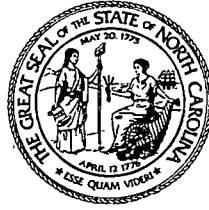


ROY COOPER
Governor

MARY PENNY KELLEY
Secretary

RICHARD E. ROGERS, JR.
Director



NORTH CAROLINA
Environmental Quality

December 02, 2024

Town of Jamestown
Attn: Matthew L. Johnson, Town Manager
PO Box 848
Jamestown, NC 27282

Subject: Permit Renewal
Application No. **WQCS00314**
Town of Jamestown
Guilford County

Dear Applicant:

The Water Quality Permitting Section acknowledges the December 2, 2024, receipt of your permit modification application and supporting documentation. Your application will be assigned to a permit writer within the Section's NPDES WW permitting branch. Per G.S. 150B-3 your current permit does not expire until permit decision on the application is made. Continuation of the current permit is contingent on timely and sufficient application for renewal of the current permit. The permit writer will contact you if additional information is required to complete your permit renewal. Please respond in a timely manner to requests for additional information necessary to allow a complete review of the application and renewal of the permit.

Information regarding the status of your renewal application can be found online using the Department of Environmental Quality's Environmental Application Tracker at:

<https://www.deq.nc.gov/permits-rules/environmental-application-tracker>

If you have any additional questions about the permit, please contact the primary reviewer of the application using the links available within the Application Tracker.

Sincerely,

Wren Thedford
Administrative Assistant
Water Quality Permitting Section

cc: Paul R. Blanchard, PE.-Public Service Director
ec: WQPS Laserfiche File w/application



North Carolina Department of Environmental Quality | Division of Water Resources
Mooresville Regional Office | 610 East Center Avenue, Suite 301 | Mooresville, North Carolina 28115
704.663.1699



Settled 1752
JAMESTOWN
NORTH CAROLINA

**NCDEQ - DWR
Water Quality Permitting Section
Municipal Permitting Unit
1617 Mail Service Center
Raleigh, NC 27699-1617**

RECEIVED

DEC 02 2024

NCDEQ/DWR/NPDES

November 8, 2024

**RE: Town of Jamestown
Wastewater Collection System Renewal
Town of Jamestown, Guilford County
WQCS00314**

Dear Sir or Madam,

Enclosed please find one original and one copy of the Wastewater Collection System renewal package for the Town of Jamestown, WQCS00314. The following items are enclosed:

- System-Wide Wastewater Collection Systems Application
- Pump Station List
- High Priority Lines List
- Annual Budget for Collection System (updated and approved)
- Capital Improvement Plan (updated and approved)
- Response Action Plan
- Contingency Plan
- Comprehensive Collection System Map

The Response Action Plan and Contingency Plan are addressed in the Town of Jamestown Sewer System Operation and Maintenance Manual. Paper copies of the Comprehensive Collection System Map are also enclosed.

Please feel free to contact me should you have any questions or concerns. Thank you very much for your time and consideration.

Respectfully,

Paul R. Blanchard, PE
Public Services Director

C: file

15A NCAC 02T .0400 – SYSTEM-WIDE WASTEWATER COLLECTION SYSTEMS
INSTRUCTIONS FOR FORM CSA 04-16 & SUPPORTING DOCUMENTATION

Documents shall be prepared in accordance with [15A NCAC 02T .0100](#), [15A NCAC 02T .0400](#), and all relevant Division Policies. Failure to submit all required items will necessitate additional processing and review time.

For more information, visit the [System-wide Collection System Permitting website](#):

General – When submitting an application to the Municipal Permitting Unit, please use the following instructions as a checklist in order to ensure all required items are submitted. Adherence to these instructions and checking the provided boxes will help produce a quicker review time and reduce the amount of requested additional information.

The Applicant shall submit one original and one copy of the application and supporting documentation.
The copy may be submitted in digital format.

A. Cover Letter

- ☒ Submit a cover letter listing all items and attachments included in the permit application package

B. No Application Fee Required

- No application fee is necessary. The permittee will be billed an annual fee upon issuance of the permit
- The appropriate annual fee for systemwide wastewater collection system permits may be found at:
 - [Annual Non-Discharge Fees](#)

C. System-Wide Wastewater Collection System (FORM: CSA 04-16) Application:

- ☒ Submit the completed and appropriately executed System-wide Wastewater Collection System (FORM: CSA 04-16) application. Any unauthorized content changes to this form shall result in the application package being returned. If necessary for clarity or due to space restrictions, attachments to the application may be made, as long as the attachments are numbered to correspond to the section and item to which they refer.
- ☐ If the Applicant Type in Section I.3 is a Privately-Owned Public Utility, provide the Certificate of Public Convenience and Necessity (CPCN) from the [North Carolina Utilities Commission](#) demonstrating the Applicant is authorized to hold the utility franchise for the area to be served by the wastewater collection system, or
- ☐ Provide a letter from the [North Carolina Utilities Commission's Water and Sewer Division Public Staff](#) stating an application for a franchise has been received and that the service area is contiguous to an existing franchised area or that franchise approval is expected.
- ☐ If the Applicant Type in Section I.3 is a corporation or company, provide documentation if it is registered for business with the [North Carolina Secretary of State](#).

