



Septic System Data Collection and Management

Cody Robinson | Soil Scientist

August 9, 2018

SSTS – Subsurface sewage treatment system, or septic system

LGU – local governmental unit, such as county, city, township, or other permitting authority

Minnesota septic system regulations

To access septic regulations in Minnesota, go to the MN Revisor of Statutes website at <https://www.revisor.mn.gov/rules/> and search chapters 7080, 7081, 7082, and/or 7083.

For convenience, applicable chapters provided below:

[7080](#) - INDIVIDUAL SUBSURFACE SEWAGE TREATMENT SYSTEMS

[7081](#) - MIDSIZED SUBSURFACE SEWAGE TREATMENT SYSTEMS

[7082](#) - LOCAL ISTS PROGRAMS

[7083](#) - SSTS CREDENTIALING AND PRODUCT REGISTRATION

Topics

Local unit of government permitting structure, responsibilities, and reporting questions

Web-based data collection – old method vs. new

Process management and data organization

Communicating our data to the public

Using data for planning purposes

Topics

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Web-based data collection – old method vs. new

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State SSTS program structure

State (MPCA)

Minimum standards and criteria:

- Technical standards for systems up to 10,000gpd (7080 & 7081)
- Administrative standards for local programs (7082)
- Credentialing and product registration (7083)



County

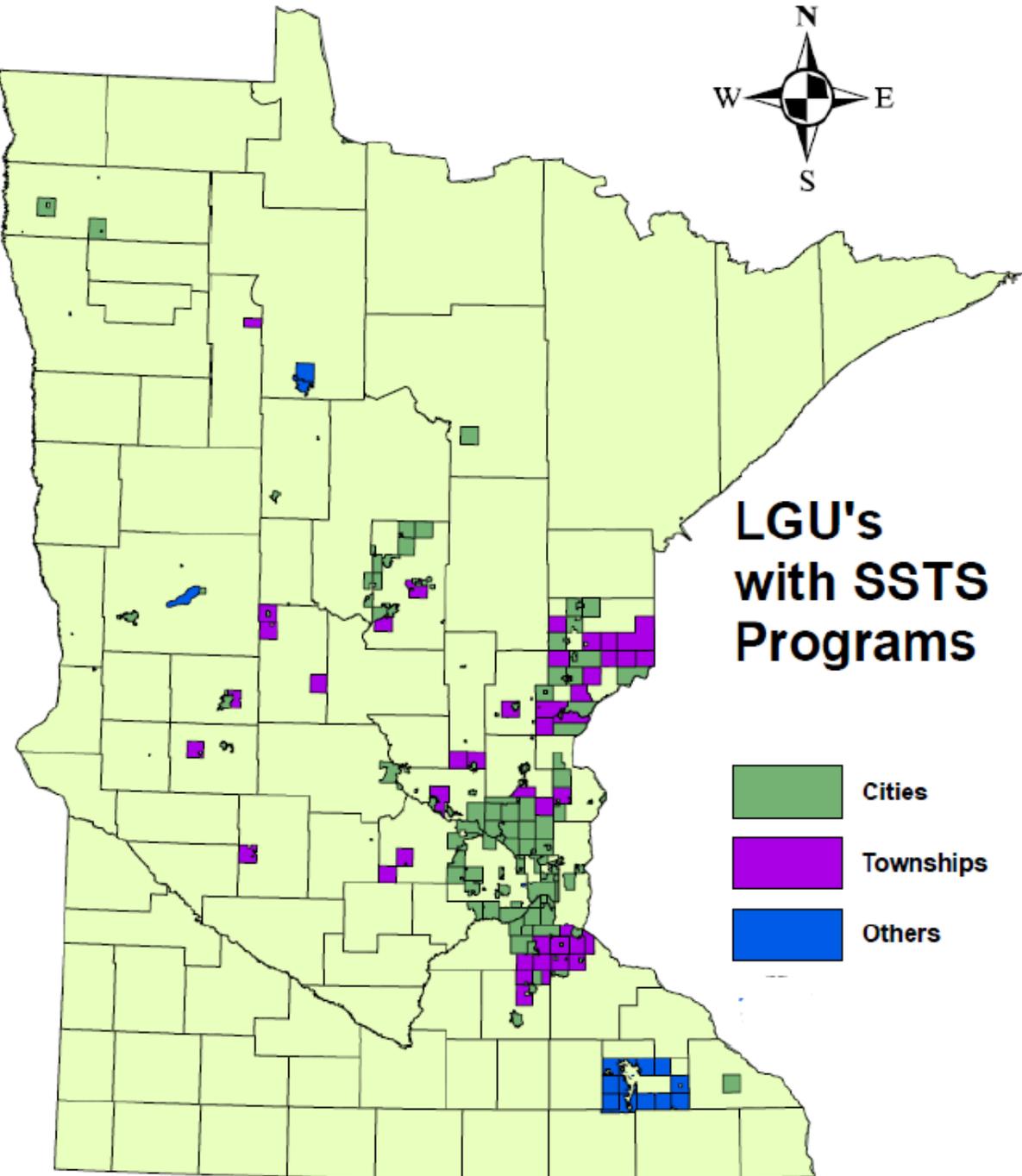
- Adopt and implement ordinances in compliance with Minnesota Rules (required)
- Can be more restrictive, but not less than state standards
- Ordinances apply to all land area within the county except cities and townships with SSTS programs



City/Township/Other

- Adopt and implement ordinance in compliance with Minnesota Rules (optional)
- Can be more restrictive, but not less than county standards
- Ordinances apply to all land area with the city/township/other as agreed upon by the county

Local governmental units (LGUs)



Total respondents in 2017 (218)

- County (86)
- City (85)
- Township (43)
- Other (4)

Subp. 5. Reporting requirements for all local programs. Local units of government that administer SSTS programs must provide an annual report to the commissioner. The report must be submitted to the commissioner no later than February 1 for the previous calendar year. The report must include:

Annual report questions

General program information – Yes or No answer

- Alternative Local Standards (ALS) for existing systems?
- ALS new or replacement SSTS using a minimum of two foot of separation in allowable areas of the LGU?
- ALS new or replacement SSTS using 2006 Rules?
- Do you track SSTS maintenance/pumping?
- Do you have jurisdiction-wide compliance inspections for property transfer?
- Do you approve SSTS design before issuing permit?
- When in your permitting process do you verify soils?

Annual report questions

Residential and other establishment (commercial) SSTS by system type

- # permits issued for Type I/Rock Trenches
- # permits issued for Type I/EZ flow
- # permits issued for Type I/Chamber Trenches
- # permits issued for Type I/Seepage or Pressure Beds
- # permits issued for Type I/Mounds
- # permits issued for Type I/At-Grades
- # permits issued for Type II/Privies, Holding Tanks, and Floodplain Areas
 - # Holding tank operating permits issued
- # permits issued for Type III
- # permits issued for Type IV/Registered Product Systems
 - # Type IV Operating Permits issued
- # permits issued for Type V
 - # Type V Operating Permits issued

Residential and other establishment SSTS by flow volume

- New systems 1-2499 gpd
- New systems 2500-4999 gpd
- New systems 5000-10000 gpd
- Replacement systems 1-2499 gpd
- Replacement systems 2500-4999 gpd
- Replacement systems 5000-10000 gpd

Annual report questions

Permits issued for SSTS repairs

- # Residential SSTS repairs
- # Other establishment SSTS repairs

Jurisdiction-wide SSTS questions

- # Fulltime dwellings with SSTS
- # Seasonal dwellings with SSTS
- # Cluster SSTS
- # Dwellings served by Cluster SSTS
- # other establishments with SSTS

Annual report questions

SSTS compliance

- Estimated percentage of failing systems within jurisdiction
- Estimated percentage of imminent systems within jurisdiction
- Estimated percentage of compliant SSTS within jurisdiction

The number of compliance inspections of existing SSTSs conducted in their jurisdiction

The number of noncompliant properties connected to centralized sewer

The number of noncompliant properties mitigated by abandonment or removal of a dwelling

The number of noncompliant properties mitigated through government buyout

For counties only, a listing of cities/townships/others operating an SSTS program within the county boundaries

Annual report questions

Inspector information

- Name of department head
- Name of Trained Administrator
- Name and email address of SSTS contact
- Inspector(s) name(s) and;
 - License numbers if inspections are contracted out to a licensed SSTS inspection business
 - Certification numbers if inspections are done in-house by LGU staff certified as SSTS inspectors

