ocean from any point source other than a vessel or other floating craft which is being used as a means of transportation.

7. "DMR" means Discharge Monitoring Report and "eDMR" means an electronic Discharge Monitoring Report.

8. "Effluent" means wastewater – treated or untreated – that flows out of a treatment plant, sewer, or industrial outfall.

9. "Facility," "Plant" or "WWTP" means the Prince George Sewerage and Water Company WWTP located at 16905 Parkdale Road, Petersburg, Virginia, which treats and discharges treated sewage and other wastes for local residents subscribed and connected to the system.

10. "Notice of Violation" or "NOV" means a type of Notice of Alleged Violation under Va. Code § 62.1-44.15.

11. "Order" means this document, also known as a "Consent Order" or "Order by Consent," a type of Special Order under the State Water Control Law.

12. "Permit means VPDES Permit No. VA0031356, which was re-issued on April 1, 2017 under the State Water Control Law and the Regulation. The Permit was modified on November 2, 2020 to reflect a transfer of ownership of the WWTP to SP-Twelve.

13. "Pollutant" means dredged spoil, solid waste, incinerator residue, filter backwash, sewage, garbage, sewage sludge, munitions, chemical wastes, biological materials, radioactive materials (except those regulated under the Atomic Energy Act of 1954, as amended (42 USC § 2011 *et seq.*)), heat, wrecked or discarded equipment, rock, sand, cellar dirt and industrial, municipal, and agricultural waste discharged into water… 9 VAC 25-31-10.

14. "Pollution" means such alteration of the physical, chemical, or biological properties of any state waters as will or is likely to create a nuisance or render such waters (a) harmful or detrimental or injurious to the public health, safety, or welfare or to the health of

animals, fish, or aquatic life; (b) unsuitable with reasonable treatment for use as present or possible future sources of public water supply; or (c) unsuitable for recreational, commercial, industrial, agricultural, or other reasonable uses, provided that (i) an alteration of the physical, chemical, or biological property of state waters or a discharge or deposit of sewage, industrial wastes or other wastes to state waters by any owner which by itself is not sufficient to cause pollution but which, in combination with such alteration of or discharge or deposit to state waters by other owners, is sufficient to cause pollution; (ii) the discharge of untreated sewage by any owner into state waters; and (iii) contributing to the contravention of standards of water quality duly established by the Board, are "pollution." Va. Code § 62.1-44.3.

15. "PRO" means the Piedmont Regional Office of DEQ, located in Glean Allen, Virginia.

16. "Regulation" means the VPDES Permit Regulation, 9 VAC 25-31-10 *et seq.*

17. "SP-Twelve Properties, LLC" or "SP-Twelve" is the permittee and responsible party. SP-Twelve is a "person" within the meaning of Va. Code § 62.1-44. 3.

18. "State Water Control Law" means Chapter 3.1 (§ 62.1-44.2 *et seq.*) of Title 62.1 of the Va. Code.

19. "State waters" means all water, on the surface and under the ground, wholly or partially within or bordering the Commonwealth or within its jurisdiction, including wetlands. Va. Code § 62.1-44.3.

20. "Va. Code" means the Code of Virginia (1950), as amended.

21. "VAC" means the Virginia Administrative Code.

22. "VPDES" means Virginia Pollutant Discharge Elimination System.

SECTION C: Findings of Fact and Conclusions of Law

1. The SP-Twelve owns and operates the WWTP. The Permit allows the SP-Twelve to discharge treated sewage and other wastes from the Plant to Jones Hole Swamp – Chowan and Dismal Swamp (Chowan River Sub-basin) in strict compliance with the terms and conditions of the Permit.

2. The receiving water is Jones Hole Swamp – Chowan and Dismal Swamp (Chowan River Sub-basin). During the 2020 305(b)/303(d) Water Quality Assessment Integrated Report, Jones Hole Swamp was considered a Category 5A waterbody ("A Water Quality Standard is not attained. The water is impaired or threatened for one or more designated uses by a pollutant(s) and requires a TMDL (303d list)"). The segment is impaired for Recreation Use due to E. coli exceedance. The Aquatic Life Use is assessed as fully supporting. The Wildlife Use and Fish Consumption Use were not assessed. The watershed is designated as a Class VII swamp water in the Virginia Water Quality

Standards. The receiving stream has historically been considered a Tier 1 water for the area immediately surrounding the outfall. A TMDL has not been developed for the watershed.

