



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
REGION 8

1595 Wynkoop Street  
Denver, CO 80202-1129  
Phone 800-227-8917  
www.epa.gov/region08

2019 JUN 26 PM 12:47

FILED  
EPA REGION VIII  
HEARING CLERK

JUN 26 2019

Ref: 8ENF-W-SD

CERTIFIED MAIL  
RETURN RECEIPT REQUESTED

Holli and Wayne Jones, Owners  
Deer Haven Lodge  
7558 US Hwy 16  
Buffalo, Wyoming 82834

Re: Administrative Order issued to Holli and Wayne Jones regarding Deer Haven Lodge Public Water System, PWS ID #WY5600565, Docket No. **SDWA-08-2019-0028**

Dear Mr. and Mrs. Jones:

Enclosed is an Administrative Order (Order) issued by the United States Environmental Protection Agency under the authority of section 1414(g) of the Safe Drinking Water Act, 42 U.S.C. § 300g-3(g). Among other things, the Order alleges that you, as owners and operators of the Deer Haven Lodge Public Water System (System), have violated the National Primary Drinking Water Regulations (Drinking Water Regulations) at 40 C.F.R. part 141. EPA is issuing this Order because our previous compliance assurance efforts have not been effective in returning the System to compliance with the Safe Drinking Water Act.

The Order is effective upon the date received. Please review the Order and within 10 business days provide the EPA with any pertinent information you believe the EPA may not have (e.g., any monitoring that may have been done but not submitted, any updates to the number of service connections and/or individuals served, *etc.*). If the EPA does not hear from the you, the EPA will assume this information is correct.

If you comply with the Order, the EPA may close the Order without further action. Failure to comply with the Order may lead to civil administrative penalties and/or a federal court injunction ordering compliance.

The Small Business Regulatory Enforcement and Fairness Act (SBREFA) may apply to this situation. Enclosed is a small business information sheet, outlining compliance assistance resources available to small businesses and small governments, in case these are relevant. SBREFA does not eliminate the responsibility to comply with the Order or the Drinking Water Regulations.

Also enclosed are several templates, fact sheets and EPA's August 21, 2018 and March 22, 2018 Notice of Violation letters to assist you in addressing the outstanding violations.

If you have any questions or to request an informal conference with the EPA, please contact Steven Latino via email at [latino.steven@epa.gov](mailto:latino.steven@epa.gov), or by phone at (800) 227-8917, extension 6440, or (303) 312-6440. Any questions from your attorney should be directed to Matthew Castelli, Enforcement Attorney, via email at [castelli.matthew@epa.gov](mailto:castelli.matthew@epa.gov) or by phone at (800) 227-8917, extension 6491, or (303) 312-6491.

We urge your prompt attention to this matter.

Sincerely,



Suzanne J. Bohan, Director  
Enforcement and Compliance Assurance Division

Enclosures

cc: WY DEQ/DOH (via email)  
Washakie County Commissioners ([terrywolf@washakiecounty.net](mailto:terrywolf@washakiecounty.net))  
Melissa Haniewicz, EPA Regional Hearing Clerk  
Wayne and Holli Jones, Owners ([southfork@vcn.com](mailto:southfork@vcn.com))

UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
REGION 8

2019 JUN 26 PM 12:47

IN THE MATTER OF: )  
 )  
Wayne and Holli Jones )  
Deer Haven Lodge )  
PWS ID # WY5600565 )  
 )  
 )  
Respondents. )

Docket No. **SDWA-08-2019-0028**

EPA REGION VIII

**ADMINISTRATIVE ORDER**

1. This Order is issued under the authority vested in the Administrator of the United States Environmental Protection Agency (EPA) by section 1414(g) of the Safe Drinking Water Act (Act), 42 U.S.C. § 300g-3(g), as properly delegated to the undersigned official.
2. Wayne and Holli Jones (Respondents) are individuals who own and operate the Deer Haven Lodge Public Water System (System), which provides piped water to the public in Washakie County, Wyoming, for human consumption.
3. The System is supplied by a groundwater source accessed via a spring known as Deer Haven Spring. The water is treated by a chlorinator. From the spring, water is piped to the treatment plant, a four-foot by eight-foot box near the propane tanks and lodge, where it is treated prior to distribution. A booster pump and a pressure tank located at the treatment plant maintains system pressure.
4. The System has approximately five service connections and regularly serves an average of approximately 50 individuals daily at least 60 days out of the year. Therefore, the System is a “public water system” as defined in section 1401(4) of the Act, 42 U.S.C. § 300f(4), and 40 C.F.R. § 141.2. The System is also a “transient non-community water system” as defined in 40 C.F.R. § 141.2.
5. Respondents are subject to the Act and 40 C.F.R. part 141 (Drinking Water Regulations). The Drinking Water Regulations are “applicable requirements” as defined in section 1414(i) of the Act, 42 U.S.C. § 300g 3(i).
6. The Drinking Water Regulations include monitoring requirements. The EPA has sent Respondents annual notifications of the specific monitoring requirements that apply to the System.

**VIOLATIONS**

7. Respondents are required to monitor the System’s water annually for nitrate at every entry point to the distribution system which is representative of each well after treatment. 40 C.F.R. §§ 141.23(a) and (d). Respondents failed to monitor the System’s water for nitrate during 2018 and, therefore, violated this requirement. Respondents did sample for nitrate on January 22, 2019. The next nitrate sample will be due in 2020.
8. Respondents are required to complete corrective actions of significant deficiencies in accordance with an EPA-approved corrective action schedule or within 120 days of receiving written notification from EPA of a significant deficiency. 40 C.F.R. § 141.404(a). Respondents are required to notify the EPA within 30 days of completion of a significant deficiency corrective action. 40 C.F.R. § 141.405(a)(2). Respondents received a letter from the EPA on December 22, 2017, which detailed

significant deficiencies, and the EPA approved a schedule for the System to complete the corrective actions by June 22, 2018. Respondents failed to complete all corrective actions by June 22, 2018, or failed to notify the EPA of corrective action completion by July 22, 2018, or both and, therefore, violated these requirements.

9. Respondents were required to develop a written total coliform sample siting plan that identified sampling sites that are representative of water throughout the distribution system and a sample collection schedule by March 31, 2016, and submit it to the EPA for review. 40 C.F.R. § 141.853(a)(1). Respondents failed to submit a sample siting plan to the EPA and, therefore, violated this requirement.

10. Respondents were required to notify the public of certain violations of the Drinking Water Regulations and, within 10 days after completing public notice, provide a copy of the public notice to the EPA. 40 C.F.R. §§ 141.201-141.211. Respondents failed to notify the public of the violation cited in paragraph 8, above or failed to submit a copy to the EPA, and, therefore, violated this requirement.

11. Respondents are required to report any failure to comply with any Drinking Water Regulation to the EPA within 48 hours (except where the Drinking Water Regulations specify a different time period). 40 C.F.R. § 141.31(b). Respondents failed to report the violations cited in paragraph 7, 8, and 9, above, to the EPA and, therefore, violated this requirement.

### **ORDER**

Based on the above violations, Respondents are ordered to perform the following actions upon Respondents' receipt of this Order (unless a different deadline is specified below):

12. Respondents shall monitor the System's water at least annually for nitrate, in accordance with 40 C.F.R. §§ 141.23(a) and (d). Respondents shall report monitoring results to the EPA within the first 10 days following either (1) the month in which the result is received or (2) the end of the required monitoring period as stipulated by the EPA, whichever is shortest. 40 C.F.R. § 141.31(a).

13. Within 120 days of receipt of this Order, Respondents shall complete corrective action of the following significant deficiencies and notify the EPA within 30 days after their completion. Respondents shall provide sufficient evidence to the EPA including photographs, of the corrective actions. Thereafter, Respondents shall complete corrective action of significant deficiencies and notification of their completion as required by 40 C.F.R. §§ 141.403(a) and 141.405(a)(2).

a) Spring hatches and collection chambers:

- i) Spring collection chamber overflow screening improvement needed: The overflow pipe must have a #24-mesh screen on the exterior discharge ends to prevent contamination (including contamination carried by insects, rodents, and birds) from entering the water system. The modified overflow design must also still freefall at least 12 inches above ground.
- ii) Spring collection chamber not watertight: The chamber must be watertight to prevent inflow of unwanted surface water.

- iii) Spring hatch/entry improvement needed: Spring hatches must be fitted with a solid, watertight cover with a rubber gasket.
- b) Spring collection area and collection chamber/box not fenced to keep large animals away: The spring collection area and collection chamber/box must be enclosed by a fence to prevent stock and large wildlife from entering the spring area. Existing fence must be repaired.
- c) No emergency response plan (ERP): Complete an Emergency Response Plan (ERP). Enclosed is an ERP form to fill out and return to the EPA to address this deficiency.
- d) Surface runoff drains toward spring collection area: A diversion channel or berm capable of diverting surface water runoff away from the spring collection area must be constructed.
- e) Deer Haven Spring is potentially ground water under the direct influence of surface water (GWUDISW). After completing any structural improvements to the spring system to minimize surface water intrusion, as identified by the significant deficiencies above, Respondents shall allow an EPA contractor to conduct a raw water microscopic particulate analysis (MPA) in the spring or fall. The MPA must be collected during a “wet season” during the time when the spring is most susceptible to surface water influence (typically when a heavy rain or snow event occurs in spring or fall). Respondents shall be responsible for shipping and analysis costs associated with the MPA. The first MPA was conducted in 2005 and the second was conducted in 2007. The third MPA must be conducted in 2019.

14. Within 30 days of receipt of this Order, Respondents shall develop a written total coliform sample siting plan and submit it to the EPA for review. The plan must identify sampling sites (both routine and repeat) and a sample collection schedule that is representative of water throughout the distribution system, as required by 40 C.F.R. § 141.853(a)(1). A template can be found at <https://www.epa.gov/region8-waterops/revised-total-coliform-rule-sample-siting-plan>.

15. Within 30 days after receipt of this Order, Respondents shall notify the public of the violation(s) cited in paragraph 8, above. Respondents shall repeat the notice every three months as long as the violation persists. Templates and instructions are available at: <https://www.epa.gov/region8-waterops/reporting-forms-drinking-water-systems-wyoming-and-tribal-lands-epa-region-8#pn>. Within 10 days after providing public notice, Respondents shall submit a copy of the notice to the EPA. Thereafter, following any future violation of the Drinking Water Regulations, Respondents shall comply with any applicable public notice provisions of 40 C.F.R. part 141, subpart Q. The public notice for the violation cited in paragraph 7, failure to monitor for nitrate in 2018, is not due until December 31, 2019.

