CERTIFIED MAIL – RETURN RECEIPT REQUESTED

July 20, 2026

Honorable Joey Silva, Mayor
City of Santa Rosa
P.O. Box 429
Santa Rosa, New Mexico 88435

RE: Draft Discharge Permit Renewal, DP-665, Santa Rosa Wastewater Treatment Facility

Dear Mayor Joey Silva:

The New Mexico Environment Department (NMED) hereby provides notice to the City of Santa Rosa of the proposed approval of Ground Water Discharge Permit Renewal, DP-665, (copy enclosed), pursuant to Subsection H of 20.6.2.3108 NMAC. NMED will publish notice of the availability of the draft Discharge Permit in the near future for public review and comment and will forward a copy of that notice to you.

Prior to making a final ruling on the proposed Discharge Permit, NMED will allow 30 days from the date the public notice is published in the newspaper for any interested party, including the Discharge Permit applicant, i.e., yourself, to submit written comments and/or a request for a public hearing. A hearing request shall set forth the reasons why a hearing is requested. NMED will hold a hearing in response to a timely hearing request if the NMED Secretary determines there is substantial public interest in the proposed Discharge Permit.

Please review the enclosed draft Discharge Permit carefully. Please be aware that this Discharge Permit may contain conditions that require the permittee to implement operational, monitoring or closure actions by a specified deadline.

Please submit written comments or a request for hearing to my attention at the address below, via email to andrewc.romero@env.nm.gov or to pps.general@env.nm.gov, or directly into the NMED Public Comment Portal at https://nmed.commentinput.com/comment/search. If NMED does not receive written comments or a request for hearing during the public comment period, the draft Discharge Permit will become final.

Thank you for your cooperation during the review process. Feel free to contact me with any questions at (505) 660-8624.

Sincerely,

Andrew C. Romero
Digitally signed by Andrew C. Romero
Date: 2026.07.20 14:43:52 -06'00'

Andrew Romero, Sr Water Resources Professional

Encl: Draft Discharge Permit Renewal, DP-665
cc: Onofre Cordova, Operator, ocordova@santarosanm.gov

NEW MEXICO
ENVIRONMENT DEPARTMENT
Ground Water Quality Bureau
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Draft*:* July 20, 2026

GROUND WATER QUALITY BUREAU DISCHARGE PERMIT Issued under 20.6.2 NMAC

Facility Name:	Santa Rosa Wastewater Treatment Facility
Discharge Permit Number:	DP-665
Facility Location:	Power Dam Lake Hwy 91 Santa Rosa, New Mexico
County:	Guadalupe
Permittee:	City of Santa Rosa Honorable Joey Silva, Mayor
Mailing Address:	P.O. Box 429, Santa Rosa, New Mexico 88435
Facility Contact: Telephone Number/Email:	Onofre Cordova, Operator (575) 799-8007 / ocordova@santarosanm.gov
Permitting Action:	Renewal
Permit Issuance Date: **Permit Expiration Date:**	[DATE] [DATE]
NMED Contact: Telephone Number/Email:	Andrew Romero 505-660-8624 / andrewc.romero@env.nm.gov or 505-827-2900 / pps.general@env.nm.gov

Justin D. Ball
Chief, Ground Water Quality Bureau
New Mexico Environment Department

draft

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New Mexico Environment Department Ground Water Quality Bureau Monitoring Well Construction and Abandonment Guidelines, Revision 1.1, March 2011 (Monitoring Well Guidance)
Fertilizer Log
Groundwater Monitoring Worksheet and Reference Chart
New Mexico Environment Department – Ground Water Quality Bureau Guidance: How to Sample a Monitoring Well

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I. INTRODUCTION

The New Mexico Environment Department (NMED) issues this groundwater discharge permit renewal (Discharge Permit or DP-665) to the City of Santa Rosa (Permittee) pursuant to the New Mexico Water Quality Act (WQA), NMSA 1978 §§74-6-1 through 74-6-17, and the New Mexico Water Quality Control Commission (WQCC) Ground and Surface Water Protection Regulations, 20.6.2 NMAC.

NMED's purpose in issuing this Discharge Permit, and in imposing the requirements and conditions specified herein, is to control the discharge of water contaminants from the Santa Rosa Wastewater Treatment Facility (Facility) in order to protect groundwater and those segments of surface water gaining from groundwater inflow for present and potential future use as domestic and agricultural water supply and other uses, and to protect public health. It is NMED's determination in issuing this Discharge Permit that the Permittee has met the requirements of Subsection C of 20.6.2.3109 NMAC. The Permittee is responsible for complying with the terms and conditions of this Discharge Permit pursuant to Section 20.6.2.3104 NMAC; failure to do so may result in enforcement action by NMED (20.6.2.1220 NMAC).

Described below are the activities that produce the discharge, the location of the discharge, and the quantity, quality, and flow characteristics.

The Wastewater Treatment Plant (WWTP) receives and treats up to 670,000 gallons per day (gpd) of domestic wastewater using a Medium Rate Activated Sludge (MRAS) system and ultraviolet (UV) disinfection. Reclaimed domestic wastewater (reuse) discharges to City owned property for irrigation, discharges for temporary uses such as construction, dust control and street cleaning, and discharges to facilities separately permitted by NMED to receive reclaimed domestic wastewater. Treated wastewater that is not reclaimed for reuse purposes discharges to an outfall at the El Rito Creek pursuant to National Pollutant Discharge Elimination System (NPDES) Permit NM0024988.

The Facility stores a byproduct of the treatment process in the form of sewage sludge that is dried, stored, and hauled off to an authorized off-site facility (landfill).

Discharge Permit Location Information:

Physical Address	End of Power Dam Lake Road, Highway 91
Nearest Town/City	Santa Rosa
Section, Township, Range	WWTP: Section 11, Township 8 North, Range 21 East Reuse Areas: Sections 6, Township 8 North, Range 22 East (Golf Course), Section 31, Township 9 North, Range 22 East (Golf Course), Section 2, Township 8 North, Range 21 East (Park Lake

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	Ball Fields and Park), Section 6, Township 8 North, Range 21 East (City Softball Complex)
County	Guadalupe
Depth to Groundwater	10 to 20 feet below ground surface
Pre-Discharge TDS	2,900 mg/L

Discharge Permit Issuance History:

Original Permit Issuance	August 20, 1990
Permit Renewal	June 30, 1996
Permit Renewal and Modification	May 22, 2002
Permit Renewal	April 12, 2007
Permit Renewal and Modification	April 19, 2013
Permit Renewal	February 13, 2019

The application (i.e., discharge plan) associated with this Discharge Permit consists of the materials submitted by Souder, Miller & Associates on behalf of the Permittee dated December 27, 2023, and materials contained in the administrative record prior to issuance of this Discharge Permit.

The Permittee shall manage the discharge in accordance with all conditions and requirements of this Discharge Permit.

NMED reserves the right to require a Discharge Permit modification in the event NMED determines that the Permittee is or may be violating, or is likely to violate in the future, the requirements of 20.6.2 NMAC or the standards of Section 20.6.2.3103 NMAC. NMED reserves this right pursuant to Section 20.6.2.3109 NMAC. An NMED requirement to modify the Discharge Permit may result from a determination by the department that structural controls and/or management practices approved under this Discharge Permit are insufficiently protective of groundwater quality and human health. NMED reserves the right to require the Permittee to implement abatement of water pollution and remediate groundwater quality.

NMED issuance of this Discharge Permit does not relieve the Permittee of the responsibility to comply with the WQA, WQCC Regulations, and any other applicable federal, state and/or local laws and regulations, such as zoning requirements and nuisance ordinances.

This Discharge Permit may use the following acronyms and abbreviations.

Abbreviation	Explanation		Abbreviation	Explanation
BOD_5	biochemical oxygen demand (5-day)		NMED	New Mexico Environment Department
CAP	Corrective Action Plan		NMSA	New Mexico Statutes Annotated

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Abbreviation	Explanation		Abbreviation	Explanation
CFR	Code of Federal Regulations		NO_3-N	nitrate-nitrogen
CFU	colony forming unit		NTU	nephelometric turbidity units
Cl	chloride		QA/QC	Quality Assurance/Quality Control
EPA	United States Environmental Protection Agency		TDS	total dissolved solids
Gpd	gallons per day		TKN	total Kjeldahl nitrogen
LAA	land application area		total nitrogen	= TKN + NO_3-N
LADS	Land Application Data Sheet(s)		TRC	total residual chlorine
mg/L	milligrams per liter		TSS	total suspended solids
mL	milliliters		WQA	New Mexico Water Quality Act
MPN	most probable number		WQCC	Water Quality Control Commission
NMAC	New Mexico Administrative Code		WWTF	Wastewater Treatment Facility

II. FINDINGS

In issuing this Discharge Permit, NMED finds the following.

1. The Permittee is discharging effluent or leachate from the Facility so that such effluent or leachate may move into groundwater of the State of New Mexico that has an existing concentration of 10,000 mg/L or less of TDS, within the meaning of Subsection A of 20.6.2.3101 NMAC, without exceeding standards of 20.6.2.3103 NMAC for any water contaminant.

2. The Permittee is discharging effluent or leachate from the Facility directly or indirectly into groundwater pursuant to this Discharge Permit and Sections 20.6.2.3000 through 20.6.2.3114 NMAC.

3. The discharge from this Facility has the potential to contain water contaminants or toxic pollutants elevated above the standards of Section 20.6.2.3103 NMAC and is not subject to the exemption at Subsection 20.6.2.3105 NMAC.

III. AUTHORIZATION TO DISCHARGE

The Permittee is responsible for ensuring that discharges authorized by this Discharge Permit are consistent with the terms and conditions herein pursuant to 20.6.2.3104 NMAC.

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This Discharge Permit authorizes the Permittee to discharge up to 670,000 gallons per day (gpd) of reclaimed domestic wastewater via spray irrigation to the following reuse areas within the City of Santa Rosa:

- The City of Santa Rosa WWTF Complex;
- The Tres Lagunas Golf Course (101 acres);
- The Park Lake Recreation Area (24 acres); and
- The City Softball Complex (16 acres).

The Discharge Permit authorizes the Permittee to transfer reclaimed domestic wastewater for reuse as follows:

- From a non-potable hydrant located at the WWTF for temporary uses that NMED has determined do not require a Discharge Permit, including construction projects, dust control, hand irrigation of City owned property from water trucks, and street cleaning; and
- To other entities operating under separate groundwater Discharge Permits.

The Discharge Permit authorizes the Permittee to dry and store sewage sludge and haul it off to an authorized off-site facility (landfill).

[20.6.2.3104 NMAC, Subsection C of 20.6.2.3106 NMAC, Subsection D of 20.6.2.3109 NMAC]

IV. CONDITIONS

NMED issues this Discharge Permit for the discharge of water contaminants subject to the following conditions.

