



CITY OF
WATERTOWN
FINANCE DEPARTMENT

Liquid Waste Hauler License Application

☐ New Application ☐ Renewal

Licensing Year: 20____

License Information:

Business Name (as it will appear on license)	
Applicant/Owner Name (as it will appear on license)	
Business Address	
City, State, Zip	
Phone Number	
Email Address	
Insurance Company Name (copy of certificate req'd)	
Insurance Expiration Date	
Bond Company Name (copy of bond req'd)	
Bond Expiration Date	
License Fee (check made payable to City of Watertown)	License fee: \$100.00 per year Vehicle fee: \$20.00 per vehicle/per year

Identification of Licensed Vehicles (If more vehicles are to be added, please attach additional information to this application)

Vehicle #1 - Year, Make & Model	
Vin#	
SD License #	
Volume of Waste Tank	
Vehicle #2 - Year, Make & Model	
Vin#	
SD License #	
Volume of Waste Tank	

Applicant/Owner Signature

Date

TO BE COMPLETED BY CITY OF WATERTOWN

Fee Paid: _____	City Council Approved On _____
Receipt Number: _____ Dated: _____	_____
License or Permit Number: _____	City Manager
	Finance Officer

Submit completed application to: City Finance Office, Attn: Records/Licensing Manager, PO Box 910, Watertown SD 57201
Phone# (605) 882-6203 • Fax# (605) 882-6218 • licenses@watertownsd.us

License Procedures: Liquid Waste Hauler



Per City Ordinance (17.05): A Liquid Waste Hauler is any person who dumps any liquid waste material to the wastewater treatment plant for a fee as part of a business. It is unlawful for any person, corporation, residence, commercial establishment, industry or institution to engage in the practice of pumping, hauling or disposing of liquid waste in the City, unless a current license issued by the City is held to engage in such practice.

To Apply for a Liquid Waste Haulers License with the City of Watertown:

1. Fill out a business license application form, which is available at the City Finance Office in City Hall.
2. The license fee must be collected at the Finance Office. Please make payable to the City of Watertown.
 - a. **First Year Rate for a Liquid Waste Hauler License is \$100.00 plus \$20.00 for each vehicle.**
3. The licensee shall furnish proof of liability insurance for public liability and property damage and for bodily injury or death growing out of any one accident or any other cause in a minimum sum of two hundred fifty thousand dollars (\$250,000) for one person, with an annual aggregate limit of five hundred thousand dollars (\$500,000) for two or more persons; and in addition, shall provide damage liability insurance in a minimum of one hundred thousand dollars (\$100,000) for property damage growing out of any one accident or other cause or, as an alternative, provide combined limit for bodily injury or death or property damage in the sum of five hundred thousand dollars (\$500,000).
4. All liquid waste haulers shall be bonded in an amount of at least twenty five thousand dollars (\$25,000), indemnifying the public against damages sustained by reason of any spill, dumping, or discharge of any liquid waste, hazardous waste, or incompatible waste within the jurisdictional limits of the City. Proof of bonding shall be filed with the Finance Office prior to issuance of a license.
5. Each truck must be inspected by the Waste Water Treatment Plant & they will issue a sticker for your truck(s).
6. Approval is required from the Watertown City Council. Your application will be presented in a timely manner following your submittal. Please note, City Council Meeting are held the first and third Monday of each month. Upon approval, a license card will be provided.
7. Please note, licenses are effective from January 1 to December 31. The renewal license fee is \$100.00 plus \$20.00 for each vehicle and the paperwork will be mailed to you directly, usually in November.