16. For any future violation of the Drinking Water Regulations for which this Order does not specify a reporting period, Respondents shall report the violation to the EPA within 48 hours of the violation occurring, as required by 40 C.F.R. § 141.31(b). However, if the Drinking Water Regulations specify a different time period for reporting the particular violation, Respondents shall report the violation to the EPA within that different period.

17. This Order shall be binding on Respondents, their successors and assigns, and any person (e.g., employee, contractor, or other agent) acting in concert with Respondents.

18. If Respondents (a) lease or sell the System to another person or entity, or (b) contract with or hires any other person or entity to operate the System, Respondents shall, within 10 days, provide a copy of this Order to the lessee, purchaser, or contractor and notify the EPA in writing of the change. In either of these circumstances, Respondents shall remain obligated to comply with this Order.

19. Respondents shall send all reporting and notifications required by this Order to the EPA at:

Email: [R8DWU@epa.gov](mailto:R8DWU@epa.gov), and [latino.steven@epa.gov](mailto:latino.steven@epa.gov)

### **GENERAL PROVISIONS**

20. This Order shall not constitute a waiver, suspension, or modification of any requirement of the Act or the Drinking Water Regulations. Issuance of this Order is not an election by the EPA to forgo any civil or criminal action.

21. Violation of any part of this Order, the Act, or the Drinking Water Regulations may subject Respondents to a civil penalty of up to \$57,317 (as adjusted for inflation) per day of violation, a court injunction ordering compliance, or both. 42 U.S.C. § 300g-3; 40 C.F.R. part 19; 84 Fed. Reg. 2059 (February 6, 2019) and 84 Fed. Reg. 5955 (February 25, 2019).

22. Respondents may seek federal judicial review of this Order pursuant to section 1448(a) of the Act, 42 U.S.C. § 300j-7(a).

Issued: June 25, 2019.

  
Suzanne J. Bohan, Director  
Enforcement and Compliance Assurance Division

## U.S. EPA Small Business Resources Information Sheet

The United States Environmental Protection Agency provides an array of resources to help small businesses understand and comply with federal and state environmental laws. In addition to helping small businesses understand their environmental obligations and improve compliance, these resources will also help such businesses find cost-effective ways to comply through pollution prevention techniques and innovative technologies.

### Office of Small and Disadvantaged Business Utilization (OSDBU)

[www.epa.gov/aboutepa/about-office-small-and-disadvantaged-business-utilization-osdbu](http://www.epa.gov/aboutepa/about-office-small-and-disadvantaged-business-utilization-osdbu)

EPA's OSDBU advocates and advances business, regulatory, and environmental compliance concerns of small and socio-economically disadvantaged businesses.

### EPA's Asbestos Small Business Ombudsman (ASBO)

[www.epa.gov/resources-small-businesses/asbestos-small-business-ombudsman](http://www.epa.gov/resources-small-businesses/asbestos-small-business-ombudsman) or 1-800-368-5888

The EPA ASBO serves as a conduit for small businesses to access EPA and facilitates communications between the small business community and the Agency.

### Small Business Environmental Assistance Program

<https://nationalsbeap.org>

This program provides a "one-stop shop" for small businesses and assistance providers seeking information on a wide range of environmental topics and state-specific environmental compliance assistance resources.

### EPA's Compliance Assistance Homepage

[www.epa.gov/compliance](http://www.epa.gov/compliance)

This page is a gateway to industry and statute-specific environmental resources, from extensive web-based information to hotlines and compliance assistance specialists.

### Compliance Assistance Centers

[www.complianceassistance.net](http://www.complianceassistance.net)

EPA sponsored Compliance Assistance Centers provide information targeted to industries with many small businesses. They were developed in partnership with industry, universities and other federal and state agencies.

#### Agriculture

[www.epa.gov/agriculture](http://www.epa.gov/agriculture)

#### Automotive Recycling

[www.ecarcenter.org](http://www.ecarcenter.org)

#### Automotive Service and Repair

[www.ccar-greenlink.org](http://www.ccar-greenlink.org) or 1-888-GRN-LINK

#### Chemical Manufacturing

[www.chemalliance.org](http://www.chemalliance.org)

#### Construction

[www.cicacenter.org](http://www.cicacenter.org)

#### Education

[www.campuserc.org](http://www.campuserc.org)

#### Food Processing

[www.fpeac.org](http://www.fpeac.org)

#### Healthcare

[www.hercenter.org](http://www.hercenter.org)

#### Local Government

[www.lgean.org](http://www.lgean.org)

#### Surface Finishing

<http://www.sterc.org>

#### Paints and Coatings

[www.paintcenter.org](http://www.paintcenter.org)

#### Printing

[www.pneac.org](http://www.pneac.org)

#### Ports

[www.portcompliance.org](http://www.portcompliance.org)

### Transportation

[www.tercenter.org](http://www.tercenter.org)

### U.S. Border Compliance and Import/Export Issues

[www.bordercenter.org](http://www.bordercenter.org)

### EPA Hotlines and Clearinghouses

[www.epa.gov/home/epa-hotlines](http://www.epa.gov/home/epa-hotlines)

EPA sponsors many free hotlines and clearinghouses that provide convenient assistance regarding environmental requirements. Examples include:

### Clean Air Technology Center (CATC) Info-line

[www.epa.gov/catc](http://www.epa.gov/catc) or 1-919-541-0800

### Superfund, TRI, EPCRA, RMP, and Oil Information Center

1-800-424-9346

### EPA Imported Vehicles and Engines Public Helpline

[www.epa.gov/otaq/imports](http://www.epa.gov/otaq/imports) or 1-734-214-4100

### National Pesticide Information Center

[www.npic.orst.edu](http://www.npic.orst.edu) or 1-800-858-7378

**National Response Center Hotline** to report oil and hazardous substance spills - <http://nrc.uscg.mil> or 1-800-424-8802

### Pollution Prevention Information Clearinghouse (PPIC) -

[www.epa.gov/p2/pollution-prevention-resources#ppic](http://www.epa.gov/p2/pollution-prevention-resources#ppic) or 1-202-566-0799

### Safe Drinking Water Hotline -

[www.epa.gov/ground-water-and-drinking-water/safe-drinking-water-hotline](http://www.epa.gov/ground-water-and-drinking-water/safe-drinking-water-hotline) or 1-800-426-4791

### Toxic Substances Control Act (TSCA) Hotline

[tsc hotline@epa.gov](mailto:tsc hotline@epa.gov) or 1-202-554-1404

**Small Entity Compliance Guides**

<https://www.epa.gov/reg-flex/small-entity-compliance-guides>

EPA publishes a Small Entity Compliance Guide (SECG) for every rule for which the Agency has prepared a final regulatory flexibility analysis, in accordance with Section 604 of the Regulatory Flexibility Act (RFA).

**Regional Small Business Liaisons**

[www.epa.gov/resources-small-businesses/epa-regional-office-small-business-liaisons](http://www.epa.gov/resources-small-businesses/epa-regional-office-small-business-liaisons)

The U.S. Environmental Protection Agency (EPA) Regional Small Business Liaison (RSBL) is the primary regional contact and often the expert on small business assistance, advocacy, and outreach. The RSBL is the regional voice for the EPA Asbestos and Small Business Ombudsman (ASBO).

**State Resource Locators**

[www.envcap.org/statetools](http://www.envcap.org/statetools)

The Locators provide state-specific contacts, regulations and resources covering the major environmental laws.

**State Small Business Environmental Assistance Programs (SBEAPs)**

<https://nationalsbeap.org/states/list>

State SBEAPs help small businesses and assistance providers understand environmental requirements and sustainable business practices through workshops, trainings and site visits.

**EPA's Tribal Portal**

[www.epa.gov/tribalportal](http://www.epa.gov/tribalportal)

The Portal helps users locate tribal-related information within EPA and other federal agencies.

**EPA Compliance Incentives**

EPA provides incentives for environmental compliance. By participating in compliance assistance programs or voluntarily disclosing and promptly correcting violations before an enforcement action has been initiated, businesses may be eligible for penalty waivers or reductions. EPA has two such policies that may apply to small businesses:

**EPA's Small Business Compliance Policy**

[www.epa.gov/enforcement/small-businesses-and-enforcement](http://www.epa.gov/enforcement/small-businesses-and-enforcement)

**EPA's Audit Policy**

[www.epa.gov/compliance/epas-audit-policy](http://www.epa.gov/compliance/epas-audit-policy)

**Commenting on Federal Enforcement Actions and Compliance Activities**

The Small Business Regulatory Enforcement Fairness Act (SBREFA) established a SBREFA Ombudsman and 10 Regional Fairness Boards to receive comments from small businesses about federal agency enforcement actions. If you believe that you fall within the Small Business Administration's definition of a small business (based on your North American Industry Classification System designation, number of employees or annual receipts, as defined at 13 C.F.R. 121.201; in most cases, this means a business with 500 or fewer employees), and wish to comment on federal enforcement and compliance activities, call the SBREFA Ombudsman's toll-free number at 1-888-REG-FAIR (1-888-734-3247).

Every small business that is the subject of an enforcement or compliance action is entitled to comment on the Agency's actions without fear of retaliation. EPA employees are prohibited from using enforcement or any other means of retaliation against any member of the regulated community in response to comments made under SBREFA.

**Your Duty to Comply**

If you receive compliance assistance or submit a comment to the SBREFA Ombudsman or Regional Fairness Boards, you still have the duty to comply with the law, including providing timely responses to EPA information requests, administrative or civil complaints, other enforcement actions or communications. The assistance information and comment processes do not give you any new rights or defenses in any enforcement action. These processes also do not affect EPA's obligation to protect public health or the environment under any of the environmental statutes it enforces, including the right to take emergency remedial or emergency response actions when appropriate. Those decisions will be based on the facts in each situation. The SBREFA Ombudsman and Fairness Boards do not participate in resolving EPA's enforcement actions. Also, remember that to preserve your rights, you need to comply with all rules governing the enforcement process.

