



Geauga Public Health

Prevent. Promote. Protect.

NPDES DISCHARGING SEWAGE SYSTEM ANNUAL SAMPLE BILL

12611 Ravenwood Drive, Suite 300
Chardon, OH 44024
(440) 279-1914
gphohio.org

October 20, 2023

Billed to:

BILBO BAGGINS
or Current Occupant
1234 BAG END
CHARDON, OH 44024

Address serviced by NPDES System:

1234 FAKE STREET
CHARDON, OH 44024

INSPECTION & SAMPLE BILLING ACCOUNT	
UNIQUE ID NUMBER	32654

OPERATION PERMIT REQUIREMENTS
SYSTEM TYPE: 9. NPDES SYSTEM
You are required to have your system serviced by a registered service provider with certification from the manufacturer of your system twice annually under a service contract between: 12/1/2023 and 11/30/2024 .

INSPECTION & SAMPLING FEE SUMMARY	
Inspection & Sample Collection	\$75
Lab Analysis	\$80
DUE DATE	11/30/2023
TOTAL DUE	\$155.00

At this time, you are required to submit payment for your upcoming Home Sewage Treatment System (HSTS) sample. Annual sampling of your system is required under the NPDES (National Pollutant Discharge Elimination System) discharge permit you were granted by the Ohio EPA (Environmental Protection Agency) when your system was installed. This permit allows you to discharge your treated wastewater off of your property (into a creek, road-ditch, storm sewer, etc.). More information can be found on the [NPDES Quick-Tips Guide](#), included.

Sample fee payments can be made by check, cash, or card (please note an additional fee will be added by the payment processor if you pay by card). In addition to sampling, your permit requires service by a registered service provider twice each year. GPH inspection/sample fees do not cover the cost of system services obtained.

If you have any questions, please feel free to contact GPH at **(440) 279-1914**. We are available to take calls on weekdays **8:00am – 12:00pm; 1:00pm – 4:00pm**. Our program staff will be happy to assist you.

Cut off this stub and mail it in with your check.

Correct or complete any inaccurate or missing information below & sign. Return with the total indicated fee.

ANNUAL INSPECTION & SAMPLING APPLICATION	
MAILING ADDRESS:	1234 BAG END, CHARDON
OWNER NAME(S):	BILBO BAGGINS
OWNER PHONE:	1-440-123-4567
OWNER EMAIL:	bilbobaggins1@yahoo.com

I hereby certify that I am the owner or authorized representative of the system indicated above, and understand the conditions outlined within this document regarding its proper operation, maintenance, and sampling.

OWNER SIGNATURE

DATE

See reverse for payment.

SAMPLE & LATE FEES

Sample fees cover sampling/inspection personnel costs, sampling equipment and supplies, lab analysis fees, and postage for mailing of results. A break-down of the fee can be found at: gphohio.org/om-septic.

Please ensure your sampling/inspection fee payment is submitted on time. If payment is not received/postmarked by the due date, a **25% late fee** will be added and the total amount will be certified to the Geauga County Auditor to be placed as a lien on your property taxes, per Ohio Revised Code (**ORC**) **319.281**.

SAMPLE COLLECTION

GPH will visit to inspect and collect an effluent sample from your system within the 4 months following your sample bill. Samples are collected Mondays-Thursdays from 8:00 AM – 2:00 PM. Due to the large number of systems, inspections/samples cannot be scheduled in advance with homeowners, except in cases where a fence prevents access to the system. Staff will not open gates without permission. Indoor access is not necessary and homeowners are not required to be present during inspection or sample collection. GPH staff will knock and/or ring the doorbell before proceeding to sample and will leave a door-hanger if no one is home. Staff will arrive in a Geauga county vehicle and will be able to present a Geauga Public Health photo badge.

Sample and inspection results, including any required or recommended actions, will be mailed in the weeks following sample collection. No re-sampling will be required. More information about the lab tests performed, result interpretation, and corrective actions can be found on the [NPDES Quick Tips Guide](#), included.

OPERATION & MAINTENANCE REQUIREMENTS

In addition to the NPDES discharging permit your system was issued by the Ohio EPA, you were previously issued an operation permit by Geauga Public Health as required in Ohio Administrative Code (OAC) 3701-29-09(I). Operation permits are issued and renewed on an ongoing basis, allowing GPH to monitor and ensure all systems in Geauga County are being properly maintained to help prevent pollution of Ohio waters and to protect the health of our community. Proper maintenance of your system will extend its life, safeguard your investment, and prevent sewage nuisance conditions on your property.

Your operation permit requires that your system receive 2 services each year under contract with a service provider certified by the manufacturer of your system. The list of Geauga County-registered service providers and their certifications can be found on our Operation & Maintenance webpage at: gphohio.org/om-septic. As part of servicing your system, all registered service providers are required to submit proof of service on your behalf within 60 days of performing the work. However, we are unable to track down reports that we are missing, so you, the homeowner, are ultimately responsible to ensure that proof of service is submitted each year. A reminder postcard will be sent in advance of your next sample bill if proof of service has not been received.