Tank Installation Report

- a. Installer name
- b. Installer license number
- c. Number of septic tanks installed
- d. Number of Performance/Type V systems installed

Topics

Local unit of government permitting structure, responsibilities, and reporting questions

Web-based data collection – old method vs. new

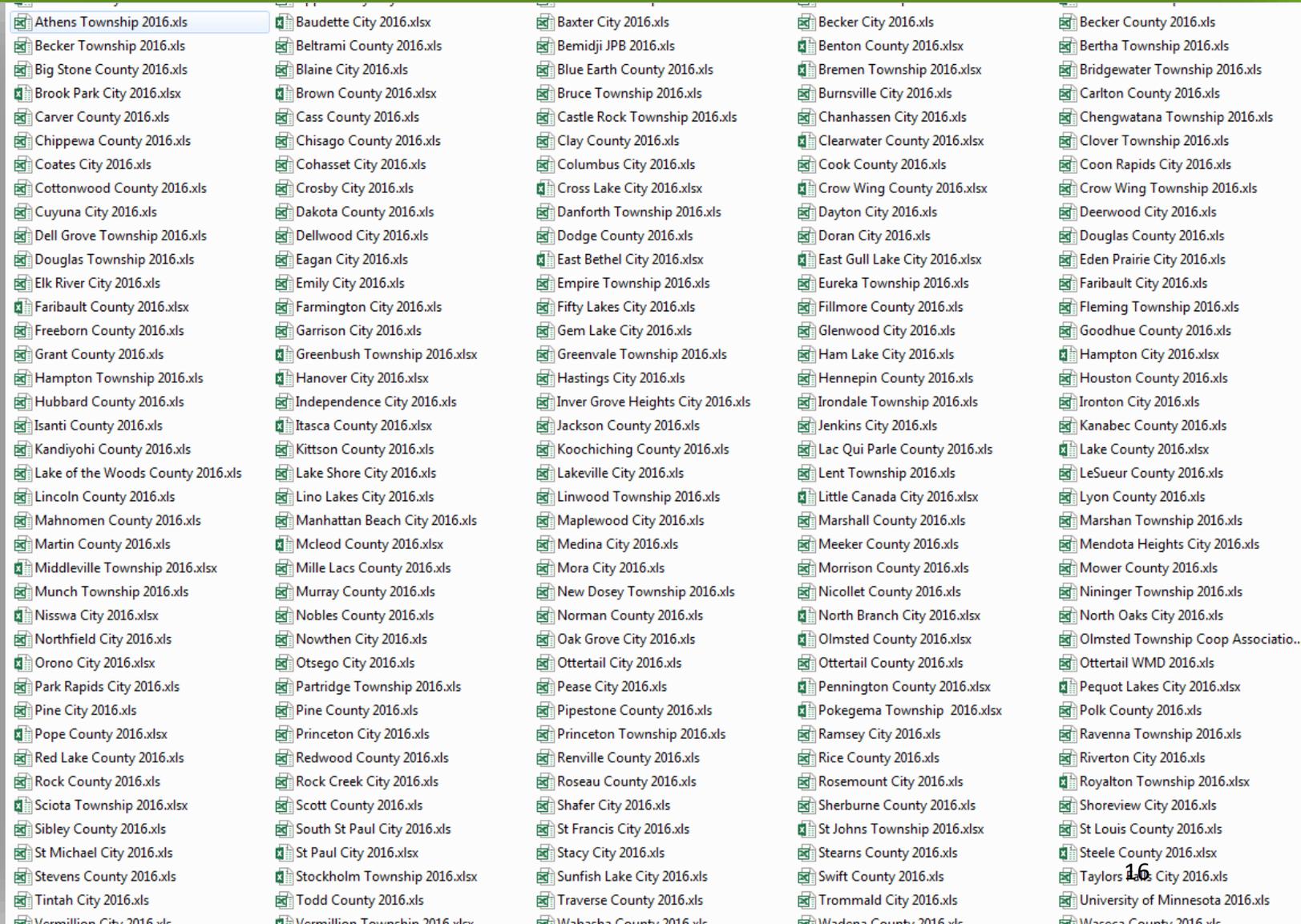
Process management and data organization

Communicating our data to the public

Using data for planning purposes

Old method

- Individual Excel spreadsheets for each respondent
- Sent and received via email with instructions
- Consolidate into one spreadsheet for data storage and analysis



Old method

Please complete each sheet by clicking on the tabs at the bottom.												
Jurisdiction Information						General Program Information						
Jurisdiction	Type of Jurisdiction 1= county, 2=city, 3=twp, 4=other	County Name (for cities, townships, other local entities)	Alternative Local Standards (ALS) for Existing Systems? Yes/No	Alternative Local Standards (ALS) New or Replacement SSTS Using a minimum of 2' of separation in allowable areas of the LGU? Yes/No	Alternative Local Standards (ALS) New or Replacement SSTS Using 2006 Rules? Yes/No	SSTS Maintenance (Pumping) Tracking?	SSTS Compliance Inspections for Property Transfer?	Do you approve SSTS design before issuing permit?	When do you verify soils? 0=prior to issuing permit, 1=during construction, 2=after construction, 3=don't verify	# Construction Permits Issued for Type I Trench/Rock	# Construction Permits Issued for Type I Trench/EZ Flow	# Construction Permits Issued for Type I Trench/Flow
Lake County 2008 Responses	1	Lake	No			No	Yes	Yes		15		
Lake County 2009 Responses	1	Lake	No			No	Yes	Yes		12	1	
Lake County 2010 Responses	1	Lake	No			No	Yes	Yes	1	9	0	
Lake County 2011 Responses	1	Lake	No			No	Yes	Yes	1	7	0	
Lake County 2012 Responses	1	Lake	No			No	Yes	Yes	0	6	0	
Lake County 2013 Responses	1	Lake	No			No	Yes	Yes	0	2	0	
Lake County 2014 Responses	1	Lake	No			No	Yes	Yes	0	2	1	
Lake County 2015 Responses	1	Lake	No			No	Yes	Yes	0	2	0	
Lake County 2016 Responses	1	Lake	No			No	Yes	Yes	0	5	0	

Old method

Residential SSTS by System Type

Construction Permits Issued for Type I Trench/EZ Flow	# Construction Permits Issued for Type I Trench/Chambers	# Construction Permits Issued for Type I/Seepage or Pressure Beds	# Construction Permits Issued for Type I/Mound	# Construction Permits Issued for Type I/Atgrade	# Construction Permits Issued for Type II - Privies, Holding Tanks, & Floodplain Areas	# Type II Holding Tank Operating Permits Issued	# Construction Permits Issued for Type III	# Construction Permits Issued for Type IV/Registered Product	# Type IV Operating Permits Issued	# Construction Permits Issued for Type V	# Type V Operating Permits Issued
			76		3		4				
1	0	0	47	0	4	0	10				
0	0	0	61	0	4	4	0				
0	0	1	55	0	8	0	0				
0	2	0	47	0	1	0	0				
0	0	0	55	0	4						
1	2	0	41	0	3	0					
0	0	0	40	0	2	2	1	0	0	0	0
0	0	0	29	0	4	4	0	0	0	0	0

Old method

Other Establishment SSTS by System Type

# Construction Permits Issued for Type I Trench/Rock	# Construction Permits Issued for Type I Trench/EZ Flow	# Construction Permits Issued for Type I Trench/Chambers	# Construction Permits Issued for Type I/Seepage or Pressure Beds	# Construction Permits Issued for Type I/Mound	# Construction Permits Issued for Type I/Atgrade	# Construction Permits Issued for Type II - Privies, Holding Tanks, & Floodplain Areas	# Type II Holding Tank Operating Permits Issued	# Construction Permits Issued for Type III	# Construction Permits Issued for Type IV/Registered Product	# Type IV Operating Permits Issued	# Construction Permits Issued for Type V	# Type V Operating Permits Issued
				5								
				2								
1		1										
0	0	0	0	0	0	0	0	2	0	0	0	0
0	0	0	0	1	0	0	0	0	0	0	0	0

