



# The Small Business Resource

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## ***Finance Corner***

### **Investment Forum for Recycling Companies to be Held in Ohio**

The Mid-America Council of Recycling Officials (MACRO) is looking for top quality recycling companies to participate in the Second Annual Midwest Recycling Investment Forum. The forum will be on September 29, 1999 in Cincinnati, Ohio.

The forum is being held along with the National Recycling Coalition's 18th Annual Congress and Exposition. The one-day event will provide entrepreneurs seeking financial assistance with direct exposure to a diverse audience of investors. At the forum, featured firms will formally present their business plans and will display their products and services. Participants will be chosen through a competitive selection process.

MACRO is a multi state association that encourages and coordinates activities related to recycling. MACRO presents this year's forum with primary sponsorship from U.S. EPA, Region 5. For more information on the forum, contact Michael Alexander, at 888-387-7694 or [malexand@sover.net](mailto:malexand@sover.net).

## ***New Rules***

### **Collision Repair Shops . . . New Law Requires Registration**

Did you know that your collision repair business now needs to be registered in Ohio? A state law was recently passed that requires registration of collision repair businesses.

Under this law, collision repair shop owners must submit an application with a fee of \$100. Other information that must be submitted for registration includes the vendor's license, federal and state identification numbers, the required environmental numbers, workers compensation and unemployment compensation numbers, as well as proof of insurance coverage.

Ohio's Board of Motor Vehicle Collision Repair Registration is responsible for overseeing these regulations and the licensing program. If you own a collision repair shop and have questions about these requirements, contact the board at 614-995-0714.

## Water Issues

### Floor Drains: Help or Harm?

Floor drains are found at many small businesses. Some floor drains are necessary for daily operations. Others are used for emergency purposes. Some floor drains don't seem to have any apparent use.

Do you **know where the floor drains in your business go? Are you discharging wastewater or other fluids into your floor drains?** It is very important that you know where all your floor drains lead and the environmental regulations that apply to your discharge activities. If you do not know where your drains lead or if you are using floor drains improperly, you could be contaminating nearby surface waters or drinking waters.

Some floor drains lead into a sanitary sewer, where wastewater goes directly to a public wastewater treatment plant (called a POTW). Other floor drains lead to an on-site sewage treatment system like a septic tank. Sometimes floor drains lead directly to an underground holding tank or discharge to a waterway or onto the ground outside.

Under Ohio EPA's water pollution control regulations, a company CANNOT discharge industrial wastewater into an on-site sewage treatment system (e.g., septic tank, leach field). This activity is prohibited unless a company has obtained a permit (called a UIC permit) from Ohio EPA. Directly discharging industrial wastewater onto the ground is also NOT allowed under the regulations.

Any company that wants to discharge an industrial wastewater to waters of the state needs a permit (called an NPDES permit) from Ohio EPA. Examples of waters of the state include: streams, rivers, lakes, ponds, marshes, waterways and springs. If your floor drains lead to any water of the state, you must have a discharge permit for this activity.



Companies that discharge industrial wastewater directly to a public wastewater treatment plant (called a POTW) are also regulated. Often, the POTW itself regulates the discharge activities. If you are discharging to a POTW, you need to contact and discuss your activities with them. You may be required to obtain a permit for the discharge. In addition, you may be required to treat the wastewater before discharging. Treatment may include removing solids, chemicals or other contaminants.

#### **Important Points to Remember**

- Check all your floor drains and make sure you know where they drain to.
- If you are using floor drains to discharge industrial wastewater into a septic system or onto the ground, you need to stop these discharge activities immediately. You must find another way to manage your wastewater.
- If you are using floor drains to discharge industrial wastewater to a water of the state, contact Ohio EPA's Division of Surface Water for information on obtaining an NPDES permit. If you do not have a discharge permit for this activity, you must find another way to manage wastewater.
- If you are using floor drains to discharge wastewater to a local wastewater treatment plant, make sure the treatment plant is aware of this activity. You may be required to conduct treatment on the wastewater prior to discharge. You may also need to get a permit for the discharge.
- DO NOT put other fluids like oil, solvents, paints or chemicals into a floor drain. This could contaminate

your property and expose you to large fines and even larger clean up costs later.

- Consider installing an emergency shut-off on the drain pipes to prevent accidental spills from entering the sewer.
- If you have floor drains at your company that you are not using, consider having them capped or plugged. Good housekeeping and a little planning can help avoid costly problems later.

If you have any questions about floor drains and Ohio's water pollution control requirements, contact the Small Business Assistance Office at 800-329-7518. You can also contact Ohio EPA's Division of Surface Water for assistance. For businesses in Central Ohio, contact DSW at 614-728-3778.

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## Pollution Prevention

### New Publications

The following recycling publications are available from Ohio EPA's Office of Pollution Prevention by calling 614-644-3469.