A. OPERATIONAL PLAN

#	Terms and Conditions
1.	The Permittee shall implement the following operational plan to ensure compliance with Title 20, Chapter 6, Parts 2 and 4 NMAC. [Subsection C of 20.6.2.3109 NMAC]
2.	The Permittee shall operate in a manner that does not violate standards and requirements of Sections 20.6.2.3101 and 20.6.2.3103 NMAC. [20.6.2.3101 NMAC, 20.6.2.3103 NMAC, Subsection C of 20.6.2.3109 NMAC]

Operational Actions with Implementation Deadlines

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#	Terms and Conditions
3.	Within 180 days following the issuance date of this Discharge Permit (**by DATE**), the Permittee shall submit an up-to-date diagram of the layout of the entire Facility to NMED. The diagram shall include the following elements: • a north arrow; • the issuance date of the diagram; • all components of the wastewater treatment and disposal system; • all reuse areas and associated distribution pipelines; • all groundwater monitoring wells; • all backflow prevention methods/devices; • all flow measurement devices; and • all wastewater sampling locations. The Permittee shall ensure that any element that cannot be directly shown due to its location inside of existing structures, or because it is buried without surface identification, shall be on the diagram in a schematic format and identified as such. [Subsection C of 20.6.2.3106 NMAC, Subsection A of 20.6.2.3107 NMAC]
4.	Within two years following the issuance date of this Discharge Permit (**by DATE**), the Permittee shall develop a Preliminary Engineering Report (PER) for the headworks at the Facility. The Permittee shall submit the draft PER to NMED for review within 30 days of completion. During the development of construction plans and specifications for the proposed headworks or other proposed new or improved treatment system(s), the Permittee shall submit construction plans and specifications at 50% and 95%, or equivalent, level of design for to NMED for review for Discharge Permit compliance and comment. [Subsections A and C of 20.6.2.1202 NMAC, Subsection C of 20.6.2.3106 NMAC, Subsection C of 20.6.2.3107 NMAC, NMSA 1978, §§ 61-23-1 through 61-23-32]
5.	A minimum of 90 days prior to construction of the headworks or other proposed new or improved treatment system(s), the Permittee shall submit final construction plans and specifications for NMED's review. The construction plans and specifications shall bear the seal and signature of a licensed New Mexico professional engineer (pursuant to New Mexico Engineering and Surveying Practice Act and the rules promulgated under that authority) and shall include the supporting design calculations. The submitted documentation shall include the following elements.

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#	Terms and Conditions
	a) Wastewater system component(s) design, e.g., lift stations, valves, transfer lines, process units and associated details; b) Specifications for all equipment, materials and installation procedures the Permittee will use in the construction of the wastewater system. Prior to constructing the headworks and its associated components, or other proposed new or improved treatment system(s), the Permittee shall obtain written verification from NMED that the plans and specifications meet the requirements of this Discharge Permit. [Subsections A and C of 20.6.2.1202 NMAC, Subsection C of 20.6.2.3106 NMAC, Subsection C of 20.6.2.3107 NMAC, NMSA 1978, §§ 61-23-1 through 61-23-32]
6.	Prior to discharging to the headworks or other proposed new or improved treatment system(s), the Permittee shall complete construction in accordance with the final construction plans and specifications required by this Discharge Permit. The Permittee shall notify NMED at least five working days prior to commencement of construction to allow NMED personnel to be onsite for inspection during construction. [Subsections A and C of 20.6.2.1202 NMAC, Subsection C of 20.6.2.3109 NMAC, NMSA 1978, §§ 61-23-1 through 61-23-32]
7.	Within 30 days of completing construction of the headworks or other proposed new or improved treatment system(s), the Permittee shall submit record drawings to NMED that bear the seal and signature of a licensed New Mexico professional engineer (pursuant to the New Mexico Engineering and Surveying Practice Act and the rules promulgated under that authority) for the constructed headworks or other proposed new or improved treatment system(s). [Subsections A and C of 20.6.2.1202 NMAC, Subsection C of 20.6.2.3109 NMAC, NMSA 1978, §§ 61-23-1 through 61-23-32]
8.	Prior to discharging reclaimed domestic wastewater to the Tres Lagunas Golf Course, Park Lake Recreation Area or the City Softball Complex, the Permittee shall install the infrastructure necessary to transfer, distribute and apply reclaimed domestic wastewater. The Permittee shall ensure documentation confirming installation of the distribution system consists of a narrative statement including the system type and location, and the method of backflow prevention employed (if applicable). The Permittee shall provide this documentation to NMED prior to discharging to the reuse area. [Subsection A of 20.6.2.3107 NMAC, Subsection C of 20.6.2.3109 NMAC]

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#	Terms and Conditions
9.	Prior to transferring reclaimed domestic wastewater to a newly authorized reuse end user for the first time, the Permittee shall provide written notification to NMED stating the Discharge Permit number of the newly authorized end user, the date the transfer is to commence, and the location where the transfer to the recipient is to occur. [Subsection H of 20.6.2.3109 NMAC]
10.	Prior to discharging to the Tres Lagunas Golf Course, Park Lake Recreation Area or the City Softball Complex, the Permittee shall post signs in English and Spanish at all reuse areas. The Permittee shall post signs at the entrance to reuse areas and at other locations where public exposure to reclaimed domestic wastewater may occur. The signs shall state: **NOTICE: THIS AREA IS IRRIGATED WITH RECLAIMED WASTEWATER - DO NOT DRINK. AVISO: ESTA ÁREA ESTÁ REGADA CON AGUAS NEGRAS RECOBRADAS - NO TOMAR.** The Permittee may submit alternate wording and/or graphics to NMED for approval. Documentation of sign installation shall consist of a narrative statement describing the number and location of the signs and date-stamped photographs. The Permittee shall submit the documentation to NMED in the next required periodic monitoring report. [Subsections B and C of 20.6.2.3109 NMAC, NMSA 1978, § 74-6-5.D]

Operating Conditions

#	Terms and Conditions
11.	The Permittee shall ensure that Class 1B reclaimed domestic wastewater discharged from the UV disinfection unit does not exceed the following discharge limits. [Subsections B and C of 20.6.2.3109 NMAC, NMSA 1978, § 74-6-5.D]

Test	30-day Average	Maximum
Total Nitrogen		**10 mg/L**
E. coli bacteria	**63 CFU or MPN/100 mL**	**126 CFU or MPN/100 mL**
BOD_5	**30 mg/L**	**45 mg/L**
TSS	**30 mg/L**	**45 mg/L**
UV Transmissivity	**Monitor Only**	**Monitor Only**

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#	Terms and Conditions
12.	The Permittee shall ensure adherence to the following general requirements for above-ground use of reclaimed domestic wastewater. a) The Permittee shall install and maintain signs in English and Spanish at all reuse areas such that they are visible and legible for the term of this Discharge Permit. The Permittee shall post signs at the entrance to reuse areas and at other locations where public exposure to reclaimed domestic wastewater may occur. The signs shall state: **NOTICE: THIS AREA IS IRRIGATED WITH RECLAIMED WASTEWATER - DO NOT DRINK. AVISO: ESTA ÁREA ESTÁ REGADA CON AGUAS NEGRAS RECOBRADAS - NO TOMAR.** The Permittee may submit alternate wording and/or graphics to NMED for approval. b) Reclaimed domestic wastewater systems shall have no direct or indirect cross connections with public water systems or irrigation wells pursuant to the latest revision of the New Mexico Plumbing Code (14.8.2 NMAC) and New Mexico Mechanical Code (14.9.2 NMAC). c) Above-ground use of reclaimed domestic wastewater shall not result in excessive ponding of wastewater and shall not exceed the water consumptive needs of the crop. The Permittee shall not discharge reclaimed domestic wastewater at times when the reuse area is saturated or frozen. d) The Permittee shall confine discharge of reclaimed domestic wastewater to the reuse area. e) The Permittee shall not discharge reclaimed domestic wastewater to crops used for human consumption. f) Water supply wells within 200 feet of a reuse area shall have adequate wellhead construction pursuant to 19.27.4 NMAC. g) Existing and accessible portions of the reclaimed domestic wastewater distribution system (with the exception of application equipment such as sprinklers or pivots) shall be colored purple or clearly labeled as being part of a reclaimed domestic wastewater distribution system. Piping, valves, outlets, and other plumbing fixtures shall be purple pursuant to the latest revision of the New Mexico Plumbing Code (14.8.2 NMAC) and New Mexico Mechanical Code (14.9.2 NMAC) to differentiate piping or fixtures used to convey reclaimed wastewater from those intended for potable or other uses. h) Valves, outlets, and sprinkler heads used in reclaimed wastewater systems shall be accessible only to authorized personnel. The Permittee shall demonstrate adherence to these requirements by submitting documentation consisting of narrative statements and date-stamped photographs as appropriate. The Permittee shall submit the documentation to NMED once during the term of this Discharge Permit in the next required periodic monitoring report after the issuance of the Discharge Permit.

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#	Terms and Conditions
	[Subsections B and C of 20.6.2.3109 NMAC, NMSA 1–78, § 74-6–5.D]
13.	The Permittee shall meet the following setbacks, access restrictions and equipment requirements for spray irrigation using Class 1B reclaimed domestic wastewater. a) Maintain a minimum 100-foot setback between any dwellings or occupied establishments and the edge of the reuse area. b) Postpone irrigation using reclaimed domestic wastewater at times when windy conditions may result in drift of reclaimed wastewater outside the reuse area. c) Apply reclaimed domestic wastewater at times and in a manner that minimizes public contact. d) Limit spray irrigation system to low trajectory spray nozzles. e) Use is not approved for growth or manufacturing of crops or consumable products. [Subsections B and C of 20.6.2.3109 NMAC, NMSA 1–78, § 74–5.D]
14.	The Permittee shall meet the following requirements for the temporary above-ground uses of reclaimed domestic wastewater that do not require a separate Discharge Permit, as determined by NMED. a) Restrict access to the reclaimed domestic wastewater distribution system (standpipe). Transfer of reclaimed domestic wastewater to other users shall only be done by the Permittee or its designee. The Permittee shall prohibit public access to the reclaimed domestic wastewater system. b) Notify all recipients of reclaimed domestic wastewater for temporary uses in writing of the following. i. Reclaimed domestic wastewater is approved only for construction activities; soil compaction; mixing of mortars, slurries or cement; dust control on roads and construction sites; animal watering; and irrigation of non-food crops. ii. Reclaimed domestic wastewater shall be discharged by gravity flow or under low pressure in a manner that minimizes misting and does not result in excessive standing or ponding of wastewater. iii. If the discharge method results in misting, the area(s) receiving the reclaimed domestic wastewater must be 100 feet from areas accessible to the public. iv. The area receiving the discharge must be 300 feet from potable water supply wells. v. Transport vehicles and storage tanks containing reclaimed domestic wastewater shall have signs, in English and Spanish, identifying the contents as non-potable water and advising against consumption. vi. The user shall not apply of reclaimed domestic wastewater at times when the receiving area is saturated or frozen.

