



**King County**

Road Services Division

Regional Stormwater Decant Facility Program

**Renton Decant Facility**

**Operations and Maintenance Manual**

June 12, 1998

**(Revised October, 2018)**

**This page is intentionally left blank**

**Regional Stormwater Decant Facility Program Operations and Maintenance Manual  
Revision XIV October 2018**

## Table of Contents

Regional Stormwater Decant Facility Program .....	1
Renton Decant Facility .....	1
Operations and Maintenance Manual .....	1
<b>Section 1.0: Introduction</b> .....	<del>55</del>
1.1 Mission .....	<del>55</del>
1.2 Purpose .....	<del>55</del>
1.3 Federal, State & County Regulations Governing Stormwater .....	<del>55</del>
1.4 Program Background .....	<del>66</del>
<b>Section 2.0: Waste Discharge Permit</b> .....	<del>88</del>
2.1 Renton Decant Facility Waste Discharge Permit .....	<del>88</del>
<b>Section 3.0: Authorized Users: Requirements and Criteria for Using the Renton Decant Facility</b> .....	<del>109</del>
3.1 Authorized Users .....	<del>109</del>
3.2 Application Requirements .....	<del>109</del>
<b>Section 4.0: Criteria for Revocation of Authorization</b> .....	<del>1413</del>
4.1 Revocation of Use Authorization .....	<del>1413</del>
4.2 Stormwater Only .....	<del>1413</del>
4.3 Misuse of Scales or Site .....	<del>1514</del>
4.4 Failure to Follow Operations and Maintenance Manual .....	<del>1514</del>
4.5 Failure to Pay .....	<del>1615</del>
<b>Section 5.0: Rate Structure / Rate Updates / Billing Process</b> .....	<del>1716</del>
5.1 Rate Structure .....	<del>1716</del>
5.2 Rate Updates .....	<del>1716</del>
5.3 Billing Process .....	<del>1716</del>
5.4 Scales Generate User Fees .....	<del>1817</del>
<b>Section 6.0: Field Vacuum/Flush Truck Procedures</b> .....	<del>1918</del>
6.1 Vacuum/Flush (Vactor) Truck Guidelines .....	<del>1918</del>
6.2 Record Keeping .....	<del>2019</del>
6.3 Inspection of Storm Drains .....	<del>2019</del>
6.4 Inspect Drainage System for Contaminants .....	<del>2019</del>
6.5 Fails Inspection .....	<del>2120</del>
6.6 Passes Inspection .....	<del>2221</del>
<b>Section 7.0: Renton Site and Facility Access</b> .....	<del>2322</del>
7.1 Access .....	<del>2322</del>
7.2 Business Hours and Closure Information .....	<del>2322</del>
7.3 Bathroom .....	<del>2524</del>
<b>Section 8.0: Renton Facility: Authorized Users'</b> .....	<del>2625</del>
8.1 Decanting and Dumping Procedures .....	<del>2625</del>
8.4 Facility Emergency Shutdown Procedures .....	<del>2726</del>
<b>Section 9.0: Authorized Users' Scaling Procedures</b> .....	<del>2827</del>
9.1 Scale Approach .....	<del>2827</del>
9.2 Scale Keypad .....	<del>2827</del>
9.3 Correcting Errors .....	<del>2827</del>
9.4 Scaling Procedure: Liquids Only .....	<del>2928</del>
9.5 Scaling Procedure: Liquids & Solids .....	<del>3029</del>
<b>Section 10.0: Staff Contacts: Regional Stormwater Decant Facility and Scales Programs</b> .....	<del>3130</del>
10.1 King County Road Services Division Personnel – Decant Facility and Scales Programs: .....	<del>3130</del>
<b>Section 11.0: Renton Facility Quick Reference Page</b> .....	<del>3332</del>
11.1 Hours of operation .....	<del>3332</del>
11.2 Facility Closures .....	<del>3332</del>
11.3 Power Outages .....	<del>3332</del>
11.4 Other Problems .....	<del>3332</del>
<b>FIGURE A – Renton Decant Facility Access Route</b> .....	<del>3534</del>
<b>FIGURE B – Renton Decant Facility Layout</b> .....	<del>3635</del>

**Regional Stormwater Decant Facility Program Operations and Maintenance Manual  
Revision XIV October 2018**

**FIGURE C – Renton Decant Facility Treatment Flow Sketch ..... 3736**

**This page is intentionally left blank**

## **Section 1.0: Introduction**

This manual has been prepared for Authorized Users of the King County Regional Decant Facility Program - Renton Decant Facility and for those interested in becoming Approved Users of the Renton Decant Facility. Elements of the Authorized User application process, rates, permitted decant materials and use of the decant Facility are presented in this manual. This manual is intended as a supplement to the conditions and requirements specified in the *Approved User* contract signed with King County.

### **1.1 Mission**

The mission of the King County Regional Decant Facility Program is to provide an environmentally sound system for managing, treating, and disposing of stormwater liquids and solids generated from the cleaning of stormwater drainage systems. Through the Renton Decant Facility King County is providing a regional stormwater disposal option for all authorized users including King County agencies, other public agencies, and approved private companies.

### **1.2 Purpose**

The purpose of this manual is to provide a comprehensive overview of the King County Road Services Division (KCRSD) Regional Stormwater Decant Facility Program and as a guide for operating, maintaining and using the Renton Decant Facility.