D. General Information:

- The Authorized signing official listed in Section I.4 should match with that of the Applicant certification page in accordance with [15A NCAC 02T .0106\(b\)](#). Per 15A NCAC 02T .0106(c), an alternate person may be designated as the signing official if a delegation letter is provided from a person who meets the criteria in 15A NCAC 02T .0106(b).
- **NOTE - Public Works Directors are not authorized to sign this permit application, according to the rule, unless they are formally delegated.**

E. Summary of Attachments Required:

- ☒ **Instruction A: Cover Letter**
- ☒ **Instruction C: Application**
- ☐ **Instruction C: Ownership Documentation (i.e. CPCN) (If necessary)**
- ☐ **Instruction D: Delegation Letter (If necessary for signing official)**
- ☒ **Section IV.3 Pump Station List**
- ☒ **Section IV.4 High Priority Lines List**
- ☒ **Section V.4 Annual Budget for Collection System (Updated and Approved)**
- ☒ **Section V.6 Capital Improvement Plan (Updated and Approved)**
- ☒ **Section VI. 2 Response Action Plan**
- ☒ **Section VI.4 Contingency Plan**
- ☒ **Section VI.6 Comprehensive Collection System Map**
- ☐ **Section VII Note Any Potential Compliance Issues**

THE COMPLETED APPLICATION PACKAGE, INCLUDING ALL SUPPORTING INFORMATION AND MATERIALS, SHOULD BE SENT TO:

**NCDEQ-DWR
Water Quality Permitting Section
MUNICIPAL PERMITTING UNIT**

By U.S. Postal Service:

**1617 MAIL SERVICE CENTER
RALEIGH, NORTH CAROLINA 27699-1617
TELEPHONE NUMBER: (919) 707-3601**

By Courier/Special Delivery:

**512 N. SALISBURY ST. Suite 925
RALEIGH, NORTH CAROLINA 27604
TELEPHONE NUMBER: (919) 707-3601**

I. APPLICANT INFORMATION:

1. Applicant's name (Municipality, Public Utility, etc): Town of Jamestown
2. Facility Information: Name: Town of Jamestown Collection System Permit No.: WQCS00314
3. Applicant type: ☒ Municipal ☐ State ☐ Privately-Owned Public Utility
☐ County ☐ Other: _____
4. Signature authority's name: Matthew L. Johnson per 15A NCAC 02T .0106(b)
Title: Town Manager
5. Applicant's mailing address: PO Box 848
City: Jamestown State: North Carolina Zip: 27282-____
6. Applicant's contact information:
Phone number: (336) 454-1138 Fax number: (336) 886-3504 Email address: mjohnson@jamestown-nc.gov

II. CONTACT/CONSULTANT INFORMATION:

1. Contact Name: Paul Blanchard
2. Title/Affiliation: Public Services Director
3. Contact's mailing address: PO Box 848
4. City: Jamestown State: North Carolina Zip: 27282-____
5. Contact's information:
Phone number: (336) 454-1138 Fax number: (336) 886-3504 Email address: pblanchard@jamestown-nc.gov

III. GENERAL REQUIREMENTS:

1. New Permit or Permit Renewal? ☐ New ☒ Renewal
2. County System is located in: Guilford County
3. Owner & Name of Wastewater Treatment Facility(ies) receiving wastewater from this collection system:
Owner(s) & Name(s): City of High Point Eastside WWTF
4. WWTF Permit Number(s): NC 0024210
5. What is the wastewater type? 80 % Domestic or 20 % Industrial (See 15A NCAC 02T .0103(20))
↳ Is there a Pretreatment Program in effect? ☒ Yes or ☐ No
6. Wastewater flow: 1.22 MGD (Current average flow of wastewater generated by collection system)
7. Combined permitted flow of all treatment plants: 2.00 MGD
8. Explain how the wastewater flow was determined: ☐ 15A NCAC 02T .0114 or ☒ Representative Data
9. Population served by the collection system: 12,298

IV. COLLECTION SYSTEM INFORMATION:

1. Line Lengths for Collection System:

Sewer Line Description	Length
Gravity Sewer	55 (miles)
Force Main	1.0 (miles)
Vacuum Sewer	0.0 (miles)
Pressure Sewer	0.0 (miles)

2. Pump Stations for Collection System:

Pump Station Type	Number
Simplex Pump Stations (Serving Single Building)	0
Simplex Pump Stations (Serving Multiple Buildings)	0
Duplex Pump Stations	3

3. Submit a list of all major (i.e. not simplex pump station serving a single family home) pump stations. Include the following information:

- Pump Station Name
- Physical Location
- Alarm Type (i.e. audible, visual, telemetry, SCADA)
- Pump Reliability (Can convey peak hourly wastewater flow with largest single pump out of service)
- Reliability Source (permanent/portable generator, portable pumps)
- Capacity of Station (Pump Station Capacity in GPM)

4. Submit a list of all high priority lines according per [15A NCAC 02T .0402\(2\)](#) known to exist in the collection system. Head the list with "Attachment A for Condition V(4)" and include the system name.

- Use the same line identification regularly used by the applicant
- Indicate type of high priority line (i.e. aerial), material and general location

V. COLLECTION SYSTEM ADMINISTRATION:

1. Provide a brief description of the organizational structure that is responsible for management, operation and maintenance of the collection system.

The Town of Jamestown Collection System is managed by the Town. The Public Services Director and Assistant Director are responsible for managing the system, as delegated by the Town Manager. The Operations Manager and System Operator operate the system and are the designated Backup ORC and ORC, respectively. Five additional staff members provide routine maintenance.

2. Indicate the current designated collection system operators for the collection system per [15A NCAC 08G.0201](#)

Main ORC Name: <u>James Allen Conrad</u>	Certification Number: <u>1008940</u>
Back-Up ORC Name: <u>James Edward Johnson</u>	Certification Number: <u>1008800</u>

See the "[WQCS Contacts and ORC Report](#)" for a current listing of the ORC(s) the Division has on file for WQCS permit

3. Approximate annual budget for collection system **only**: \$ 5,030,000

4. **Submit a copy of your current annual budget.**

5. Approximate capital improvement budget for the collection system **only**: \$ 2,270,000

6. **Submit a copy of your current capital improvement plan.**

7. Is this collection system currently a satellite system ☐ Yes or ☒ No

8. Do any satellite systems discharge to this collection system ☐ Yes or ☒ No (If yes complete table below)

Satellite System	Contact Information (Name, Address, Phone Number)