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#	Terms and Conditions
	The Permittee shall maintain a log of all recipients of reclaimed domestic wastewater and shall provide the log to NMED upon request. [20.6.2.3109 NMAC]
15.	The Permittee shall institute a backflow prevention method to protect wells and public water supply systems from contamination by reclaimed domestic wastewater prior to discharging to the reuse area. Backflow prevention shall be achieved by a total disconnect (physical air gap separation between the discharge pipe and the liquid surface at least twice the diameter of the discharge pipe), or by a reduced pressure principal backflow prevention assembly (RP) installed on the line between the fresh water supply wells or public water supply and the reclaimed domestic wastewater delivery system. The Permittee shall maintain backflow prevention at all times. The Permittee shall have RP devices inspected and tested by a certified backflow prevention assembly tester at the time of installation, repair or relocation and at least on an annual basis thereafter. The backflow prevention assembly tester shall have successfully completed a 40-hour backflow prevention course based on the University of Southern California's Backflow Prevention Standards and Test Procedures, and obtained certification demonstrating completion. The Permittee shall have all malfunctioning RP devices repaired or replaced within 30 days of discovery. The Permittee shall cease using supply lines associated with the RP device until repair or replacement is complete. The Permittee shall maintain copies of the inspection and maintenance records and test results for each RP device associated with the backflow prevention program at a location available for inspection by NMED. [Subsection C of 20.6.2.3109 NMAC]
16.	The Permittee shall maintain fences around the Wastewater Treatment Plant to restrict unauthorized access by the general public and animals. The fences shall consist of a minimum of six-foot chain link or field fencing and locking gates. The Permittee shall maintain the fences to serve the stated purpose throughout the term of this Discharge Permit. [Subsections B and C of 20.6.2.3109 NMAC, NMSA 1978, § 74-6-5.D]
17.	The Permittee shall maintain signs indicating that the wastewater at the Wastewater Treatment Plant is not potable. The Permittee shall post signs at the Facility entrance and other areas where there is potential for public contact with wastewater. The Permittee shall print signs in English and Spanish and shall ensure the signs remain visible and legible for the term of this Discharge Permit.

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#	Terms and Conditions
	[Subsections B and C of 20.6.2.3109 NMAC, NMSA 1978, § 74-6-5.D]
18.	The Permittee shall maintain the sludge drying beds to avoid conditions that could affect the structural integrity. Characterization of such conditions may include the following; • erosion damage; • animal burrows or other damage; • the presence of vegetation including weeds, woody shrubs or trees growing in or around the drying beds; • the presence of large debris or large quantities of debris in or around the sludge drying beds; • evidence of seepage; • cracking and faults in or around the sludge drying beds. The Permittee shall not exceed the physical or design capacity for each of the sludge drying beds. The permittee shall control vegetation growing around the sludge drying beds by mechanical removal that is protective of the sludge drying beds. The permittee shall visually inspect the return drains from the sludge drying beds and composting pad after rainfall events and ensure that stormwater is being returned to the WWTF headworks The Permittee shall visually inspect the sludge drying beds on a monthly basis to ensure proper maintenance. In the event that inspection reveals any evidence of damage that threatens the structural integrity of the sludge drying beds, or that may result in an unauthorized discharge, the Permittee shall implement the Contingency Plan set forth in this Discharge Permit. The Permittee shall create and maintain a log of all sludge drying bed inspections which describes the date of the inspection, any findings and repairs and the name of the person responsible for the inspection. The Permittee shall provide the log to NMED upon request. [Subsection A of 20.6.2.3107 NMAC, Subsection C of 20.6.2.3109 NMAC]
19.	The Permittee shall properly manage all solids generated by the treatment system to maintain effective operation of the system by removing solids as necessary and in accordance with accepted process control methods. The Permittee shall contain,

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#	Terms and Conditions
	transport, and dispose of solids removed from the treatment process in accordance with all local, state, and federal regulations. [Subsection A of 20.6.2.3107 NMAC, Subsection C of 20.6.2.3109 NMAC]
20.	The Permittee shall inspect and clean the lift stations as needed to prevent pump failure. The Permittee shall maintain a record of lift station inspections, repairs, and cleanings. The Permittee shall make the record available to NMED upon request. [Subsection A of 20.6.2.3107 NMAC, Subsection C of 20.6.2.3109 NMAC]
21.	The Permittee shall utilize operators, certified by the State of New Mexico at the appropriate level pursuant to 20.7.4 NMAC, to operate the wastewater collection, treatment, and disposal systems. A certified operator or a direct supervisee of a certified operator shall perform the operations and maintenance of all or any part of the wastewater system. The Permittee shall notify the NMED within 24 hours if at any time the Permittee no longer has a certified operator maintaining the system. [Subsection C of 20.6.2.3109 NMAC, 20.7.4 NMAC]

B. MONITORING AND REPORTING

#	Terms and Conditions
22.	The Permittee shall conduct the monitoring, reporting, and other requirements listed below in accordance with the monitoring requirements of this Discharge Permit. [Subsection A of 20.6.2.3107 NMAC, Subsection C of 20.6.2.3109 NMAC]
23.	METHODOLOGY – Unless otherwise specified by this Discharge Permit, or approved in writing by NMED, the Permittee shall use sampling and analytical techniques that conform with the references listed in Subsection B of 20.6.2.3107 NMAC. [Subsection B of 20.6.2.3107 NMAC]

Due Dates for Monitoring Reports

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#	Terms and Conditions
24.	Quarterly monitoring - The Permittee shall perform monitoring and other Permit required actions during the following periods and shall submit quarterly reports to NMED by the following due dates: • January 1st through March 31st – **due by May 1st;** • April 1st through June 30th – **due by August 1st;** • July 1st through September 30th – **due by November 1st; and** • October 1st through December 31st – **due by February 1st.** [Subsection A of 20.6.2.3107 NMAC]

Monitoring Actions with Implementation Deadlines

#	Terms and Conditions
25.	The Permittee shall sample reclaimed domestic wastewater for the presence of perfluorinated chemicals (PFCs). Within 2.5 years following the issuance date of this Discharge Permit (**by DATE**), the Permittee shall collect a single grab sample from a sample collection point after the UV disinfection unit. The Permittee shall analyze the sample for the following PFCs: • perfluorohexane sulfonic acid (PFHxS) (CAS 355-46-4) • perfluorooctane sulfonate (PFOS) (CAS 1763-23-1) • perfluorooctanoic acid (PFOA) (CAS 335-67-1) The Permittee shall properly collect, prepare, preserve, transport, and analyze the sample in accordance with EPA Method 1633, or an equivalent method that uses liquid chromatography and tandem mass spectrometry (LC/MS/MS). The reporting limit shall be low enough to identify whether the combined concentration of the perfluorinated chemicals is less than the Tap Water Screening Level identified in the *NMED Risk Assessment Guidance for Site Assessments and Investigations*, Table A-1 available on the NMED Hazardous Waste Bureau's website under Guidance Documents. The Permittee shall take appropriate measures to avoid cross-contamination while collecting and transporting the sample. The selected laboratory should be able to provide guidance that ensures sample integrity. The Permittee shall submit a copy of the laboratory report, including analytical results, the QA/QC summary, and the Chain of Custody to NMED within 30 days of laboratory report receipt. [Subsection H of 20.6.2.3109 NMAC, Subsection A of 20.6.2.3107 NMAC]

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Groundwater Monitoring Conditions

#	Terms and Conditions
26.	The Permittee shall perform quarterly groundwater sampling in the following groundwater monitoring wells and analyze the samples for TKN, NO_3-N, TDS, and Cl. a) MW-1, located hydrologically downgradient and approximately 50 feet west of the influent headworks. (34.92529, -104.68257) b) MW-2, located hydrologically downgradient and approximately 30 feet southwest of MRAS basin #1. (34.92504, -104.68176) c) MW-3, located hydrologically upgradient of the Facility and located 80 feet east of the sludge drying beds. (34.92577, -104.67914) The Permittee shall perform groundwater sample collection, preservation, transport, and analysis according to the following procedures. a) Measure the depth-to-most-shallow groundwater from the top of the well casing to the nearest one-hundredth of a foot. b) Purge three well volumes of water from the well prior to sample collection. c) Obtain samples from the well for analysis. d) Properly prepare, preserve, and transport samples. e) Analyze samples in accordance with the methods authorized in this Discharge Permit. The Permittee shall submit the depth-to-most-shallow groundwater measurements and the laboratory analytical data results including the laboratory QA/QC summary report and Chain of Custody for each well, and a Facility layout map showing the location and number of each well to NMED in the quarterly monitoring reports. [Subsection A of 20.6.2.3107 NMAC]
27.	The Permittee shall develop a groundwater elevation contour map, i.e., potentiometric surface map, on an annual basis using the top of casing elevation data from the monitoring well survey and the most recent depth-to-most-shallow groundwater measurements, referenced to mean sea level, obtained during the groundwater sampling required by this Discharge Permit. The groundwater elevation contour map shall depict the groundwater flow direction based on the groundwater elevation contours. The Permittee shall estimate groundwater elevations between monitoring well locations using common interpolation methods. The Permittee shall use a contour interval appropriate to the data but shall not be greater than two feet. Groundwater elevation contour maps shall use arrows to depict the groundwater flow direction based on the orientation of the groundwater elevation

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	contours, shall include a north arrow as a reference, and shall locate and identify each monitoring well and contaminant source. The Permittee shall submit to NMED a groundwater elevation contour map in the monitoring report due by May 1st each year. [Subsection A of 20.6.2.3107 NMAC]
28.	NMED shall have the option to perform downhole inspections of all groundwater monitoring wells identified in this Discharge Permit. NMED shall establish the inspection date and notify the Permittee. The Permittee shall remove any existing dedicated pumps at least 48 hours prior to NMED inspection to allow adequate settling time of sediment agitated from pump removal. Should the Permittee decide to install a pump in a monitoring well without a dedicated pump, the Permittee shall notify NMED at least 90 days prior to pump installation so that NMED can schedule downhole well inspections prior to pump placement. [Subsections A and D of 20.6.2.3107 NMAC]

Facility Monitoring Conditions

#	Terms and Conditions
29.	The Permittee shall on a monthly basis measure the volume of treated wastewater discharged from the WWTP. To determine the discharge volume, the Permittee shall maintain a log that records the daily discharges that occur to El Rito Creek using a totalizing flow meter located after the UV disinfection unit. The Permittee shall use the log to calculate the monthly and average daily discharge volume. The Permittee shall submit a copy of the log that includes the calendar monthly meter readings, calculated monthly discharge volumes, and average daily discharge volumes to NMED in the quarterly monitoring reports. [Subsection A of 20.6.2.3107 NMAC, Subsections C and H of 20.6.2.3109 NMAC]
30.	The Permittee shall measure the total monthly volume, calculate the daily average volume, and record the daily peak volume of wastewater received by the wastewater treatment plant each month using a primary measuring device equipped with head

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	sensing, totalizing and chart recording/data logging mechanisms located at the Parshall flume following the bar screen. The Permittee shall submit the totalized, average daily, and peak daily influent volumes for each calendar month to NMED in the quarterly monitoring reports. [Subsection A of 20.6.2.3107 NMAC, Subsections C and H of 20.6.2.3109 NMAC]
31.	The Permittee shall measure the monthly volume of reclaimed domestic wastewater discharged to the City of Santa Rosa WWTP complex, the Tres Lagunas Golf Course, the Park Lake Recreation Area, and the City Softball Complex using totalizing flow meters located on the transfer lines to the reuse areas. Th Permittee shall submit the monthly meter readings and calculated monthly discharge volumes to NMED in the quarterly monitoring reports. [Subsection A of 20.6.2.3107 NMAC, Subsections C and H of 20.6.2.3109 NMAC]
32.	All flow meters shall be capable of having their accuracy verified under working (i.e., real-time in-the-field) conditions. The Permittee shall develop a field verification method for each flow meter and shall utilize that method to check the accuracy of each respective meter. The Permittee shall perform field calibrations, at a minimum, on an annual basis. The Permittee shall also perform field calibrations upon repair or replacement of a flow measurement device. The Permittee shall calibrate each flow meter to its manufacturer's recommended specification which shall be no less accurate than plus or minus 10 percent of actual flow, as measured under field conditions. An individual knowledgeable in flow measurement shall perform field calibration and the installation/operation of the device in use. The Permittee shall prepare a flow meter calibration report for each flow measurement device calibration event. The flow meter calibration report shall include the following information. a) The location and meter identification. b) The method of flow meter field calibration employed. c) The measured accuracy of each flow meter prior to adjustment indicating the positive or negative offset as a percentage of actual flow as determined by an in-field calibration check. d) The measured accuracy of each flow meter following adjustment, if necessary, indicating the positive or negative offset as a percentage of actual flow of the meter. e) Any flow meter repairs made during the previous year or during field calibration. f) The name of the individual performing the calibration and the date of the calibration.