***EPA is disseminating this information to you without making a determination that your business or organization is a small business as defined by Section 222 of the Small Business Regulatory Enforcement Fairness Act or related provisions.***



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Ref: 8WP-SDA

AUG 21 2018

Mr. Wayne and Holli Jones  
Deer Haven Lodge  
P.O. Box 389  
Buffalo, WY 82834

Re: **NOTICE OF VIOLATION**  
**Ground Water Rule**  
**Failure to Complete Corrective Action**  
PWS ID# WY5600565 NC

Dear Mr. and Mrs. Jones:

The purpose of this letter is to inform you that Deer Haven Lodge (WY5600565) has failed to complete corrective actions to address the significant deficiencies identified by the Environmental Protection Agency (EPA) during a sanitary survey conducted at the above-named water system on July 12, 2016. The corrective actions were required to be completed within 6 months from receipt of the sanitary survey on December 26, 2017, or according to a completion schedule that was to be submitted to EPA within 30 days of receipt of the survey, according to 40 C.F.R. § 141 Subpart S of the National Primary Drinking Water Regulations (NPDWR). **This violation is for failure to correct the listed significant deficiencies in the enclosed sanitary survey report cover letter.**

This is a violation of the NPDWR. Please take the following actions:

- (1) Please contact EPA immediately and provide an update on the status of the significant deficiencies identified during the sanitary survey. Please specify whether the significant deficiencies have been addressed, or provide a date by when they will be addressed.
- (2) Public notification (PN) is required within 30 days. The PN must be delivered by either posting in conspicuous locations for at least 10 days, by hand delivery, or by mail. Enclosed is a copy of the PN form.
- (3) Provide our office with a copy of your public notice and certification within 10 days of completion.

Please send the significant deficiency status update, public notice and certification to our office using one of the methods listed below. Include the PWS name and PWS ID# on all correspondence.

Email: R8DWU@epa.gov

Fax: 1-(877) 876-9101

Mail: Refer to the address at the top of this letter. Please use Mail Code 8WP-SDA on the envelope.

You should be aware that repeated violations of the NPDWR may result in formal enforcement action taken against your water system. If formal enforcement action were to be necessary, the Safe Drinking Water Act provides for civil judicial penalties of up to \$55,907 per day of violation. We prefer to resolve problems before such formal enforcement is necessary, and we ask for your cooperation to rectify them quickly and effectively.

If you have questions, please contact the Ground Rule Manager, Gail Franklin, toll-free at 1-(800) 227-8917, extension 312-6497, directly at (303) 312-6497, or by email at franklin.gail@epa.gov.

Sincerely,



Lisa Kahn, Unit Manager  
Drinking Water Unit A  
Office of Water Protection

Enclosures: Public Notice

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Ref: 8WP-SDA

AUG 21 2018

Mr. Wayne and Holli Jones  
Deer Haven Lodge  
P.O. Box 389  
Buffalo, WY 82834

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**Ground Water Rule**  
**Failure to Complete Corrective Action**  
**PWS ID# WY5600565 NC**

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- (2) Public notification (PN) is required within 30 days. The PN must be delivered by either posting in conspicuous locations for at least 10 days, by hand delivery, or by mail. Enclosed is a copy of the PN form.
- (3) Provide our office with a copy of your public notice and certification within 10 days of completion.

Please send the significant deficiency status update, public notice and certification to our office using one of the methods listed below. Include the PWS name and PWS ID# on all correspondence.

Email: R8DWU@epa.gov

Fax: 1-(877) 876-9101

Mail: Refer to the address at the top of this letter. Please use Mail Code 8WP-SDA on the envelope.

You should be aware that repeated violations of the NPDWR may result in formal enforcement action taken against your water system. If formal enforcement action were to be necessary, the Safe Drinking Water Act provides for civil judicial penalties of up to \$55,907 per day of violation. We prefer to resolve problems before such formal enforcement is necessary, and we ask for your cooperation to rectify them quickly and effectively.

If you have questions, please contact the Ground Rule Manager, Gail Franklin, toll-free at 1-(800) 227-8917, extension 312-6497, directly at (303) 312-6497, or by email at franklin.gail@epa.gov.

Sincerely,



Lisa Kahn, Unit Manager  
Drinking Water Unit A  
Office of Water Protection

Enclosures: Public Notice

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Ref: 8WP-SDA

DEC 22 2017

**CERTIFIED MAIL**  
**RETURN RECEIPT REQUESTED**

Mr. Wayne And Holli Jones, Owners  
Deer Haven Lodge  
P.O. Box 389  
Buffalo, Wyoming 82834

Re: 2016 Sanitary Survey Report  
PWS ID#: WY5600565 NC

Dear Mr. and Mrs. Jones:

Enclosed is a report prepared for the U. S. Environmental Protection Agency (EPA) following a sanitary survey of the Deer Haven Lodge water system on July 12, 2016. Please note each significant deficiency listed at the beginning of the report. To avoid receiving a violation, you must correct **each identified significant deficiency and submit documentation of the corrective action to the EPA within 6 months** from receipt of this letter and sanitary survey report.

If you will be unable to meet this standard corrective action timeframe, you must contact the EPA with a written justification and proposed completion schedule as soon as possible. Each significant deficiency for this water system is listed below:

***GROUND WATER RULE SIGNIFICANT DEFICIENCIES***

Significant deficiencies for drinking water systems are defined as defects in the design, operation, or maintenance, or a failure or malfunction of the sources, treatment, storage, or distribution system that the EPA determines to be causing, or to have the potential for causing, the introduction of contamination into the water delivered to consumers.

- 1) **Spring collection area and collection chamber/box not fenced to keep large animals away. (see photo #1)**

The spring collection area and collection chamber/box must be enclosed by a fence to prevent stock and large wildlife from entering the spring area. *Existing fence is in need of repair.*

- 2) **Spring collection chamber overflow screening improvement needed\*. (see photo #2)**

The overflow pipe must have a #24-mesh screen on the exterior discharge ends to prevent contamination (including contamination carried by insects, rodents, and birds) from entering the water system. The modified overflow design must also still freefall at least 12 inches above ground.

**3) Spring collection chamber not watertight\*. (see photos #3, #6, and #7)**

The chamber must be watertight to prevent inflow of unwanted surface water.

**4) Springs are still potentially ground water under the direct influence of surface water (GWUDISW).**

The EPA continues to assess available information to evaluate the source of water that feeds the Deer Haven Spring. The primary concern is that the Springs' location could allow surface water from the natural sloping drainage-way toward the collection area to enter the water supply. Also no information about the design and construction of the specific spring collection systems for Deer Haven is available. Therefore, the EPA utilizes the collection and evaluation of microscopic particulate analysis (MPA) samples to determine if surface water influences the Deer Haven Spring.

The Surface Water Treatment Rule (SWTR) requires that groundwater sources be assessed to determine if they are influenced by surface water. If a groundwater source is determined to be under the direct influence of surface water (GWUDISW), the system must either provide filtration and disinfection, or disinfect and meet the filtration avoidance criteria (40 CFR Section 141.70).

The previous MPA results for the Deer Haven Spring (collected in 2005 and 2007) showed a low risk of surface water influence on the springs, and therefore, the system was not required to meet Surface Water Treatment Rule (SWTR) requirements. However, the latest Ground Water Under the Direct Influence of Surface Water (GWUDISW) assessments for the spring still indicate the potential for surface water influence, the EPA has determined that periodic MPA resampling and testing (every 3-5 years) of the springs should be performed, since conditions from the previous sampling may have changed.

A single MPA sample will be collected from the spring (spring collection box) during a wet period when the spring is most susceptible to surface water influence (typically during or directly after a heavy rain or snow event occurs in spring or fall). An EPA representative will contact you to schedule the sampling and will perform the sampling at no cost to you; the public water system is responsible for the shipping and laboratory analytical costs. The average cost of an MPA is \$350. If the sample result again indicates a low risk of surface water influence, a determination if any additional MPA sampling will be made after the next sanitary survey of the system.

**5) No emergency response plan (ERP).**

The Emergency Response Plan (ERP) must detail emergency operations procedures for possible foreseeable emergencies such as power outage, loss of water, equipment failure, development of unsafe conditions, and other emergency conditions. Templates, including instructions, for developing ERPs may be found on the USEPA Region 8 Drinking Water Online website:

<http://www2.epa.gov/region8-waterops/reporting-forms-and-instructions-reporting-forms>. Select the "Emergency Response Plan Templates" link on the main page.

**UNCORRECTED SIGNIFICANT DEFICIENCIES FROM PRIOR SANITARY SURVEY**

**1) Surface runoff drains toward spring collection area. (see photos #3 and #7)**

A diversion channel or berm capable of diverting surface water runoff away from the spring collection area must be constructed.

**2) Spring hatch/entry improvement needed. (see photo #4)**

Spring hatches must be fitted with a solid, watertight cover with a rubber gasket.

**Within 6 months from receipt of this letter, you must do the following:**

- Prior to making physical modifications to your water system, a permit issued by the Wyoming Department of Environmental Quality (WY DEQ) may be required. Contact the respective WY DEQ District Engineer for your area to determine if a permit is needed before making corrections for significant deficiencies followed by an asterisk (\*). The email and phone number for the DEQ District Engineer may be found on Page 2 of your Sanitary Survey Report.
- Correct *each* significant deficiency.
- Provide a completed Significant Deficiency Correction Notice listing *each* individual deficiency and the date of correction. If a WY DEQ permit was required to make any of the significant deficiency corrections, please include the permit number on your completed Correction Notice form.
- Provide labeled photos of *each* correction.
- **If you will be unable to meet the 6-month standard corrective action timeframe, you must contact the EPA as soon as possible with a written justification and proposed completion schedule to receive a time extension. Your time extension request must include:**
  - Your public water system name and number;
  - Description of why you will be unable to meet the 6-month timeframe;
  - Description of the corrective action(s) to be taken to address each significant deficiency;
  - A schedule including specific proposed dates for completing each corrective action, which may include short-term interim steps and long-term completion dates.

The Significant Deficiency Correction Notice is enclosed and can also be found at the following website: <http://www.epa.gov/region8-waterops/reporting-forms-and-instructions-reporting-forms-and-by-selecting-the-Sanitary-Survey-link>. To avoid receiving a violation, please provide this documentation to:

Ms. Gail Franklin, Ground Water Rule Manager  
EPA Region 8, 8WP-SDA  
1595 Wynkoop Street  
Denver, CO 80202

Email: [franklin.gail@epa.gov](mailto:franklin.gail@epa.gov)  
Phone: 1-800-227-8917, extension 312-6497

If you have any questions regarding a significant deficiency or your corrective action plan, contact Ms. Franklin. If you propose a different corrective action timeframe, Ms. Franklin will provide you with a confirmation email or letter.