### **1.3 Federal, State & County Regulations Governing Stormwater**

- Clean Water Act - 1972
  - National Pollutant Discharge Elimination System
    - Municipal Stormwater Permit (Phase I and Phase II)
    - Stormwater Management Manual for Western Washington (2005)
- King County Water Quality Code, Title 9. Surface Water Management (2009)
- King County Surface Water Design Manual (2009)
- King County Critical Areas and Clearing and Grading Ordinances

The United States Environmental Protection Agency (EPA) develops the stormwater regulations, in accordance with the Clean Water Act (CWA). The CWA is the primary federal law in the United States governing water pollution and since its introduction in 1972, the CWA is responsible for significant improvements to our Nation's water quality.

## **Regional Stormwater Decant Facility Program Operations and Maintenance Manual Revision XIV October 2018**

Stormwater is water that originates during precipitation events. Stormwater discharges are generated by runoff from land and impervious areas such as paved streets, parking lots, building rooftops and private properties during rainfall and snow events that often contain pollutants in quantities that could adversely affect water quality. Most stormwater discharges are considered point sources and require coverage by a federally mandated permit known as the National Pollutant Discharge Elimination System (NPDES) Permit Program. As authorized by the Clean Water Act, the NPDES permit program controls water pollution by regulating point sources that discharge pollutants into waters of the United States. Point sources are discrete conveyances such as pipes or man-made ditches. Individual homes that are connected to a municipal system, use a septic system, or do not have a surface discharge do not need an NPDES permit; however, industrial, municipal, and other facilities must obtain permits if their discharges go directly to surface waters. In Washington State, the NPDES permit program is administered by the Washington State Department of Ecology (Ecology). Ecology develops and administers stormwater regulations in Washington State, in accordance with Chapter 90.48 of the Revised Code of Washington, Water Pollution Control. King County administers its Stormwater Management Programs in accordance with King County Code Title 9, Surface Water Management.

### **1.4 Program Background**

The King County Regional Stormwater Decant Facility Program emerged from an industry-wide planning effort to provide appropriate disposal options of vector wastes. The planning effort led to the adoption of the “King County Vector Waste Disposal Plan” in 1995. By approving the “plan”, the King County Council requested the development of an environmentally sound system for disposal of stormwater system liquids and solids. The decant facility would be open to all authorized users.

KCRSD currently operates one Regional Stormwater Decant Facility that is open to authorized users, referred to as the *Renton Decant Facility*. The Renton Decant Facility is located at the King County Roads Services Division Headquarters, located at 155 Monroe Avenue NE in Renton, Washington. The Facility contains a scale system; a

**Regional Stormwater Decant Facility Program Operations and Maintenance Manual  
Revision XIV October 2018**

series of covered liquid decant settling ponds, a tipping floor for storm water solids and a covered stormwater solids storage area. The Facility discharges treated stormwater liquids to the sanitary sewer system under a Waste Discharge Authorization issued by the King County Industrial Waste (KCIW). Solids are taken to a King County landfill where they are also subject to testing.

## Section 2.0: Waste Discharge Permit

### 2.1 Renton Decant Facility Waste Discharge Permit

The Renton Decant Facility functions to separate stormwater from stormwater solids through the decanting process, and discharge solids-free stormwater to the sanitary sewer. To do this, the Renton Decant Facility operates under a five-year Waste Discharge Authorization, No. 4367-01. Under this Permit KCRSD is required to:

- Only allow water collected from the cleaning of storm drains to be discharged (see Section 4.2 – Stormwater Only).
- Track every discharge by Facility user's name and origin location of material decanted (see Section 6.2 – Record Keeping).
- Test liquid waste for metals and oil pollutants by a Ecology-certified laboratory
- Field test liquid waste for pH and settleable solids
- Submit a quarterly report to KCIW on test results and usage

The following table outlines the substances tested for and their allowable limits:

*Table 1 Renton Decant Facility Waste Water Permit Limits*

RENTON Parameters	Allowable Limits
Arsenic	1.0 mg/L
Cadmium	0.5 mg/L
Chromium	2.75 mg/L
Copper	3.0 mg/L
Lead	2.0 mg/L
Mercury	0.1 mg/L
Nickel	2.5 mg/L
Silver	1.0 mg/L
Zinc	5.0 mg/L
Cyanide	2.0 mg/L
Nonpolar Fats, Oil & Grease	100 PPM
pH	5.0 – 12.0 SU*
Settleable Solids	7.0 ml/L*
Hydrogen Sulfide (atmospheric)	10.0 ppm*

\*Field test conducted by KCRSD staff



**Regional Stormwater Decant Facility Program Operations and Maintenance Manual  
Revision XIV October 2018**

Solids separated from the stormwater are disposed of at a King County landfill where they may be subject to testing by KC Solid Waste.

## Section 3.0: Authorized Users: Requirements and Criteria for Using the Renton Decant Facility

Contact the Renton Decant Field Manager for questions about applying for and establishing an Authorized User account for the Renton Decant Facility. User accounts also require approval by the KCRSD Budget and Finance Department. Contact information is provided in Table 2.

### 3.1 Authorized Users

Authorization to use the Renton Decant Facility will be granted to any vendor or governmental agency that completes the Regional Stormwater Decant Facility Program application process, can meet the requirements outlined in the Use Agreement and is approved by King County.

### 3.2 Application Requirements

3.2.1 The application package includes:

- Application/Authorized User Information
- Use Agreement
- Vehicle Identification Form
- Copy of State of Washington Resellers Permit
- Certificate of Liability Insurance
- Contaminated Load Procedure
- Fifteen-hundred dollar (\$1,500.00) deposit

*Application/Authorized User Information* documents the applicant name, contact information and tax ID. This information should be updated annually or as staffing changes occur to keep contact information current.