3. Department of Environmental Quality, Piedmont Regional Office ("PRO") staff conducted a compliance inspection on January 14, 2021, and performed a review of records associated with the WWTP. NOV No. W2021-01-P-0001 was subsequently issued on January 25, 2021 with the following observations.

4. During the compliance inspection on January 14, 2021, partially dissolved de-chlorination tablets and sewage solids were present in the receiving stream.

   Va. Code § 62.1-44.5(A) states, "Except in compliance with a certificate or permit issued by the Board or other entity authorized by the Board to issue a certificate or permit pursuant to this chapter, it shall be unlawful for any person to: 1. Discharge into state waters sewage, industrial wastes, other wastes, or any noxious or deleterious substances; . . . 3. Otherwise alter the physical, chemical or biological properties of state waters and make them detrimental to the public health, or to animal or aquatic life, or to the uses of such waters for domestic or industrial consumption, or for recreation, or for other uses . . ."

   9 VAC 25-31-50 (A) states, "Except in compliance with a VPDES permit, or another permit, issued by the board, it shall be unlawful for any person to: 1. Discharge into state waters sewage, industrial wastes, other wastes, or any noxious or deleterious substances; or 2. Otherwise alter the physical, chemical or biological properties of such state waters and make them detrimental to the public health, or to animal or aquatic life, or to the use of such waters for domestic or industrial consumption, or for recreation, or for other uses."

   Permit Part I.A.2 states, "There shall be no discharge of floating solids or visible foam in other than trace amounts."

   Permit Part II.F states, "Except in compliance with this permit, or another permit issued by the Board, it shall be unlawful for any person to: 1. Discharge into state waters sewage, industrial wastes, other wastes, or any noxious or deleterious substances; or 2. Otherwise alter the physical, chemical or biological properties of such state waters and make them detrimental to the public health, or to animal or aquatic life, or to the use of such waters for domestic or industrial consumption, or for recreation, or for other uses."

5. DEQ did not receive notification regarding the discharge of sewage solids observed during the January 14, 2021 compliance inspection.

   Permit Part II.G states, "Any permittee who discharges or causes or allows a discharge of sewage, industrial waste, other wastes or any noxious or deleterious substance into or upon state waters in violation of Part II F; or who discharges or causes or allows a discharge that may reasonably be expected to enter state waters in violation of Part II F,

shall notify the Department of the discharge immediately upon discovery of the discharge, but in no case later than 24 hours after said discovery. A written report of the unauthorized discharge shall be submitted to the Department, within five days of discovery of the discharge. The written report shall contain: 1. A description of the nature and location of the discharge; 2. The cause of the discharge; 3. The date on which the discharge occurred; 4. The length of time that the discharge continued; 5. The volume of the discharge; 6. If the discharge is continuing, how long it is expected to continue; 7. If the discharge is continuing, what the expected total volume of the discharge will be; and 8. Any steps planned or taken to reduce, eliminate and prevent a recurrence of the present discharge or any future discharges not authorized by this permit. Discharges reportable to the Department under the immediate reporting requirements of other regulations are exempted from this requirement."

6. DEQ did not receive Electronic Discharge Monitoring Reports ("eDMRs") for the November 2020 and December 2020 monitoring periods. Facility representatives reported that samples were not collected during this time period.

   Permit Part I.A.1 requires daily and monthly monitoring of all effluent characteristics, discharge limits and other monitoring requirements identified in Table 1.

   Permit Part II.C.1 states, "The permittee shall submit the results of the monitoring required by this permit by hard copy or by E-DMR not later than the 10th day of the month after the monitoring period . . ."

7. SP-Twelve did not employ or contract a Class 4 licensed WWTP operator during the November and December 2020 monitoring periods. DEQ did not receive written notification of the absence of a licensed operator.