The sanitary surveyor also identified at least one recommendation to improve the operation of the water system and to protect public health. While not required, the EPA recommends that all such items be corrected. Please see the enclosed Sanitary Survey report for any recommendations.

Please contact us if your system has a change in the treatment process; you add or remove a water source; there is a change in the number of people served or number of water connections; or different contact information becomes available for your water system. This allows us to keep you up to date on monitoring requirements and keeps our inventory current. To access the EPA's change form, use this link and send us the completed form or give us a call.

<http://www.epa.gov/region8-waterops/wyoming-public-water-system-change-form>

Thank you for your cooperation during the sanitary survey. If you have any questions regarding the sanitary survey, please call Jim Gindelberger at 1-800-227-8917, ext. 312-6984. If you have questions on specific regulations, please refer to the brochure enclosed with this letter, which contains the names and phone numbers for all of the EPA drinking water staff.

Sincerely,



Lisa Kahn, Unit Manager  
Drinking Water Unit A  
Office of Water Protection

Enclosures

cc: Mr. Chris Atkinson, Civil Engineer, Bighorn National Forest, via email (catkinson@fs.fed.us)

## Instructions for GWR Failure to Take Corrective Action Within Required Time

### Template on Reverse

A system's failure to take corrective action within the required timeframe or be in compliance with a state-approved corrective action plan and schedule for a fecal indicator-positive ground water source sample or significant deficiency under the Ground Water Rule is a treatment technique violation and requires Tier 2 notification. You must provide public notice to persons served as soon as practical but within 30 days after you learn of the violation [40 CFR 141.203(b)]. You must issue a repeat notice every three months for as long as the violation persists. Your primacy agency may have more stringent requirements for treatment technique violations. Check with your agency to make sure you meet all requirements.

If this notice is for failing to address a fecal indicator-positive source sample, a Tier 1 notice for detecting a fecal indicator in the source water should have already been issued. Consider providing the history of the situation in this notice (i.e., what events lead to requiring corrective action) to avoid confusing the public when this second notice is issued.

Community systems must use one of the following methods [40 CFR 141.203(c)]:

- Hand or direct delivery.
- Mail, as a separate notice or included with the bill

Noncommunity systems must use one of the following methods [40 CFR 141.203(c)]:

- Posting in conspicuous locations
- Hand delivery
- Mail

In addition both community and noncommunity systems must use *another* method reasonably calculated to reach others if they would not be reached by the first method [40 CFR 141.203(c)]. Such methods could include newspapers, e-mail, or delivery to community organizations. If you mail, post, or hand deliver, print your notice on your system's letterhead if available.

The notice on the reverse is appropriate for mailing, posting, or hand delivery. If you modify this notice, you must still include all required PN elements from 40 CFR 141.205(a) and leave the mandatory language unchanged (see below).

### Mandatory Language

Mandatory language on health effects (from Appendix B to Subpart Q) must be included as written (with blanks filled in) and is presented in this notice in italics and with an asterisk on either end.

You must also include standard language to encourage the distribution of the public notice to all persons served, where applicable [40 CFR 141.205(d)]. This language is also presented in this notice in italics and with an asterisk on either end.

### Corrective Action

In your notice, describe corrective actions you are taking. Listed below are some steps commonly taken by water systems with Ground Water Rule treatment technique violations. Depending on the corrective action you are taking, you can use one or more of the following statements, if appropriate, or develop your own text:

- Although we did not meet our deadline, we are now in consultation with the state to develop a corrective action plan.
- The [source of contamination/significant deficiency] has been identified and addressed.
- We have implemented a short term plan to address the immediate issue while we pursue the long-term solution.

### Repeat Notices

For repeat notices, you should state how long the violation has been ongoing and remind consumers of when you sent out any previous notices. If you are making progress with correcting the significant deficiency or addressing the fecal indicator-positive source sample, describe it. Alternatively, if funding or other issues are delaying corrective action, let consumers know.

### After Issuing the Notice

Send a copy to EPA Region 8 Drinking Water Unit (8WP-SDA), Attn: GWR Manager, 1595 Wynkoop Street, Denver, CO 80202 or email a copy of the PN and the certification to [R8DWU@epa.gov](mailto:R8DWU@epa.gov).

Make sure to send your primacy agency a copy of each type of notice and a certification that you have met all public notification requirements within ten days after issuing the notice [40 CFR 141.31(d)].

**GWR Failure to Take Corrective Action Within Required Time Frame  
Public Notice**

**IMPORTANT INFORMATION ABOUT YOUR DRINKING WATER**  
**\_\_\_\_\_ (PWS Name) Failed to Correct a Significant Deficiency**  
**Within Required Time Frame.**

Our water system recently violated a drinking water requirement. Although this incident was not an emergency, as our customers, you have a right to know what happened and what we did (are doing) to correct this situation.

A routine sanitary survey conducted on (provide survey date) \_\_\_\_\_ by the Environmental Protection Agency Region 8 (EPA) found (describe significant deficiency in our water system) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

As required by EPA's Ground Water Rule, we were required to take action to correct this deficiency. However, we failed to take this action by the deadline established by EPA.

**What should I do?**

- There is nothing you need to do. You do not need to boil your water or take other corrective actions. However, if you have specific health concerns, consult your doctor.
- If you have a severely compromised immune system, have an infant, are pregnant, or are elderly, you may be at increased risk and should seek advice from your health care providers about drinking this water. General guidelines on ways to lessen the risk of infection by microbes are available from EPA's Safe Drinking Water Hotline at 1-800-426-4791.

**What does this mean?**

This is not an emergency. If it had been, you would have been notified within 24 hours.

*\*Inadequately treated water may contain disease-causing organisms. These organisms include bacteria, viruses, and parasites which can cause symptoms such as nausea, cramps, diarrhea, and associated headaches.\** These symptoms, however, are not caused only by organisms in drinking water, but also by other factors. If you experience any of these symptoms and they persist, you may want to seek medical advice.

**What is being done?**

(Describe corrective action) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

We anticipate resolving the problem within (estimated time frame) \_\_\_\_\_  
For more information, please contact (name of system contact) \_\_\_\_\_ at (phone number) \_\_\_\_\_  
\_\_\_\_\_ or (mailing address) \_\_\_\_\_

*\*Please share this information with all the other people who drink this water, especially those who may not have received this notice directly. You can do this by posting this notice in a public place or distributing copies by hand or mail.\**

This notice is being sent to you by (system name) \_\_\_\_\_  
Public Water System ID#: \_\_\_\_\_  
Date distributed: \_\_\_\_\_



**UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
REGION 8**

1595 Wynkoop Street  
Denver, CO 80202-1129  
Phone 800-227-8917  
www.epa.gov/region8

Ref: 8WP-SDA

**MAR 22 2018**

Mr. Wayne and Holli Jones, Owners  
Deer Haven Lodge  
P.O. Box 389  
Buffalo, Wyoming 82834

**Re: NOTICE OF VIOLATION  
Revised Total Coliform Rule  
Failure to Submit Sample Siting Plan  
PWS ID# WY5600565 NC**

Dear Mr. and Mrs. Jones:

The purpose of this letter is to inform you that Deer Haven Lodge has failed to submit a Sample Siting Plan as required by the Revised Total Coliform Rule. Per 40 C.F.R. § 141.853 of the National Primary Drinking Water Regulations (NPDWR) all public water systems were required to develop or revise a written Sample Siting Plan and submit it to the EPA by April 1, 2016. EPA Region 8 requested that you submit a Sample Siting Plan by March 16, 2018. The EPA has not received a Sample Siting Plan.

If not already done, please complete the following actions:

- (1) If you completed the Sample Siting Plan, please forward the plan to our office immediately.
- (2) If you have not created a Sample Siting Plan, please use the template at the following website ([https://www.epa.gov/sites/production/files/2015-04/documents/rtrc\\_siting\\_plan\\_template.pdf](https://www.epa.gov/sites/production/files/2015-04/documents/rtrc_siting_plan_template.pdf)) and forward it to EPA Region 8 no later than 30 days from receipt of this letter.

Please submit your Sample Siting Plan to EPA Region 8 using one of the methods listed below. Include your PWS name and PWS ID# on all correspondence.

Email: R8DWU@epa.gov

Fax: 1(877) 876-9101

Mail: Refer to the address at the top of this letter. Use Mail Code 8WP-SDA on the envelope.

You should be aware that repeated violations of the National Primary Drinking Water Regulations may result in formal enforcement action taken against your water system. If formal enforcement action were to be necessary, the Safe Drinking Water Act provides for civil penalties of up to \$55,907 per day of

violation. We prefer to resolve problems before such formal enforcement is necessary and ask your cooperation to rectify problems quickly and effectively.

If you have any questions, please contact Gary Benejam at [Benejam.Gary@epa.gov](mailto:Benejam.Gary@epa.gov).

Sincerely,

A handwritten signature in black ink, appearing to read 'Lisa Kahn', written in a cursive style.