Old method

Residential SSTS by Flow Volume

Other Establishment SSTS by Flow Volume

# Construction Permits Issued for New Systems 1-2499 gpd	# Construction Permits Issued for New Systems 2500-4999 gpd	# Construction Permits Issued for New Systems 5K-10K gpd	# Construction Permits Issued for Replacement Systems 1-2499 gpd	# Construction Permits Issued for Replacement Systems 2500-4999 gpd	# Construction Permits Issued for Replacement Systems 5K-10K gpd	# Permits Issued for New Systems 1-2499 gpd	# Permits Issued for New Systems 2500-4999 gpd	# Permits Issued for New Systems 5K-10K gpd	# Permits Issued for Replacement Systems 1-2499 gpd	# Permits Issued for Replacement Systems 2500-4999 gpd	# Permits Issued for Replacement Systems 5K-10K gpd
91											
74									2		
72											
71											
51						1					
57											
49			9								
49						2					
36						1					

Old method

Total # Permits Issued All System Types				SSTS Repairs (Only if you issue repair permits)		Grand Total # of Construction & Repair Permits Issued
New Residential	New Other Establishment	Replacement Residential	Replacement Other Establishment	# Residential SSTS	# Other Establishment SSTS	
91	0	0	0			91
74	0	0	2			76
72	0	0	0	2	2	76
71	0	0	0	5		76
51	1	0	0	16	1	69
57	0	0	0	4	0	61
49	0	9	0	3	0	61
49	2	0	0	16	0	67
36	1	0	0	14		51

Old method

Jurisdiction-wide SSTS Questions						
# Fulltime Dwellings w/SSTS	# Seasonal Dwellings w/SSTS	# Cluster SSTS	# Dwellings served by Cluster SSTS	# Other Establishments served by SSTS	Total # Individual SSTS	# Systems w/Operating Permit
3210	1930	5	52	26	5,166	0
3240	1969	8	60	31	5,240	0
3262	1993	8	60	32	5,287	4
3,295	2,022	8	60	32	5,349	4
3300	2032	8	60	33	5,365	4
3317	2031	8	60	34	5,382	4
3309	2043	8	60	34	5,386	4
3336	2061	9	60	46	5,443	6
3358	2069	9	60	46	5,473	10

Old method

Compliance							New Questions			
Est % all systems Failing (FTPGW) Enter Number only, do not include percent sign or a decimal number	Calculated # of Failing (FTPGW)	Est % all Systems ITPHS	Calculated # of ITPHS	Est % all Compliant SSTS	Calculated # of Compliant	Total % SSTS=100%	# of compliance inspections of Existing SSTS's conducted in your area (private inspector and LGU)	# of Noncompliant properties resolved by connecting to centralized sewer	# of Noncompliant properties mitigated by abandonment or removal of a dwelling	# of Noncompliant properties mitigated through government buyout
12	620	86	4,443	0	0	98				
11	576	8	419	unknown	#VALUE!	#VALUE!				
10	529	7	370	unknown	#VALUE!	#VALUE!				
10	535	7	374	unknown	#VALUE!	#VALUE!				
10	537	7	376	83	4,453	100				
10	538	7	377	83	4,467	100	175	0	0	0
10	539	6	323	84	4,524	100	148			
9	490	5	272	85	4,627	99	166	0	2	0
9	493	5	274	86	4,707	100	177	0	2	0

Old method

Year	LGU	Dept. Responsible for SSTS	SSTS [7082.0040 Subp. 4 A (2)] Trained Administrator	Department Head	SSTS Contact	Phone	Email	Address	City	S
2009	Lake County	Planning & Zoning							Two Harbors	
2010	Lake County	Planning & Zoning							Two Harbors	
2011	Lake County	Planning & Zoning							Two Harbors	
2012	Lake County	Planning & Zoning							Two Harbors	
2013	Lake County	Planning & Zoning							Two Harbors	
2014	Lake County	Planning & Zoning							Two Harbors	
2015	Lake County	Planning & Zoning							Two Harbors	
2016	Lake County	Planning & Zoning							Two Harbors	

State	Zip	Fax	Inspector1	Number	Inspector2	Number
MN	55616					
MN	55616			3187		
MN	55616			3187		
MN	55616			3187		
MN	#####			3187		
MN	#####			3187		
MN	#####			3187		
MN	#####			3187		

Old method

List the Cities, Townships, Other entities and contact information for those with their own SSTS jurisdiction within your County

Year	County	LGU with Separate SSTS Jurisdiction	SSTS Contact	Phone	Email	Address	City	State	Zip
2010	Lake	NA							
2011	Lake	NA							
2012	Lake	NA							
2013	Lake	NA							
2014	Lake	NA							
2015	Lake	NA							
2016	Lake	NA							

Old method

2016 Tank Report - Lake County									
Installer Name	License #	# of Septic Tanks Installed in 2016	# of Performance Systems Installed in 2016	Number of Tanks Installed by Homeowner in 2016	Homeowner Name	Address	City	State	Zip Code
	099	7							
	652	6							
	64								
	613								
	47	11							
	56								
	40	1							
	45	1							
	272								
	284	2							
	110	10							
	407	1							
	90	1							
	288								
	586								
	831								
	731	4							
	75								
	59								
	851								
	124								
	494	3							
	342	1							
	826	2							
	927	3							
	16	1							
	386	2							
Update License Number to the right to add a licensed business	L 0								
Update License Number to the right to add a licensed business	L 0								
Update License Number to the right to add a licensed business	L 0								
Update License Number to the right to add a licensed business	L 0								

2017 SSTS Annual Report



Annual Report for: Athens Township in Isanti County

Please carefully read all instructions provided throughout the questionnaire:

If your jurisdiction does not administer a program to regulate septic systems, please send an email back to the MPCA indicating that your community does not have an active septic system program to Cody Robinson at ssts.projects.mpca@state.mn.us.

If your jurisdiction does administer a program to regulate septic systems, please submit the questionnaire no later than **February 1, 2018**.

Minn. R. 7082.0040 Subp. 5 Reporting requirements for all local programs.

Local units of government that administer SSTS programs must provide an annual report to the commissioner. The report must be submitted to the commissioner no later than February 1 for the previous calendar year.

If you are having trouble navigating the survey, or you do not understand a question, please save your progress and contact Cody Robinson by phone at 651-757-2535 or email at ssts.projects.mpca@state.mn.us.

Please do your best to provide accurate information in the data fields. Without accurate data, there is no way to quantify the great efforts and progress Local Government Units are making throughout the state year after year!



Experiencing Issues?

Save your progress and call
Cody Robinson
651-757-2535

New method

- Data accuracy and validation
- More representative data
- Increased process efficiency

2017 SSTS Annual Report

Please ensure the following information can be used to contact the SSTS administrator within your department. The MPCA uses this survey to maintain an annually updated contact list of all local SSTS program administrators statewide.

Definitions:

SSTS Program Contact - an individual who can be contacted at Athens Township for items such as: ordinance administration, permit issuance/review, the receipt and coordination of this survey, and all other local SSTS related questions.

SSTS Inspector - an individual authorized to conduct inspections on behalf of Athens Township. If you have multiple inspectors, only provide the contact information for one of them.

Department Head - an individual in a supervisory position who oversees the activities of the SSTS program.

Official Contact Information:

SSTS Program Contact	<input type="text"/>
Department	<input type="text"/>
Phone (555-555-5555)	<input type="text"/>
Email	<input type="text"/>
Street Address	<input type="text"/>
City	<input type="text" value="Princeton"/>
State	<input type="text" value="MN"/>
Zip	<input type="text" value="55371"/>
Fax	<input type="text"/>

SSTS Inspector (This is your primary inspector contact information. You will list all authorized inspectors later in the survey.)

Name	<input type="text"/>
Email	<input type="text"/>

Department Head (if applicable)

Name	<input type="text"/>
Email	<input type="text"/>



Experiencing Issues?

Save your progress and call
Cody Robinson
651-757-2535

New method

- Instructions provided on every page
- Definitions
- Data seeding

2017 SSTS Annual Report

Please answer the following ordinance specific questions:

Does your jurisdiction use Alternative Local Standards (ALS) in your ordinance for existing systems?

Yes

No

Does your jurisdiction use ALS in your ordinance for New or Replacement SSTS that specifies using a minimum of 2' of vertical separation in allowable areas?

Yes

No

Does your jurisdiction use ALS for New or Replacement systems using 2006 rules?

Yes

No

[← Back](#) [Save](#) [Next →](#)

Experiencing Issues?

Save your progress and call
Cody Robinson
651-757-2535

Please provide an answer for this question

[text only](#)

2017 SSTS Annual Report

Does your jurisdiction track the maintenance (pumping) of SSTS?