(see back for copy of Ordinance for your review)

Chapter 17.05 HAULED WASTEWATER

17.0501: GENERAL PROVISIONS

1. It is unlawful for any person, corporation, residence, commercial establishment, industry or institution to engage in the practice of pumping, hauling or disposing of liquid waste in the City, unless a current license issued by the City is held to engage in such practice.
2. An application for a liquid waste hauler's license shall be submitted to the City Council. Any license issued pursuant to the provision of this title shall be issued by the Finance Officer and is subject to the following conditions:
 - i) The license shall expire on December 31 following its date of issuance
 - ii) It shall be the duty each year of every liquid waste hauler to secure a license on or before the first day of January
 - iii) The annual license fee shall be established by resolution of the City Council with full charge being made without regard to the time during said year when said license is issued.(Ord 10-27; Rev 11-12-10)
 - iv) The license shall not be transferable. Changes in ownership shall require the approval of a new application and the purchase of a new license, which may be secured by making proper application and payment of the proper license fee as hereinbefore provided.
 - v) The licensee shall furnish proof of liability insurance for public liability and property damage and for bodily injury or death growing out of any one accident or any other cause in a minimum sum of two hundred fifty thousand dollars (\$250,000) for one person, with an annual aggregate limit of five hundred thousand dollars (\$500,000) for two or more persons; and in addition, shall provide damage liability insurance in a minimum of one hundred thousand dollars (\$100,000) for property damage growing out of any one accident or other cause or, as an alternative, provide combined limit for bodily injury or death or property damage in the sum of five hundred thousand dollars (\$500,000).
 - (1) Such public liability and property damage insurance shall protect against loss from liability imposed by law for damages on account of bodily injury, including death resulting therefrom, suffered or alleged to have been suffered by any person whatsoever, resulting directly or indirectly from any act or activity of the licensee or any person acting for the licensee or under the licensee's control or direction and also to protect against loss from liability imposed by law for damages to any property of any person, caused directly or indirectly by acts or activities of the licensee or any person acting for the licensee or under the licensee's control or direction.
 - (2) The policy required by this subsection shall contain a provision requiring that the Finance Office be provided with thirty (30) days advance notice, in writing, of cancellation or material change in the policy. In the event of cancellation or material change in the liquid waste hauler's policy, the permit shall be suspended until such time as the transporter can again secure appropriate coverage.
 - vi) All liquid waste haulers shall be bonded in an amount of at least twenty five thousand dollars (\$25,000), indemnifying the public against damages sustained by reason of any spill, dumping, or discharge of any liquid waste, hazardous waste, or incompatible waste within the jurisdictional limits of the City. Proof of bonding shall be filed with the Finance Office prior to issuance of a license.
 - vii) The license is subject to denial or revocation for violation by the licensee of any applicable provision of this title, state law or wastewater system ordinance.
 - viii) The license required by this section for liquid waste haulers shall not apply to vehicles owned by the City.
3. If any substances or liquid wastes are discharged, or are proposed to be discharged at a disposal station designated by the POTW which are capable of or have the potential of causing Interference or pass through to the POTW or which create or have the potential to create a hazard to workers or which would otherwise violate or have the potential to violate any standards for receiving waters imposed by state and federal agencies, the Superintendent may:
 - i) Reject the substance(s) or any part thereof

- ii) Require pretreatment to an acceptable condition for disposal;
 - iii) Require control over the quantities and rates of disposal;
 - iv) Require an increase in sewer charges of the discharger to cover the added cost of handling and treating the substance(s); and/or
 - v) Require any combination of the above.
4. The Superintendent may require site specific liquid wastes to be hauled separately by liquid waste haulers.

17.0502 SPILLS

1. In the event of a spill during collection or transport, the transporter shall immediately telephone the City POTW at the telephone number listed on their license. Failure to properly notify the appropriate authorities of a spill and take such action as required by said authorities shall constitute a violation. Such notification shall not relieve the liquid waste hauler of any expense, loss, damage or other liability resulting from the spill. Notifications made pursuant to this section shall, at a minimum, provide the following:
 - ii) The time the discharge occurred;
 - iii) The location of the discharge;
 - iv) The type of waste discharged (including its concentration, volume, known dangerous characteristics, etc.)
 - v) Any corrective actions including diking, if any, taken by the liquid waste hauler;
 - vi) Any other condition, factors or circumstances that would indicate any need for expeditious, specialized or unique response to the discharge.
1. The transporter shall take any and all action as may be required by local, state, or federal officials having jurisdiction so that the discharge will not present a public health or environmental hazard. Such action may include diking, vacuuming, flushing, applying chemical agents or otherwise neutralizing the discharge. The transporter shall also take any actions to protect against reoccurrence of a spill.