Lisa Kahn, Unit Manager  
Drinking Water Unit A  
Office of Water Protection

## Montana PWSs for MT UEOS

	PWS ID	PWS Name	C, TNC, or NTNC	GW, SW, Purchased	ENF Action (FY16-FY18)	ENF Date	Comments
1	MT0004507	Arrow Creek Trailer Court	C	GW			Viol: GWR-MR; N-MCL & MR.
2	MT0002912	Baileys Finish Line	TNC	GW	SFL (FY2018)	10/18/2017	MDEQ Feedback in FY2017 EOY. Viol: N-MCL & MR.
3	MT0004288	Blue Cloud Subdivision	C	GW			Viol: <u>Arsenic-MCL</u> .
4	MT0002783	Buck Snort Bar	TNC	GW	SFO (FY2018)	6/20/2018	(Press release on MT DEQ website). Viol: GWR-TT & MR; RTCR-MON; N-MR.
5	MT0000549	Flaxville, Town of	C	GW	SFL (FY2016)	12/14/2015	Viol: N-MCL; DBP1-MR.
6	MT0002398	Godfrey Canyon Estates	C	GW	SFL		(Press release on MT DEQ website). Viol: N-MCL.
7	MT0001681	Holly's Road Kill	TNC	GW			MDEQ Feedback in FY2017 EOY. Viol: RTCR MON; N-MR.
8	MT0004896	Hoving Business Center	NTNC	GW	SFL (FY2016) SO8	8/19/2016	Viol: <u>VOCs-MR</u> ; RTCR-MON; N-MCL & MR; GWR-MR.
9	MT0004287	Mels Diner	TNC	GW			Viol: <u>RTCR-MCL (Vcode 1A)</u>
10	MT0000297	Nashua, Town of	C	SW Purchased			Viol: <u>DBP2-MCL &amp; MR</u> , RTCR-MON.
11	MT0001778	Rockport Colony	C	GW	SO8		(Press release on MT DEQ website). Viol: N-MCL.
12	MT0001656	Rosebud School District No. 12	NTNC	GW			(Press release on MT DEQ website). Viol: N-MR; RTCR-MON; DBP1-MR.
13	MT0000018	St. Labre Indian School	C	GW	SFO (FY2016) SFL	12/14/2015	(Press release on MT DEQ website). AOC in FY2019. Viol: <u>DBP2-MCL</u> ; GWR-TT & MR; N-MR.
14	MT0004487	Wegner Water Service Bottling Plant	NTNC	SW Purchased	SO8		MDEQ Feedback in FY2017 EOY. Viol: DBP1-MR; RTCR-MON.
15	MT0000359	Whitehall, Town of	C	GW	SFL (FY2017)	1/31/2017	MDEQ Feedback in FY2017 EOY. Viol: <u>Rads-MCL</u> .
extra 1	MT0004261	Big Bend Ranch Subdivision	C	GW	SFO		(Press release on MT DEQ website). Viol: N-MR.
extra 2	MT0001748	Custer School District No 15	TNC	GW			Viol: N-MCL & MR, RTCR-MON.
extra 3	MT0004589	Peak Health & Wellness Center	NTNC	GW			Viol: <u>LCR-WQ Parameters</u> .
extra 4	MT0004494	Sanders Water System	TNC	GW			Viol: RTCR-MON; N-MR.
extra 5	MT0001772	Turner Colony	C	GW	SFO (FY2017) SFO (FY2017)	3/27/2017 3/31/2017	Viol: N MCL & MR.

# EPA Region 8 Revised Total Coliform Rule

## Sample Siting Plan Instructions

### **Why do I need to develop a Revised Total Coliform Rule (RTCR) Sample Siting Plan?**

The purpose of this plan is to specify where in the distribution system Routine and Repeat bacteriological samples will be collected to ensure they are representative of the water quality in your system. The original Sample Siting Plan must be kept on-site for use by sampling personnel. Beginning April 1, 2016, under the RTCR, every water system will be required to collect bacteriological samples monthly.

The RTCR requires every public water system to develop an RTCR Sample Siting Plan prior to April 1, 2016. These plans are subject to review and revision by EPA. You must include the following elements in your plan:

1. A list of sampling locations: (See blank sample plan **chart** and example Addendum C.)
  - You will need to indicate the sites for Routine and Repeat bacteriological monitoring in your distribution system; and
  - Any source water sampling sites if subject to the Ground Water Rule.
  
2. A map of the distribution system showing locations of your Routine and Repeat sample sites and your source water, as described in the Sample Siting Plan. You can use a diagram, distribution system map, aerial photo, etc. Clearly indicate if there are multiple distribution systems and if those distribution systems are connected to each other. Note: You cannot use the schematic that indicates your nitrate sampling point. (See sample plan map examples Addendum B.)

### **Where to submit your plan:**

Send a copy of your RTCR sample siting plan via mail, e-mail, or fax to:

EPA Region 8  
Drinking Water Program 8WP-SDA  
1595 Wynkoop Street  
Denver, CO 80202  
Attn: RTCR Rule Manager  
Fax: (877) 876-9101  
Email: R8DWU@epa.gov

### **How to choose a laboratory:**

Not all laboratories have been approved and certified to analyze for all the required drinking water contaminants. You must send your samples to a laboratory that is certified for the specific samples that you are submitting. For a list of certified labs, visit the EPA Region 8 website: <https://www.epa.gov/region8-waterops/general-sampling-information> and click the certified lab link.

## **General Requirements**

### **Process for selecting sample sites and rotation:**

Review the layout of your distribution system and choose RTCR sample sites that will represent each area of the distribution system if sampled on a monthly rotating basis throughout an entire year or open season. Be sure to take into account non-permanent sources (seasonal or interim). These sources need to be represented within your siting plan. If your water system has multiple (completely separated) distribution systems, you must select sample sites within each separate distribution system for each month you are serving water to the public. If you serve more than 4,901 people (collect 6 or more samples per month) you cannot collect all the samples on the same day. They must be collected at regular intervals throughout the month [40 CFR 141.853(a)(2)].

The Sample Siting Plan may need to be updated periodically to account for system changes (such as population changes, new housing or commercial development, new sources, change in operating season, change in treatment, etc). The plan should be reviewed annually and must be available during your sanitary survey to incorporate any changes. Submit any revisions to the EPA regional office as soon as they occur.

### **Routine Monitoring Requirement**

Unless otherwise specified in your monitoring and reporting requirements, most systems will be placed on the monitoring schedule seen in **Addendum A** of this document.

Refer to the charts in Addendum B as examples for formatting the Sample Siting Plan. The following must be included in the plan (a blank chart is in Addendum C):

- Routine sampling location(s);
- Repeat sampling locations (only used if your Routine sample is TC+);
- Ground Water Rule (GWR) source sample location(s) for systems using groundwater sources. (Triggered GWR source sample(s) are only required if your Routine sample result is TC+. You must sample every groundwater source in use at the time of the TC+ Routine sample.)

### **Repeat Monitoring**

**After April 1, 2016**, under the RTCR, systems must collect no fewer than **three** Repeat samples for each TC+ Routine sample. This requirement will apply to all systems.

- All Repeat samples need to be taken within 24 hours of notification of a TC+ Routine sample. If you cannot make this timeframe, you must contact EPA Region 8 within 24 hours to request an extension;
- One Repeat sample is required to be taken from the same tap as the original TC+ sample;
- One Repeat sample must be taken at a tap within five service connections upstream of the original TC+ Routine sample, and one must be taken at a tap within five service connections downstream of the original TC+ Routine sample.

**Take note of your Routine sample locations. Can you take proper Repeat samples based on your current choices of Routine sampling sites? If not, you will need to reevaluate your Routine sites and choose another location. If you do not have a distribution system (i.e., hand pump),**

**upstream and downstream locations may not exist. In this case, you must collect multiple samples at the original location to count as Repeat samples.**

Follow this same format of choosing representative Routine and Repeat sample locations (as shown in Addendum B) but expand as necessary if your system is required to take more than one sample per month (see Example #2). Seasonal systems only have to sample during their operating season (see Example #2).

**Submitting Samples to the Laboratory:**

- In order for EPA to confirm the locations of your samples and the types of samples (Routine, Repeat or Special), EPA encourages you to submit additional details about the sampling locations of your RTRC samples to the lab. Along with the lab's chain of custody form, you can use the "Source Water Sampling-Triggered Source Monitoring Sample Collection and Reporting Form" found on the EPA Region 8 website at: <https://www.epa.gov/region8-waterops/revise-total-coliform-rule-lab-sampling-form>

**E. coli Testing and E. coli MCL Compliance Determination**

Any TC+ sample result must automatically be analyzed for *E. coli* (EC) by your lab. Any EC+ Repeat sample or any TC+ Repeat sample following an EC+ Routine sample constitutes an *E. coli* MCL violation. All *E. coli* MCL violations are situations that require you to contact EPA Region 8 immediately and distribute public notice including a boil water order to your customers.

**Groundwater source sampling:**

**Triggered Source Water Monitoring Requirement**

Your system will need to conduct triggered source water sampling if you use a groundwater source and have a TC+ Routine sample result. Review your Monitoring and Reporting Requirements sheet to verify if source water monitoring is necessary under these conditions. If you need to conduct this monitoring, keep the following in mind:

- Within 24-hours of notification that a *Routine* RTRC distribution system sample is TC+, you must collect a raw water sample from each groundwater source that was in use at that time for every Routine TC+ sample (e.g., if you have three Routine TC+ samples, you will need to collect three source samples from *each* groundwater source). This sample must be analyzed for *E. coli*.
- You are encouraged to report this data to the lab using the "Source Water Sampling-Triggered Source Monitoring Sample Collection and Reporting Form" found on our website at:  
<https://www.epa.gov/region8-waterops/wyoming-and-tribal-triggered-groundwater-source-sampling-form>
- If you need further assistance on the Ground Water Rule and the required steps after a Routine TC+ sample, please consult:  
<https://www.epa.gov/region8-waterops/epa-region-8-drinking-water-unit-tech-tips-follow-unsafetotal-coliform-positive>

If the system received EPA Region 8 approval to use a sampling site that represents more than one groundwater source, please indicate that on the sample collection and monitoring form mentioned above that is submitted with your samples.

For instructions on how to properly label your RTCR and GWR samples please see the “RTCR and GWR Sample Labeling Instructions” form on the Region 8 website: <https://www.epa.gov/region8-waterops/rtrcr-and-gwr-sample-labeling-instructions>

### **Disinfectant (chlorine) residual monitoring:**

If you disinfect, your system may need to conduct residual disinfectant monitoring in the distribution system for the Disinfection By-Product Rule and/or the Surface Water Treatment Rule. Review your Monitoring and Reporting Requirements sheet to verify if disinfectant monitoring is necessary. If you need to conduct this monitoring, keep the following in mind:

- The residual disinfectant must be measured at the same time and the same location as each total coliform bacteria sample.
- These measurements must be conducted in the field by a certified operator (or under the direction of the certified operator).
- Residual disinfectant measurements must be written on each total coliform sample slip when it is submitted to the laboratory.
- Ask your laboratory to forward this information to EPA along with the sample results.

Depending on the disinfectant used in the distribution system, ensure you are measuring the proper disinfectant residual:

- If chlorine is used, the disinfectant residual must be measured as free, total, or combined chlorine
- If chloramines are used, the disinfectant residual must be measured as total chlorine

**Addendum A: Required number of monthly Routine samples under the Revised Total Coliform Rule**

Sampling requirements for all water systems\*:

<b>Population served/day</b>	<b>Routine Samples/Month</b>	<b>Population served/day</b>	<b>Routine Samples/Month</b>
25-1,000	1	8501-12900	10
1001-2500	2	12901-17200	15
2501-3300	3	17201-21500	20
3301-4100	4	21501-25000	25
4101-4900	5	25001-33000	30
4901-5800	6	33001-41000	40
5801-6700	7	41001-50000	50
6701-7600	8	50001-59000	60
7601-8500	9	59001-70000	70

\* The number of required samples may be dependent on individual wells and distribution systems under your PWS ID. For instance, if you serve 500 people per day but you have two wells that each serve completely different distribution systems you will be required to monitoring each distribution system each month.