*Use Agreement* presents specific account requirements, billing, and acceptable discharge and use information. This form must be signed by principle executive officers of the applicant company and approved by King County Program and Accounting managers.

**Regional Stormwater Decant Facility Program Operations and Maintenance Manual  
Revision XIV October 2018**

The *Vehicle Identification* form Lists the vehicles that will be using the decant Facility including license and VIN number, color, make, and tank capacity. A scale card will be created specific to each vehicle and tracked by VIN number.

*State Of Washington Resellers Permit.* Each authorized user shall be required to obtain a State of Washington Resellers Permit. Annual Permit renewals shall be provided to King County for record-keeping and documentation of continued coverage.

*Provide Proof of Liability Insurance.* Each authorized user shall be required to obtain liability insurance in such amount and in such form as shall be determined by King County. Proof of insurance requires that user submit a Certificate of Liability Insurance and required endorsements. Insurance certificate renewals shall be provided to King County for record-keeping and documentation of continued coverage.

Provide a written “*Contaminated Load Procedure*” statement. Each authorized agency or company must provide documentation for how their organization handles suspected contaminated or contaminated materials. The “Contaminated Load Procedure” supports the understanding and agreement that any hot loads, or materials suspected of being contaminated or having obvious contamination, or any prohibited materials will not be brought to the Renton Decant Facility. The unacceptable materials listed will be managed, handled, transported, and disposed of appropriately at alternate location approved to take that material type.

*Cash Deposit.* Each authorized user must provide \$1,500 cash deposit. The deposit shall be used to ensure payment of monthly billings, and may be collected when the amount payable to King County reaches the level of the deposit. If the cash deposit is used to pay delinquent billings, authorization to use the Facility will be terminated and use privileges will not be granted unless the deposit level is restored. The deposit will be returned to the applicant when all outstanding claims are satisfied. A waiver to the cash deposit may be granted to other public agencies.

**Regional Stormwater Decant Facility Program Operations and Maintenance Manual  
Revision XIV October 2018**

Please contact the Renton Decant Field Manager before sending in the Cash Deposit so that arrangements can be made to handle this safely and efficiently.

Send the completed Application Form with the required attachments to:

King County Department of Local Services

*Road Services Division*

*Attn: Regional Stormwater Decant Facility Program*

*155 Monroe Avenue NE*

*Renton, WA 98056-4199*

Application packets can be requested by calling 206-477-8100 or downloaded and printed from the website at [www.kingcounty.gov/rentondecant](http://www.kingcounty.gov/rentondecant)

### 3.2.2 Allowable Equipment

Vehicles using the decant Facility must meet the following requirements:

- Have the ability to discharge liquids and solids separately
- Have a total capacity for liquid not to exceed 3,000 gallons
- Have a company sign or image on vehicle that is visible from 100 feet.
- Have a decent discharge hose reaches ground when the tank is in a horizontal position.
- Have a scale card issued to that specific vehicle (matching VIN #, and Company ID#)

### 3.2.3 Approved Applications and Issuance of Scale Card

The applicant is authorized to use the Renton Decant Facility once an application has been approved and scale card(s) issued. A scale card will be issued for each vehicle listed in the application. Approved applications may be modified at any time to add or delete vehicles and personnel. (Note: All new vehicles must be registered (using "Attachment A") and all new personnel must attend the King County training.)

### 3.2.4 Attend Training

**Regional Stormwater Decant Facility Program Operations and Maintenance Manual  
Revision XIV October 2018**

Upon approval of the application, contact the Renton Decant Facility Field Manager to schedule an appointment for training of each vacuum/flush (vactor) truck driver (drivers) assigned to use the Renton Decant Facility. All drivers who plan to use this Facility must complete the required King County training prior to use.

The training is approximately 2.5 hours and covers use of the King County scale system, operational procedures for decanting liquids and dumping solids, acceptable and unacceptable materials, identification and screening of contaminated loads and Facility emergency shutdown procedures. Additional topics may also be covered. KCRSD staff maintains a database of personnel successfully completing the training program.

## Section 4.0: Criteria for Revocation of Authorization

### 4.1 Revocation of Use Authorization

All Renton Decant Facility users are on the “*honor system*”. This means that all trained users are expected to follow the procedures presented in this document and provided in their training. The trained users will be held accountable for any misuse of the facility and unacceptable materials disposed at the facility as well as the company or agency the user represents. King County reserves the right to revoke authorization to use the Facility for any of the following, including but not limited to: discharging liquids other than stormwater, dumping contaminated solids, misuse of the scales or decant Facility, failure to follow the “Regional Stormwater Decant Facility Operations & Maintenance Manual”, failure to pay the monthly billing, allowing non-King County trained staff to use the Facility, and/or transferring scale cards between vehicles.

### 4.2 Stormwater Only

Only stormwater liquids and solids collected from the cleaning of drainage systems designed to collect stormwater (water that originates from precipitation and enters the stormwater system as stormwater runoff, groundwater, or surface water) is allowed to be disposed of at the Renton Decant Facility. The stormwater must meet the Waste Discharge Permit criteria as issued by the KCIW Program (see Section 2.0).