Complete for Satellite Systems that have a flow or capacity greater than 200,000 GPD (Average daily flow)

9. List any agreements or ordinances currently in place to address flows from satellite systems:

VI. COLLECTION SYSTEM COMPLIANCE:

1. Is a Response Action Plan currently in place ☒ Yes or ☐ No
2. If Yes, submit a copy of the Response Action Plan or see table 6 below.
3. Is a pump station contingency plan currently in place? ☒ Yes or ☐ No
4. If Yes, submit a copy of the pump station contingency plan or see table 6 below.
5. Is a comprehensive collection system map currently in place? ☒ Yes or ☐ No
6. Submit a submit a copy of the collection system map (CD or hardcopy) or indicate a schedule for completion
7. Thoroughly read and review the [System-Wide Collection System Permit Conditions](#). Typically compliance schedules are only offered to NEW permit applicants and NOT permit renewals. Any compliance dates must be included within the permit prior to issuance or the permit holder will be found in violation upon inspection.

Permit Condition	Current Compliance?	If no, Indicate a Compliance Date	Typical Compliance Schedule
I(4) – Grease ordinance with legal authority to inspect/enforce	☒ Yes ☐ No		12 – 18 mo.
I(5) – Grease inspection and enforcement program	☒ Yes ☐ No		12 – 18 mo.
I(6) – Three to five year current Capital Improvement Plan.	☒ Yes ☐ No		12 – 18 mo.
I(8) – Pump station contingency plan	☒ Yes ☐ No		3 mo.
I(9) – Pump station identification signs.	☒ Yes ☐ No		3 mo.
I(11) – Functional and conspicuous audible and visual alarms.	☒ Yes ☐ No		3 – 6 mo.
II(5) – Spare pumps for any station where one pump cannot handle peak flows alone (in a duplex station, the 2 nd pump is the spare if pump reliability is met).	☒ Yes ☐ No		6 – 9 mo.
II(7) – Accessible right-of-ways and easements.	☒ Yes ☐ No		6 – 12 mo.
II(9) – Response action plan with Items 9 (a – h).	☒ Yes ☐ No		3 mo.
III(3) – Comprehensive collection system map	☒ Yes ☐ No		10% per year

For conditions not listed, compliance dates are not typically offered. List any permit conditions that may be difficult for the applicant to meet (attach clarification if needed):

VII. APPLICANT'S CERTIFICATION per [15A NCAC 02T .0106\(b\)](#):

I, Matthew L. Johnson, Town Manager

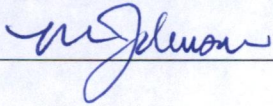
attest that this application for Town of Jamestown

(Signature Authority's Name & Title from Item I.4)

(Facility name from Item I.1)

has been reviewed by me and is accurate and complete to the best of my knowledge. I understand that if all required parts of this application are not completed and that if all required supporting information and attachments are not included, this application package will be returned to me as incomplete.

Note: In accordance with NC General Statutes [143-215.6A](#) and [143-215.6B](#), any person who knowingly makes any false statement, representation, or certification in any application shall be guilty of a Class 2 misdemeanor which may include a fine not to exceed \$10,000 as well as civil penalties up to \$25,000 per violation.

Signature: 

Date: 11/6/2024

Section IV.3 - Pump Station List
Town of Jamestown
WQCS 00314
Oct-24

Pump Station Name:	Mendenhall	Grandover	Clifton Park
Physical Location:	515 Mendenhall Road	4023-B Grandover Parkway	4707 Harvey Road
Alarm Type:	Audible	Audible	Audible
	Visual	Visual	Visual
	Telemetry	Telemetry	Telemetry
Restricted Access:	Yes	Yes	Yes
Type:	Locked Doors	Locked Fence	Locked Fence
Pump Reliability:	Yes	Yes	Yes
Reliability Source:	Permanent Generator	Permanent Generator	Portable Generator
Capacity of Station	500 gpm	220 gpm	50 gpm
Signage Present:	Yes	Yes	Yes

Section IV.4 - High Priority Lines List
Town of Jamestown
WQCS 00314
Oct-24

The Town of Jamestown has seven (7) high priority lines. These are shown on the enclosed map as:

AF	Adams Farm Outfall
BR	Bull Run Creek Outfall
CL	City Lake Outfall
CW	Cedarwood Outfall
DR	Deep River Outfall
MS	Main Street Outfall
TB	Thomas Bus Outfall

At various points these lines run parallel to stream banks, are aerial lines, and contact surface waters.

The complete listings of these lines where these conditions occur are:

OUTFALL NAME	SEGMENT NAME	CONDITION	APPROX. LENGTH (ft)	MANHOLE NUMBER	
				LOWER	UPPER
<u>ADAMS FARM OUTFALL</u>	AF-1	Aerial	255	PLANT	AF-1
	AF-3	Aerial	68	AF-2	AF-3
	AF-6	Aerial	101	AF-5	AF-6
	AF-8	Aerial	168	AF-7	AF-8
	AF-12	Aerial	386	AF-11	AF-12
	AF-35	Contacts Surface Waters	30	AF-34	AF-35
	AF-39	Contacts Surface Waters	30	AF-38	AF-39
	AF-42	Contacts Surface Waters	25	AF-41	AF-42
	AF-50	Contacts Surface Waters	25	AF-49	AF-50
	AF-54	Contacts Surface Waters	25	AF-53	AF-54
	AF-61	Contacts Surface Waters	28	AF-60	AF-61
	AF-65	Contacts Surface Waters	10	AF-64	AF-65
	AF-76	Contacts Surface Waters	25	AF-75	AF-76
<u>BULL RUN OUTFALL</u>	BR-4	Exposed	8	BR-3	BR-4
	BR-8	Aerial	133	BR-7	BR-8
	BR-11	Aerial	138	BR-10	BR-11
	BR-13	Aerial	44	BR-12	BR-13
	BR-17	Aerial	12	BR-16	BR-17
	BR-30	Aerial	84	BR-29	BR-30
<u>CITY LAKE OUTFALL</u>	LS-14	Exposed	10	LS-13	LS-14
	LS-19	Aerial	88	LS-18	LS-19
	LS-22	Aerial	63	LS-21	LS-22