8. Permit Part I.B.7 states, "The permittee shall employ or contract at least one Class 4 licensed wastewater works operator for this facility. The license shall be issued in accordance with Title 54.1 of the Code of Virginia and the regulations of the Board for Waterworks and Wastewater Works Operators and Onsite Sewage System Professionals. The permittee shall notify DEQ in writing whenever he is not complying, or has grounds for anticipating he will not comply with this requirement. The notification shall include a statement of reasons and a prompt schedule for achieving compliance."

9. At the time of the inspection on January 14, 2021, a number of operational and maintenance deficiencies were observed, including: a) the comminuter was not functional; b) a diffuser in the aeration basin was not functional; c) scum and floating solids were observed in the clarifiers; d) a large amount of settled sludge was noted in the chlorine contact tank; e) water in the chlorine contact tank was overtopping the baffles and reducing disinfection time; and f) dechlorination tablets were not properly loaded in the tablet feeder.

   Permit Part II.Q states, "The permittee shall at all times properly operate and maintain all facilities and systems of treatment and control (and related appurtenances) which are

installed or used by the permittee to achieve compliance with the conditions of this permit. Proper operation and maintenance also includes effective plant performance, adequate funding, adequate staffing, and adequate laboratory and process controls, including appropriate quality assurance procedures…"

10. PRO staff conducted a compliance inspection on February 23, 2021 and performed a review of records associated with the WWTP. NOV No. W2021-03-P-0001 was subsequently issued on March 10, 2021 with the following observations.

11. During the February 23, 2021 compliance inspection, sewage solids were present in the receiving stream.

    Supra, Va. Code § 62.1-44.5(A), 9 VAC 25-31-50 (A), Permit Parts I.A.2 and II.F.

12. DEQ did not receive notification of the discharge of sewage solids observed at the February 23, 2021 compliance inspection.

    Supra, Permit Part II.G.

13. DEQ did not receive eDMRs for the January 2021 and February 2021monitoring periods. Facility representatives reported that samples were not collected during this time period.

    Supra, Permit Parts I.A.1 and II.C.1.

14. At the time of the compliance inspection on February 23, 2021, a number of operational and maintenance deficiencies were observed, including: a) the comminutor and an aeration pipe in the aeration basin were not functional; b) a large amount of settled sludge was noted in the chlorine contact tank; c) the liquid sodium hypochlorite system was inoperable due to leaks in the application line; d) sodium hypochlorite was being dripped into the chlorine contact tank ("CCT") from a jug at the start of the CCT.

    Supra, Permit Part II.Q.

15. SP-Twelve submitted eDMRs to DEQ containing the data results provided in Table 1. PRO staff performed a review of the data in comparison with Permit effluent limits. NOV No. W2021-04-P-0001 was subsequently issued on April 6, 2021 with the following observations.

16. SP-Twelve eDMR submittals reported parameter monitoring results exceeding permitted limits for the month of February 2021.

TABLE 1						
Parameter	***Monitoring Period***					***Requirement****
	February 2021	-	-	-	-	
004 TSS avg. loading (G/day)	18,000	-	-	-	-	3,000
004 TSS max. loading (G/day)	24,480	-	-	-	-	4,500
068 TKN avg. Loading (G/day)	18,000	-	-	-	-	450
068 TKN max. loading (G/day)	24,480	-	-	-	-	680
159 CBOD5 avg. loading (G/day)	18,000	-	-	-	-	1,500
159 CBOD5 max. loading (G/day)	24,480	-	-	-	-	2,300

* Part I.A.1 of the Permit contains conditions that enumerate the limits identified in Table 1.

Supra, Va. Code § 62.1-44.5(A), 9 VAC 25-31-50 (A), Permit Part II.F.

17. On March 15, 2021, DEQ staff requested chain of custody documentation and bench sheets from SP-Twelve to verify data reported for the February 2021 monitoring period. DEQ did not receive the requested records.

    Permit Part II.D of permit states "The permittee shall furnish to the Department, within a reasonable time, any information which the Board may request to determine whether cause exists for modifying, revoking and reissuing, or terminating this permit or to determine compliance with this permit. The Board may require the permittee to furnish, upon request, such plans, specifications, and other pertinent information as may be necessary to determine the effect of the wastes from his discharge on the quality of state waters, or such other information as may be necessary to accomplish the purposes of the State Water Control Law. The permittee shall also furnish to the Department upon request, copies of records required to be kept by this permit."

