

Resolution 2021-03

A RESOLUTION ESTABLISHING NEW FEES, WAGES, AND PROCEDURES TO BE USED IN CONNECTION WITH THE ADMINISTRATION OF ACT 537

STAGES AND APPLICANT'S FEES

APPLICATION for a permit, planning exemption, or planning module. If not completed in one year, a new application must be applied for and a new fee paid \$100.00/submission

TEST PIT: One test pit is required for each 1200 sq. ft. of absorption area and one additional pit is required at the opposite side of the absorption area. For Major Subdivisions or marginal sites the applicant must hire a soil consultant. The backhoe is the applicant's responsibility - . - \$50.00/pit+\$100 .00/trip

HOLE PREPARATION for a percolation test . . \$300.00/six holes.

PERCOLATION TEST: The area must be cleared and the absorption area staked out before the holes are dug - - . \$300.00/six holes.

CHECK DESIGN or layout of an absorption area
For a new or repair system . . - \$100.00/1200sq.ft. /submission

SITE INSPECTION: Any trip to a site required to complete an application. Including a scheduled trip that the work could not be completed because the applicant was not prepared. Minimum of six for each absorption area (test pits, check layout, pre— construction, sand, approval to cover, and final inspection) \$100.00/trip

REVIEW PLANNING for a module, planning exemption, or non-building waiver .
.\$100.00/suibmission plus \$100.00/new equivalent dwelling unit.

SYSTEM EVALUATION of an existing sewage system. The applicant is responsible for uncovering and cleaning all tanks, digging the probe and observation hole, and supplying sufficient water. \$300.00

APPEALS from the denial, revocation, or granting of a sewage permit . . - \$500.00 plus cost of any advertising, engineering, court stenographers, and consulting fees incurred by the Township

If within one year of paying a fee, a person decides to not have the work completed, and they send a letter to the SEO stating that they have no intentions of completing the work, the Township will send them a refund for the unused fees.

When engineering or consulting services are required by the Township to complete their review of a permit application, the applicant shall pay all expense incurred by the Township.

If a person requires work from the SEO that is not covered by the above, that person shall pay the Township the SEO's hourly rate plus all expense acquired completing that work.

If the fees are revised before a stage is complete, the new fee must be paid.

STAGES AND SEO's WAGES

APPLICATION \$89.00

- A. Explain to the applicant the entire application procedures.
- B. Receive the application and fee from the applicant.
- C. Review the application to see if it is complete and correct.
- D. If incomplete, return the application to the applicant, along with a letter explaining the deficiencies.
- E. When required, the SEO will schedule the testing with D.E.P.

TEST PIT . . . \$44.50/pit plus a site visit . . \$89.00

- A. Measure and record the soil profile of each test pit.
- B. Plot the approximate location of the test pit on a map supplied by the applicant.

HOLE PREPARATION for a percolation test . . \$267.00 /six holes

- A. Dig the percolation holes to the required depth.
- B. Scrap the bottom and wall to remove any smearing.
- C. Place 2" of fine gravel in the hole.

PERCOLATION TEST. \$267.00/six holes

- A. Check the holes to see if they were properly prepared.
- B. Presoak the holes with a minimum of 12" of water.
- C. Measure and record the percolation rate of the holes.

EVALUATION OF AN EXISTING SEWAGE SYSTEM - - . \$267.00

- A. Measure and record one soil probe within 10 feet of the existing absorption area if required.
- B. Locate and record the location of all waste water pipes from existing buildings.
- C. Measure and record the type, size, location, and working condition of all tanks.
- D. Preload the system with water.
- E. After the system has rested for eight hours, place dye in the system and flush with the design flow or until it malfunctions.
- F. Record the daily flow, the test indicates the system can handle and the type and location of any obvious malfunctions.

SEO will receive mileage and expenses that he incurs doing the above activities.

Any work requested by the supervisors or D.E.P. and not covered by the above, that the SEO be paid per hr. plus expenses.

Main SEO

Osbert J. Patton (SEO# 01566)@ \$37.00 per hr.

Alternates: James Gaidula (SEO# 03270)@ \$37.00 per hr.

STAGES AND SECRETARY WAGES

BOOKEEPING . . . \$100.00 / PERMIT APPLICATION

PROCEDURES

If more than a year has past since the last site visit. Before issuing a permit or approving a module, the SEO must make a site inspection paid for by the applicant.

A employee SEO is to be listed as an employee on the townships' Error and Omission policy.

The alternate SEO will only work when requested by the SEO or the Township.

The Township and DEP auditors are allowed access to the SEO's files pertaining to sewage enforcement activities.

The SEO will only give application information to the township, DEP, or the applicant that filed the application.

Before commenting on a specific lot, the SEO will receive a permit application with the fees and visit the site.

The Township will provide the SEO with a copy of the township's ordinances and resolutions pertaining to on—lot sewage disposal.

The SEO collects the fees (checks or money orders paid to the order of the Township) from the applicant and send them to the Township with the activity report.

COMPLAINT PROCEDURE

All complaints regarding on—lot system malfunctions must be in Writing. The letter must contain an accurate description of the conditions present, a site address or detailed direction, the property owner’s name and address if known, any other important facts about the problem.

A site investigation is conducted by the SEC from the road right of way or the complainant’s property.

If no malfunctions are obvious, a letter is sent to the complainant of the finding. No further action will be taken until additional information is received from the complainant.

If a possible malfunction is obvious, a letter is sent to the property owner given 15 days to respond to the condition- In those instances where a malfunction exists and the property owner does not correct it, an enforcement action, taken under the direction of the municipal solicitor, may be necessary.

RESOLVED by the Supervisors of Washington Township, Wyoming County on this day of January 4, 2021

BOARD OF SUPERVISORS

Dan P Huff Jr. *Dan P. Huff*

Wayne Allen *Wayne Allen*

William E Ball III *William E Ball III*

ATTEST:

Lora Seidel, Secretary

Date *Jan 4, 2021*

I, Lora Seidel, Township Secretary of the Township of Washington, do hereby certify that the foregoing is a true and correct copy of the Resolution adopted at the regular meeting of the Board of Supervisors, held on the 4th day of January 2021.

Lora Seidel
Township Secretary Date