Waste materials specifically prohibited from being disposed of at the Renton Decant Facility include, but is not limited to:

- ⊗ Materials with suspected or obvious contamination
- ⊗ Waste or leachate collected from solid waste transfer Facilitys
- ⊗ Sites or industrial facilities associated with the production or use of solvents, fuels, PCBs, pesticides, or radioactive materials
- ⊗ Process water from car wash vaults
- ⊗ Waste materials from non-King County decant Facilitys
- ⊗ Stormwater and/or water treatment systems (filters, etc.)
- ⊗ Concrete slurry

**Regional Stormwater Decant Facility Program Operations and Maintenance Manual  
Revision XIV October 2018**

- ⊘ Waste material from stormwater drainage systems with known contamination
- ⊘ Sewage or industrial lift Facility
- ⊘ Sanitary sewer systems or septic systems
- ⊘ Grease trap wastes
- ⊘ Water pumped from utility vaults (requires analytical testing/profile)

Any Authorized User who disposes of prohibited wastes or waste materials at the Renton Decant Facility will be responsible for the cost of cleaning the decant Facility, sewer line, and receiving treatment plant facilities. In addition, the user may have their authorization to use the Facility revoked.

To be clear, the driver or trained user is ultimately responsible for the materials being disposed of at the Renton Decant Facility. The driver will be held accountable for delivery of prohibited wastes and/or misuse of the Facility, and King County reserves the right to deny entry to an individual for inappropriate discharge of prohibited wastes. Similarly, any public agency or private company identified for delivering prohibited wastes or misuse of the Facility may have their authorization to use the Facility revoked.

#### **4.3 Misuse of Scales or Site**

The following actions constitute system misuse:

- Repeated loss of scale card
- Damage to Facility and/or equipment
- Unauthorized use of the Facility (i.e. vehicle on-site with untrained staff, use during non-business hours).
- Failure to report problems.
- Failure to clean the decant bay after use

#### **4.4 Failure to Follow Operations and Maintenance Manual**

All users will be provided a copy of this “Regional Stormwater Decant Facility Operations & Maintenance Manual.” All authorized users will be trained on using the manual. Failure to follow the manual may result in revocation of authorization to use the Facility.

**Regional Stormwater Decant Facility Program Operations and Maintenance Manual  
Revision XIV October 2018**

**4.5 Failure to Pay**

Failure to pay the monthly bill will result in the transfer of the cash deposit to King County, and a loss of authorization to use the Renton Decant Facility. In the event that the cash deposit must be used, reauthorization to use the Facility will only occur when the outstanding balance is paid in full and the cash deposit is restored to the required level.



## **Section 5.0: Rate Structure / Rate Updates / Billing Process**

### **5.1 Rate Structure**

The rates approved by the Metropolitan King County Council in Ordinance No.13019 were the result of a rate study conducted by King County staff. The study estimated the cost of stormwater liquids and solids disposal based on several assumptions (i.e. volume of liquids and solids dumped at the site, maintenance costs, disposal costs, and amortization of the Facility).

### **5.2 Rate Updates**

Significant costs are associated with the construction of Stormwater Decant Facility. These costs such as scales, structure, catch basins, settling vaults, and site preparation are captured and amortized over a ten to twenty-year life cycle for each item. Another significant cost is the management and treatment of generated solids. These costs are reviewed on an annual basis to determine if fee changes are required. Each annual reexamination of program costs may result in the submittal of a proposed rate ordinance, if required, to the King County Council for approval with the annual budget.

A rate increase was approved in 2003<sup>1</sup>. The approved rate in 2003 was \$81.00 for access fee and decanting liquid wastes and \$59.00 per ton for stormwater solids.

### **5.3 Billing Process**

As discussed in Section 3.0 of this manual, all users of the Regional Stormwater Decant Program must meet the King County application process and be pre-approved. King County has no capacity to collect a cash fee for use of the Renton Decant Facility. A customer account for monthly billing is required. Each vehicle using the Facility will be assigned a unique scale card with radio frequency identification (RFID) allowing the identification of the equipment and customer account. This scale card must be used each time the truck uses the scales.

---

<sup>1</sup> (November 2002, Substitute Ordinance No. 2002-0517.2, amending Ordinance 13019, Section 1 (part), and K.C.C. 14.85.020.)

**Regional Stormwater Decant Facility Program Operations and Maintenance Manual  
Revision XIV October 2018**

Immediately report any scaling issues by calling 206-296-8219 or (800) KCROADS, so corrections can be made promptly.

**5.4 Scales Generate User Fees**

Every truck visiting the Renton Decant Facility must use the scale system. This is required for all transactions including the disposal of liquid only or combined liquid and solid loads. Scale transactions are recorded in a database that is used for reporting and billing purposes.

## **Section 6.0: Field Vacuum/Flush Truck Procedures**

### **6.1 Vacuum/Flush (Vactor) Truck Guidelines**

Only stormwater liquids and solids collected from the cleaning of drainage systems designed to collect stormwater (water that originates from precipitation and enters the stormwater system as stormwater runoff, groundwater, or surface water) is allowed to be disposed of at the Renton Decant Facility. The stormwater must meet the Waste Discharge Permit criteria as issued by the KCIW Program.

When at all possible, water used in the process of flushing pipe or cleaning storm drains should be vacuumed into the truck's storage tank. All water collected must be decanted at a permitted decant Facility.

All solids collected in the process of flushing pipe or cleaning storm drains must be deposited at a designated solids bay for temporary storage or be taken to an approved site for disposal.

Vactor trucks are used to conduct a wide-range of services from typical stormwater system cleaning to utility potholing to spill response. If you do work that contaminates your tank (i.e. sewer work or hydraulic oil spill cleanup), be sure to thoroughly clean the tank before conducting stormwater work. Residual tank contamination can contaminate future loads.