**Addendum B:      Examples of RTCR Sample Siting Plans**

**Example #1: Chart - Single Source/Single Distribution (Population ≤ 1000; 1 sample/month)**

PWS Name: EPA Water System		PWSID: WY5600xxx	__1_ (#) Sample(s)/month
Month	Routine Sample Location	Repeat Sample Location	GWR sample location (any sources running at the time of a routine TC+)
January	<b>SS-2 Unit #11 (DIST)</b>	1) (Same as routine location)	<b>GW -1 (WL01)</b>
	(within 5 taps upstream)	2) <b>SS-2 Unit #14 (DIST)</b>	
	(within 5 taps downstream)	3) <b>SS-2 Unit #8 (DIST)</b>	
February	<b>SS-1 Unit # 22 (DIST)</b>	1) (Same as routine location)	<b>GW -1 (WL01)</b>
	(within 5 taps upstream)	2) <b>SS-1 Unit # 26 (DIST)</b>	
	(within 5 taps downstream)	3) <b>SS-1 Unit # 17 (DIST)</b>	
March	<b>SS-3 Unit # 4 (DIST)</b>	1) (Same as routine location)	<b>GW -1 (WL01)</b>
	(within 5 taps upstream)	2) <b>SS-3 Unit # 9 (DIST)</b>	
	(within 5 taps downstream)	3) <b>SS-3 Unit # 1 (DIST)</b>	
April	<b>SS-2 Unit #11 (DIST)</b>	1) (Same as routine location)	<b>GW -1 (WL01)</b>
	(within 5 taps upstream)	2) <b>SS-2 Unit #14 (DIST)</b>	
	(within 5 taps downstream)	3) <b>SS-2 Unit #8 (DIST)</b>	
May	<b>SS-1 Unit # 22 (DIST)</b>	1) (Same as routine location)	<b>GW -1 (WL01)</b>
	(within 5 taps upstream)	2) <b>SS-1 Unit # 26 (DIST)</b>	
	(within 5 taps downstream)	3) <b>SS-1 Unit # 17 (DIST)</b>	
June	<b>SS-3 Unit # 4 (DIST)</b>	1) (Same as routine location)	<b>GW -1 (WL01)</b>
	(within 5 taps upstream)	2) <b>SS-3 Unit # 9 (DIST)</b>	
	(within 5 taps downstream)	3) <b>SS-3 Unit # 1 (DIST)</b>	

**Example #1: Map for a Single Source/Single Distribution PWS (Population ≤ 1000; 1 sample/month)**



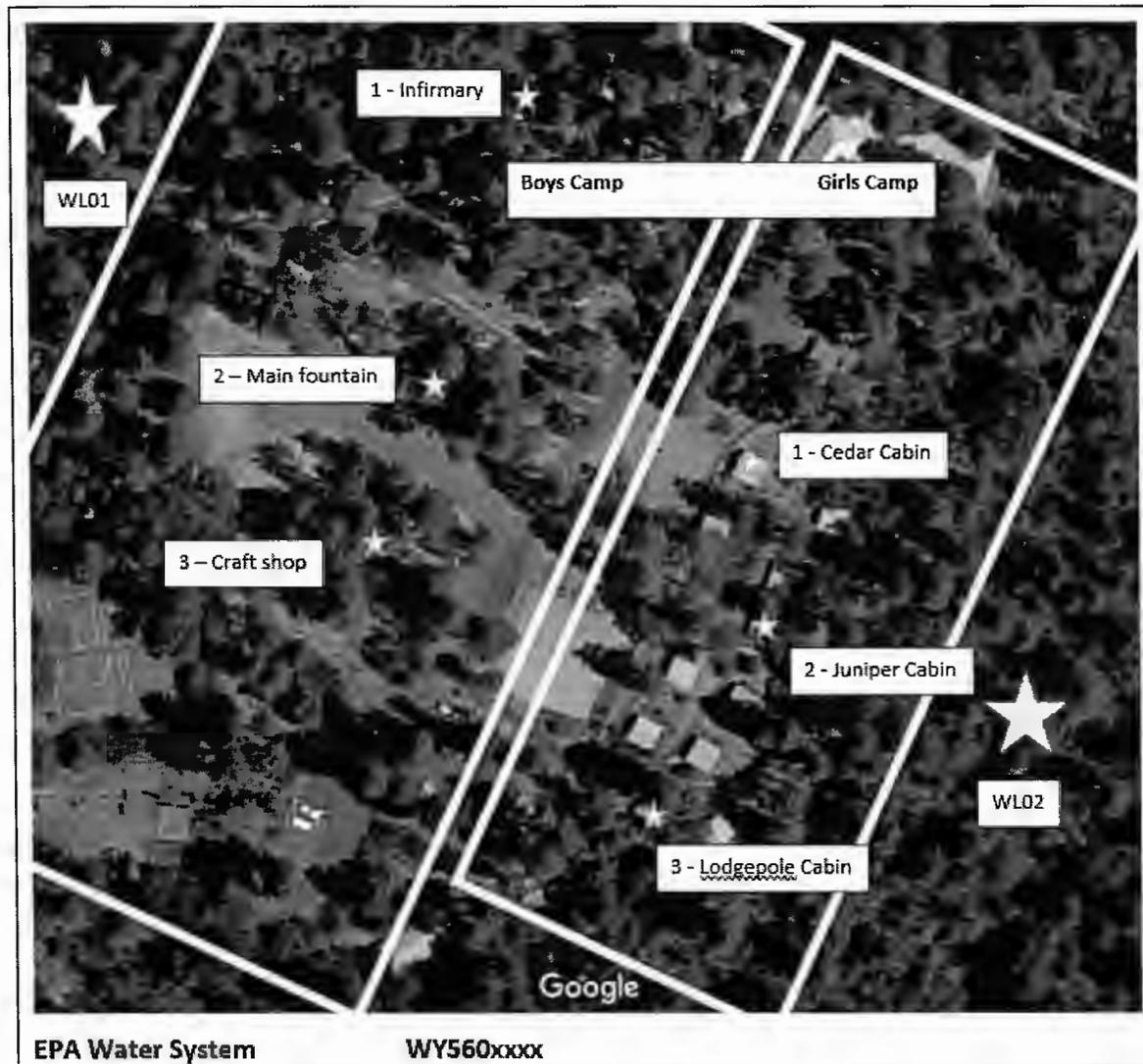
**Example 2: Chart - Multiple Sources/Multiple Distribution (Population ≤ 1000; 2 samples/month)**

PWS Name: EPA Water System		PWSID: WY5600xxx	<u>  2  </u> (#) Sample(s)/month
Month	Routine Sample Location	Repeat Sample Location	GWR sample location (any sources running at the time of a routine TC+)
<b>Girls Camp Distribution System</b>			
January	<b>CLOSED</b>	1) (Same as routine location)	
	(within 5 taps upstream)		
	(within 5 taps downstream)		
February	<b>CLOSED</b>	1) (Same as routine location)	
	(within 5 taps upstream)		
	(within 5 taps downstream)		

<b>March</b>	<b>CLOSED</b>	1) (Same as routine location)	
	(within 5 taps upstream)		
	(within 5 taps downstream)		
<b>April</b>	<b>CLOSED - Seasonal Startup</b>	1) (Same as routine location)	<b>Will complete Seasonal Startup Checklist in April</b>
	(within 5 taps upstream)		
	(within 5 taps downstream)		
<b>May</b>	<b>Juniper Cabin (DIST)</b>	1) (Same as routine location)	<b>GW -1 (WL01)</b>
	(within 5 taps upstream)	2) <b>Cedar Cabin (DIST)</b>	
	(within 5 taps downstream)	3) <b>Lodgepole Cabin (DIST)</b>	
<b>June</b>	<b>Lodgepole Cabin (DIST)</b>	1) (Same as routine location)	<b>GW -1 (WL01)</b>
	(within 5 taps upstream)	2) <b>Cedar Cabin (DIST)</b>	
	(within 5 taps downstream)	3) <b>Juniper (DIST)</b>	
<b>July</b>	<b>Cedar Cabin (DIST)</b>	1) (Same as routine location)	<b>GW -1 (WL01)</b>
	(within 5 taps upstream)	2) <b>Juniper Cabin (DIST)</b>	
	(within 5 taps downstream)	3) <b>Lodgepole Cabin (DIST)</b>	
<b>August</b>	<b>Juniper Cabin (DIST)</b>	1) (Same as routine location)	<b>GW -1 (WL01)</b>
	(within 5 taps upstream)	2) <b>Cedar Cabin (DIST)</b>	
	(within 5 taps downstream)	3) <b>Lodgepole Cabin (DIST)</b>	
<b>September</b>	<b>CLOSED</b>	1) (Same as routine location)	
	(within 5 taps upstream)		
	(within 5 taps downstream)		
<b>October</b>	<b>CLOSED</b>	1) (Same as routine location)	
	(within 5 taps upstream)		
	(within 5 taps downstream)		
<b>November</b>	<b>CLOSED</b>	1) (Same as routine location)	
	(within 5 taps upstream)		
	(within 5 taps downstream)		
<b>December</b>	<b>CLOSED</b>	1) (Same as routine location)	
	(within 5 taps upstream)		
	(within 5 taps downstream)		
<b>Boys Camp Distribution System</b>			
<b>January</b>	<b>CLOSED</b>	1) (Same as routine location)	