Cut off this stub and mail it in with your check.

NPDES Location Address: **1234 FAKE STREET, CHARDON**

Total Inspection/Sampling Fee: **\$155.00**

Total Due by: **11/30/2023**

Your cancelled check will serve as your receipt.
If you require a separate receipt, please contact:
(440) 279-1914.

Make Checks Payable to:
Geauga Public Health
12611 Ravenwood Drive, Suite 300
Chardon, OH 44024

To pay by card, call:
(440) 279-1914
If paying by card, this application does not need to be submitted.

Office Use Only

Check Cash Card

Receipt #: _____

Date Paid: _____

Initials: _____

NPDES QUICK-TIPS GUIDE

I have an NPDES; what does that mean?

NPDES stands for National Pollutant Discharge Elimination System. It is a special type of Home Sewage Treatment System (HSTS) that is issued a permit through the Ohio EPA to discharge treated wastewater, or effluent, directly into a public waterway (a creek, ditch, storm drain etc.). It is therefore critical that your NPDES tank completely treats your wastewater before it is released. Due to the higher risk of water pollution, your system has been specially designed and lab tested to reach a state-wide treatment standard. In order to achieve this higher level of treatment, however, your system contains more mechanical components than a conventional system (eg. a septic tank to leach lines). Because of its complexity, your system requires annual sampling, more frequent maintenance, and cautious use by the homeowner. If, in any given year, your sample results do not conform to the state-set standard, it could be due to several factors including both mechanical issues and/or overloading of the system. See reverse for possible causes of non-compliant sample results and advice on maintenance and simple lifestyle changes that could improve the functioning of your system.

GRAB SAMPLES



The Ohio EPA requires that your system be sampled once a year to determine if it is compliant with the effluent discharge requirements. This sample is called a grab sample since it is simply “grabbed” from a free flowing sample port, instead of taken several times over a longer period of time (composite sample). While the grab sample can provide some limited information about how the system was functioning at the specific time and date that it was taken, it cannot provide a broader context for how the system is operating over time, nor can it diagnose what exactly is causing any potential issues. Your annual sample results do not necessarily represent typical functioning of your system, but they can be an indication that a component could be malfunctioning or that you might be overloading the system.

NPDES QUICK-TIPS CHART

Test Performed:	Must be:	Tests for:	Common Causes of Failure:	Common Corrections:
Total Suspended Solids (TSS)	≤ 18 mg/L	Solids suspended in the discharging effluent; the tank should be retaining the vast majority of solids.	<ul style="list-style-type: none"> Excessive accumulation of solids in tank is allowing overflow to discharge Surface water contaminants are entering system Hydraulic Overloading is pushing wastewater through system too quickly for proper solids settling 	<ul style="list-style-type: none"> Pump your tank Minimize use of garbage disposal/don't flush coffee grounds Install/Repair Risers/Lids to prevent water infiltration Disconnect gutters & storm crocks from system
Nitrogen as Ammonia (NH₃)	<p><u>Summer Sample:</u> ≤ 2 mg/L</p> <p><u>Winter Sample:</u> ≤ 4.5 mg/L</p>	A toxic water quality pollutant. High concentrations result when bacteria are not properly treating wastewater due to unfavorable conditions in the tank.	<ul style="list-style-type: none"> Insufficient oxygen supply Use of harsh chemicals Insufficient contact time—Hydraulic Overloading Too much/too little waste; possibly due to vacancy 	<ul style="list-style-type: none"> Clean/Repair Aeration components Minimize use of strong acids, bases, or toxic chemicals Spread out water usage
Dissolved Oxygen (DO)	≥ 6 mg/L	Amount of oxygen available for bacteria to treat wastewater.	<ul style="list-style-type: none"> Aeration component is not working properly or is partially clogged causing insufficient air output into wastewater Mechanism for re-aeration prior to discharge is not working Heavy loading of system with fats, oils, greases, creams/sugars 	<ul style="list-style-type: none"> Fix/clean aeration and/or re-aeration component(s) Minimize use of laundry detergent or fabric softeners high in lanolin, which cause slime clogs in aeration tubes Disconnect water softener discharge from system
E. coli (Measured in Colony Forming Units, or CFU)	≤ 410 CFU/100 mL	Bacteria found in human waste; at high concentrations it can make people sick. ***Most important test for your direct health.	<ul style="list-style-type: none"> Disinfection Component (either UV bulb or chemical dispenser) is ineffective Hydraulic Overloading 	<ul style="list-style-type: none"> Clean, Repair, or Replace UV bulb Add Approved Disinfection Chemicals Spread out water usage



Geauga Public Health

Prevent. Promote. Protect.