Vactor trucks may be used over a weekend or during an after-hours call out. When this work occurs, the generated load may not be decanted after the work has been completed and remains in the tank. If a driver takes a truck that has a load that was not generated by that driver, the driver should determine who picked up the load and the load composition. Drivers should always use extreme caution when decanting loads from unknown sources (as presented in this scenario).

**Regional Stormwater Decant Facility Program Operations and Maintenance Manual  
Revision XIV October 2018**

## **6.2 Record Keeping**

Every driver must keep a detailed daily log of the locations where the stormwater and associated solids are collected. Per the Use Agreement, the daily log must be kept for three years and be made available to KCRSD Staff upon request. The daily log, at a minimum, should include:

1. Date
2. Driver's name
3. Equipment used
4. Name of site or client
5. Street address
6. Type of material collected:
  - SF - Single Family
  - MF - Multiple Family
  - C - Commercial
  - I - Industrial

## **6.3 Inspection of Storm Drains**

Liquids and solids removed from stormwater drainage systems are nearly always characterized as an unregulated waste rather than dangerous or hazardous. However, it is possible for contaminants to accumulate over time resulting in concentrations that could designate as dangerous or hazardous wastes. Contaminants can also be present because of spills or illegal dumping of material by citizens or businesses. A quick inspection of the stormwater system using sight and smell can provide valuable information regarding potential contamination of the stormwater system (field screen your loads). The King County stormwater decant Facility does not accept any suspect or contaminated liquids and/or solids. Suspect or obviously contaminated liquids and/or solids must be transported to an approved vendor for disposal.

## **6.4 Inspect Drainage System for Contaminants**

Prior to removing materials from the stormwater system, the truck operator or driver must first inspect the stormwater system to be cleaned for evidence of contamination or possible contamination (field screening). Be aware of the area that the work is being conducted and upstream users of the system and the potential for contamination.

**Regional Stormwater Decant Facility Program Operations and Maintenance Manual  
Revision XIV October 2018**

One or more of the following occurrences indicates potential contamination:

- Liquid and or solid materials are simply “not typical” of the materials normally found during day-to-day operations.
- Presence of fumes, vapors, or odors. Fumes, vapors, or odors are an excellent indicator of the presence of gas, hydrocarbons, or solvents. If unusual odors are detected, exposure could be dangerous to the driver or helper. Some fumes can deaden the sense of smell almost immediately. If you think you smelled something bad, you probably did.
- Unusual water color. May indicate the presence of antifreeze, oil-based paint, or other contaminant. Antifreeze is classified as a dangerous waste.
- Clear or transparent water. A chemical may be inhibiting normal biological activity.
- Dark, thick, gooey sludge buildup on top of the sediment. May indicate the presence of petroleum products or infrequent cleaning and resulting buildup of contaminants in the sump.
- Drainage area stained or corroded. Stains or corrosion may indicate the presence of hazardous or dangerous waste. Wastes containing metals, solvents, or petroleum constituents will stain surrounding surfaces.
- Unusually clean looking sump. An industrial solvent or cleaner may have been “dumped” into the sump. These may designate as hazardous or dangerous waste.
- Significant vegetation or algal growth present. Considerable vegetation or algal growth in a stormwater drainage system could be a sign of a fertilizer or other excessive nutrient releases.

### **6.5 Fails Inspection**

Follow your own agency/company guidelines on how to proceed if you suspect a storm drain is contaminated (see “Contaminated Load Procedure” in section 3.2.4).

**Do not dispose of any known or suspected contaminated loads at the Renton Decant Facility.**

**Regional Stormwater Decant Facility Program Operations and Maintenance Manual  
Revision XIV October 2018**

**6.6 Passes Inspection**

Clean the storm drain(s) and dispose of generated liquids and solids at the Renton Decant Facility.

## Section 7.0: Renton Site and Facility Access

The Renton Decant Facility is located at V Building within the KCRSD Renton Headquarters Complex. The site houses several buildings and operations in addition to the decant Facility.

### 7.1 Access

Access to the Renton Decant Facility is reached by traveling south on Jefferson Avenue NE from NE 3<sup>rd</sup> Street in the City of Renton. The “west entrance gate” is located just east of the King County Renton Transfer Facility. The preferred route through the site to the stormwater decant Facility is shown in Figure A of this document. It is recommended that all trucks carrying stormwater runoff waste should stay on the designated route unless there is other business at the Renton site. There are numerous points where trucks can come into conflict with pedestrians and other equipment using the shop site. By complying with the request to follow the designated route, we hope accidents will be prevented.

Please use the “west entrance gate” by traveling south on Monroe Avenue NE from NE 3<sup>rd</sup> Street in the event that the west entrance gate is closed during operating business hours.

### 7.2 Business Hours and Closure Information

The Renton Decant Facility regular business hours are Monday through Friday from 7:00am to 5:30pm. Customers are allowed to enter the site until 5:30pm. Site entry is not permitted after 5:30pm.

#### 7.2.1 Holidays

The Renton Decant Facility will be closed for all holidays *unless* notification is sent to customers advising otherwise.

- New Year’s Day
- Martin Luther King Jr. Day
- President’s Day

**Regional Stormwater Decant Facility Program Operations and Maintenance Manual  
Revision XIV October 2018**

- Memorial Day
- Independence Day
- Labor Day
- Veteran's Day
- Thanksgiving Holiday (both Thursday and Friday)
- Christmas Day

### 7.2.2 Scheduled Facility Closures

There will be times when the Renton Decant Facility is closed for maintenance and/or repair to the facility or to the truck scales.