OUTFALL NAME	SEGMENT NAME	CONDITION	APPROX. LENGTH (ft)	MANHOLE NUMBER	
				LOWER	UPPER
<u>CITY LAKE OUTFALL</u>	LS-29	Aerial	80	LS-28	LS-29
	LS-30	Aerial	311	LS-29	LS-30
	JC-1	Aerial	80	LS-29	JC-1
	LS-31	Aerial	89	LS-30	LS-31
	LS-32	Aerial	13	LS-31	LS-32
	LS-37	Aerial	246	LS-36	LS-37
<u>CEDARWOOD OUTFALL</u>	CW-31	Aerial	45	CW-30	CW-31
	CW-48	Contacts Surface Waters	NA	CW-46	CW-48
	CW-28	Contacts Surface Waters	NA	CW-1	CW-28
	CW-1	Contacts Surface Waters	NA	CW-HP-PS	CW-1
	CW-12	Aerial	70	CW-11	CW-12
	CW-33	Aerial	24	CW-32	CW-33
	CW-34	Aerial	19	CW-33	CW-34
	CW-38	Aerial	116	CW-37	CW-38
<u>DEEP RIVER OUTFALL</u>	DR-1	Aerial	216	PLANT	DR-1
	DR-3	Aerial	72	DR-2	DR-3
	DR-6	Aerial	103	DR-5	DR-6
	DR-8	Aerial	174	DR-7	DR-8
	DR-39	Aerial	97	DR-38	DR-39
	DR-40	Aerial	6	DR-39	DR-40
	DR-42	Aerial	209	DR-41	DR-42
	DR-51	Exposed	117	DR-50	DR-51
	DR-47	Aerial	286	DR-47	PE-02
	HL-3	Aerial	6	HL-2	HL-3
	DR-11	Aerial	117	OF-9	OF-10
<u>MAIN STREET OUTFALL</u>	MS-1	Aerial	213	MS-1	MS-1
<u>THOMAS BUS OUTFALL</u>	TB-1	Aerial	38	TB-1	TB-1
	TB-2	Aerial	460	TB-2	TB-2
	TB-3	Aerial	18	TB-3	TB-3

Section V.4 - Annual Budget for the 2024 - 2025 Budget Year
Town of Jamestown
WQCS 00314
Oct-24

30-3000 WATER AND SEWER REVENUES:

Account		Revenue To
Number	Item	Be Received
3345	Inspection and Permit Fees	\$ 1,000
3710	Utility Charge - Water	\$ 1,100,000
3720	Utility Charge - Sewer	\$ 3,500,000
3741	Meter Fee	\$ 2,000
3742	System Development Fees	\$ -
3743	System Admin/Installation Fee	\$ 500
3745	Connection Fees - Water and Sewer	\$ 11,000
3750	Nonpayment/Reconnect Fees	\$ 22,000
3755	Return Check Fees	\$ 300
3760	Late Fees	\$ 20,000
3765	Credit Card Administration Fees	\$ 800
3831	Investment Earnings	\$ 250,000
3835	Sales of Fixed Assets	\$ -
3839	Miscellaneous Revenues	\$ 500
3910	Insurance	\$ -
3950	Other Financing	\$ -
3987	Transfer from Randleman Capital Reserve Fund	\$ 118,400
3988	Transfer from Water Sewer Capital Reserve Fund	\$ 148,060
3992	Net Position Appropriated	\$ 5,649,800
Account Group Total: WATER AND SEWER REVENUES:		\$ 10,824,360

30-7100 WATER AND SEWER EXPENDITURES:

Account		Current
Number	Item	Appropriation
1000	Salaries and Wages	\$ 1,150,000
1003	Longevity pay	\$ 18,000
1009	FICA Pay	\$ 85,000
1010	Retirement Expense	\$ 150,000
1011	Health Insurance Expense	\$ 170,000
1012	Flex and PR Time admin Fees	\$ 1,600
1013	Retiree Health Insurance Expense	\$ 21,600
1014	Worker's Compensation	\$ 18,000
1015	Unemployment Compensation	\$ 700
1017	401K Expense	\$ 53,000
1019	Professional Services Audit	\$ 25,000
2100	Department Supplies	\$ 35,000

2105	Water Meters	\$	90,000
2200	Food and Provisions	\$	2,000
2400	Construction and Repair Supplies	\$	35,000
2500	Vehicle Supplies	\$	8,000
2520	Fuels - Gas & Oil	\$	65,000
2550	Equipment Supplies	\$	15,000
2600	Office Supplies	\$	2,000
2750	Purchase of Water	\$	406,000
2755	Water Transmission Fees	\$	35,000
2900	Assets Not Capitalized	\$	20,000
3100	Travel	\$	6,000
3150	Conference Fees and Schools	\$	10,000
3200	Communications	\$	50,000
3300	Utilities	\$	25,000
3350	Water Utilities	\$	500
3400	Printing	\$	10,000
3500	Repairs and Maintenance	\$	52,400
3700	Marketing/Advertising	\$	1,000
3800	Data Processing Services	\$	28,000
3900	Drug Testing & Background Checks	\$	1,800
3940	Landfill Fees	\$	4,000
3950	Dues and Subscriptions	\$	40,000
3955	Permit Fees	\$	5,000
3960	Bank and Merchant Fees	\$	22,000
3980	Miscellaneous Expense	\$	1,500
4300	Equipment Rental	\$	8,000
4400	Service & Maintenance Contracts	\$	65,000
4401	NC811 Fees	\$	5,000
4500	Insurance & Bonding	\$	36,000
4950	Lab Testing	\$	10,000
4960	Sewer Treatment	\$	825,000
4990	Other Contracted Services	\$	450,000
4995	Engineering Fees Not Capitalized	\$	150,000
5400	Capital Outlay - Motor Vehicles	\$	60,000
5500	Capital Outlay - Equipment	\$	255,000
5800	Capital Outlay - Buildings	\$	-
5900	Capital Outlay - Water Improvements	\$	3,050,000
5910	Capital Outlay - Sewer Improvements	\$	2,198,060
6800	Operating Payments to Regional	\$	74,500
6801	Debt Payments to Piedmont Triad Regional Water Authority	\$	110,050
6802	Interest Payments - PTRWA	\$	8,400
6810	Principal Payments - Odor Control	\$	23,000
6811	Interest Payments - Odor Control	\$	1,100
6820	First Bank Credit Card Encumbrance	\$	2,000
7100	Debt Principal Payments	\$	50,050
7101	Lease Principal	\$	3,000
7200	Debt Interest Payments	\$	4,000