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	The Permittee shall maintain records of flow meter calibration(s) at a location accessible for review by NMED during Facility inspections. [Subsection A of 20.6.2.3107 NMAC, Subsections C and H of 20.6.2.3109 NMAC]
33.	The Permittee shall visually inspect flow meters on a monthly basis for evidence of malfunction. The Permittee shall maintain a log of the inspections that includes a date of the inspection, findings and repairs, and the name of the inspector. The Permittee shall make the log available to NMED upon request. If a visual inspection indicates a flow meter is not functioning as required by this Discharge Permit, the Permittee shall repair or replace the meter within 30 days of discovery. For *repaired* meters, the Permittee shall submit a report to NMED with the next monitoring report following the repair that includes a description of the malfunction; a statement verifying the repair; and a flow meter field calibration report completed in accordance with the requirements of this Discharge Permit. For *replacement* meters, the Permittee shall submit a report to NMED with the next monitoring report following the replacement that includes a design schematic for the device and a flow meter field calibration report completed in accordance with the requirements of this Discharge Permit. [Subsection A of 20.6.2.3107 NMAC, Subsection C of 20.6.2.3109 NMAC]
34.	The Permittee shall collect samples of treated/reclaimed domestic wastewater from after the UV disinfection unit on a quarterly basis and analyze the samples for: • TKN; • NO_3-N; • TDS; and • Cl. The Permittee shall ensure the samples are properly prepared, preserved, transported, and analyzed in accordance with the methods authorized in this Discharge Permit. The Permittee shall submit the laboratory analytical data results, including the QA/QC summary and Chain of Custody, to NMED in the subsequent quarterly monitoring report. [Subsection A of 20.6.2.3107 NMAC, Subsections C and H of 20.6.2.3109 NMAC]
35.	During any week that the discharge of reclaimed domestic wastewater occurs, the Permittee shall perform the following analyses on the wastewater samples collected from after the UV disinfection unit using the following sampling method and frequency:

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	• E. coli bacteria: grab sample at peak daily flow once per week; • BOD_5: six-hour composite sample once per two weeks; • TSS: six-hour composite sample once per two weeks; and • UV transmissivity values: record whenever collecting bacteria samples. The Permittee shall ensure the samples are properly prepared, preserved, transported, and analyzed in accordance with the methods authorized in this Discharge Permit. The Permittee shall submit the laboratory analytical data results, including the QA/QC summary and Chain of Custody, and a copy of the log of UV transmissivity values to NMED in the subsequent quarterly monitoring report. [Subsection A of 20.6.2.3107 NMAC, Subsections B, C and H of 20.6.2.3109 NMAC, NMSA 1978, § 74-6-5.D]
36.	On an annual basis, the Permittee shall collect a grab sample of untreated wastewater from the inlet of the wastewater treatment plant (prior to any treatment) and analyze the sample for fats, oils, and grease (FOG). The Permittee shall ensure the sample is properly prepared, preserved, transported, and analyzed in accordance with the methods authorized in this Discharge Permit. The Permittee shall submit the laboratory analytical data results, QA/QC summary, and the Chain of Custody to NMED in the monitoring reports due by August 1st each year. [Subsection A of 20.6.2.3107 NMAC, Subsections C and H of 20.6.2.3109 NMAC]
37.	The Permittee shall keep a Fertilizer Log (copy enclosed) of all additional nitrogenous fertilizer applied to each reuse area. The Log shall contain the date of fertilizer application, the type (organic or inorganic) and form (granular or liquid), nitrogen concentration (in percent), the amount of fertilizer applied (in pounds per acre), and the amount of nitrogen applied (in pounds per acre) for each location. The Permittee shall submit the log, or a statement that application of fertilizer did not occur, to NMED in the subsequent quarterly monitoring report. [Subsection A of 20.6.2.3107 NMAC]
38.	The Permittee shall submit records of solids disposal, including a copy of the Biosolids Annual Report (i.e., BARs) required pursuant to 40 CFR 503, for the previous calendar year, to NMED annually in the monitoring report due by August 1st each year. [Subsection A of 20.6.2.3107 NMAC]

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C. CONTINGENCY PLAN

#	Terms and Conditions
39.	In the event that groundwater monitoring indicates that groundwater exceeds a standard identified in Section 20.6.2.3103 NMAC, the Permittee shall collect a confirmatory sample from the monitoring well within 15 days of receipt of the initial sampling results to confirm the initial sampling results. Within 60 days of confirmation of groundwater contamination, the Permittee shall submit to NMED a Corrective Action Plan (CAP) that proposes, at a minimum, contaminant source control measures and an implementation schedule. The Permittee shall implement the CAP as approved by NMED. This condition shall apply until the Permittee completes groundwater monitoring for a minimum of eight (8) consecutive quarterly samples demonstrating groundwater does not exceed the standards of Section 20.6.2.3103 NMAC. Violation of the groundwater standard beyond 180 days after the confirmation of groundwater contamination may cause NMED to require the Permittee to abate water pollution consistent with the requirements and provisions of Section 20.6.2.4101, Section 20.6.2.4103, Subsections C and E of 20.6.2.4106, Section 20.6.2.4107, Section 20.6.2.4108 and Section 20.6.2.4112 NMAC. [20.6.2.3103 NMAC, Subsection A of 20.6.2.3107 NMAC, Subsection E of 20.6.2.3109 NMAC]
40.	In the event that information available to NMED indicates that a well is not constructed in a manner consistent with the attached Monitoring Well Guidance, contains insufficient water to effectively monitor groundwater quality, or is otherwise not completed in a manner that is protective of groundwater quality, the Permittee shall install a replacement well(s) within 120 days following notification from NMED. The Permittee shall survey the replacement monitoring well(s) within 30 days following well completion. The Permittee shall install replacement well(s) at locations approved by NMED prior to installation and shall complete replacement well(s) in accordance with the attached Monitoring Well Guidance. The Permittee shall submit well construction and lithologic logs, survey data and a groundwater elevation contour map to NMED within 60 days following well completion.

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	The Permittee shall properly plug and abandon monitoring well(s) requiring replacement upon completion of the replacement monitoring well(s). The Permittee shall complete the well plugging and abandonment, and shall document the abandonment procedures, in accordance with the attached Monitoring Well Guidance and all applicable local, state, and federal regulations. The Permittee shall submit a copy of the well abandonment documentation to NMED within 60 days following the replacement well(s) completion. [Subsection A of 20.6.2.3107 NMAC]
41.	In the event that groundwater flow information obtained pursuant to this Discharge Permit indicates that a monitoring well is not appropriately located, e.g., hydrologically downgradient of the discharge location it is intended to monitor, the Permittee shall install a replacement well within 120 days following notification from NMED. The Permittee shall survey the replacement monitoring well within 30 days following well completion. The Permittee shall install the replacement well at the location approved by NMED prior to installation and shall complete the replacement well in accordance with the attached Monitoring Well Guidance. The Permittee shall submit construction and lithologic logs, survey data and a groundwater elevation contour map within 60 days following well completion. The Permittee shall properly plug and abandon a monitoring well requiring replacement upon completion of the replacement monitoring well. The Permittee shall complete the well plugging and abandonment, and shall document the abandonment procedures, in accordance with the attached Monitoring Well Guidance and all applicable local, state, and federal regulations. The Permittee shall submit a copy of the well abandonment documentation to NMED within 60 days following the replacement well completion. [Subsection A of 20.6.2.3107 NMAC]
42.	In the event that the Facility exceeds the authorized discharge volume set in this Discharge Permit, the Permittee shall initiate the following Contingency Plan. <u>Contingency Plan</u> a) Notify NMED within seven days of the discovery of the discharge volume exceedance that the Facility exceeded the authorized discharge volume. b) The Permittee shall conduct a physical inspection of the discharge system, i.e., inflow and infiltration issues, collection system failures, etc., and the discharge meters to detect abnormalities and report the findings to NMED within 30 days of the discovery

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	of the discharge volume exceedance. The Permittee shall correct any abnormalities detected with NMED's concurrence. c) If the Permittee does not detect any abnormalities and with NMED's concurrence, the Permittee shall submit a discharge permit modification for the increase in discharge quantity to NMED within 90 days of the discovery of the discharge volume exceedance. The discharge permit modification must include demonstration that the volume increase is sufficient for the design capacity or plans and specifications to upgrade the system to accommodate the discharge volume increase. [Subsection A of 20.6.2.3107 NMAC]
43.	In the event that analytical results of a treated wastewater sample indicate an exceedance of the total nitrogen discharge limit set in this Discharge Permit, the Permittee shall collect and submit for analysis a second sample within 48 hours of the receipt of the initial sampling results. In the event the second sample results indicate an exceedance of the discharge limit, the Permittee shall implement the following contingencies. a) Within 7 days of the second sample analysis date indicating exceedance of the discharge limit, the Permittee shall: i) notify NMED that the Permittee is implementing the Contingency Plan; and ii) submit a copy of the first and second analytical results indicating an exceedance to NMED. b) The Permittee shall increase the frequency of total nitrogen wastewater sampling and analysis of treated wastewater to once per month. c) The Permittee shall examine the operation and maintenance log, required by the Record Keeping conditions of this Discharge Permit, for improper operational procedures. d) The Permittee shall conduct a physical inspection of the treatment system to detect abnormalities. The Permittee shall correct any abnormalities discovered. The Permittee shall submit a report to NMED detailing the corrections within 30 days of correction. e) In the event that any analytical results from monthly wastewater sampling indicate an exceedance of the total nitrogen discharge limit, the Permittee shall submit a CAP to NMED for approval proposing to modify operational procedures and/or upgrade the treatment process to achieve the total nitrogen limit. The Permittee shall submit the CAP including a schedule for completion of corrective actions and within 90 days of receipt of the analytical results of the second sample indicating that the discharge continues to exceed the limit. The Permittee shall initiate implementation of the CAP following approval by NMED.