The Renton Decant Facility may be temporarily shut down for truck scale maintenance or repairs due to the loss of operational truck scales to provide necessary weight information and required documentation for transactions. If the truck scale becomes unavailable, it may be possible to keep the decant pond open to customers for decanting liquids only and recording required information by hand for each transaction.

Notification will be sent via email to all authorized users of the Regional Stormwater Decant Facility Program to announce facility closures. If possible, advance notice will be provided prior to the closure.

### 7.2.3 Unscheduled Facility Closures

There may be times when the Renton Decant Facility will be closed with no notice for the following:

- Solids pad becomes full. The solids dumping pad may be closed if the decant Facility operator is unavailable for a period of time to maintain the Facility. If this occurs, the decant pond will remain open to customers for decanting their liquids only.
- Emergencies/Unacceptable Load Contamination. The Renton Decant Facility will be shut down if an emergency / unacceptable load occurs. The Facility will remain closed until the Facility can be cleaned and placed back into service.



**Regional Stormwater Decant Facility Program Operations and Maintenance Manual  
Revision XIV October 2018**

- Scale Failures, Damage, Power Outages. The decant Facility may be shut down if the truck scale is not functioning properly, is damaged or during power outages due to the loss of operational truck scales to provide necessary weight information and required documentation for transactions. If the truck scale becomes unavailable, it may be possible to keep the decant pond open to customers for decanting liquids only and recording required information by hand for each transaction.

### **7.3 Bathroom**

Authorized users of the decant Facility may use the portable toilet provided for their convenience. The portable toilet is located at the northeast corner of 'V' Building.

### **7.4 Scale Phone**

The phone does not have an outside line. The phone will automatically call the operator at the KCROADS 24-hour Customer Service Desk located in A-building. Use the phone if you have a problem and need to contact the Decant Program Staff. Provide your name, company, a phone number and briefly explain the problem to the operator. Ask the operator to forward this information to the Renton Decant Facility Field Manager or Staff.

### **7.5 Water-filling Facility, Wash Rack, Steam Cleaner, Fire Hydrant Water Hook-Up**

The water-filling Facility, wash rack, steam cleaner, and fire hydrant water hook-up are for King County personnel use only. Please do not use these Facilities.

### **7.6 Security**

Video cameras are installed in various locations at the Renton Complex to ensure security. The Renton Decant Facility is monitored using video cameras 24 hours a day. Video can be monitored in real-time using the computer and/or is archived for later viewing as needed. Video will be reviewed to investigate inappropriate use of the Renton Decant Facility.

## Section 8.0: Renton Facility: Authorized Users'

### 8.1 Decanting and Dumping Procedures

The following is a quick overview of the procedures to follow when using the Facility. Sections 8.2 and 8.3 provide detailed step-by-step instructions follow this overview (also see Figure B - Renton Decant Facility Layout on page 30 of this manual).

- At no time shall there be less than one trained person per vehicle to use the Facility.
- When decanting liquids into the settling pond, make sure that the discharge hose is behind the white line as marked on the pavement.
- When dumping solids, position the truck to the north and west corner of the solids pad (away from the pond) as much as possible to minimize the amount of sediment entering the pond. This also maximizes the capacity of the solids dump pad.
- Always check for contamination or prohibited materials in the pond and on the solids pad prior to decanting or dumping. If prohibited or suspected or contaminated
- materials are found, report it immediately (KCRSD - Contact Information on page 31)
- Always check for damage to the equipment, facility or scale and if found, report it immediately (KCRSD - Contact Information on page 31).

### 8.2 Liquid Decanting Only (also see section 9.4)

1. Arrive at the decant Facility
2. Decant liquids into settling pond #1
3. Weigh-in at the scale
4. Swipe scale card (or manually enter card #) to capture required transaction information
5. Estimate number of gallons decanted at pond and generate receipt
6. Leave site

### 8.3 Liquid Decanting and Dumping of Solids (also see section 9.5)

1. Arrive at decant Facility
2. Decant liquids into settling pond #1
3. Weigh-in at the scale

**Regional Stormwater Decant Facility Program Operations and Maintenance Manual  
Revision XIV October 2018**

4. Swipe scale card (or manually enter card #) to capture required transaction information
5. Estimate number of gallons decanted at pond
6. Leave scale and go dump solids on solids pad
7. Weigh-out empty truck at scale and generate receipt
8. Leave site

#### **8.4 Facility Emergency Shutdown Procedures**

**If you notice any of the following conditions after you have already begun to decant, STOP DECANTING, call Decant Program Staff and then go to MH 6 & MH 8 and shut the emergency slide gates to stop discharge to sewer (see Figure B – Renton Decant Facility Layout).**

- Pronounced odor of solvent or gasoline
- Hydrogen sulfide (rotten egg odor)
- Significant oil sheen
- Unusual color
- Grease
- Stormwater filter media
- Anything that looks unusual and not typical of stormwater decant materials

---

Immediately call (Roads Contact Information on page 31):

1. Jim Crawford (Renton Decant Facility Field Manager) at 206-255-9598 cell / 206-477-2382 office
2. KCROADS 24-hr. Customer Service at 206-477-8100.
3. Scale House phone in gray box to contact the KCROADS 24-hr. Customer Service Desk. Briefly explain the problem to the operator and have them patch you through to the Decant Facility staff.

## **Section 9.0: Authorized Users' Scaling Procedures**

### **9.1 Scale Approach**

Make sure the scale is clear of debris and there is no obvious damage prior to driving vehicle onto the scale. Please immediately call and report any scale damage to 206-296-8219 or to the 24 hour Customer Service Desk by calling 206-296-8100 or (800) KCROADS, or by using the scale house phone.