- Yes
 No

Does your jurisdiction require compliance inspections for property transfers?

- Yes
 No

Does your jurisdiction approve SSTS designs BEFORE issuance of a construction permit?

- Yes
 No

At what point during the review process do you most often perform infield soil verifications?

- Prior to issuing permit
 During construction
 After construction
 We do not verify soils

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Experiencing Issues?

Save your progress and call
Cody Robinson
651-757-2535

New method

2017 SSTS Annual Report

Number of Construction Permits Issued for **Residential** SSTS by System Type:

Type I - Trench/Rock:	<input type="text"/>
Type I - Trench/EZ Flow:	<input type="text"/>
Type I - Trench/Chambers:	<input type="text"/>
Type I - Seepage or Pressure Beds:	<input type="text"/>
Type I - Mound:	<input type="text"/>
Type I - At Grade:	<input type="text"/>
Type II - Privies, Holding Tanks, & Floodplain Areas:	<input type="text"/>
Type III systems:	<input type="text"/>
Type IV systems - Registered Treatment Products:	<input type="text"/>
Type V systems:	<input type="text"/>

Residential Operating Permits Issued for:

Type II Holding Tanks:	<input type="text"/>
Type IV Systems:	<input type="text"/>
Type V Systems:	<input type="text"/>

Experiencing Issues?
Save your progress and call
Cody Robinson
651-757-2535

2017 SSTS Annual Report

Number of Construction Permits Issued for Other Establishment SSTS by System Type:

Type I - Trench/Rock:	<input type="text"/>
Type I - Trench/EZ Flow:	<input type="text"/>
Type I - Trench/Chambers:	<input type="text"/>
Type I - Seepage or Pressure Beds:	<input type="text"/>
Type I - Mound:	<input type="text"/>
Type I - At Grade:	<input type="text"/>
Type II - Privies, Holding Tanks, & Floodplain Areas:	<input type="text"/>
Type III systems:	<input type="text"/>
Type IV systems - Registered Treatment Products:	<input type="text"/>
Type V systems:	<input type="text"/>

Other Establishment Operating Permits Issued for:

Type II Holding Tanks:	<input type="text"/>
Type IV Systems:	<input type="text"/>
Type V Systems:	<input type="text"/>

Experiencing Issues?
Save your progress and call
Cody Robinson
651-757-2535

2017 SSTS Annual Report

Number of Construction Permits Issued for Residential SSTS by Flow Volume:

New Systems

1-2,499 gal/day:

2,500-4,999 gal/day:

5,000-10,000 gal/day:

Replacement Systems

1-2,499 gal/day:

2,500-4,999 gal/day:

5,000-10,000 gal/day:



Save



Experiencing Issues?

Save your progress and call
Cody Robinson
651-757-2535



Please enter a valid number for this question

[text only](#)

2017 SSTS Annual Report

Number of Construction Permits Issued for **Other Establishment** SSTS by Flow Volume:

New Systems

1-2,499 gal/day:	<input type="text" value="10000"/>
2,500-4,999 gal/day:	<input type="text" value="0"/>
5,000-10,000 gal/day:	<input type="text" value="0"/>

Replacement Systems

1-2,499 gal/day:	<input type="text" value="0"/>
2,500-4,999 gal/day:	<input type="text" value="0"/>
5,000-10,000 gal/day:	<input type="text" value="0"/>

[← Back](#) [Save](#) [Next →](#)

Experiencing Issues?

Save your progress and call
Cody Robinson
651-757-2535

2017 SSTS Annual Report

Numbers of SSTS in your jurisdiction for the following:

Full-time dwellings with SSTS:	<input type="text" value="1378"/>
Seasonal dwellings with SSTS:	<input type="text" value="721"/>
Other establishments served by SSTS:	<input type="text" value="88"/>

Cluster SSTS

Total number of Cluster SSTS:	<input type="text" value="11"/>
Total number of structures served by Cluster SSTS:	<input type="text" value="39"/>



Experiencing Issues?

Save your progress and call
Cody Robinson
651-757-2535

2017 SSTS Annual Report

Please provide answers to the following compliance questions:

*Note - do not include the % symbol in your responses.

Estimated percentage of all systems in your jurisdiction:

Failing to protect groundwater (%)	<input type="text" value="8"/>
Imminent threat to public health and safety (%)	<input type="text" value="5"/>
Compliant SSTS (%)	<input type="text" value="1"/>
Percentage Total (must equal 100%):	<input type="text" value="13"/>

Number of **Existing System** compliance inspections conducted in your area (Private & LGU):



Experiencing Issues?

Save your progress and call
Cody Robinson
651-757-2535

2017 SSTS Annual Report

Total number of noncompliant properties mitigated by:

Connecting to centralized sewer

Abandonment or removal of a dwelling

Government buyout



Experiencing Issues?

Save your progress and call
Cody Robinson
651-757-2535

2017 SSTS Annual Report

Please specify the certified licensed inspectors authorized to conduct work on behalf of Athens Township. Each LGU is required to have at least one inspector.

Use the [SSTS Search Tool](#) for certification numbers if needed.

Inspector #1:

Full Name

Certification Number

Example: C12345

Would you like to add another?

 Yes No

Experiencing Issues?

Save your progress and call
Cody Robinson
651-757-2535



2017 SSTS Annual Report

New method

2017 Tank Report

The MPCA uses this information for the administration of tank fees for licensed SSTS installers across the state. If there were new systems installed in Athens Township last year, you must indicate the number of septic system/performance system tanks installed by each licensed installation business below. If there were not any systems installed by SSTS installers in Athens Township last year, then select "No" at the bottom of this page.

Septic Tanks - include sewage and pump tanks and are counted per tank installed.

Performance Tanks - include tanks from advanced treatment systems (Type IV) and are counted as one (1) tank per household system installed.

Do not include permitted systems that weren't yet installed. Tanks fees are only required for tanks actually installed during the previous calendar year.

To verify license numbers according to business names, use the MPCA's [SSTS Search Tool](#).

You MUST prefix the license numbers with the capital letter "L." (Example: L9999)

Note - we are no longer asking for verification on homeowner installations, just SSTS professionals.

License Number:

Number of Septic tanks installed:

Number of Performance systems:

[SSTS Search Tool](#)

License Number:

Number of Septic tanks installed:

Number of Performance systems:

[SSTS Search Tool](#)

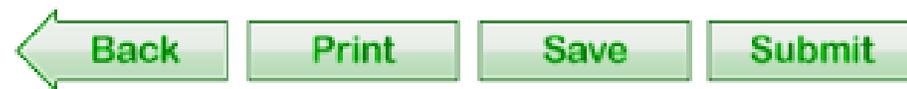
License Number:

Number of Septic tanks installed:

2017 SSTS Annual Report

Thank you for taking your time to help quantify the great efforts made by SSTS local programs throughout the state of Minnesota.

Please print this survey for your records, then click the submit button below to send your responses to the MPCA.



Experiencing Issues?

Save your progress and call
Cody Robinson
651-757-2535



Topics

Local unit of government permitting structure, responsibilities, and reporting questions

Web-based data collection – old methods vs. new

Process management and data organization

Communicating our data to the public

Using data for planning purposes

Process management

Email invites

Subject: 2017 SSTS Annual Report for {username}
Due Date: **February 1, 2018**

Hello {Q3a_Inspector_Information_SSTS Contact},

This is the 2017 SSTS Annual Report Survey for {username} in {Q1_County_Name} County.

The following link is unique to your jurisdiction and is most equipped to complete the questionnaire.

[Click here to begin questionnaire](#)

If you have any questions, do not hesitate to call me on this page in the questionnaire.

Sincerely,

Cody Robinson
Minnesota Pollution Control Agency
Subsurface Sewage Treatment System Program
520 Lafayette Road
St. Paul, MN 55155
cody.robinson@state.mn.us
651-757-2535 (direct)
651-297-8683 (fax)

Wed 12/6/2017 10:46 AM

 Cody Robinson <[redacted]>
SSTS Annual Report 2017 for Stearns County

To:  Robinson, Cody (MPCA)

Due Date: **February 1, 2018**

Hello [redacted],

This is the 2017 SSTS Annual Report Survey for Stearns County in Stearns County.

The following link is unique to your jurisdiction. You may forward this email to whomever is most equipped to complete the questionnaire. All instructions are embedded in the survey - please carefully read all instructions.