- (1) Directory for Wood Pallet and Wood Waste Recycling Operations in Ohio: Plastic, Metal, Cardboard Pallet Manufacturers/Recyclers, 1997 update.
- (2) Industrial Scrap Plastic Recyclers 1997 Database prepared by the American Plastics Council for Ohio, Michigan, Indiana, Kentucky, West Virginia and Pennsylvania.

## Air Issues

### SBAP Site Visit Program Gaining Popularity

The Small Business Assistance Program (SBAP) located within Ohio EPA's Division of Air Pollution Control was established in April 1995 to help small businesses understand and comply with new, complex air pollution regulations. Because many industrial operations are both complex and unique, a physical examination of them is often the best way to determine regulatory requirements. The SBAP established an on-site visit program so business owners could get fast, accurate and simplified explanations of air pollution regulations and how to comply with them. This service is available at no cost to the business owner.

Site visits are voluntary and arranged at the convenience of the business owner, usually within 10 business days of the request. After arriving, an SBAP staff member typically proceeds with: 1) a plant walk-through, 2) a thorough discussion of permitting requirements, 3) assistance in completing permit application forms (if necessary), and 4) sending a written follow-up letter outlining recommended actions for the company. A typical visit lasts one to two hours. All results of the visit, including observed EPA violations, are kept strictly confidential and not shared with enforcement personnel. The company is then free to act or not act on the SBAP's recommendations.

SBAP staff do not certify compliance during site visits; this task is the responsibility of the applicable Ohio EPA district office or local air agency. SBAP staff can, however, explain regulations or observed violations to a company in a friendly, non-threatening manner. This cooperative approach has greatly improved the small business owner's understanding of regulations and has helped the SBAP's site visit program gain popularity.



Since conducting the first site visit in July 1995, the SBAP has visited over 470 companies representing 43 separate industrial sectors. Although the most common industries receiving visits have been dry cleaners, autobody shops, and metal parts fabricators, virtually any type of manufacturing or service company may need an air permit. SBAP staff have assisted with completing more than 600 air permit applications and



have helped numerous companies remedy violations found by actual EPA inspectors. All of these activities were accomplished at no cost to the businesses.

Many SBAP clients have expressed sincere thanks and appreciation for the help in guiding them through the confusing maze of EPA regulations. To request a site visit or to learn more about SBAP services, please call 614-644-4830.

## Waste Issues

### What Can I Do With Used Antifreeze?

Antifreeze drained from automobiles, trucks or other engines is considered a waste. Ohio EPA does not regulate used antifreeze as hazardous waste unless it contains unacceptable levels of certain metals, such as lead or chromium. It can also be a hazardous waste if it has been mixed with gasoline, used oil or solvents. If you are generating antifreeze at your company, you must evaluate it to determine if it is a hazardous waste. You must also properly manage and dispose of spent antifreeze.

You cannot dispose of used antifreeze by pouring it into your septic system, onto the ground or in the trash. In most areas of Ohio you cannot dispose of it in the sanitary sewer. You can hire a disposal company to dispose of your used antifreeze, but this will usually be the most expensive option.

The best option for handling used antifreeze is to have it recycled. There are three ways you can recycle used antifreeze. You can purchase a small antifreeze recycling system to



use at your facility. You can hire a company to bring mobile recycling equipment to your facility, recycle the antifreeze and leave the recycled product for you to reuse. You can hire a company to pick up your used antifreeze and recycle it at a central facility. If you recycle your own antifreeze on-site, you must make sure that any wastes from the recycling activity (e.g., sludge, filters) are also evaluated to see if they are hazardous waste.

If your used antifreeze is a hazardous waste and you do not have it recycled, you must dispose of it at a hazardous waste facility. In addition, prior to sending it off-site for recycling or disposal, the used antifreeze must be properly managed on-site as a hazardous waste (e.g., keeping closed containers, labeling, inspections, etc.).

If you would like more information about determining if used antifreeze is a hazardous waste or about used antifreeze recycling equipment or services, please call the SBAO at 614-728-8573 or 800-329-7518.

## New Resources

### Environmental Guide Planned for Auto Service Shops

The Automotive Service Association of Ohio is working with Ohio EPA to develop a self help guide for auto repair shops and autobody shops. This guide will help shop owners better understand the environmental regulations and offer tips on how to implement pollution prevention in their shops. Training on use of the guide is also planned. For more information contact Kirk Nofzinger, Ohio EPA, Office of Pollution Prevention at 614-644-2809.

### SBAO Small Business Assistance Office Ohio EPA

Are you a small business owner? Do you have questions about environmental regulations?

If you need help understanding the regulations and how to comply with them, give us a call at 1-800-329-7518 or 614-728-8573.

Our services **FREE and CONFIDENTIAL**



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