	(within 5 taps upstream)		
	(within 5 taps downstream)		
<b>February</b>	<b>CLOSED</b>	1) (Same as routine location)	
	(within 5 taps upstream)		
	(within 5 taps downstream)		
<b>March</b>	<b>CLOSED</b>	1) (Same as routine location)	
	(within 5 taps upstream)		
	(within 5 taps downstream)		
<b>April</b>	<b>CLOSED - Seasonal Startup</b>	1) (Same as routine location)	<b>Will complete Seasonal Startup Checklist in April</b>
	(within 5 taps upstream)		
	(within 5 taps downstream)		
<b>May</b>	<b>Main Fountain (DIST)</b>	1) (Same as routine location)	<b>GW - 2 (WL02)</b>
	(within 5 taps upstream)	2) <b>Infirmary (DIST)</b>	
	(within 5 taps downstream)	3) <b>Craft Shop (DIST)</b>	
<b>June</b>	<b>Craft Shop (DIST)</b>	1) (Same as routine location)	<b>GW - 2 (WL02)</b>
	(within 5 taps upstream)	2) <b>Main Fountain (DIST)</b>	
	(within 5 taps downstream)	3) <b>Infirmary (DIST)</b>	
<b>July</b>	<b>Infirmary (DIST)</b>	1) (Same as routine location)	<b>GW - 2 (WL02)</b>
	(within 5 taps upstream)	2) <b>Craft Shop (DIST)</b>	
	(within 5 taps downstream)	3) <b>Main Fountain (DIST)</b>	
<b>August</b>	<b>Main Fountain (DIST)</b>	1) (Same as routine location)	<b>GW - 2 (WL02)</b>
	(within 5 taps upstream)	2) <b>Infirmary (DIST)</b>	
	(within 5 taps downstream)	3) <b>Craft Shop (DIST)</b>	
<b>September</b>	<b>CLOSED</b>	1) (Same as routine location)	
	(within 5 taps upstream)		
	(within 5 taps downstream)		

Example #2: Map for a system with Multiple Sources/Multiple Distributions PWS (Population ≤ 1000; 2 samples/month)



**Addendum C:** Example form. Expand the following table as necessary. Feel free to detach and use this example form:

	<u>PWS NAME:</u>	<u>PWS ID #:</u>	
(sample/mo= __)	<u>Routine sample location</u>	<u>Repeat sample locations</u>	<u>GWR sample location (any sources in use at the time of a routine TC+)</u>
January	1)	1) (same as routine location)	
		2)	
		3)	
February	1)	1) (same as routine location)	
		2)	
		3)	
March	1)	1) (same as routine location)	
		2)	
		3)	
April	1)	1) (same as routine location)	
		2)	
		3)	
May	1)	1) (same as routine location)	
		2)	
		3)	
June	1)	1) (same as routine location)	
		2)	

		3)	
<b>July</b>	1)	1) (same as routine location)	
		2)	
		3)	
<b>August</b>	1)	1) (same as routine location)	
		2)	
		3)	
<b>September</b>	1)	1) (same as routine location)	
		2)	
		3)	
<b>October</b>	1)	1) (same as routine location)	
		2)	
		3)	
<b>November</b>	1)	1) (same as routine location)	
		2)	
		3)	
<b>December</b>	1)	1) (same as routine location)	
		2)	
		3)	

# Instructions for GWR Failure to Take Corrective Action Within Required Time

## Template on Reverse

A system's failure to take corrective action within the required timeframe or be in compliance with a state-approved corrective action plan and schedule for a fecal indicator-positive ground water source sample or significant deficiency under the Ground Water Rule is a treatment technique violation and requires Tier 2 notification. You must provide public notice to persons served as soon as practical but within 30 days after you learn of the violation [40 CFR 141.203(b)]. You must issue a repeat notice every three months for as long as the violation persists. Your primacy agency may have more stringent requirements for treatment technique violations. Check with your agency to make sure you meet all requirements.

If this notice is for failing to address a fecal indicator-positive source sample, a Tier 1 notice for detecting a fecal indicator in the source water should have already been issued. Consider providing the history of the situation in this notice (i.e., what events lead to requiring corrective action) to avoid confusing the public when this second notice is issued.

Community systems must use one of the following methods [40 CFR 141.203(c)]:

- Hand or direct delivery
- Mail, as a separate notice or included with the bill

Noncommunity systems must use one of the following methods [40 CFR 141.203(c)]:

- Posting in conspicuous locations
- Hand delivery
- Mail

In addition, both community and noncommunity systems must use *another* method reasonably calculated to reach others if they would not be reached by the first method [40 CFR 141.203(c)]. Such methods could include newspapers, e-mail, or delivery to community organizations. If you mail, post, or hand deliver, print your notice on your system's letterhead if available.

The notice on the reverse is appropriate for mailing, posting, or hand delivery. If you modify this notice, you must still include all required PN elements from 40 CFR 141.205(a) and leave the mandatory language unchanged (see below).

### Mandatory Language

Mandatory language on health effects (from Appendix B to Subpart Q) must be included as written (with blanks filled in) and is presented in this notice in italics and with an asterisk on either end.

You must also include standard language to encourage the distribution of the public notice to all persons served, where applicable [40 CFR 141.205(d)]. This language is also presented in this notice in italics and with an asterisk on either end.

### Corrective Action

In your notice, describe corrective actions you are taking. Listed below are some steps commonly taken by water systems with Ground Water Rule treatment technique violations. Depending on the corrective action you are taking, you can use one or more of the following statements, if appropriate, or develop your own text:

- Although we did not meet our deadline, we are now in consultation with the state to develop a corrective action plan.
- The [source of contamination/significant deficiency] has been identified and addressed.
- We have implemented a short term plan to address the immediate issue while we pursue the long-term solution.

### Repeat Notices

For repeat notices, you should state how long the violation has been ongoing and remind consumers of when you sent out any previous notices. If you are making progress with correcting the significant deficiency or addressing the fecal indicator-positive source sample, describe it. Alternatively, if funding or other issues are delaying corrective action, let consumers know.

### After Issuing the Notice

Send a copy to EPA Region 8 Drinking Water Unit (8WP-SDA), Attn: GWR Manager, 1595 Wynkoop Street, Denver, CO 80202 or email a copy of the PN and the certification to [R8DWU@epa.gov](mailto:R8DWU@epa.gov).

Make sure to send your primacy agency a copy of each type of notice and a certification that you have met all public notification requirements within ten days after issuing the notice [40 CFR 141.31(d)].

**GWR Failure to Take Corrective Action Within Required Time Frame  
Public Notice**

**IMPORTANT INFORMATION ABOUT YOUR DRINKING WATER**

\_\_\_\_\_ (PWS Name) Failed to Correct a Significant Deficiency  
Within Required Time Frame.

Our water system recently violated a drinking water requirement. Although this incident was not an emergency, as our customers, you have a right to know what happened and what we did (are doing) to correct this situation.

A routine sanitary survey conducted on (provide survey date) \_\_\_\_\_ by the Environmental Protection Agency Region 8 (EPA) found (describe significant deficiency in our water system) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

As required by EPA's Ground Water Rule, we were required to take action to correct this deficiency. However, we failed to take this action by the deadline established by EPA.

**What should I do?**

- There is nothing you need to do. You do not need to boil your water or take other corrective actions. However, if you have specific health concerns, consult your doctor.
- If you have a severely compromised immune system, have an infant, are pregnant, or are elderly, you may be at increased risk and should seek advice from your health care providers about drinking this water. General guidelines on ways to lessen the risk of infection by microbes are available from EPA's Safe Drinking Water Hotline at 1-800-426-4791.

**What does this mean?**

This is not an emergency. If it had been, you would have been notified within 24 hours.  
*\*Inadequately treated water may contain disease-causing organisms. These organisms include bacteria, viruses, and parasites which can cause symptoms such as nausea, cramps, diarrhea, and associated headaches.\** **These symptoms, however, are not caused only by organisms in drinking water, but also by other factors. If you experience any of these symptoms and they persist, you may want to seek medical advice.**

**What is being done?**

(Describe corrective action) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

We anticipate resolving the problem within (estimated time frame) \_\_\_\_\_.  
For more information, please contact (name of system contact) \_\_\_\_\_ at (phone number) \_\_\_\_\_ or (mailing address) \_\_\_\_\_.

*\*Please share this information with all the other people who drink this water, especially those who may not have received this notice directly. You can do this by posting this notice in a public place or distributing copies by hand or mail.\**

This notice is being sent to you by (system name) \_\_\_\_\_.  
Public Water System ID#: \_\_\_\_\_.  
Date distributed: \_\_\_\_\_.

**Emergency Response Plan for Transient Ground Water Systems**

All public water systems must have an Emergency Response Plan (ERP) that details emergency operations procedures for possible foreseeable emergencies such as power outage, loss of water, equipment failure, development of unsafe conditions, and other emergency conditions. When a sanitary surveyor conducts a sanitary survey on your system they will ask if you have an ERP. Please fill this form out now, and keep it handy.

**System Name:** \_\_\_\_\_  
**Public Water System (PWS) Number:** WY56 \_\_\_\_\_  
**Operator Name/Cell #:** \_\_\_\_\_  
**Back-up Operator Name/Cell #:** \_\_\_\_\_  
**Owner Name/Cell #:** \_\_\_\_\_  
**Population Served:** \_\_\_\_\_ **Number of Service Connections:** \_\_\_\_\_  
**Chemicals Used to Treat the Water:** \_\_\_\_\_  
**Name/# of Chemical Supplier:** \_\_\_\_\_

**Life Threatening Emergency #:** \_\_\_\_\_  
**County Sheriff #:** \_\_\_\_\_  
**Critical/Vulnerable Customer Contact #s:** \_\_\_\_\_

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**EPA Emergency Contact (Monday - Friday 9-4 pm Mountain Time) #:** 1-800-227-8917  
**EPA After Hours Emergency Contact #:** 1-800-424-8802 (Inform the operator you are a drinking water system operator in EPA Region 8)

**Wyoming Association of Rural Water Systems #:** 307-436-8636  
**WY DEQ District Engineer Name and #:** \_\_\_\_\_  
**Alternate Sources of Drinking Water** \_\_\_\_\_  
**Power Company #:** \_\_\_\_\_ **Electrician #:** \_\_\_\_\_  
**Plumber #:** \_\_\_\_\_ **Parts Supplier #:** \_\_\_\_\_  
**Wyoming Water Agency Response Network #:** 307-235-7535 **Website:** www.wyowarn.org

**LOSS OF PRESSURE/WATER OUTAGE ACTION PLAN\*\*\***

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**WATER CONTAMINATION ACTION PLAN\*\*\***

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**Shut-off valve location and instructions:** \_\_\_\_\_

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**Location of spare or repair parts:** \_\_\_\_\_

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Please see the following website for more detailed information on Emergency Response for Drinking Water and Wastewater Utilities: <https://www.epa.gov/waterutilityresponse>  
**ALWAYS CALL THE EPA TOTAL COLIFORM RULE OR GROUND WATER RULE MANAGER  
IF YOU HAVE A TOTAL COLIFORM RULE (TCR) POSITIVE/UNSAFE SAMPLE AT 1-800-227-8917**

**\*\*\*Emergency preparedness assistance, Public Notices for Loss of Pressure, Boil Orders, Do Not Drink, etc., can be found at: <https://www.epa.gov/region8-waterops/emergency-preparedness-drinking-water-systems-wyoming-and-tribal-lands-epa-region-8>**

## IMPORTANT INFORMATION ABOUT YOUR DRINKING WATER

### Monitoring Requirements Not Met for \_\_\_\_\_ (Public Water System Name)

Our water system violated several drinking water regulations over the compliance period shown below. Even though these were not emergencies, as our customers, you have a right to know what happened and what we did to correct these situations.