[Click here to begin questionnaire](#)

If you have any questions, do not hesitate to call Cody Robinson at 651-757-2535. My contact information is also included at the bottom of each page in the questionnaire.

Take care,

Cody Robinson
Minnesota Pollution Control Agency
Subsurface Sewage Treatment System Program
520 Lafayette Road
St. Paul, MN 55155
cody.robinson@state.mn.us
651-757-2535 (direct)
651-297-8683 (fax)

Process management

Collect Analyze Home SnapSurveys Log out

SSTS Annual Report

Setup Summary Respondents Schedule Messages

Respondents

Search: Completed Show all

1

Address	Username	Email status	Enabled	Completion
	Inver Grove Heights City	✓ 9 messages <input type="button" value="Download"/>	Yes	Complete
faribault.mn.us	Faribault City	✓ 3 messages <input type="button" value="Download"/>	Yes	Complete
ey.mn.us	Sibley County	✓ 3 messages <input type="button" value="Download"/>	Yes	Complete
hanover.mn.us	Hanover City	✓ 5 messages <input type="button" value="Download"/>	Yes	Complete
morrison.mn.us	Morrison County	✓ 5 messages <input type="button" value="Download"/>	Yes	Complete
mower.mn.us	Mower County	✓ 4 messages <input type="button" value="Download"/>	Yes	Complete
arentel.net	Arna Township	✓ 1 message <input type="button" value="Download"/>	Yes	Complete
oreviewmn.gov	Shoreview City	✓ 3 messages <input type="button" value="Download"/>	Yes	Complete
@ci.stpaul.mn.us	Saint Paul City	✓ 2 messages <input type="button" value="Download"/>	Yes	Complete
nder@windomnet.com	Cottonwood County	✓ 1 message <input type="button" value="Download"/>	Yes	Complete
whitebearlake.org	White Bear Lake City	✓ 4 messages <input type="button" value="Download"/>	Yes	Complete

Process management

Subject: 2017 SSTS Annual Report for {username}
Due Date: **February 1, 2018**

Hello {Q3a_Inspector_Information_SSTS Contact},

This is the 2017 SSTS Annual Report Survey for {username} in {Q1_County_Name} County.

The following link is unique to your jurisdiction. You have the option to start the survey and finish later. You may also forward this email to whomever is most equipped to complete the questionnaire. All instructions are embedded in the survey - **please carefully read all instructions.**

[Click here to begin questionnaire](#)

If you have any questions, do not hesitate to call Cody Robinson at 651-757-2535. My contact information is also included at the bottom of each page in the questionnaire.

Sincerely,

Cody Robinson
Minnesota Pollution Control Agency
Subsurface Sewage Treatment System Program
520 Lafayette Road
St. Paul, MN 55155
cody.robinson@state.mn.us
651-757-2535 (direct)
651-297-8683 (fax)

Subject: 2017 SSTS Annual Report for {username}
Due Date: **February 1, 2018**

Hello {Q3a_Inspector_Information_SSTS_Contact},

[Update](#)

A known issue we are having is with the tank reporting tool toward the end of the questionnaire. A select few license numbers are being kicked out of the software. Please make sure license numbers begin with a capital "L" before the number with no spaces (e.g. L4321). If you get a message that a license number is invalid, please remove them for the survey, and email the license number, total tanks, and total performance systems to cody.robinson@state.mn.us. I apologize for this inconvenience, and appreciate your patience!

This is an automated **reminder** that you have not yet completed the 2017 SSTS Annual Report Survey for {username} in {Q1_County_Name} County.

The following link is unique to your jurisdiction. You have the option to start the survey and finish later. You may also forward this email to whomever is most equipped to complete the questionnaire. All instructions are embedded in the survey - **please carefully read all instructions.**

Click [here](#) to begin questionnaire.

If you have any questions, do not hesitate to call Cody Robinson at 651-757-2535. My contact information is also included at the bottom of each page in the questionnaire.

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520 Lafayette Road
St. Paul, MN 55155
cody.robinson@state.mn.us
651-757-2535 (direct)
651-297-8683 (fax)

Automated reminders

Subject: SSTS Annual Report for {username} OVERDUE

Due date: OVERDUE - Response needed

Dear SSTS Administrator for {username},

Are you intending to give your SSTS program back to {Q1_County_Name} County?

If so, please indicate you are no longer operating an SSTS program by responding to this email. Administering an SSTS program is optional at the city/township level, so if this applies to you, we need your confirmation to update our records.

If you intend to keep administering an SSTS program for {username}, you must do so in accordance with Minn. R. 7082.0040 Subp. 5, which reads as follows:

"Local units of government that administer SSTS programs must provide an annual report to the commissioner. The report must be submitted to the commissioner no later than February 1 for the previous calendar year."

It is very important that we get the data in a timely matter to provide SSTS data in support of any inquiries that come out of the upcoming legislative session.

[Click here to complete your report](#)

If you haven't made contact yet, please respond to this email or call Cody Robinson at 651-757-2535 as soon as possible. Your cooperation is greatly appreciated.

Respectfully,

Cody Robinson
Minnesota Pollution Control Agency
Subsurface Sewage Treatment System Program
cody.robinson@state.mn.us
Direct: 651-757-2535

Data organization

Consolidated by county

Q1_County_Name	Q15a_Sy stems_b	Q15b_Sy stems_b	Q15c_Sy stems_b	Q15d_Sy stems_b	Q22a_Tot al_Syste ms_Full Time_Re sidences	Q22b_Tot al_Syste ms_Seas onal_resi dences	Q22d_Tot al_Syste ms_Clust er_SSTS	Q22e_Tot al_Syste ms_Dwel lings_ser ved_by_Cluster_S STS	Q22c_Tot al_Syste ms_Othe r_Estabilis hments	Total_Sys tems_Tot al_SSTS	Total_Operati ng_Permits_Is sued
Aitkin County	10	0	4	17	7495	6846	19	408	0	14360	4
Anoka County	58	0	1	204	27804	130	3	114	906	28843	3
Becker County	14	0	73	35	6619	4000	6	218	2252	12877	0
Beltrami County	70	0	2	66	8449	1587	0	0	197	10233	0
Benton County	8	1	1	1	3708	174	15	152	24	3921	5
Waseca County	0	0	1	2	17221	1500	15	283	61	18797	61
Washington County	20	0	20	54	1227	32	2	25	13	1274	0
Watonwan County	0	1	4	0	1038	20	3	15	3	1064	0
Wilkin County	0	0	2	0	4420	120	0	0	385	4925	24
Winona County	5	0	10	3	17017	2035	2	16	68	19122	14
Wright County	25	0	2	71	1676	15	13	29	19	1723	0
Yellow Medicine County	0	0	5	10	439662	86008	814	7806	10870	537354	496
TOTALS	994	22	801	1618							

Data organization

Contact Info

Unique_ID	Q2_LGU_Name	Q3a_SSTS_Program_Contact	Q3c_Phone	Q3d_Email	Q3e_Address
2	Aitkin County				d St NW, Roo
3	Alexandria City				oadway
4	Alexandria Township				oadway Street
5	Andover City				rosstown Blv
6	Anoka City				irst Ave N
7	Anoka County				McKay Drive N
8	Apple Valley City				47th Street W
9	Arlone Township				Fleming Logg
10	Arna Township				Witt Lane
13	Baudette City				x 548
14	Baxter City				Memorywood
15	Becker City				ox 248
16	Becker County				ke Ave
17	Becker Township				x 248
18	Beltrami County				nnesota Aver
19	Benton County				Center - 531 D
20	Bertha Township				County Rd 1
22	Big Stone County				nd St.
23	Blaine City				Town Sq Dr N
24	Blue Earth County				uth 5th Street
26	Bremen Township				x 266
27	Bridgewater Township				Danville Ave
29	Brown County				th State St

Topics

Local unit of government permitting structure, responsibilities, and reporting questions

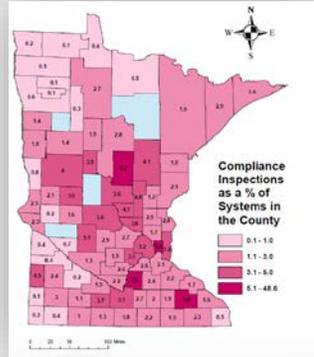
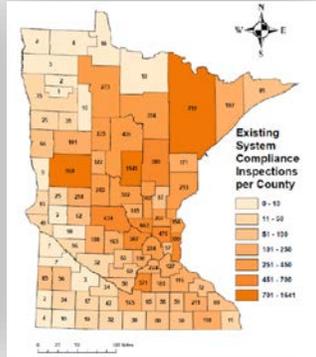
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Communicating our data to the public