7201	Lease Interest	\$ 200
7202	Subscription Interest	\$ 200
9600	Transfer to Other Funds	\$ 762,700
9700	Contingency	\$ 10,000
Account Group Total: WATER AND SEWER EXPENDITURES:		\$ 10,824,360

Section V.6 - Capital Improvement Plan
Town of Jamestown
WQCS 00314
Oct-24

Town of Jamestown
Capital Improvement Program
Water/Sewer Fund

	Department	Dept. Priority	Priority	Strategic Plan Initiative Outcome.Goal	FY 2024/25	FY 2025/26	FY 2026/27	FY 2027/28	FY 2028/29	Beyond 5 Years	Total
Jamestown's portion of Eastside improvements (7.692%):				8H							
Odor Control Project	Public Services	City of HP	Must Do	8H	\$ 23,000 (1)	\$ 23,000 (1)	\$ 23,000 (1)	\$ 23,000 (1)	\$ 23,000 (1)	\$ 138,000 (1)	\$ 253,000
Eastside UV System Upg & Primary Drain Pump Station	Public Services	City of HP	Must Do	8H		\$ 1,112,000 (1)					\$ 1,112,000
Pre-Heat Burner	Public Services	City of HP	Must Do	8H		\$ 40,000 (1)					\$ 40,000
Eastside WWTP Ash Decant Line Replace	Public Services	City of HP	Must Do	8H							\$ -
ESWWTP Primary Catwalk	Public Services	City of HP	Must Do	8H	\$ 24,000 (1)						\$ 24,000
Final Clarifier	Public Services	City of HP	Must Do	8H	\$ 24,000 (1)						\$ 24,000
Eastside Rebuild of Final Clarifier #1&2	Public Services	City of HP	Must Do	8H		\$ 49,600 (1)					\$ 49,600
Eastside Expansion (26 to 32 mgd)	Public Services	City of HP	Must Do	8H						\$ 8,056,000 (2)	\$ 8,056,000
Eastside Rebuild of Final Clarifier #4	Public Services	City of HP	Must Do	8H		\$ 24,800 (1)					\$ 24,800
Eastside Filter 1-4 Rebuild	Public Services	City of HP	Must Do	8H	\$ 57,060 (1)						\$ 57,060
Eastside Barscreen 1&3	Public Services	City of HP	Must Do	8H	\$ 43,000 (1)						\$ -
Riverdale Pump Station Phase 2 Rebuild	Public Services	City of HP	Must Do	8H		\$ 3,776,920 (1)					\$ 3,776,920
Total - Eastside / Riverdale					\$ 171,060	\$ 5,026,320	\$ 23,000	\$ 23,000	\$ 23,000	\$ 8,194,000	\$ 13,417,380
Expansion of Randleman Reservoir Treatment Plant	Public Services	PTRWA	Must Do	8H	\$ -	\$ 1,000,000 (2)	\$ 4,000,000 (2)	\$ 4,000,000 (2)	\$ -	\$ -	\$ 9,000,000
Water and Sewer Improvements (Forestdale East Golden LEAF)	Public Services		Must Do		\$ 242,700 (1)						\$ 242,700
Other Sewer projects	Public Services		Must Do	8H	\$ 100,000 (1)						\$ 100,000
Sewer Outfall line	Public Services		Must Do	8H	\$ 500,000 (1)						\$ 500,000
Plan / Survey for water line replacments	Public Services		Must Do	8H	\$ 50,000 (1)	\$ 40,000 (1)					\$ 90,000
Main Street Water Line	Public Services		Must Do	8H	\$ 1,050,000 (1)						\$ 1,050,000
Other Water Line projects	Public Services		Must Do	8H		\$ 450,000 (1)					\$ 450,000
Penny Road waterline	Public Services		Must Do	8H	\$ 350,000 (1)						\$ 350,000
AMI meter reading system	Public Services		Must Do	8H	\$ 200,000 (1)						\$ 200,000
Powell Bill Water and Sewer	Public Services		Must Do	8H	\$ 100,000 (1)		\$ 140,000 (1)			\$ 140,000 (1)	\$ 380,000
Knollwood Dr. Water Line	Public Services		Must Do	8H				\$ 500,000 (1)			\$ 500,000
Harvey Rd. Water Line	Public Services		Must Do	8H				\$ 600,000 (1)			\$ 600,000
Cured in Place Bull Run	Public Services		Must Do	8H			\$ 500,000 (1)				\$ 500,000
Cured in Place Forestdale North	Public Services		Must Do	8H		\$ 500,000 (1)					\$ 500,000
Cured in Place Deep River Area	Public Services		Must Do	8H	\$ 300,000 (1)			\$ 500,000 (1)			\$ 800,000
VacAll 2004	Public Services		Must Do	8E	\$ 180,000 (1)						\$ 180,000
Jet Truck, replaces 2008	Public Services		Must Do	8E		\$ 300,000 (1)					\$ 300,000
Ground Penetrating Radar	Public Services		Must Do	8E	\$ 25,000 (1)						\$ 25,000
Clifton Park Generator - Sewer Pump Station	Public Services		Must Do	8E	\$ 50,000 (1)						\$ 50,000
Grandover/Shop Generator	Public Services		Must Do	8E						\$ 100,000 (1)	\$ 100,000
Mobile Generator 1982/2008	Public Services		Must Do	8E				\$ 120,000 (1)			\$ 120,000
Tractor	Public Services		Must Do	8E						\$ 50,000 (1)	\$ 50,000
Paving - Crosswalk Improvements (stamping, etc)	Public Services		Must Do		\$ 50,000						\$ 50,000
Vehicle Replacement	Public Services		Should Do	8E	\$ 60,000 (1)	\$ 60,000 (1)	\$ 60,000 (1)	\$ 60,000 (1)	\$ 60,000 (1)	\$ 120,000 (1)	\$ 420,000
Dillon Rd./Mill Area water line	Public Services		Should Do	8H		\$ 500,000 (1)					\$ 500,000
Backhoe	Public Services		Should Do	8E						\$ 120,000	\$ 120,000
Mini-Excavator 2017	Public Services		Should Do	8E						\$ 90,000 (1)	\$ 90,000
Tractor 2015+	Public Services		Should Do	8E						\$ 60,000 (1)	\$ 60,000
Skiid Steer	Public Services		Should Do	8E						\$ 80,000 (1)	\$ 80,000
Mowers	Public Services		Should Do	8E				\$ 15,000 (1)			\$ 15,000
Mendenhall Pump Station	Public Services		Should Do	8H		\$ 50,000 (1)					\$ 50,000
Total Projects, Water/Sewer Fund					\$ 3,257,700	\$ 1,900,000	\$ 700,000	\$ 1,795,000	\$ 60,000	\$ 760,000	\$ 8,230,000

