



THE TOWN OF CENTREVILLE 101 LAWYERS ROW CENTREVILLE, MD 21617
410-758-1180 FAX 410-758-4741 WWW.TOWNOFCENTREVILLE.ORG

Town of Centreville

Minimum Water & Wastewater Operations but NOT limited to:

Water Operation

- Submit all MDE required reports in a timely manner.
- Respond to all emergency calls/alarms pertaining to the WTP
- Operate and maintain the WTP and its related equipment as outlined by the MDE and the Manufacturer (Hungerford and Terry).
- Maintain the daily operation log and daily monitoring reports.
- Record all meter reading (flows, elapsed run times, precipitation, etc.)
- Program and maintain all automated samplers, collect samples and complete all chain of custody forms for MDE required sampling. Coordinate with the Town of Centreville's current contracted lab (Chesapeake Environmental Lab – billed directly to the Town) for pick up and scheduling.
- Conduct all daily WTP operation process control sampling and testing as required by MDE permits and to ensure optimal operations of the Town's WTP.
- Conduct all daily maintenance required to keep WTP's operating optimally. Examples, but not limited to: filling chemical feed tanks, etc.
- Order and maintain an adequate supply of required chemicals (from Intercoastal Trading Co. – billed directly to the Town) and lab supplies for the operation of the WTP's.



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Wastewater Operations

- Submit all MDE required reports in a timely manner.
- Respond to all emergency calls/alarms pertaining to the WWTP.
- Operate and maintain the WWTP and its related equipment as outlined by the MDE and the Manufacturer (Aqua Aerobics).
- Maintain the daily operation log and daily operating reports.
- Record all meter reading (flows, elapsed run times, precipitation, etc.)
- Conduct all daily wastewater operational process control sampling and testing as required by MDE permits and to ensure optimal operations of the Town's WWTP.
- Conduct all daily maintenance required to keep the WWTP operating optimally. Examples, but not limited to: washing and cleaning disc filter, cleaning and removal of debris from head works, filling chemical feed tanks, etc.
- Program and maintain all automated samplers, collect samples and complete all chain of custody forms for MDE required sampling. Coordinate with the Town's current contracted lab (Chesapeake Environmental Lab – billed directly to the Town) for pick up and scheduling.
- Order and maintain an adequate supply of required chemicals (from Intercoastal Trading Co. – billed directly to the Town) and lab supplies for the operation of the WWTP.
- Operate and maintain all 5 of the Town's wastewater pump stations.
 - Respond to all emergency calls/alarms pertaining to the wastewater pump stations.



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Centreville Water Reuse Farm Operations

- Submit all MDE required reports in a timely manner.
- Respond to all emergency calls/alarms pertaining to the Water Reuse Farm.
- Operate and maintain the WWTP and its related equipment as outlined by the MDE and the Manufacturer (Aqua Aerobics).
- Maintain the daily operation log and daily operating reports.
- Record all meter reading (flows, elapsed run times, precipitations, etc.).