

**Sacramento Area Sewer District**  
**Sanitary Sewer Overflow (SSO) Response Procedures**

Effective 7/15/09    Revised 6/19/09    Supercedes 4/15/09

### 4. SSO Notification Guide

IF SSO	AND...	THEN NOTIFY...
<p>Is greater than or equal to 1,000 gallons out of Sacramento Area Sewer District's or SRCSD's sewer collection system or is otherwise Category I</p>		<p><b>(All numbers use area code 916 unless otherwise noted)</b>            Note: The Supervisor or Pre-checker is responsible for notifying:</p> <ul style="list-style-type: none"> <li>• Designated Asset Management Responder                -Refer to the Sacramento Area Sewer District's (the District) Weekly Standby/On Call List</li> </ul> <p>The Asset Management Responder is responsible for notifying the following:</p> <ul style="list-style-type: none"> <li>• District Personnel:                Collection Systems Manager - Christoph Dobson                (wrk-day) 876-6042, (cell) 591-1341                AM SSO Response Manager – Dave Meier                (wrk-day) 876-6023, (cell) 591-1355                M&amp;O Superintendent – J.P. Morris                (wrk-day) 876-6276, (cell) 508-7356                Responsible Manager                -Refer to the District's Weekly Standby/On Call List  <b>See Section 12.1 for District Information Template</b></li> <li>• OES, obtain control number, complete SSO report form (Tab 11)                Ph#: 1-800-852-7550 or (916) 845-8911  <b>See Section 12.2 for Information Template</b></li> <li>• Regional Water Quality Control Board – Ann Hopkinson                (office, wrk-day) 464-4825, (RWQCB main office) 464-3291,                Address: 11020 Sun Center Dr, #200, Rancho Cordova, CA 95670-6114  <b>See Section 12.1 for District Information Template</b></li> <li>• State Fish and Game – Carol Oz (office wrk-day) 358-2918                (after hrs - Dispatch) – 358-1300  <b>See Section 12.1 for District Information Template</b></li> <li>• Environmental Mgmt Dept (EMD) – (wrk-day) Eric Haupt (North)                (office) 876-7530, (cell) 591-0932, Terry Kociemba (South) (office)                875-8504, (cell) 591-1205, (after hrs - County Central) 875-5000                - For private SSOs only call County Central for EMD notification.                Tell County Central to notify EMD Incident Response.</li> <li>• District Asset Management:                Bruce O'Roak: 875-1562                - Provide CMMS service request number and mainline segment where the stoppage occurred.</li> </ul>
	<p>Any volume has reached a waterway</p> <p><b>*Notifications must be made within two hours of discovering that SSO reached a waterway.</b></p>	<ul style="list-style-type: none"> <li>• *OES – See above.</li> <li>• *Environmental Health Director - John Rogers                (cell) 207-7376, (office) 875-8409                Leave messages at both numbers if calls are not answered</li> <li>• *RWQCB (Ann Hopkinson) – See above</li> <li>• Asset Management responder must email Ann Hopkinson, <a href="mailto:ahopkinson@waterboards.ca.gov">ahopkinson@waterboards.ca.gov</a>, and cc Dave Meier with time District was notified of the spill, time each of the three calls above were made, and the OES control number. Email must be sent before completion of SSO response, but no more than 24 hours after becoming aware that the SSO reached a waterway.</li> </ul>

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	If any of the following occur: -Posting of Warning Signs -Lane Closures or Detours -Media on Site -May Cause Public Concern	<ul style="list-style-type: none"> <li>• Communication Media Office (CMO)*:                Evans Mends                Office: 876-6014, Cell 591-2219</li>   <li style="padding-left: 20px;"><u>After Hours</u>: 875-4266, passkey 266#</li>   <li style="padding-left: 20px;">*See Tab 5 for backup contacts for District and SRCSD CMO.</li> </ul>
	Enters a Storm Drain	<ul style="list-style-type: none"> <li>• Sac. Co. Dept. of Water Resources – Sara Persyn                (wrk day - office) 874-1353, (cell) 508-7674</li> </ul>
	Is located within: <ul style="list-style-type: none"> <li>• City of Citrus Heights</li> <li>• City of Elk Grove</li> <li>• City of Rancho Cordova</li>   <li>• City of Folsom</li> <li>• City of Sacramento</li> </ul>	<ul style="list-style-type: none"> <li>• Kevin Becker / Roger Underwood (24/7) 727-4770</li> <li>• Public Works Operations 687-3005</li> <li>• Cyrus Abhar (City Engineer) 851-8711                Erin Treadwell (PIO) 851-8791</li> <li>• Ken Payne (day) 351-3573, (cell) 425-0374</li> <li>• 24 hour City of Sacramento Operator: 264-5011</li> </ul>
Is from SRCSD System		<ul style="list-style-type: none"> <li>• PCC: 875-9400</li> <li>• Mitch Maidrand - Office: 875-9083 Cell: 591-1627</li> </ul>
Has entered the American River		<ul style="list-style-type: none"> <li>• Golden State Water Co. (Only need to make contact with one number):                796-6091 <b>or</b> 802-4175 <b>or</b> 801-3658 <b>or</b> 800-999-4033</li> <li>• City of Sacramento (Fairbairn Water Treatment Plant): 808-3120                If no answer call one of the following:                Sacramento River Water Treatment Plant: 808-4961                City Operator: 264-5011</li> <li>• Carmichael Water (ask for Mark McClintock): 483-2452                If no answer call: 826-8763</li> <li>• Regional Water Quality Control Board: 255-3000</li> </ul>
Is from District or SRCSD Collection System & enters a structure	Is located within City of Sacramento	Courtesy notification to the City of Sacramento: (Sewer Maintenance Dispatch) 264-5371
Occurs in the Folsom outflow	Has potential to reach Folsom South Canal	<ul style="list-style-type: none"> <li>• City of Folsom –Ken Payne (wk-day) 351-3573                (cell) 425-0374</li> <li>• Arden Cordova Water District                Paul Schubert:                (mobile) 801-3658, (pager) 731-2595                (office) 635-1867 ext 11, <b>or</b>                If no voice contact within 5 minutes, call Customer Service                @ (800) 999-4033</li> <li>• The Bureau of Reclamation:                (during business hours) 988-1707 <b>or</b>                (after business hours) 814-3470</li> </ul>

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		<ul style="list-style-type: none"> <li>Regional Water Quality Control Board 255-3000</li> </ul>
Enters structure within District or SRCSD service area	Requires clean up	<p>M&amp;O Supervisor or Pre-checker is responsible for notifying the following:</p> <ul style="list-style-type: none"> <li>Sierra Pacific Loss Management: -Refer to the District Weekly Standby/On Call List</li> </ul>
Occurs within the Sacramento International Airport		<ul style="list-style-type: none"> <li>Airport 24-hour emergency communications center (916) 929-5000*</li> </ul> <p>* This is the first call to be made. The airport will notify regulatory agencies of the SSO. District staff will still develop a chronology of events and provide a copy to the airport.</p>
Occurs on school grounds or otherwise affects a school		<ul style="list-style-type: none"> <li>Contact the appropriate school district. See Tab 8 of Emergency Response Manual Resources ("The Book")</li> </ul>