FUNDING SOURCE

	FY 2024/25	FY 2025/26	FY 2026/27	FY 2027/28	FY 2028/29	Beyond 5 Years	
(1) Operating / Net Position Appropriated	\$ 3,428,760	\$ 6,926,320	\$ 723,000	\$ 1,818,000	\$ 83,000	\$ 898,000	\$ 13,877,080
(2) Financing - through City of High Point or PTRWA		\$ 1,000,000	\$ 4,000,000	\$ 4,000,000		\$ 8,056,000	\$ 17,056,000
(3) Transfer-in from W/S Capital Reserve Fund							\$ -
(4) Installment financing							\$ -

Amount unfunded

Total for Budget Year	\$ 3,428,760	\$ 7,926,320	\$ 4,723,000	\$ 5,818,000	\$ 83,000	\$ 8,954,000	\$ 30,933,080
OPERATING BUDGET EFFECTS							

HP - Jamestown's share of ownership in High Point Eastside WWTF / Riverdale Pump Station improvements

NOTE: Jamestown is an 8% owner of Eastside WWTP; Jamestown share of Riverdale Pump Station costs is based on % of flows

Section VI.2 - Response Action Plan

Section VI.4 - Contingency Plan

Town of Jamestown

WQCS 00314

Oct-24

The **Town of Jamestown Sewer System Operation and Maintenance Manual** addresses the Response Action Plan and Contingency Plan requirements.

TOWN OF JAMESTOWN SEWER SYSTEM OPERATION AND MAINTENANCE MANUAL

**JUNE, 1998
REVISED APRIL 2009
REVISED FEBRUARY 2011
REVISED MAY 2016
REVISED OCTOBER 2017
REVISED OCTOBER 2024**

Table of Contents

1.0	Sewer System Overview	1
1.1	Goal Statement	1
1.2	Source Funding for Emergency Actions	1
2.0	Emergency Response	2
2.1	Contacts	2
2.2	Equipment	3
2.3	Sanitary Sewer Overflow	3
	Town Contacts	3
	Verified SSO	3
	Containment Procedures	4
	Reportable SSO and State Notification	5
3.0	Preventative Maintenance	7
4.0	Pump Station Data	8

Appendix A – Internal Report of SSO

Appendix B – Pump Station Log Reports

1.0 Sewer System Overview

The Town of Jamestown operates under Wastewater Collection System Permit # WQCS00314 and maintains a collection wastewater system and three pump stations. The Town owns capacity in High Point's Eastside Wastewater Treatment Plant and does not operate a wastewater treatment plant.

Approximately 60% of the portion of the sewer system constructed from 1962 to 1988 was vitrified clay pipe. Since 1988, PVC pipe has been the primary pipe material used in construction activities. There have been frequent improvements on these particular lines and new lines added over the years.

The system is made up of vitrified clay, ductile iron, concrete, and PVC pipes. At the present, the Town has approximately 55 miles of collection lines that range in size from 8" to 24". The Jamestown sewer system serves approximately 5,000 connections that equates to about 12,300 customers.

1.1 Goal Statement

One operation of the Public Services Department is to manage and maintain the Town of Jamestown's water distribution and wastewater collection systems through engineering projects for the repair, rehabilitation, and improvement of the infrastructure. This will be undertaken in the most efficient and effective manner possible to ensure the reliable delivery of potable water and collection of wastewater, at an equitable price, and in an environmentally sensitive manner.

1.2 Source Funding for Emergency Actions

The Budget Officer is allowed to transfer appropriations as contained in Section V of the Budget Ordinance. Should funds be required that exceed available department budget, the Town Manager may call a special session of Town Council to request appropriate funding.

2.0 Emergency Response

The Town of Jamestown has a twenty-four hour, seven day per week water and sewer emergency response team. Residents may call 336-454-1218 to report situations that require attention.