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	When analytical results from three consecutive months of wastewater sampling do not exceed the discharge limit, the Permittee may request NMED authorize a return to a quarterly monitoring frequency. [Subsection A of 20.6.2.3107 NMAC, Subsection C of 20.6.2.3109 NMAC]
44.	In the event that analytical results of a reclaimed domestic wastewater sample exceed any of the maximum discharge limits for BOD_5, TSS, or E. coli bacteria set by this Discharge Permit, the Permittee shall collect and submit for analysis a second sample within 24 hours after becoming aware of the exceedance. In the event the second sample results confirm the exceedance of the maximum discharge limits, the Permittee shall implement the Contingency Plan below. In the event that analytical results of a reclaimed domestic wastewater sample exceed any of the 30-day average discharge limits for BOD_5, TSS, or E. coli bacteria set by this Discharge Permit (i.e., confirmed exceedance), the Permittee shall implement the Contingency Plan below. <u>Contingency Plan</u> a) Within 24 hours of becoming aware of a confirmed exceedance (as identified above), the Permittee shall: i) notify NMED that the Permittee is implementing the Contingency Plan; and ii) submit copies of the recent analytical results indicating the exceedance(s) to NMED. b) The Permittee shall immediately cease discharging reclaimed domestic wastewater to the reuse areas if the fecal coliform or E. coli bacteria maximum limit is exceeded. c) The Permittee shall examine the operation and maintenance log, required by the Record Keeping conditions of this Discharge Permit, for improper operational procedures. d) The Permittee shall conduct a physical inspection of the treatment system to detect abnormalities and shall correct any abnormalities discovered. The Permittee shall submit a report detailing the corrections made to NMED within 30 days following correction. When the analytical results from samples of reclaimed domestic wastewater, sampled as required by this Discharge Permit, no longer indicate an exceedance of the maximum discharge limits for fecal coliform or E. coli bacteria, the Permittee may resume discharging reclaimed domestic wastewater to the reuse area(s) with NMED approval.

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	If a Facility is required to implement the Contingency Plan more than two times in a 12-month period, the Permittee shall propose to modify operational procedures and upgrade the treatment process to achieve consistent compliance with the maximum and 30-day average discharge limits by submitting a Corrective Action Plan (CAP) for NMED approval within 60 days following receipt of the analytical results confirming the exceedance. The Permittee shall ensure the CAP includes a schedule for completion of corrective actions and identification of alternative disposal locations/methods. The Permittee shall initiate implementation of the CAP following approval by NMED. NMED may require the Permittee to complete approved corrective actions prior to recommencing discharge to the reuse area(s). NMED may require, prior to recommencing discharge to the reuse area(s), additional sampling of any stored reclaimed domestic wastewater. [Subsection A of 20.6.2.3107 NMAC, Subsection C of 20.6.2.3109 NMAC]
45.	In the event that an inspection reveals significant damage has occurred or is likely to affect the structural integrity of a sludge drying bed or their ability to contain contaminants, the Permittee shall propose the repair or replacement by submitting a CAP to NMED for approval. The Permittee shall submit the CAP to NMED within 30 days after discovery of the damage or following notification from NMED that significant damage is evident. The Permittee shall ensure the CAP includes a schedule for completion of corrective actions. The Permittee shall initiate implementation of the CAP following approval by NMED. [Subsection A of 20.6.2.3107 NMAC, Subsection C of 20.6.2.3109 NMAC]
46.	In the event that a release occurs that is not authorized under this Discharge Permit (commonly known as a “spill”), the Permittee shall take measures to mitigate damage from the unauthorized discharge and initiate the notifications and corrective actions required in Section 20.6.2.1203 NMAC and summarized below. A release is defined as such quantity as may with reasonable probability injure or be detrimental to human health, animal or plant life, or property, or unreasonably interfere with the public welfare or the use of property. Within 24 hours following discovery of the unauthorized discharge, the Permittee shall verbally notify NMED and provide the following information. a) The name, address, and telephone number of the person or persons in charge of the Facility, as well as of the owner and/or operator of the Facility. b) The name and address of the Facility. c) The date, time, location, and duration of the unauthorized discharge.

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	d) The source and cause of unauthorized discharge. e) A description of the unauthorized discharge, including its estimated chemical composition. f) The estimated volume of the unauthorized discharge. g) Any actions taken to mitigate immediate damage from the unauthorized discharge. Within one week following discovery of the unauthorized discharge, the Permittee shall submit written notification to NMED providing the information listed above and any pertinent updates. Within 15 days following discovery of the unauthorized discharge, the Permittee shall submit a CAP to NMED describing any corrective actions previously taken and corrective actions to be taken relative to the unauthorized discharge. The CAP shall include the following information. a) A description of proposed actions to mitigate damage from the unauthorized discharge. b) A description of proposed actions to prevent future unauthorized discharges of this nature. c) A schedule for completion of proposed actions. In the event that the unauthorized discharge causes or may with reasonable probability cause water pollution in excess of the standards and requirements of Section 20.6.2.4103 NMAC, and the water pollution will not be abated within 180 days after notice is required to be given pursuant to Paragraph (1) of Subsection A of 20.6.2.1203 NMAC, NMED may require the Permittee to abate water pollution pursuant to Sections 20.6.2.4000 through 20.6.2.4115 NMAC. The Permittee shall not construe anything in this condition as relieving them of the obligation to comply with all requirements of Section 20.6.2.1203 NMAC. [20.6.2.1203 NMAC]
47.	In the event that NMED or the Permittee identifies any failures of the discharge plan, i.e., the application, or this Discharge Permit not specifically noted herein, NMED may require the Permittee to submit a CAP and a schedule for completion of corrective actions to address the failure(s). Additionally, NMED may require a discharge permit modification to achieve compliance with 20.6.2 NMAC. [Subsection A of 20.6.2.3107 NMAC, Subsection E of 20.6.2.3109 NMAC]

D. CLOSURE PLAN

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Permanent Facility Closure Conditions

#	Terms and Conditions
48.	The Permittee shall perform the following closure measures in the event the Facility, or a component of the Facility, is proposed to be permanently closed. Within 90 days of ceasing to discharge to the Facility, or a component of the Facility, the Permittee shall submit a sludge removal and disposal plan, to NMED for approval. The sludge removal and disposal plan shall include the following information. a) The estimated volume and dry weight of sludge planned to be removed and disposed of, including measurements and calculations. b) Laboratory analytical data results for samples of the sludge taken from the components for TKN, NO_3-N, percent total solids, and any other parameters tested (reported in mg/kg, dry weight basis). c) The method(s) of sludge *removal* from the components. d) The method(s) of *disposal* for all the sludge (and its contents) removed from the Facility, or component of the Facility. The method(s) shall comply with all local, state and federal regulations, including 40 CFR Part 503. *Note: A proposal that includes the surface disposal of sludge may be subject to Groundwater Discharge Permitting requirements pursuant to 20.6.2.3104 NMAC that are separate from the requirements of this Discharge Permit*. e) A schedule for completion of sludge removal and disposal not to exceed two years from the date discharge to the Facility or component of the Facility ceased. The Permittee shall initiate implementation of the plan within 30 days following approval by NMED. Within 120 days of ceasing to discharge to the treatment system, the Permittee shall complete the following closure measures. a) Plug the line leading to the system so that a discharge can no longer occur. b) Evaporate wastewater in the system components, drain and dispose of in accordance with all local, state, and federal regulations, or discharge to the reuse area as authorized by this Discharge Permit. The discharge of accumulated solids (sludge) to the reuse area is prohibited. c) Contain, transport, and dispose of solids removed from the treatment system in accordance with the approved sludge disposal plan, and all local, state, and federal regulations, including 40 CFR Part 503. The Permittee shall maintain a record of all solids transported for off-site disposal. Within 180 days of ceasing to discharge to the treatment system (or unit), the Permittee

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	shall complete the following closure measures. a) Remove all lines leading to and from the treatment system, or permanently plug and abandon them in place. b) Remove or demolish all treatment system components, and re-grade the area with suitable fill to blend with surface topography, promote positive drainage and prevent ponding. The Permittee shall continue groundwater monitoring until the Permittee meets the requirements of this condition and groundwater monitoring confirms for a minimum of eight consecutive quarterly groundwater sampling events that groundwater does not exceed the standards of Section 20.6.2.3103 NMAC. This period is referred to as "post-closure." If at any time monitoring results show an exceedance of a groundwater quality standard in Section 20.6.2.3103 NMAC, the Permittee shall implement the Contingency Plan required by this Discharge Permit. Following notification from NMED that the Permittee may cease post-closure monitoring, the Permittee shall plug and abandon the monitoring well(s) in accordance with the attached Monitoring Well Guidance. When the Permittee has met all closure and post-closure requirements and verified appropriate actions with date stamped photographic evidence or an associated NMED inspection, the Permittee may submit to NMED a written request, including photographic evidence, for termination of the Discharge Permit. [Subsection A of 20.6.2.3107 NMAC, Subsection D of 20.6.2.4103 NMAC, 40 CFR Part 503]

E. GENERAL TERMS AND CONDITIONS

#	Terms and Conditions
49.	RECORD KEEPING - The Permittee shall maintain a written record of the following: • Information and data used to complete the application for this Discharge Permit; • Information, data, and documents demonstrating completion of closure activities; • Any releases (commonly known as "spills") not authorized under this Discharge Permit and reports submitted pursuant to 20.6.2.1203 NMAC;

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#	Terms and Conditions
	• The operation, maintenance, and repair of all facilities/equipment used to treat, store or dispose of wastewater; • Facility record drawings (plans and specifications) showing the actual construction of the Facility and bear the seal and signature of a licensed New Mexico professional engineer; • Copies of logs, inspection reports, and monitoring reports completed and/or submitted to NMED pursuant to this Discharge Permit; • The volume of wastewater or other wastes discharged pursuant to this Discharge Permit; • Groundwater quality and wastewater quality data collected pursuant to this Discharge Permit; • Copies of construction records (well log) for all sampled groundwater monitoring wells pursuant to this Discharge Permit; • The maintenance, repair, replacement or calibration of any monitoring equipment or flow measurement devices required by this Discharge Permit; and • Data and information related to field measurements, sampling, and analysis conducted pursuant to this Discharge Permit, including: o the dates, location and times of sampling or field measurements; o the name and job title of the individuals who performed each sample collection or field measurement; o the sample analysis date of each sample; o the name and address of the laboratory, and the name of the signatory authority for the laboratory analysis; o the analytical technique or method used to analyze each sample or collect each field measurement; o the results of each analysis or field measurement, including raw data; o the results of any split, spiked, duplicate or repeat sample; and o a copy of the laboratory analysis chain-of-custody as well as a description of the quality assurance and quality control procedures used. The Permittee shall maintain the written record at a location accessible to NMED during a Facility inspection for a minimum of five years. The Permittee shall make the record available to NMED upon request. [Subsections A and D of 20.6.2.3107 NMAC]
50.	SUBMITTALS – The Permittee shall submit either a paper copy or an electronic copy of all notification and reporting documents required by this Discharge Permit, e.g., monitoring reports. The Permittee shall submit either paper or electronic documents to the NMED Permit Contact identified on the Permit cover page.