17.0503 LIQUID WASTE DISPOSAL COUPON

1. A completed liquid waste disposal coupon shall be presented to the disposal site operator at the time of disposal. The liquid waste disposal coupon shall reference the licensed liquid waste hauler number issued by the City for that vehicle.
2. The charge for a liquid waste disposal coupon shall be set by resolution of the City Council and such rates shall be effective from and after publication date of the resolution.
3. The charge for the liquid waste disposal coupon shall not be reduced if the volume of liquid waste hauled to the POTW for disposal is less than the maximum volume of liquid waste able to be hauled by the vehicle. (Ord 07-02; Rev 03-20-07)

17.0504 PROHIBITED DUMPING OR DISCHARGE

1. The dumping or discharge of liquid waste into the sanitary sewer system of the City, other than at a disposal station designated by the POTW, is prohibited.
2. The dumping or discharge of hazardous wastes or incompatible wastes into the sanitary sewer system of the City is prohibited.
3. Intentionally providing false or inaccurate information on the liquid waste disposal coupon required in this chapter is prohibited.
4. The dumping or discharge of the above prohibitions shall subject the liquid waste hauler and/or the liquid waste generator to one or more of the administrative enforcement remedies and penalties listed in Section 17.0407 and Chapter 17.99. The liquid waste hauler license may also be revoked for the dumping or discharge of the above prohibitions.

17.0505 VEHICLE INSPECTION

1. Prior to the issuance of a license, the City shall require the applicant to submit, for inspection by the POTW, each vehicle which will be utilized to pump, haul or dispose of liquid waste. The Superintendent or his duly authorized representative shall determine if the vehicle is constructed in accordance with Section 17.0506 of the Revised Ordinances of the City of Watertown and the tanks, valves, and hoses on the vehicle are in good repair, prior to license issuance.
2. In addition to the initial inspection prior to the issuance of a license, the Superintendent or his duly authorized representative is hereby authorized to re-inspect the vehicles periodically in order to observe that the vehicles are generally maintained in good repair so as not to constitute a public health hazard under the provisions of this chapter. These inspections may take place at any reasonable and safe location during normal business operation hours.

17.0506 LIQUID WASTE VEHICLE SPECIFICATIONS AND MAINTENANCE REQUIREMENTS

1. All licensed liquid waste hauler's vehicles must at all operational times conform to the vehicle specifications and maintenance requirements in Sections 17.0506(2) and 17.0506(3). Each instance of failure to do so shall constitute a separate violation
2. Vehicle specifications
 - i) The vehicle must be equipped with tank(s) that are firmly and securely attached to the primary structure of the vehicle in such a manner as to assure that the tank(s) will not loosen or dislodge during the transport of liquid wastes.
 - ii) All piping, valves, and connectors shall be permanently attached to the tank(s) and/or vehicle.
 - iii) The tank(s) must be liquid tight.
 - iv) The tank(s) must be constructed so that every interior and exterior portion can be thoroughly cleaned.
 - v) All piping, valves, and connections shall be accessible and easy to clean.
 - vi) The inlet, or the opening of the tank(s), shall be constructed and located so that collected waste shall not spill during filling, transfer or transport.
 - vii) Outlet connections shall be constructed so that no liquid waste shall discharge, leak, run or spill out from the tank(s).
 - viii) Outlets are to be of a design and type suitable for the liquid waste to be safely removed and be capable of controlling outflow without discharge, spillage, spray, or flooding of immediate surroundings while in use.
 - ix) Pumps, valves, cylinders, diaphragms and other appurtenances shall be of a design and type suitable for the liquid waste to be safely loaded, transported and removed, be capable of operation without discharge, spillage, spray or leakage, and be easily disassembled for cleaning.
 - x) Each licensed vehicle of the liquid waste hauler shall permanently display on the front bumper, the licensed liquid waste hauler number issued by the City for that vehicle.
3. Maintenance requirements. A liquid waste hauler shall:
 - i) Maintain hoses, tanks, valves, pumps, cylinders, diaphragms, pipes, connections, and other appurtenances on a vehicle in good operation and repair and free from leaks
 - ii) Provide a safety plug or cap for each inlet and outlet tank valve.