2.1 Contacts

The water and sewer response team consists of the following Town personnel:

Employee	Position	Mobile Phone Number
Matthew Johnson	Town Manager	336-327-3917
Paul Blanchard	Public Services Director	336-669-7398
Jason Pegram	Assistant Public Services Director	336 609-1026
Jamie Johnson	Public Services Superintendent (Backup ORC)	336-669-7396
James Conrad	Project Coordinator (ORC)	336-215-8624
Jonathan Knight *	Water Specialist 2	336-669-7394
Phillip Cooper *	Equipment Operator 1	336-337-3984
Johnathan Viar *	Equipment Operator 1	336-689-9529
Garrett Christie	Public Services Technician 1	336-207-5262
Dylan Carroll *	Public Services Technician 1	336-615-1564
Carson Bailey	Public Services Technician 1	336-404-0726

* On-call personnel

Additional Contacts

City of High Point	City of Greensboro	Guilford County
Robby Stone, Director of Public Services (336) 883-3217 or Assistant Director of Public Services (336) 883-3215	Mike Borchers, Director of Water Resources (336) 373-2494 or Customer Service (336) 373-2489	Anita Ramachandran, Interim Director of Public Health Dept. (336) 641-7777. Steven Grose, Emergency Management Division Director (336) 641-2278

Customer Service Contacts

City of Greensboro	(336) 373-2489
City of High Point	(336) 883-3111

2.2 Equipment

The equipment the Town of Jamestown has available to rectify any releases are:

2011 Ford F550 Jet Truck	2007 RamVac 1000 Sewer Vac
Generator (Portable) ONAN 30.0DL6-15T - diesel	2019 Bravo Sewer Inspection Trailer w/ Aeries Pathfinder camera
Generator (Portable) Hi-Power HR25 25 kW - diesel	Kubota RTV X900 Rugged Terrain Vehicle
Wacker Neuson PD3 3" Positive Displacement Pump (Honda engine)	Honda 8500 watt generator (portable)
2022 Kubota SVL 97-2 Skidsteer	2 Single Axle Dump Trucks
2012 Kubota M6040 4 wheel drive tractor	(2) Hand Snakes
2022 Caterpillar 420XE Backhoe	Bales of Straw
Roto-rooter Speedrooter XL	Clorox
2018 Kubota KX040 Mini-excavator	HTH
2017 Mongoose Jet Trailer	Lime

This equipment is stationed at the Town's Public Services Facility located at 5005 Harvey Road in Jamestown.

2.3 Sanitary Sewer Overflows

Town Contacts

Upon discovery or report of a possible sanitary sewer overflow (SSO) during normal operations, notify the Public Services Department staff at Town Hall at 336-454-1138. If no one can be reached, contact staff via mobile phone. If this fails, call the emergency phone number at 336-454-1218.

After normal operation hours, Town staff should contact the on-call employee for that day or the Public Services Operations Manager, listed above. If the Operations Manager cannot be reached, contact the Public Services Director.

The sewer Operator in Responsible Charge (ORC) or Backup ORC will be notified if an SSO is verified.

Verified SSO

Upon notification of a possible SSO, the ORC or on-call staff will respond within 30 minutes to the site and assess the situation. An on-site assessment of the spill will be completed as quickly as possible. Documentation and explanation required on length of response time will be kept.

Once an SSO is verified, the Operations Manager must be notified as he will decide which employees are to be contacted and what pieces of equipment will be used.

In the event Public Services staff require assistance from other departments, the Operations Manager or Director will coordinate activities with department directors and supervisors. Should assistance be required from other municipalities, the Director will

coordinate with the appropriate officials. The Town Manager will be notified of cooperative arrangements.

In the event Public Services staff must hire a contractor, the Operations Manager or Director will coordinate activities and expenditures with the Finance Officer and/or Town Manager.

The Public Services Director will be the primary contact between the Town of Jamestown and the North Carolina Department of Environmental and Natural Resources, Division of Water Quality (NCDENR, DWQ), the Guilford County Health Department, and downstream municipalities. The ORC will serve as a secondary contact and the back-up ORC as a third contact.

All work will be documented and filed at the Public Services Office.

Containment Procedures

Once sufficient staff and equipment are on site to perform safe containment procedures, the **first priority** will be to contain the spill as to not allow it to reach surface waters. If there is no danger of the SSO reaching surface waters, contain the SSO to as small of an area as possible.

The **second priority** shall be to secure the SSO area to prevent any unauthorized person from entering the contaminated area. This includes the banks of surface waters that SSO has reached.

Containment of the SSO shall be accomplished in any number of ways including, but not limited to, the construction of ditches, small retention ponds, or dams. The sewage stored in these containment areas shall be pumped back into the sewer system or transported to the Eastside WWTP by pumper trucks.

If possible, trash pumps capable of handling the flow of the sewer line are to be placed at the overflowing manhole and the sewage pumped into the next downstream manhole until the blockage is corrected. One employee shall remain on-site until the pumps are no longer needed.

Blockage Correction Procedures

As soon as the SSO has been contained and a bypass pumping system has been established (if necessary), attempt to eliminate the blockage by first checking for problems in the invert of the overflowing manhole and secondly in the pipe.

Utilizing the Town's Equipment and outside contractors (if needed), eliminate the blockage. Containment and bypass pumping are to remain operational until the blockage is corrected.

Cleanup Procedures

SSO General

Remove all paper, plastic or any other non-decomposing material from the site. Material should be bagged in a container clearly marked biohazard and properly disposed.

Asphalt or Concrete

Establish containment at or near the storm drainage system. If possible, do not let the spill enter the storm drainage system.

Put up warning tape around the SSO area.

Spread lime and sand (or equivalent material) on the spillage to a depth of 1 inch. Let this stand for 1 hour and sweep or vacuum up lime and sand mix. Repeat procedure if moisture or grease is still present.