Look to scale display to ensure the scale reads zero. If the scale does not read zero, attempt to reset scale to zero (reset button located on scale house). If the scale does not zero out, please call and report the problem to 206-296-8219 or to the 24 hr. Customer Service Desk by calling 206-296-8100 or by using the scale house phone.

### **9.2 Scale Keypad**

The Keypad at the scale is used to enter all required information into the datalogger. Press the <enter> key after every entry.

### **9.3 Correcting Errors**

If you enter something incorrectly you can use the backspace button or press the "cancel" option and re-enter the information. You can also complete the "Edit Data" cycle and then go back into "Edit Data" cycle to correct the information. To disregard a transaction, press "exit", drive off the scale to reset the scale, then drive back onto the scale and start a new transaction.

**Regional Stormwater Decant Facility Program Operations and Maintenance Manual**  
**Revision XIV October 2018**

**9.4 Scaling Procedure: Liquids Only**

If you are decanting liquids only, you must still go over the scales to generate a transaction receipt. Follow these steps:

1. Arrive at the decant Facility
2. Decant liquids into Pond #1
3. Drive to scale
4. Is the scale clear of debris/damage?
5. Does the scale read “Zero” before driving on?
  - Yes. Drive onto Scale
  - No. Go to east side of Scale House and hit “Zero” button
6. Swipe scale card or enter the scale card # assigned to your truck
7. Review the information stored and display in the datalogger viewer
8. If it is ALL accurate, press “Weigh-In”. If it is not all accurate, press “Edit Data”
9. Enter Driver’s Last Name, press <enter>
10. Enter Material Type by entering “2” for Storm Liquids, press <enter>
11. Enter Material Source Location by pressing “1” for Other, press <enter>
12. Review that all information displayed in the scale viewer is correct. If yes, press “Weigh-In”. If no, go back into “Edit Data” and make the necessary correction.
13. Enter estimated amount of liquids you decanted (in gallons), press <enter>
14. Press “Save Data” to complete the transaction
15. “Thank you. Data stored. Transaction Complete”
16. Take receipt and drive off scale

**Regional Stormwater Decant Facility Program Operations and Maintenance Manual**  
**Revision XIV October 2018**

**9.5 Scaling Procedure: Liquids & Solids**

1. Arrive at the decant Facility
2. Decant liquids into Pond #1
3. Drive to Scale
4. Is the scale clear of debris/damage?
5. Does the scale read “Zero” before driving on?
  - Yes. Drive onto Scale
  - No. Go to east side of Scale House and hit “Zero” button
6. Swipe scale card or enter the scale card # assigned to your truck
7. Review the information stored and display in the datalogger viewer
8. If it is ALL accurate, press “Weigh-In”. If it is not all accurate, press “Edit Data”
9. Enter Driver’s Last Name, press <enter>
10. Enter Material Type by entering “2” for Storm Liquids, press <enter>
11. Enter Material Source Location by pressing “1” for Other, press <enter>
12. Review that all information displayed in the scale viewer is correct. If yes, press “Weigh-In”. If no, go back into “Edit Data” and make the necessary correction.
13. Enter estimated amount of liquids you decanted (in gallons), press <enter>
14. Viewer will show “Please return to scale after unloading”
15. Drive back over to Building ‘V’. Dump solids in solids bay.
16. Clean truck out at solids bay
17. Drive to Scale
18. Does the Scale read “00” (zero)?
  - Yes. Drive onto scale
  - No. Go to east side of scale house and hit “Zero” button with truck off the scale
19. Re-swipe the scale card or enter the scale card #
20. Press “Weigh-Out”
21. Press “Save Data” to complete the transaction
22. Take your receipt and drive off scale

## Section 10.0: Staff Contacts: Regional Stormwater Decant Facility and Scales Programs

### 10.1 King County Road Services Division Personnel – Decant Facility and Scales Programs:

KCRSD Decant Management: Report All Problems (except billing and insurance)

Jim Crawford	Renton Decant Facility Field Manager	(206) 255-9598 cell (206) 477-2382 office jim.crawford@kingcounty.gov
KCROADS 24-hr. Front Desk	24-hour contact	(206) 477-8100 or 1-800-KCROADS
Decant Facility Operator – On-Site with Loader if Available, Contact via Jim Crawford		

WEBSITE:

<http://www.kingcounty.gov/depts/transportation/roads/stormwater-disposal.aspx>

**Regional Stormwater Decant Facility Program Operations and Maintenance Manual  
Revision XIV October 2018**

Budget and Finance Unit: Billing and Insurance

Yung Truong	Accounts Receivable / Insurance	(206) 477-3576 Yung.truong@kingcounty.gov
Ray Marquez	Accounts Receivable / Insurance	(206) 477-3574 Ray.marquez@kingcounty.gov

The KCRSD Renton Decant Facility Field Manager is responsible for the general operation of the Renton Decant Facility. Responsibilities of the field manager include, but are not limited to the following:

- Secure and maintain the required discharge authorization permit and ensure program compliance;
- Process authorization of vendor applications and manage customers services and inquiries;
- Conduct mandatory training for Facility use;
- Perform required analytical laboratory sampling and submit quarterly reports;
- Oversee maintenance and repairs of the decant Facility; and, coordinate with the KCRSD Special Operations and Division staff as needed to maintain on-going proper function of the facility.