We are required to monitor your drinking water for specific contaminants on a regular basis. Results of regular monitoring are indicators of whether or not your drinking water meets health standards. During \_\_\_\_\_, we did not monitor for \_\_\_\_\_,  
(compliance period) (contaminant(s))  
and therefore cannot be sure of the quality of your drinking water during that time.

#### What should I do?

There is nothing you need to do at this time.

The table below lists the contaminant(s) we did not properly test for during the compliance period, how often we are supposed to sample and how many samples we are supposed to take, how many samples we took, when samples should have been taken, and the date on which follow-up samples were taken.

Contaminant	Required sampling frequency	Number of samples taken	When samples should have been taken	When samples were taken

#### What happened? What is being done? (describe corrective action.)

For more information, please contact \_\_\_\_\_ at \_\_\_\_\_  
(name of contact) (phone number)  
or \_\_\_\_\_.  
(mailing address) Please share this information

with all the other people who drink this water, especially those who may not have received this notice directly (for example, people in apartments, nursing homes, schools, and businesses). You can do this by posting this notice in a public place or distributing copies by hands or mail.

This notice is being sent to you by \_\_\_\_\_, Public Water System ID#: \_\_\_\_\_.  
(system)

Date distributed: \_\_\_\_\_.

**ATTENTION: PWS Operator/Responsible Party**

For monitoring violations, you must provide public notice to persons served within one year after you learn of the violation (141.204(b)).

Community systems must use one of the following methods of delivery (141.204(c)):

- Hand or direct delivery
- Mail, as a separate notice or included with the bill

Non-community systems must use one of the following methods of delivery (141.204(c)):

- Posting in conspicuous locations
- Hand delivery
- Mail

In addition, both community and non-community systems must use another method reasonably calculated to reach others if they would not be reached by the first method (141.204(c)). Such methods could include newspapers, email, or delivery to community organizations. If you post the notice, it must remain posted until the violation is resolved. If the violation has been resolved, you must post the notice for at least one week (141.204(b)). If you mail, post, or hand deliver, print your notice on letterhead, if available.

**Corrective Actions**

In your notice, describe corrective actions you took or are taking. This could include information stating that you have since taken or are in the process of taking the required samples.

**After Issuing the Notice**

Within ten days after issuing the notice, you must send to EPA a copy of each type of notice, along with a certification (see example below) that you have met all the public notice requirements. Mail copies to:

PN RULE MANAGER  
 US EPA REGION 8  
 PUBLIC WATER SYSTEM PROGRAM - 8P-W-DW  
 1595 Wynkoop Street  
 DENVER CO 80202-1129

Or, you can fax a copy toll-free to **1-(877) 876-9101**.

**Certification of Public Notification**

I \_\_\_\_\_ certify that the attached public notification was issued  
(PWS Operator/Responsible Party)

from \_\_\_\_\_ to \_\_\_\_\_  
(Date) (Date)

The attached notice was issued by \_\_\_\_\_  
(Method of delivery)

Signature \_\_\_\_\_ Date \_\_\_\_\_



## **EPA Region 8 Drinking Water Unit - Tips for WY and Tribal Systems How to Stay in Compliance with Monitoring Requirements**

### **Check your Monitoring Schedule**

- Monitoring and Reporting Requirements (Schedules) are emailed to you in February of each year. This schedule notes all contaminants your water system must monitor for, along with the required number of samples, sampling point location(s), frequency and timeframe.
- For more detailed info on your Monitoring Schedule, please refer to “*What You Need to Do Next with Monitoring Requirements*” which can be found at: <https://www.epa.gov/region8-waterops/quick-guide-drinking-water-monitoring-requirements-wyoming-and-tribal-lands-epa>
- Suggestions: Post your Monitoring Schedule on your bulletin board. Note when you must sample on your desk or wall calendar. Use a scheduler on your computer (like Outlook) to identify sampling dates and set reminders.
- If you misplace your Monitoring Schedule, a copy can be found on Drinking Water Watch (DWW) or call EPA for a replacement copy.
- **Work with your Certified Lab** - Once you receive your Monitoring Schedule, share it with your lab(s).
- Schedule what bottles you will need for the sampling required for the year and ask for extra Total Coliform Rule (TCR) sample bottles just in case you have a total coliform (TC) positive and need to take repeats or source samples for the Ground Water Rule. It saves time!
- Check to see if your lab will copy EPA when they email you your results. This will save you a step! But ultimately, you are responsible for making sure that EPA receives your sample results.
- **Check your email for messages from EPA.** Every month EPA sends out a reminder to the administrative contact (and others who request to be opted-in) of what chemical (including radiological) samples remain to be collected for the monitoring period.
- Use DWW to print out your chemical sample collection form for the pending requirements. It will contain information to help your lab understand what to test your samples for.

**When to Sample and When to Report Results to EPA - ALWAYS sample as early in the month or monitoring period as you can – on a Monday if possible!** This way, if a sample is lost or exceeds a holding time, you will still have time to collect another sample before the weekend or end of the month. This is a super easy way to avoid a violation.

- If the lab is not copying EPA on your sample results, send them in to EPA as soon as you receive them. This way you can avoid getting a violation for Failure to Monitor. **Tip:** TCR results are due by the 10<sup>th</sup> of the month following the month you sampled. For all other samples, send results to EPA as soon as you receive them from the lab.
- Samples results can be emailed to: [r8dww@epa.gov](mailto:r8dww@epa.gov) or faxed to: 1-877-876-9101

**Where to Sample** – Take your samples according to your Monitoring Schedule during the correct time period and at the correct location(s). Some samples must be collected at the entry point while others must be collected in the distribution system. Use your approved sampling/monitoring plans for distribution system samples!

**Surface Water Treatment Rule** – For compliance guidance, please refer to the EPA Region 8 SWTR Fact Sheet located at: <https://www.epa.gov/region8-waterops/swtr-fact-sheet-epa-region-8-may-2018>

### **Total Coliform Rule**

- Anytime you have a *E.coli* (EC+) sample you **must call EPA IMMEDIATELY at 1-800-227-8917** and ask to speak with the RTCR Manager. Then take repeat TCR samples, as well as Ground Water Rule source sample(s) (if applicable).
- If you have a TC Positive but an E. Coli Negative, follow the 5 steps outlined in “*Follow-up to an Unsafe/Total Coliform Positive Sample Tech Tip*”, which can be found at: <https://www.epa.gov/region8-waterops/addressing-total-coliform-positive-or-ecoli-positive-sample-results-epa-region-8>
- Avoid sampling at new faucets or newly repaired faucets, leaky faucets, outdoor faucets or those faucets connected to softeners, hot water heaters, or pressure tanks; setting down the bottle lid or exposing the inside of the lid or bottle to anything other than the sample water (do not rinse or remove powder); and rushing your sample collection. The TCR samples must be taken at specified locations throughout the distribution system as designated by your sampling plans.

### **Disinfection Byproducts Rule (DBPR)**

- Sample according to your approved monitoring plan – you can also find what month(s) you are required to monitor and locations on your Monitoring Schedule.
- Submit your sample results and your LRAA forms (applicable to quarterly sampling) as a package as soon as you receive the results from your lab.
- Complete and submit the TTHM HAA5 OEL Calculator, which can be found on Drinking Water Online at: <https://www.epa.gov/region8-waterops/reporting-forms-drinking-water-systems-wyoming-and-tribal-lands-epa-region-8#dbpr2> , together with your compliance reports if the TTHM or HAA5 MCL is exceeded during any quarter.

**Nitrates – This is an acute contaminant.** If your nitrate sample result is over 10 mg/L you must take a confirmation sample within 24 hours and call EPA IMMEDIATELY at 303-312-6791.

### **Lead and Copper Rule**

- Be sure to check your Monitoring Schedule, as lead and copper samples must be collected during certain months. Also, be sure to follow your lead and copper sample siting plan when collecting samples. You must collect samples from approved locations. If you don't have to sample this year, your Monitoring Schedule will tell you that.
- **Always** collect a first-draw sample from a tap where the water has been standing in the pipes for at least 6 hours. Avoid sample locations that have been vacant for weeks or months. The goal is to sample at homes and taps in these homes that are routinely used. Always follow your monitoring plan.

**Other Rules** - Check your sample results as soon as you receive them from the lab. If you see any sample has exceeded an MCL or *E. coli* positive, contact EPA immediately.

**Drinking Water Online** - This is where you can find the link to DWW and general info, including: emergencies, what to do if you lose pressure in your system, sanitary survey info, certified lab info, sampling and treatment techniques, reporting forms and instructions, rules and guidance and much more: Be sure to check this very helpful website: <https://www.epa.gov/region8-waterops>

**Drinking Water Watch** - This online system allows you view data we maintain about your water system(s). The information includes the following:

- size and type of population served
- contact information
- water system facilities, such as wells, intakes, treatment plant, storage tanks, and distribution
- treatment used
- monitoring schedules
- sampling results reported to EPA
- violations
- plus, even more...

The Public Access Version of DWW (DWWPUB) allows anyone who is interested to view much of the available information for each regulated Public Water System (PWS) in Wyoming and within EPA R8 Tribal Lands, without the need to register or remember passwords. The Public Access Version of DWW can be found at: <https://sdwrs8.epa.gov/Region8DWWPUB/default.jsp>

**Emergencies (After Hours)** - If you need to report an emergency (flooding or loss of your water source, contamination in your drinking water, loss of pressure in the distribution system, or anything else that could require immediate public notice), after hours call the Region 8 Emergency Hotline at 303-293-1788. Inform the operator that you are a drinking water system in EPA Region 8.