After removing the contaminated material, wash down the area with high pressure water and diluted Clorox, pump this back into the sewer system, and dispose of wet sand at the landfill.

If this spill goes into the storm drainage system, refer to creek procedure.

Creek or Stream

If a dam is required to be constructed to contain an SSO, situate the holding area near a manhole or at a location which is accessible to the jet/vacuum truck. Build the dam using dirt that is capable of handling creek and potable water without dam failure. Station two pumps at the dam that are capable of handling creek flow. The second pump is to be used as a backup. Have a backhoe at the site with additional material at all times so the dam can be rebuilt if a breach occurs. Station two workers at the pump site at all times during pumping operations. Pump any effluent from the dam into a sewer manhole.

Secure the SSO and pump sites by erecting barricades and warning tape on both sides of the creek in populated areas. In unpopulated areas, restrict access where there is any chance of human contact with the SSO.

Flush the stream with water from a sufficient number of hydrants or blow-offs to remove waste product from the creek. If necessary, collect creek water samples and have a certified laboratory check levels of fecal coliform. Continue to pump and flush stream until all fecal coliform have been removed and/or tests results prove coliform levels are within acceptable levels.

Wash down any exposed stone in the creek with high water pressure until there is no waste residue remaining on, or within, the stone.

If sludge is in the creek, broom creek bottom and sides until there is no waste residue remaining.

If creek flows into a body of water used for recreation and/or consumption, notify the affected county and local officials as soon as the problem is discovered. The Town will coordinate clean-up efforts with the municipality with jurisdiction.

Reportable SSO and State Notification

The ORC will report overflows as follows:

- Any spill of 1,000 gallons or more to the ground; or
- Any spill, regardless of volume, that reaches surface waters (through ditches, storm drains, etc.) of the state.
- The Public Services Director will report the SSO by telephone to a Winston-Salem Regional Office staff member (not facsimile or voicemail) during regular office hours (Monday to Friday, 8AM to 5PM) as soon as possible, but in no case more than 24 hours after the SSO is known or discovered. Reporting after hours or on weekends and holidays should be to the Division of Emergency Management at 1-800-858-0368 or 1-919-733-3300.
- A completed written report will be sent within five days of the SSO discovery.

Local NCDENR, DWQ contact:

Winston-Salem Regional Office

Division of Water Resources, Surface Water Protection

450 West Hanes Mill Road, Suite 300

Winston-Salem, NC 27105-9135

336-776-9800

FAX 336-776-9797

3.0 Preventative Maintenance

The pump station will be cleaned on a regular basis. A certified septic tank hauler will come and vacuum the lift station of all debris. The pump controls will be manually checked to ensure proper operation. Pumps will be pulled and cleaned regularly to ensure continuous operation.

If one of the pumps in a pump station containing multiple pumps fails, the process of repairing or replacing the pump shall be initiated immediately and the new parts or pump shall be installed as soon as possible.

Pump station replacement parts are kept at the Public Services Facility located at 5005 Harvey Rd. In the event of pump failure, the following pump and haul contractors will be contacted (in order specified) and placed on emergency standby:

Septic Haulers

Name	Contact	Phone Number	Address	City	State	Zip
Queen's Septic Tank	Roger Queen	336-870-1144	7177 Suits Rd.	Archdale	N.C.	27263
Safety-Kleen Systems, Inc	Doug Heck	336-861-4149	6180 Old Mendenhall Rd.	Archdale	N.C.	27263
Carolina Septic Inc.	Mark Stone	336-399-5633	330 Pineview Dr.	Kernersville	N.C.	27284

Pump Station Parts Supplier

Tencarva Machinery Co.	336-665-0250	1115 Pleasant Ridge Rd.	Greensboro	N.C.	27409
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Pump Station inspections will be performed weekly. A logbook will be maintained to document inspections for the pump station and will include:

- 1) Cleaning and removing debris from the pump station structure, outside perimeter, and wet well;
- 2) Inspecting and exercising all valves;
- 3) Inspecting and lubricating pumps and other mechanical equipment according to the manufacturer's recommendations; and
- 4) Verifying the proper operation of the alarms, telemetry system, and auxiliary equipment.

Logbooks will be maintained on-site at the pump station or at the Public Services Facility located at 5005 Harvey Rd for a minimum of three years.

4.0 Pump Station Data

Clifton Park PS

Clifton Park pump station has two 50 GPM (72,000 GPD) Tsurumi TOS80C23.7 pumps wired for portable emergency generators.

Mendenhall PS

Mendenhall pump station has two 500 GPM (720,000 GPD) Gorman-Rupp T6 pumps with onsite (portable) diesel generator.

Grandover PS

Grandover pump station has two 220 GPM (316,800 GPD) Tsurumi 80C25.5 Cutter pumps with onsite natural gas/propane generator.

Appendix A

Location of Spill : (Address, inside or outside town limits, nearest intersection, etc...)									
Date & Time started :									
Date & Time stopped :									
How was discharge discovered?									
Outfall Name:									
Total Gals Spilled :				Total reached Water :					
Flow Calculation									
Creek / Stream Name :									
Spills over 1,000 gallons to waters need press release within 24 hours. Spills over 15,000 gallons to water needs Public Notice - distribution TBD by WSRO.									
Area corden off :				Area limed and cleaned :					
Creek Flushed :				If yes, how long?					
Reported by									
				(name, date and time)					
If required, DWQ individual verbally notified of discharge									
DWQ - WSRO 336-776-9800				(name, date and time)					
M-F 8:00 AM to 5:00 PM									
Equipment utilized									
Personnel Involved									
Clean-up Proceedures									

Appendix B

Town of Jamestown - Pump Station Log

Protection Systems: 336 841-8685

AUTO DIALER TESTS			
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Section VI.6 - Comprehensive Collection System Map

Town of Jamestown

WQCS 00314

Oct-24