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#	Terms and Conditions
	[Subsection A of 20.6.2.3107 NMAC]
51.	INSPECTION and ENTRY – The Permittee shall allow NMED to inspect the Facility and its operations that are subject to this Discharge Permit and the WQCC regulations. NMED may upon presentation of proper credentials, enter at reasonable times upon or through any premises in which a water contaminant source is located or in which any maintained records required by this Discharge Permit, the regulations of the federal government, or the WQCC are located. The Permittee shall allow NMED to have access to and reproduce for their use any copy of the records, and to perform assessments, sampling or monitoring during an inspection for the purpose of evaluating compliance with this Discharge Permit and the WQCC regulations. No person shall construe anything in this Discharge Permit as limiting in any way the inspection and entry authority of NMED under the WQA, the WQCC Regulations, or any other local, state or federal regulations. [Subsection D of 20.6.2.3107 NMAC, NMSA 1978, §§ 74-6-9.B and 74-6-9.E]
52.	DUTY to PROVIDE INFORMATION - The Permittee shall, upon NMED's request, allow for NMED's inspection/duplication of records required by this Discharge Permit and/or furnish to NMED copies of such records. [Subsection D of 20.6.2.3107 NMAC]
53.	MODIFICATIONS and/or AMENDMENTS – In the event the Permittee proposes a change to the Facility or the Facility's discharge that would result in a change in the volume discharged; the location of the discharge; or in the amount or character of water contaminants received, treated or discharged by the Facility, the Permittee shall notify NMED prior to implementing such changes. The Permittee shall obtain NMED's approval (which may require modification of this Discharge Permit) prior to implementing such changes. [Subsection C of 20.6.2.3107 NMAC, Subsections E and G of 20.6.2.3109 NMAC]
54.	PLANS and SPECIFICATIONS – In the event the Permittee proposes to construct a wastewater system or change a process unit of an existing system such that the quantity or quality of the discharge will change substantially from that authorized by this Discharge Permit, the Permittee shall submit construction plans and specifications of the

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#	Terms and Conditions
	proposed system or process unit to NMED for approval prior to the commencement of construction. In the event the Permittee implements changes to the wastewater system authorized by this Discharge Permit that result in only a minor effect on the character of the discharge, the Permittee shall report such changes (including the submission of record drawings where applicable) to NMED prior to implementation. [Subsections A and C of 20.6.2.1202 NMAC, NMSA 1978, §§ 61-23-1 through 61-23-32]
55.	CIVIL PENALTIES - Any violation of the requirements and conditions of this Discharge Permit, including any failure to allow NMED staff to enter and inspect records or facilities, or any refusal or failure to provide NMED with records or information, may subject the Permittee to a civil enforcement action. Pursuant to WQA 74-6-10(A) and (B), such action may include a compliance order requiring compliance immediately or in a specified time, assessing a civil penalty, modifying or terminating the Discharge Permit, or any combination of the foregoing; or an action in district court seeking injunctive relief, civil penalties, or both. Pursuant to WQA 74-6-10(C) and 74-6-10.1, civil penalties of up to $15,000 per day of noncompliance may be assessed for each violation of the WQA 74-6-5, the WQCC Regulations, or this Discharge Permit, and civil penalties of up to $10,000 per day of noncompliance may be assessed for each violation of any other provision of the WQA, or any regulation, standard, or order adopted pursuant to such other provision. In any action to enforce this Discharge Permit, the Permittee waives any objection to the admissibility as evidence of any data generated pursuant to this Discharge Permit. [20.6.2.1220 NMAC, NMSA 1978, §§ 74-6-10 and 74-6-10.1]
56.	CRIMINAL PENALTIES – No person shall: • Make any false material statement, representation, certification or omission of material fact in an application, record, report, plan or other document filed, submitted or maintained under the WQA; • Falsify, tamper with or render inaccurate any monitoring device, method or record maintained under the WQA; or • Fail to monitor, sample or report as required by a permit issued pursuant to a state or federal law or regulation. Any person who knowingly violates or knowingly causes or allows another person to violate the requirements of this condition is guilty of a fourth-degree felony and shall be sentenced in accordance with the provisions of NMSA 1978, § 31-18-15. Any person who is convicted of a second or subsequent violation of the requirements of this condition is guilty of a third-degree felony and shall be sentenced in accordance with the provisions

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#	Terms and Conditions
	of NMSA 1978, § 31-18-15. Any person who knowingly violates the requirements of this condition or knowingly causes another person to violate the requirements of this condition and thereby causes a substantial adverse environmental impact is guilty of a third-degree felony and shall be sentenced in accordance with the provisions of NMSA 1978, § 31-18-15. Any person who knowingly violates the requirements of this condition and knows at the time of the violation that he is creating a substantial danger of death or serious bodily injury to any other person is guilty of a second degree felony and shall be sentenced in accordance with the provisions of NMSA 1978, § 31-18-15. [20.6.2.1220 NMAC, NMSA 1978, §§ 74-6-10.2.A through 74-6-10.2.F]
57.	COMPLIANCE with OTHER LAWS - Nothing in this Discharge Permit shall be construed in any way as relieving the Permittee of the obligation to comply with any other applicable federal, state, and/or local laws, regulations, zoning requirements, nuisance ordinances, permits or orders. [NMSA 1978, § 74-6-5.L]
58.	RIGHT to APPEAL - The Permittee may file a petition for review before the WQCC on this Discharge Permit. Such petition shall be in writing to the WQCC within thirty days of the receipt of postal notice of this Discharge Permit and shall include a statement of the issues raised and the relief sought. Unless the Permittee files a timely petition for review, the decision of NMED shall be final and not subject to judicial review. [20.6.2.3112 NMAC, NMSA 1978, § 74-6-5.O]
59.	TRANSFER of DISCHARGE PERMIT - Prior to the transfer of any ownership, control, or possession of this Facility or any portion thereof, the Permittee shall: • Notify the proposed transferee in writing of the existence of this Discharge Permit; • Include a copy of this Discharge Permit with the notice; and • Deliver or send by certified mail to NMED a copy of the notification and proof that the proposed transferee has received such notification. The Permittee shall continue to be responsible for any discharge from the Facility, until both ownership and possession of the Facility have been transferred to the transferee. [20.6.2.3111 NMAC]
60.	PERMIT FEES – The Permittee shall be aware that the payment of permit fees is due at the time of Discharge Permit approval. The Permittee may pay the permit fees in a single payment or they may pay the fee in equal installments on a yearly basis over the term of

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#	Terms and Conditions
	the Discharge Permit. The Permittee shall remit single payments to NMED no later than 30 days after the Discharge Permit issuance date. The Permittee shall remit initial installment payments to NMED no later than 30 days after the Discharge Permit issuance date; with subsequent installment payments remitted to NMED no later than the anniversary of the Discharge Permit issuance date. Permit fees are associated with issuance of this Discharge Permit. No person shall construe anything in this Discharge Permit as relieving the Permittee of the obligation to pay all permit fees assessed by NMED. A Permittee that ceases discharging or does not commence discharging from the Facility during the term of the Discharge Permit shall pay all permit fees assessed by NMED. NMED shall suspend or terminate an approved Discharge Permit if the Permittee fails to remit an installment payment by its due date. [Subsection F of 20.6.2.3114 NMAC, NMSA 1978, § 74-6-5.K]

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New Mexico Environment Department Ground Water Quality Bureau

Discharge Permit Summary

Facility Information

Facility Name Santa Rosa Wastewater Treatment Facility
Discharge Permit Number DP-665

Legally Responsible Party

Joey Silva, Mayor
City of Santa Rosa
P.O. Box 429
Santa Rosa, New Mexico 88435
(575) 472-3404

Treatment, Disposal and Site Information

Primary Waste Type Domestic
Facility Type MUNI-Wastewater

Treatment Methods

Type	Designation	Description & Comments
Influent Headworks	WWTP Headworks	Influent Parshall Flume equipped with head sensing and totalizing flow chart recorder and a mechanical screen for grit removal; total design capacity of 1.0 MGD.
Medium Rate Activated Sludge	WWTP MRAS	North and south aeration basins; total design capacity of 0.67 MGD.
Aerobic Digester	WWTP Digester	Two digester basins at 44' x 35' x 18'; total design capacity of 1.0 MGD.
Secondary Clarifier	WWTP Clarifier	Two 40' diameter secondary clarifiers; total design capacity of 1.0 MGD.
Disinfection Unit	WWTP UV	Ultraviolet Disinfection system; total design capacity of 1.0 MGD.

Discharge Locations

Type	Designation	Description & Comments
Sludge Drying Beds	Septage Receiving Station and Sludge Drying Beds	Consists of three concrete sludge drying beds at 70' x 140' each; used for receiving offsite septage and sludge generated from the WWTF.
Reuse Area	Tres Lagunas Golf Course	101 acres of turf irrigated by Class 1B reclaimed domestic wastewater via spray irrigation.
Reuse Area	Park Lake Recreation Area	24 acres of turf irrigated by Class 1B reclaimed domestic wastewater via spray irrigation.
Reuse Area	City Softball Complex	16 acres of turf irrigated by Class 1B reclaimed domestic wastewater via spray irrigation.
Reuse Area	City of Santa Rosa WWTF Complex	Class 1B reclaimed domestic wastewater used occasionally for spray wash water.

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Flow Metering Locations

Type	Designation	Description & Comments
Primary Measurement Device	Influent Flow Meter	Parshall flume equipped with a totalizing flow meter head sensing device located after the headworks and prior to the WWTP MRAS.
Primary Measurement Device	Effluent Flow Meter	Parshall flume equipped with a totalizing flow meter head sensing device located after WWTP UV and prior to discharge to El Rito Creek.
Totalizing Flow Meter	Tres Lagunas Golf Course Flow Meter	Totalizing flow meter located on the transfer line from the WWTP to the Tres Lagunas Golf Course.
Totalizing Flow Meter	Park Lake Recreation Area Flow Meter	Totalizing flow meter located on the transfer line from the WWTP to the Park Lake Recreation Area.
Totalizing Flow Meter	City Softball Complex Flow Meter	Totalizing flow meter located on the transfer line from the WWTP to the City Softball Complex.