18. Beginning on February 26, 2020, DEQ staff engaged in regular correspondence, as well as site visits and discussions with SP-Twelve representatives. These discussions focused on root causes of non-compliance along with potential strategies to achieve durable, cost effective compliance.

19. Va. Code § 62.1-44.15(5a) states that a VPDES permit is a "certificate" under the statute.

20. The Department has issued no permits or certificates to the SP-Twelve other than VPDES Permit No. VA0031356.

21. Based on the results of the described reporting, the Board concludes that SP-Twelve violated Va. Code § 62.1-44.5(A); 9 VAC 25-31-50(A); and the requirements of the Permit.

22. In order for the SP-Twelve to complete a return to compliance, DEQ and SP-Twelve representatives have agreed to the Schedule of Compliance, which is incorporated as Appendix A of this Order.

SECTION D: Agreement and Order

Accordingly, by virtue of the authority granted it in Va. Code §§ 62.1-44.15(8a) and (8d), the Board orders SP-Twelve, and SP-Twelve agrees to:

1. Perform the actions described in Appendix A of this Order; and

2. Pay a civil charge of **$15,498** within 30 days of the effective date of the Order in settlement of the violations cited in this Order

Payment shall be made by check, certified check, money order or cashier's check payable to the "Treasurer of Virginia," and delivered to:

Receipts Control
Department of Environmental Quality
Post Office Box 1104
Richmond, Virginia 23218

SP-Twelve shall include its Federal Employer Identification Number (FEIN) with the civil charge payment **and** shall indicate that the payment is being made in accordance with the requirements of this Order for deposit into the Virginia Environmental Emergency Response Fund (VEERF). If the Department has to refer collection of moneys due under this Order to the Department of Law, SP-Twelve shall be liable for attorneys' fees of 30% of the amount outstanding.

SECTION E: Administrative Provisions

1. The Board may modify, rewrite, or amend this Order with the consent of SP-Twelve for good cause shown, or on its own motion pursuant to the Administrative Process Act, Va. Code § 2.2-4000 *et seq.*, after notice and opportunity to be heard.

2. This Order addresses and resolves only those violations specifically identified in Section C of this Order. This Order shall not preclude the Board or the Director from taking any action authorized by law, including but not limited to: (1) taking any action authorized by law regarding any additional, subsequent, or subsequently discovered violations; (2) seeking subsequent remediation of the facility; or (3) taking subsequent action to enforce the Order.

3. For purposes of this Order and subsequent actions with respect to this Order only, SP-Twelve admits the jurisdictional allegations, findings of fact, and conclusions of law contained herein.

4. SP-Twelve consents to venue in the Circuit Court of the City of Richmond for any civil action taken to enforce the terms of this Order.

5. SP-Twelve declares it has received fair and due process under the Administrative Process Act and the State Water Control Law and it waives the right to any hearing or other administrative proceeding authorized or required by law or regulation, and to any judicial review of any issue of fact or law contained herein. Nothing herein shall be construed as a waiver of the right to any administrative proceeding for, or to judicial review of, any action taken by the Board to modify, rewrite, amend, or enforce this Order.

6. Failure by SP-Twelve to comply with any of the terms of this Order shall constitute a violation of an order of the Board. Nothing herein shall waive the initiation of appropriate enforcement actions or the issuance of additional orders as appropriate by the Board or the Director as a result of such violations. Nothing herein shall affect appropriate enforcement actions by any other federal, state, or local regulatory authority.

7. If any provision of this Order is found to be unenforceable for any reason, the remainder of the Order shall remain in full force and effect.

8. SP-Twelve shall be responsible for failure to comply with any of the terms and conditions of this Order unless compliance is made impossible by earthquake, flood, other acts of God, war, strike, or such other unforeseeable circumstances beyond its control and not due to a lack of good faith or diligence on its part. SP-Twelve shall demonstrate that such circumstances were beyond its control and not due to a lack of good faith or diligence on its part. SP-Twelve shall notify the DEQ Regional Director verbally within 24 hours and in writing within three business days when circumstances are anticipated to occur, are occurring, or have occurred that may delay compliance or cause noncompliance with any requirement of the Order. Such notice shall set forth:

   a. the reasons for the delay or noncompliance;

   b. the projected duration of any such delay or noncompliance;

   c. the measures taken and to be taken to prevent or minimize such delay or noncompliance; and

   d. the timetable by which such measures will be implemented and the date full compliance will be achieved.