## Section 11.0: Renton Facility Quick Reference Page

### 11.1 Hours of operation

Customers are sent monthly schedule notification via email correspondence approximately one week before the start of a new month. Regular business hours are Monday through Friday from 7:00 am to 5:30 pm.

### 11.2 Facility Closures

Customers will be notified by either phone or email for any unplanned closures. Customers will be notified through the monthly schedule for any planned closures such as scheduled maintenance or holidays.

### 11.3 Power Outages

Authorized Users: If there is a power outage, the scale system will not function. Please do not use the Facility to dispose of solids. Please dispose of your load elsewhere. Liquid only transactions may be done by appointment only. Call the Decant Program Coordinator so that all required information can be documented for the transaction.

### 11.4 Other Problems

- Scale Card          Scale Damage          Keypad Operation
- Ponds                Solids Storage Pad          Unacceptable Load upon arrival
- Frozen or Broken Hoses

Call the Decant Facility staff. Use phone at the scales to contact the Front Desk in 'A' Building. When you pick up the phone, the operator will automatically be called. Briefly explain the problem to the operator and have them contact the Program Coordinator.

Remember: If you arrive at the decant Facility to find an existing problem (scale damage, pond contamination, unacceptable load dumped, etc), please contact

**Regional Stormwater Decant Facility Program Operations and Maintenance Manual  
Revision XIV October 2018**

someone immediately before proceeding with the transaction. You do not want to get blamed for someone else's mistake or actions.

FIGURE A – Renton Decant Facility Access Route



FIGURE B – Renton Decant Facility Layout

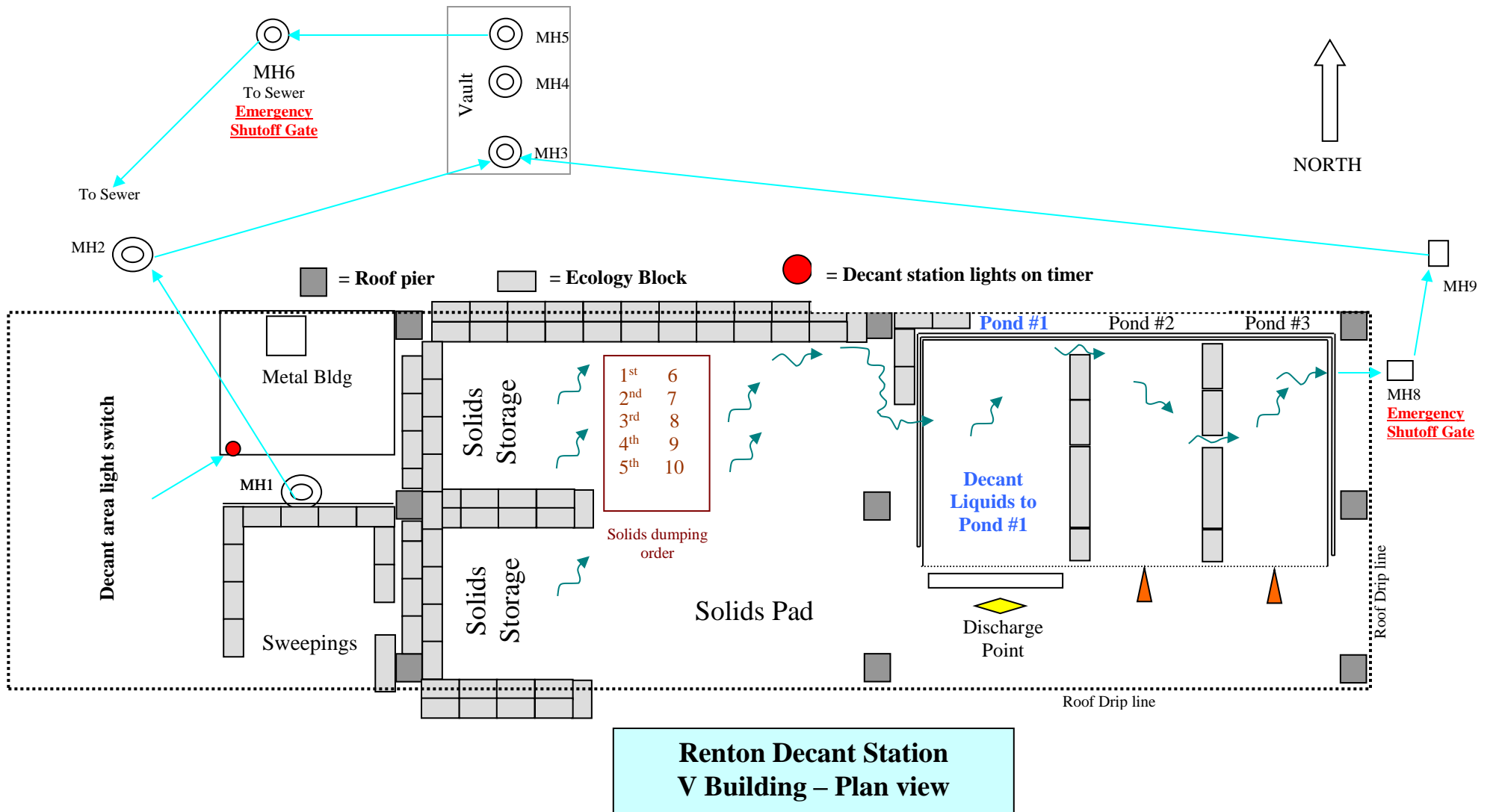


FIGURE C – Renton Decant Facility Treatment Flow Sketch

King County Regional Stormwater Decant Facility Program – Renton Decant Facility Flow Diagram