Ground Water Monitoring Locations

Type	Designation	Description & Comments
Monitoring Well	MW-1	Located hydrologically downgradient and approximately 50 feet west of the influent headworks. (34.92529, -104.68257)
Monitoring Well	MW-2	Located hydrologically downgradient and approximately 30 feet southwest of MRAS basin #1. (34.92504, -104.68176)
Monitoring Well	MW-3	Located hydrologically upgradient of the Facility and located 80 feet east of the sludge drying beds. (34.92577, -104.67914)

Depth-to-Ground Water 10-26 feet
Total Dissolved Solids (TDS) 2,900 mg/L

Permit Information

Original Permit Issued August 20, 1990
Permit Renewal June 30, 1996
Permit Renewal and Modification May 22, 2002
Permit Renewal April 12, 2007
Permit Renewal and Modification April 19, 2013
Permit Renewal February 13, 2019

Current Action **Permit Renewal**
Application Received December 27, 2023
Public Notice Published [not yet published]
Permit Issued (Issuance Date) [issuance date]
Permitted Discharge Volume 670,000 gallons per day

NMED Contact Information

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Mailing Address	Ground Water Quality Bureau P.O. Box 5469 Santa Fe, New Mexico 87502-5469
GWQB Telephone Number	(505) 827-2900
NMED Lead Staff	Andrew Romero
Lead Staff Telephone Number	(505) 660-8624
Lead Staff Email	andrewc.romero@env.nm.gov or pps.general@env.nm.gov

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NEW MEXICO ENVIRONMENT DEPARTMENT
GROUND WATER QUALITY BUREAU
MONITORING WELL CONSTRUCTION AND ABANDONMENT GUIDELINES

Purpose: These guidelines identify minimum construction and abandonment details for installation of water table monitoring wells under groundwater Discharge Permits issued by the NMED's Ground Water Quality Bureau (GWQB) and Abatement Plans approved by the GWQB. Proposed locations of monitoring wells required under Discharge Permits and Abatement Plans and requests to use alternate installation and/or construction methods for water table monitoring wells or other types of monitoring wells (e.g., deep monitoring wells for delineation of vertical extent of contaminants) must be submitted to the GWQB for approval prior to drilling and construction.

General Drilling Specifications:

1. All well drilling activities must be performed by an individual with a current and valid well driller license issued by the State of New Mexico in accordance with 19.27.4 NMAC. Use of drillers with environmental well drilling experience and expertise is highly recommended.
2. Drilling methods that allow for accurate determinations of water table locations must be employed. All drill bits, drill rods, and down-hole tools must be thoroughly cleaned immediately prior to the start of drilling. The borehole diameter must be drilled a minimum of 4 inches larger than the casing diameter to allow for the emplacement of sand and sealant.
3. After completion, the well should be allowed to stabilize for a minimum of 12 hours before development is initiated.
4. The well must be developed so that formation water flows freely through the screen and is not turbid, and all sediment and drilling disturbances are removed from the well.

Well Specifications (see attached monitoring well schematic):

5. Schedule 40 (or heavier) polyvinyl chloride (PVC) pipe, stainless steel pipe, carbon steel pipe, or pipe of an alternate appropriate material that has been approved for use by NMED must be used as casing. The casing must have an inside diameter not less than 2 inches. The casing material selected for use must be compatible with the anticipated chemistry of the groundwater and appropriate for the contaminants of interest at the facility. The casing material and thickness selected for use must have sufficient collapse strength to withstand the pressure exerted by grouts used as annular seals and thermal properties sufficient to withstand the heat generated by the hydration of cement-based grouts. Casing sections may be joined using welded, threaded, or mechanically locking joints; the method selected must provide sufficient joint strength for the specific well installation. The casing must extend from the top of the screen to at least one foot above ground surface. The top of the casing must be fitted with a removable cap, and the exposed casing must be protected by a locking steel well shroud. The shroud must be large enough in diameter to allow easy access for removal of the cap. Alternatively, monitoring wells may be completed below grade. In this case, the casing must extend from the top of the screen to 6 to 12 inches below the ground surface; the monitoring wells must be sealed with locking, expandable well plugs; a flush-mount, watertight well vault that is rated to withstand traffic loads must be emplaced around the wellhead; and the cover must be secured with at least one bolt. The vault cover must indicate that the wellhead of a monitoring well is contained within the vault.
6. A 20-foot section (maximum) of continuous-slot, machine slotted, or other manufactured PVC or stainless steel well screen or well screen of an alternate appropriate material that has been approved for use by NMED must be installed across the water table. Screens created by cutting slots into solid casing with saws or other tools must not be used. The screen material selected for use must be compatible with the anticipated chemistry of the ground water and appropriate for the contaminants of interest at the facility. Screen sections may be joined using welded, threaded, or mechanically

locking joints; the method selected must provide sufficient joint strength for the specific well installation and must not introduce constituents that may reasonably be considered contaminants of interest at the facility. A cap must be attached to the bottom of the well screen; sumps (i.e., casing attached to the bottom of a well screen) should not be installed. The bottom of the screen must be installed no more than 15 feet below the water table; the top of the well screen must be positioned not less than 5 feet above the water table. The well screen slots must be appropriately sized for the formation materials and should be selected to retain 90 percent of the filter pack. A slot size of 0.010 inches is generally adequate for most installations.

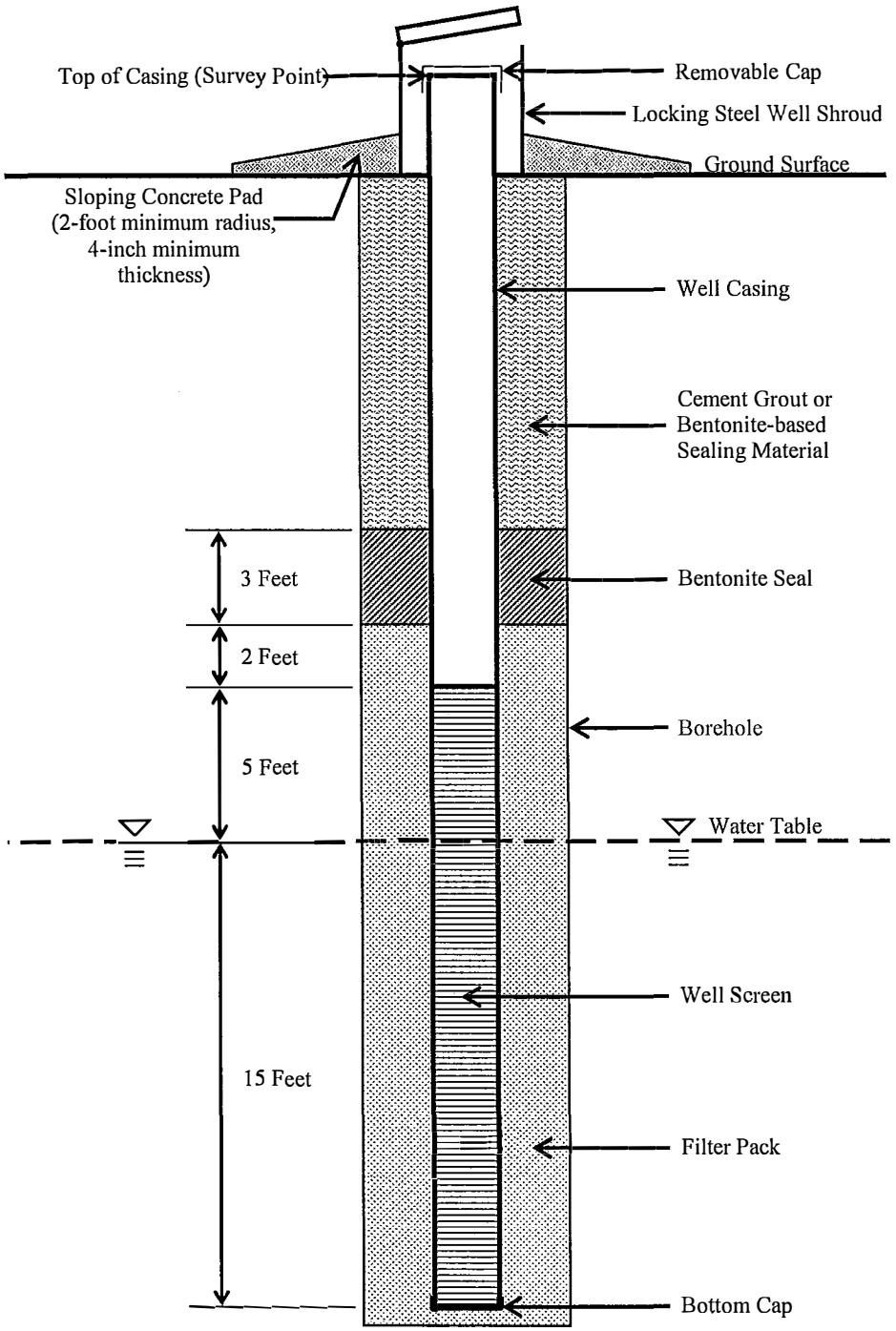
7. Casing and well screen must be centered in the borehole by placing centralizers near the top and bottom of the well screen.
8. A filter pack must be installed around the screen by filling the annular space from the bottom of the screen to 2 feet above the top of the screen with clean silica sand. The filter pack must be properly sized to prevent fine particles in the formation from entering the well; clean medium to coarse silica sand is generally adequate as filter pack material for 0.010-inch slotted well screen. For wells deeper than 30 feet, the sand must be emplaced by a tremmie pipe. The well should be surged or bailed to settle the filter pack and additional sand added, if necessary, before the bentonite seal is emplaced.
9. A bentonite seal must be constructed immediately above the filter pack by emplacing bentonite chips or pellets (3/8-inch in size or smaller) in a manner that prevents bridging of the chips/pellets in the annular space. The bentonite seal must be 3 feet in thickness and hydrated with clean water. Adequate time should be allowed for expansion of the bentonite seal before installation of the annular space seal.
10. The annular space above the bentonite seal must be sealed with cement grout or a bentonite-based sealing material acceptable to the State Engineer pursuant to 19.27.4 NMAC. A tremmie pipe must be used when placing sealing materials at depths greater than 20 feet below the ground surface. Annular space seals must extend from the top of the bentonite seal to the ground surface (for wells completed above grade) or to a level 3 to 6 inches below the top of casing (for wells completed below grade).
11. For monitoring wells finished above grade, a concrete pad (2-foot minimum radius, 4-inch minimum thickness) must be poured around the shroud and wellhead. The concrete and surrounding soil must be sloped to direct rainfall and runoff away from the wellhead. The installation of steel posts around the well shroud and wellhead is recommended for monitoring wells finished above grade to protect the wellhead from damage by vehicles or equipment. For monitoring wells finished below grade, a concrete pad (2-foot minimum radius, 4-inch minimum thickness) must be poured around the well vault and wellhead. The concrete and surrounding soil must be sloped to direct rainfall and runoff away from the well vault.

Abandonment:

12. Approval for abandonment of monitoring wells used for ground water monitoring in accordance with Discharge Permit and Abatement Plan requirements must be obtained from NMED prior to abandonment.
13. Well abandonment must be accomplished by removing the well casing and placing neat cement grout, bentonite-based plugging material, or other sealing material approved by the State Engineer for wells that encounter water pursuant to 19.27.4 NMAC from the bottom of the borehole to the ground surface using a tremmie pipe. If the casing cannot be removed, neat cement grout, bentonite-based plugging material, or other sealing material approved by the State Engineer must be placed in the well using a tremmie pipe from the bottom of the well to the ground surface.
14. After abandonment, written notification describing the well abandonment must be submitted to the NMED. Written notification of well abandonment must consist of a copy of the well plugging record submitted to the State Engineer in accordance with 19.27.4 NMAC, or alternate documentation containing the information to be provided in a well plugging record required by the State Engineer as specified in 19.27.4 NMAC.