Using data for planning purposes

Communicating data

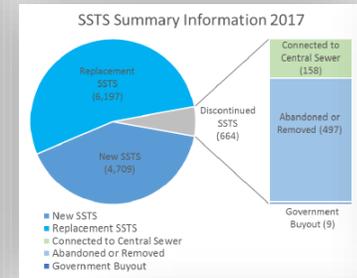
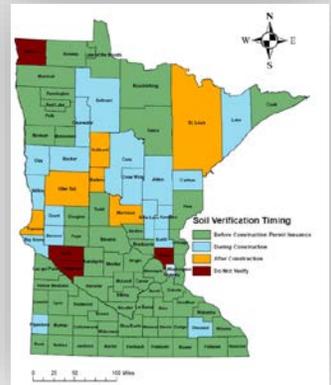
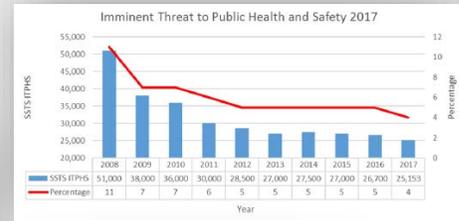
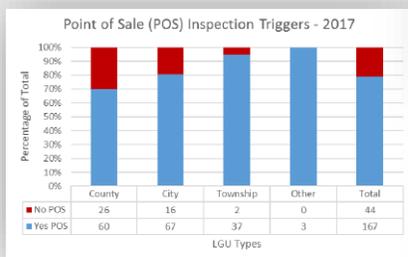
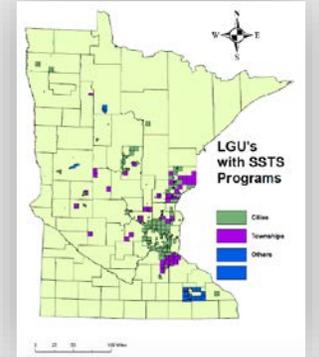
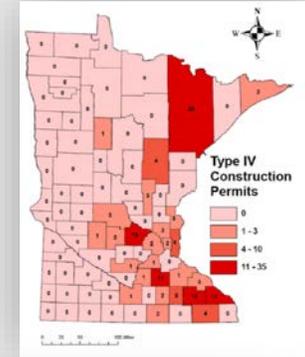


Wastewater

April 2018

2017 SSTS Annual Report

Subsurface Sewage Treatment Systems in Minnesota



System Type	System Subtype	Residential	Other Establishment	Grand Total	% Change From 2016
Type I	At-Grade	509	9	518	+14%
	Chamber Trench	801	31	832	-4%
	EZ Flow Trench	22	1	23	-33%
	Mound	4,335	102	4,437	+2%
	Rock Trench	994	44	1,038	-12%
	Seepage or Pressure Beds	1,618	43	1,661	+6%
Type II		1,096	174	1,270	+10%
Type III		829	29	858	+16%
Type IV		133	11	144	+23%
Type V		4	0	4	-20%
Grand Total		10,341	444	10,785	+3%

2017 SSTS Annual Report

Communicating data

Wastewater

April 2018

2017 SSTS Annual Report Subsurface Sewage Treatment Systems in Minnesota

Author

Cody Robinson

Contributors/Acknowledgements

Minnesota Pollution Control Agency (MPCA) Subsurface Sewage Treatment Systems (SSTS) staff would like to thank each of the local governmental units that provided accurate information regarding their local SSTS program for the SSTS Annual Report. Without accurate data, there would be no way to summarize activities and the accomplishments made in Minnesota.

Thanks to Barb Clafon, Brandon Montgom, Aaron Jensen, Nick Hagg, and Gene Soderbe for their support, contributions, and peer review of the content within this report.

Photo credit

MPCA photos

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Minnesota Pollution Control

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Document number: wq-wr-17-135

Executive summary

In 2017, 211 Local Governmental Units (LGU) submitted a Subsurface Sewage Treatment System (SSTS) Annual Report to the Minnesota Pollution Control Agency (MPCA). The 211 reporting programs consisted of 86 counties, 83 cities, 39 townships, and 3 other permitting authorities. Just over 537,000 SSTS were reported across Minnesota, representing an estimated 36.9 billion gallons of wastewater treated by SSTS per year. In 2017, LGU greatest number issued by St. Louis County (706).

The majority of SSTS installed in 2017 were for residential systems constructed for other establishments, including 4,437 mound and 518 at-grade. There are 144 Type IV systems, and four Type V systems in a system types, see page nine of this report. A total of 2,500 and 10,000 gallons per day (gpd) with seven 5,000 gpd. The total number of installed sewage treatment systems was 10,906 SSTS installed in 2017. 6,197 were re-existing sewage "disposal systems" that are replaced (FTPGW), or if the system is an imminent threat to public health or safety, 167 LGU trigger.

Of the reported 537,354 existing systems in Minnesota evaluated for compliance in 2017. There were eight inspections in 2017. Crow Wing County reported 87 LGUs reported 158 structures were connected to a central sewer, 14 of which are in counties, reported that they are abandoned or removed in 2017. A grand total of 11, connected to a centralized sewer, abandoned since 2002 suggest improvements used 187,766 SSTS construction permits (allowing). This means over one-third (35%) of Minnesota's number of estimated compliant systems is in 2007 to 484,068 systems in 2017.

Introduction

Each year, LGUs with SSTS programs are required to complete a report documenting their SSTS activities. Local SSTS programs occur at four governmental levels: 1) county, 2) city, 3) township, and 4) other or special purpose units (i.e., Water Management District, Joint Powers Board, Minn. R. ch. 70B2.0040 specifies the content of the SSTS Annual Reports and requires them to be submitted by February 1 each year for the previous calendar year.

The MPCA sent out the annual report questionnaires electronically in December 2017 to each known local SSTS program by email. Known LGUs received the 2017 Annual Report instructions and an individual questionnaire in a web-based questionnaire format.

The purpose of the SSTS Annual Report is to 1) obtain and 2) summarize relevant information into a state help track the number of sewage tanks installed to installers. Tank fees were approved by the Legislature the state.

This report generally models the format used in the broad analysis of SSTS trends over the past 16 year the reporting LGUs in their annual reports. Some of number and types of permits issued. Other data is estimates provided to determine SSTS compliance in each jurisdiction.

Seven annual reports from known local programs included two cities, four townships, and one other SSTS within their jurisdiction, despite having an SSTS. Of the reporting LGUs, 97% indicated they approve which is required by rule. The six jurisdictions that discuss rule requirements. There were 11 LGUs who any time during permitting or during system construction the requirements for verifying soils.

Annual report responses

Out of 218 known SSTS programs, 211 LGUs submitted an annual report 2017. All counties, except Ramsey County, submitted an annual report. Ramsey County is not required to submit an annual report due to their entire jurisdiction being served by city and township LGU programs. A map showing locations of known SSTS programs is shown in Figure 1.

Figure 1. Map showing the locations of county, city, township and other known local SSTS programs in 2017.



There were 86 counties, 83 cities, 39 townships, and three other permitting authorities that make up the 211 reporting programs in 2017. The permitting authorities include Bemidji Joint Powers Board, Otter Tail Water Management District, and the Olmsted Township Cooperation Planning Association (TCPA). The annual report response rate by LGU type is shown in Table 1.

Table 1. 2017 SSTS annual reporting rate from 218 LGUs.

	County	City	Township	Other	Total
LGUs Contacted	86	85	43	4	218
LGUs Reported	86	83	39	3	211
LGUs Not reporting	0	2	4	1	7

The exact number of local SSTS programs is unknown. At this time, there appears to be about 218 individual SSTS programs in Minnesota. The number of county programs remains the same at 86; however, the number of city and township programs varies from year to year and the size of the different SSTS programs varies as well. The annual report return rate fluctuates over the years, along with the quality of reported data. County staff, in some jurisdictions, are unsure of who the local city or township contacts for each of the local SSTS programs in their counties. Furthermore, city and township programs with "contract inspection services" can change from year to year, so it can be difficult to know who the contact person is to ensure the annual report can be sent to the right entity or individual.