   Failure to so notify the Regional Director verbally within 24 hours and in writing within three business days, of learning of any condition above, which the parties intend to assert will result in the impossibility of compliance, shall constitute a waiver of any claim to inability to comply with a requirement of this Order.

9. This Order is binding on the parties hereto and any successors in interest, designees and assigns, jointly and severally.

10. This Order shall become effective upon execution by both the Director or his designee and SP-Twelve. Nevertheless, SP-Twelve agrees to be bound by any compliance date which precedes the effective date of this Order.

11. This Order shall continue in effect until:

    a. The Director or his designee terminates the Order after SP-Twelve has completed all of the requirements of the Order;

    b. SP-Twelve petitions the Director or his designee to terminate the Order after it has completed all of the requirements of the Order and the Director or his designee approves the termination of the Order; or

    c. the Director or Board terminates the Order in his or its sole discretion upon 30 days' written notice to SP-Twelve.

    Termination of this Order, or any obligation imposed in this Order, shall not operate to relieve SP-Twelve from its obligation to comply with any statute, regulation, permit condition, other order, certificate, certification, standard, or requirement otherwise applicable.

12. Any plans, reports, schedules or specifications attached hereto or submitted by SP-Twelve and approved by the Department pursuant to this Order are incorporated into this Order. Any non-compliance with such approved documents shall be considered a violation of this Order.

13. The undersigned representative of SP-Twelve certifies that he or she is a responsible official authorized to enter into the terms and conditions of this Order and to execute and legally bind SP-Twelve to this document. Any documents to be submitted pursuant to this Order shall also be submitted by a responsible official of SP-Twelve.

14. This Order constitutes the entire agreement and understanding of the parties concerning settlement of the violations identified in Section C of this Order, and there are no representations, warranties, covenants, terms or conditions agreed upon between the parties other than those expressed in this Order.

15. By its signature below, SP-Twelve voluntarily agrees to the issuance of this Order.

And it is so ORDERED this _____ day of _____, 2021.

_____
James J. Golden, Regional Director
Department of Environmental Quality

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SP-Twelve Properties, LLC voluntarily agrees to the issuance of this Order.

Date: 8/4/21 By: _____ Managing Member
SP-Twelve Properties (Title)

Commonwealth of Virginia
City/ County of Richmond

The foregoing document was signed and acknowledged before me this 4 day of August, 2021, by Stephen A Parson, Jr. who is Managing Member of SP-Twelve Properties, LLC.

Lisa Ferguson
Notary Public

LISA A. FERGUSON
NOTARY PUBLIC
REGISTRATION # 7369433
COMMONWEALTH OF VIRGINIA
MY COMMISSION EXPIRES
SEPTEMBER 30, 2023

_____
Registration No.

My commission expires: _____

Notary seal:

APPENDIX A
SCHEDULE OF COMPLIANCE

SP-Twelve shall complete the following requirements:

1) Within **30 days** of execution of this Order, SP-Twelve shall employ or contract a licensed, Wastewater Treatment Works Operator (Class 4) competent in the operation and maintenance of minor treatment facilities. The license shall be issued in accordance with Title 54.1 of the Code of Virginia and the regulations of the Board for Waterworks and Wastewater Works Operators and Onsite Sewage System Professionals. Such employment or contract service agreement shall be for a period of no less than 24 months to perform the work described in this Schedule of Compliance, and to assist SP-Twelve in determining appropriate wastewater treatment methods that achieve durable compliance at the WWTP. The Wastewater Treatment Works Operator ("Operator") shall be responsible for the daily operations of the WWTP and be prepared to serve as the primary point of contact for DEQ staff. The Operator shall also show documentation indicating they are fully trained in the completion and submittal of Electronic Discharge Monitoring Reporting (eDMR). Such employment or contract service agreement shall be provided to DEQ for review and comment prior to execution. While this requirement assures retention of Wastewater Treatment Works Operator for 24 months, SP-Twelve is required to retain a Wastewater Treatment Works Operator continuously pursuant to Permit Part I.B.7.