Deviation from Monitoring Well Construction and Abandonment Requirements: Requests to construct water table monitoring wells or other types of monitoring wells for groundwater monitoring under groundwater Discharge Permits or Abatement Plans in a manner that deviates from the specified requirements must be submitted in writing to the GWQB. Each request must state the rationale for the proposed deviation from these requirements and provide detailed evidence supporting the request. The GWQB will approve or deny requests to deviate from these requirements in writing.

MONITORING WELL SCHEMATIC
(Not to Scale)



Fertilizer Log

New Mexico Environment Department
Ground Water Quality Bureau

DATE: _____ **MONITORING REPORT DUE DATE:** _____

FACILITY NAME: _____ **REPORTING PERIOD (i.e., from ____ to ____):** _____

DP#: _____ **FIELD:**[1] _____ **# ACRES IN FIELD:** _____

DAY, MONTH & YEAR OF APPLICATION[2]	A TYPE organic = O inorganic = I	B FORM granular = G liquid = L	C NITROGEN CONCENTRATION %	D FERTILIZER: TOTAL AMOUNT APPLIED lbs	E NITROGEN: TOTAL AMOUNT APPLIED lbs/acre [(C/100) X D] / # acres	NOTES[3]
DD - MM - YY	*I*	*G*	*10*	*200*	5 (field size 4 acres)	
			TOTALS	0	0	

[1]One Fertlizer Log form should be used for *each* field.

[2]Each form must reflect the *most recent* 12 months of fertilizer application.

[3]In the event application did not occur, please report "no application" in the NOTES column.

Last Updated: July 16, 2026

Groundwater Monitoring Worksheet and Reference Chart

Monitoring well # and location	A Top of well casing (Step 6.c.)	B Water Line (Step 6.d.)	C Depth to water (A - B) (Step 6.e.)	D Total depth of well (Step 1.e.)

E Linear feet of water in well (D - C) (Step 7.b)	F Diameter of well (Step 7.c.)	G Gallons of water per linear foot (Step 7.d.)	H Volume of water in the well (G x E) (Step 7.e.)	I Volume of water to be purged (H x 3) (Step 8.a.)

Reference Chart

Inside well diameter (inches)	Gallons of water per linear foot
1	.04
2	.16
3	.37
4	.65
6	1.47
8	2.61
10	4.08
12	5.88

Example of Sample Label

Site Name: _____DP # _____

Date of sampling: _____ Time of sampling: _____

Location of sampling (e.g. monitoring well ID/location): _____

Constituents sampled for (e.g. TKN, TDS, etc….) _____

Sample taken by: _____

New Mexico Environment Department - Ground Water Quality Bureau

Guidance: How To Sample A Monitoring Well

	Tools Needed Checklist	Check box
1	**Long measuring tape** (You'll need it to be long enough to reach the bottom of your well) Or **electronic water level meter**.	
2	**Bailer(s)**: A 5 ft section of 2 or 3 inch PVC pipe with a check valve on one end and a wire loop on the other allowing you to lower it down the well with rope and pull it up full of water. Or **Submersible Pump**: A portable generator/battery may be required if an electrical source is not available.	
3	**Sample containers**: Clean plastic gallon containers or sample bottles supplied by the lab. The number of containers you need will depend on the lab's requirements, contact the lab for instructions. Generally, you can use one container for Total Kjedahl Nitrogen (TKN) and Nitrate (NO3-N) and another for Total Dissolved Solids (TDS) and Chloride (Cl).	
4	**Distilled water (DI) and bucket**	
5	**Gloves**	
6	**Pen, Paper, Calculator**	
7	**Copy of your discharge permit with a site map and monitoring well (MW) logs**	
8	**Cooler with Ice**	

	Tips for using a Bailer
1	Before lowering the bailer into the well check to see that it is securely fastened to the rope. Secure the other end of the rope to prevent losing the bailer down the well.
2	Lower the bailer into the well in a controlled manner until it hits the water. (You will either hear it hit the water or feel the difference in the tension of the rope.)
3	Lower the bailer a few more feet and allow it to fill with water. Try to keep the bailer near the surface of the water to prevent collecting sediment.
4	Repeat the process as many times as necessary to purge and sample required volume.
5	If you are sampling alone, use the tarp to keep your rope and bailer from touching the soil.
6	Test the check valve periodically to prevent clogging.

Example Sample Label

Site Name: _____ DP #: _____

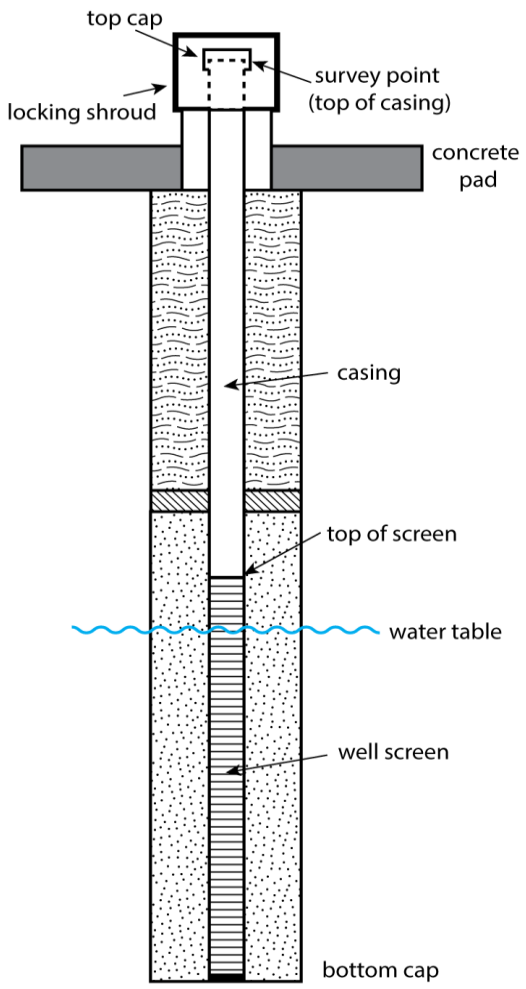
Sample Location (e.g. MW-1): _____

Sampled for (e.g. nitrate): _____

Sampled by: _____

Date: Time:

Generalized MW Schematic



Generalized MW Scematic (not to scale)

Sampling Procedures

New Mexico Environment Department - Ground Water Quality Bureau
Guidance: How To Sample A Monitoring Well

1	Review your discharge permit and monitoring well information and note the following: 1) Monitoring requirements (e.g. ground water and/or wastewater) and reporting due dates 2) Required sampling constituents (e.g. TKN, Nitrate, TDS, Cl). 3) Number and location of monitoring well(s). **Start at the upgradient monitoring well** 4) Record Total Well Depth, as taken from monitoring well log in Column D of Table 2
2	Select lab and contact lab (if needed) for specific procedures or requirements (e.g. sample preservation).
3	Prep Equipment. Review checklist and make sure equipment is clean
4	Label sample containers with waterproof marker and sure you include all information required by the lab. Example of a sample label is provided below.
5	Locate Monitoring wells and set up a clean tarp or plastic sheet around well. Use this sheet to keep your equipment and samples from touching the soil.
6	Determine depth to standing water in the well: **A)** Coat the bottom 2-3 ft. of the measuring tape with carpenter chalk and lower the tape at least 2 ft. past the reported depth to water for that well as recorded on the well log **B)** Hold the tape against the well casing and measure the value at the top of the casing. Record in column A in Table 2. Remove tape from well and note value at the water line marked on chalked tape in column B in Table 2 below **C)** Subtract the values measured in 6.B to calculate depth to water. Record value in Column C of Table 2.
7	Determine depth to standing water in the well: **A)** Take the total well depth (step 1.D) of well minus the depth to water (step 6.D) water to calculate the linear feet of water in the well. Record the value in Column E of Table 2. **B)** Measure the inside diameter of the well (record in Column F of table 2) and match the well diameter to the appropriate Gallons of Water Per Linear Foot value (record in Column G of table 2) using Table 1 on this worksheet. Multiply this value by the linear feet of water in well (Step 7.A). Record the value in Column H of Table 2.
8	Calculate volume of water to be purged by multiplying the volume of water in the well (determined in step 7.B) by three. Record the value in Column I of Table 2.
9	Using a bailer or pump, purge the well volume as calculated in step 8. Use a bucket with a known volume (i.e. 5 gallon bucket) to keep track of how many gallons you have purged.
10	After purging the required volume calculated in step 8, collect your sample using a bailer or pump to fill sample containers from Lab. Record time of sampling on container label.
11	Follow sample preservation procedures provided by lab and place sample in cooler with ice.
12	Close and secure well casing with lock and decontaminate equipment before moving to next well **A)** Rinse off the tape or device you used to measure the depth to water using distilled (DI) water. **B)** If possible, use a different bailer/new rope for each well. Otherwise thoroughly rinse using DI water before using again. If using a pump, run DI water through the pump and tubing before pumping another well.
13	Sample other wells using above procedures.
14	Send your samples to the lab. To ensure accurate results, ensure samples are delivered to the lab within 24 hours of collection.
15	Send a copy of the monitoring reports to the Ground Water Quality Bureau

Table 1: Well Volumes, volumes of casing									
Inside diameter									

of well in Inches	1	1.5	2	3	4	6	8	10	12
Volume in Gallons per Linear Foot	0.04	0.1	0.17	0.38	0.66	1.5	2.6	4.09	5.81

Table 2: Purge Calculator*

Monitoring well #	**A**** Top of Well Casing (Step 6.B)	**B**** Water Line (Step 6.C)	**C**** Depth to Water (A-B) (Step 6.D)	**D**** Total Well Depth (Step 1.4)	**E** Liner Feet of Water in well (D-C) (Step 7.A)	**F** Diameter of well (Step 7.B)	**G** Gallons of water per liner foot (Step 7.B)	**H** Volume of Water in Well (G X E) (Step 7.B)	**I** Purge Volume in gallons (H X 3)
1			0.0		0.0			0.0	0.0
2			0.0		0.0			0.0	0.0
3			0.0		0.0			0.0	0.0
4			0.0		0.0			0.0	0.0
5			0.0		0.0			0.0	0.0
			0.0		0.0			0.0	0.0
			0.0		0.0			0.0	0.0
			0.0		0.0			0.0	0.0
			0.0		0.0			0.0	0.0
			0.0		0.0			0.0	0.0
			0.0		0.0			0.0	0.0
			0.0		0.0			0.0	0.0

*If using in an open excel file, the purge calculator will automatically calculate values shaded in blue. Otherwise follow the sampling procedures on the previous page to calculate your well purge volume.

** units are in feet