In December 2017, requests for annual report data were sent electronically to each of the previously identified SSTS administrators who provided an email contact. For LGUs that did not provide an email contact, a number of phone calls were made to obtain information necessary to send a report electronically. The overall response rate decreased from the previous year. We received 219 reports received out of 222 known SSTS programs in 2016 and 211 reports out of 218 known programs in 2017. This was somewhat anticipated with the web-based reporting software requiring completed reports from each LGU. Continued follow-up with the seven non-reporting LGUs and future correspondence is planned to improve response rates next year.

Number of subsurface sewage treatment systems

In 2017, 211 LGUs reported a total of 537,354 SSTS in Minnesota. There were 10,906 construction permits issued for both new or replacement systems and 770 SSTS repairs for a grand total of 11,676 SSTS related permits. Over a period of 18 years, from 2002 to 2017, LGUs reported that over 187,766 construction permits were issued (Table 3).

The highest number of SSTS was reported in St. Louis County (37,067), the fewest number of SSTS was reported in Swift County (21) note – Swift County provided a response inconsistent with 2016. They will be contacted to verify accuracy in total SSTS reporting. The highest number of septic system construction permits issued in 2017 was in St. Louis County (706). Grant and Chippewa counties came in with the fewest number of construction permits (0). Township, city, and other jurisdiction report data were added to their respective counter to tabulate this information.

Appendix A1 contains a county-by-county size of the following information: 1) total number of SSTS reported, 2) number of construction permits issued in 2017, 3) number of construction permits issued over a period of 16 years, 4) number of compliance inspections of existing SSTS conducted countywide

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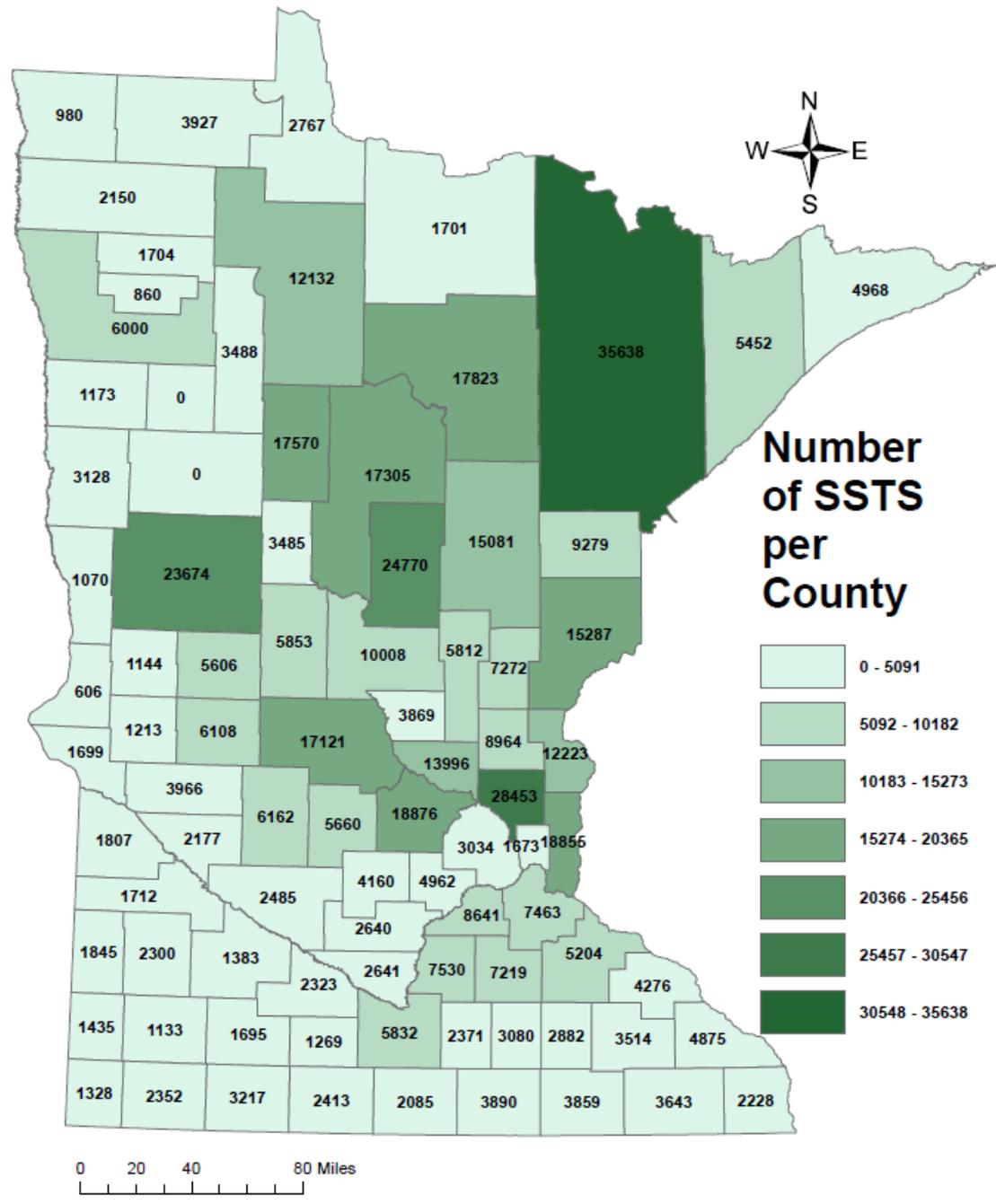
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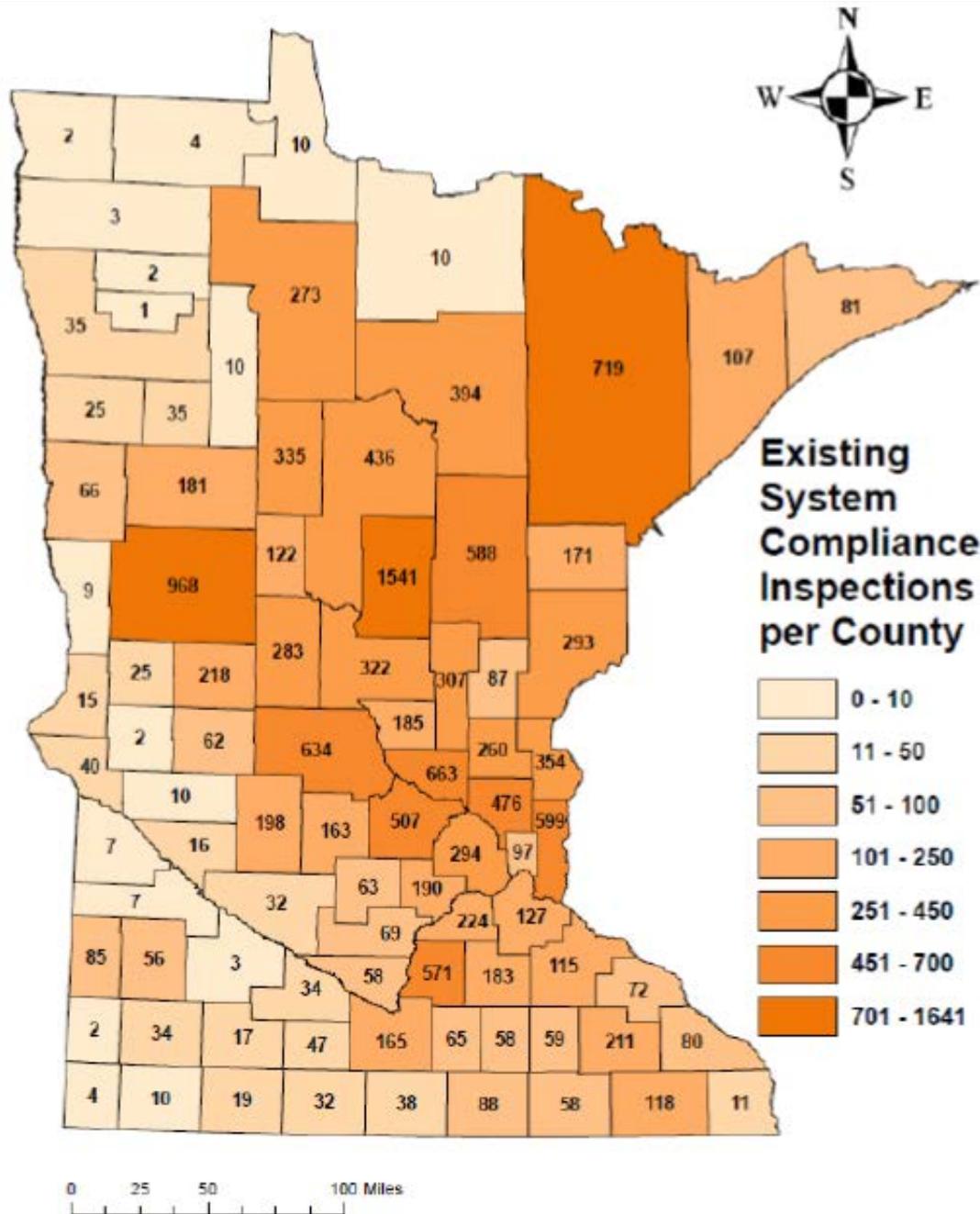
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Communicating data