As of the date of this Order, SP-Twelve has retained by contract an Operator (VA License No. 1965008293) for a period of 24 months pursuant to the terms provided above.

2) Within **45 days** of execution of this Order, SP-Twelve shall conduct repair and maintenance to resolve and bring into compliance the operational deficiencies described in Section C, paras 9 & 14 of this Order, including: a) repair and maintenance of the comminuter and aeration pipe in the aeration basin to make it fully functional and in accordance with WWTP design and performance specifications; b) repair and maintenance of the diffusers in the aeration basin to make them fully functional and in accordance with WWTP design and performance specifications; c) thorough and regular cleaning of clarifiers for the elimination of scum and floating solids; d) reduction of settled sludge in the chlorine contact tank ("CCT") (SP-Twelve has completed the requirement; *see* DEQ Inspection Report dated June 23, 2021); e) reduction of water in the chlorine contact tank to prevent overtopping the baffles (SP-Twelve has completed the requirement; *see* DEQ Inspection Report dated June 23, 2021); f) order and installation of dechlorination tablet feeder; g) repair and maintenance of the liquid sodium hypochlorite system to make it fully functional and in accordance with WWTP design and performance specifications; and h) replacement of the jug used to drip sodium hypochlorite into the CCT (SP-Twelve has completed the requirement; *see* DEQ Inspection Report dated June 23, 2021). SP-Twelve shall provide notice and evidence of completion of each of the foregoing repair and maintenance requirements. Such notice and evidence of completion shall be provided to DEQ within **45 days** of the execution of this Order and be subject to DEQ staff inspection.

3) Within **60 days** of execution of this Order, SP-Twelve shall complete a WWTP Engineering Review and Feasibility Study ("Study") that includes, at a minimum, a specific and detailed description of the following: a) current WWTP operations and activity; b) detailed description of

damage, repair and maintenance requirements; c) itemized cost estimates and projected completion date for comprehensive WWTP repair and maintenance of items described in Item b. above; d) an accounting of projected revenue generation and cost for WWTP operation and maintenance for a term of five (5) years; e) evaluation of installation, operation and maintenance of a sewage service line from SP-Twelve to the nearest municipal sewer service main line. The Study shall be performed, and necessary repair and maintenance of the WWTP shall be completed, to achieve full performance of the WWTP, as designed, and to assure durable compliance with all requirements of the Permit. Upon completion of the Study, and upon review and approval by DEQ, the Study shall become fully incorporated and an enforceable part of this Order.

4) Within **90 days** of execution of this Order, SP-Twelve shall submit for DEQ review and approval an Operations and Maintenance Manual ("O&M Manual") that meets the requirements of Permit Part I.B.4., 9 VAC 25-31 and 9 VAC 25-790.

a) The O&M Manual shall be updated by SP-Twelve, as appropriate, and as required, upon WWTP modification and corrective action resulting from this Order.

b) The O&M Manual shall be updated by SP-Twelve, as appropriate, and as required, upon WWTP modification to maintain WWTP in good operational condition and in compliance with the Permit. Pursuant to Permit Part II.J, SP-Twelve shall provide early, advance written notice to DEQ of any planned physical alterations or additions to the WWTP.

5) SP-Twelve shall submit to DEQ certificates of analysis, chain of custody documentation, and associated bench-sheets containing flow, chlorine, pH and DO measurements upon completion. This records submittal requirement shall remain in effect until this order is terminated by DEQ.

6) All records associated with the operation of the WWTP, including, but not limited to the O&M Manual, certificates of analysis, chain of custody documentations, bench-sheets, monitoring & sampling records, and other operations records shall be maintained and located onsite. Such records shall be readily available for plant operation and for DEQ inspection upon request.

4) Unless otherwise specified in this order, all submittals required by Appendix A shall be forwarded to: PRO Enforcement Office, 4949A Cox Road, Glen Allen, Virginia 23060 or via Email to Jefferson.Reynolds@DEQ.Virginia.gov / Heather.Weimer@DEQ.Virginia.gov.