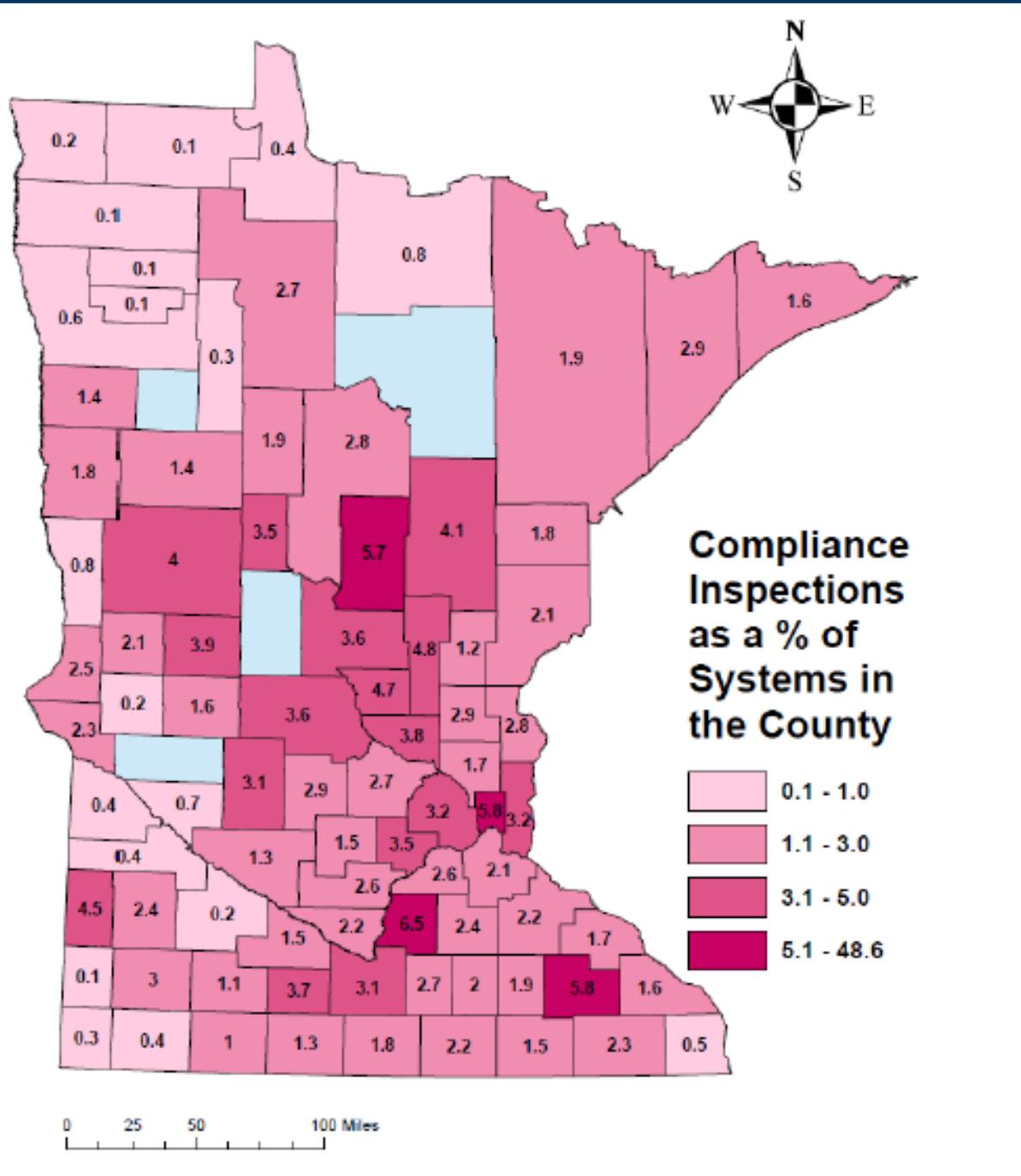
Use GIS data platforms to create descriptive maps and illustrate numbers per County

Communicating data



Use GIS data platforms to create descriptive maps and illustrate numbers per County

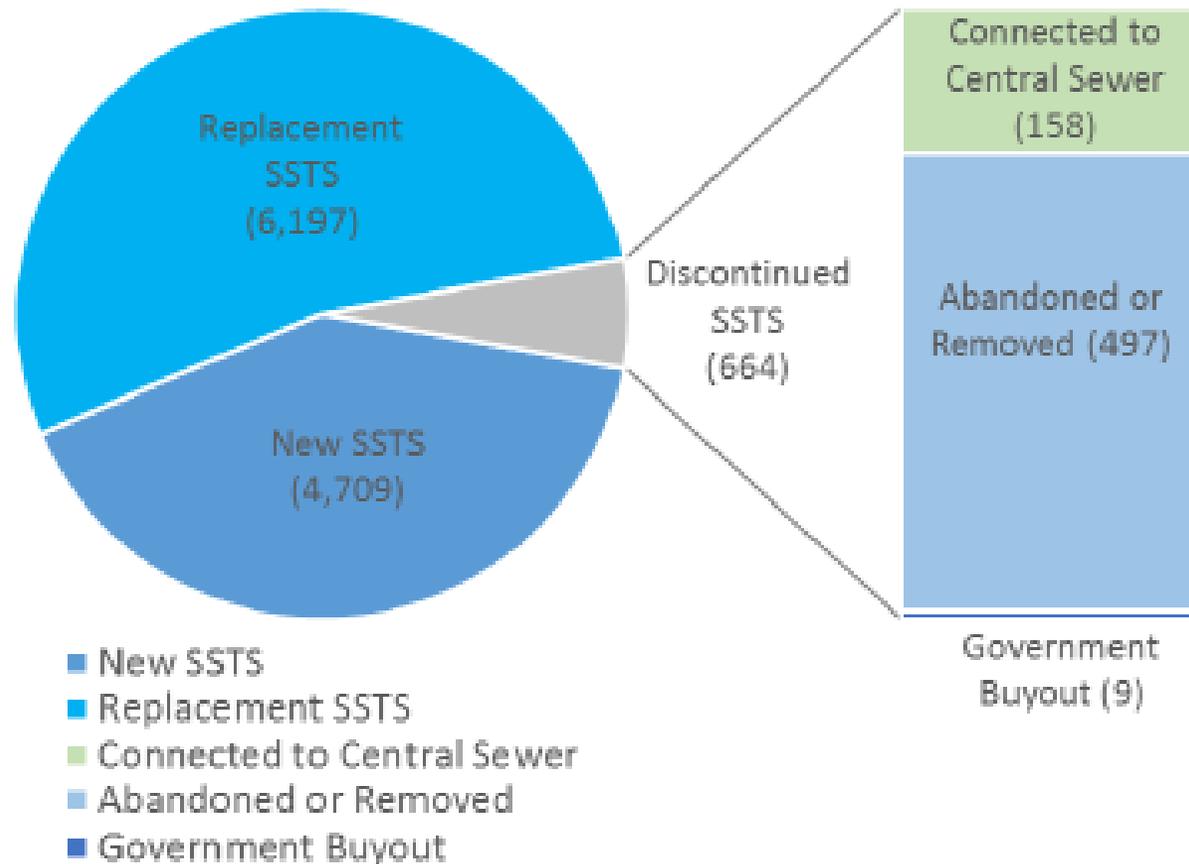
Communicating data



Use GIS data platforms to create descriptive maps and illustrate numbers per County

Communicating data

SSTS Summary Information 2017



Topics

Local unit of government permitting structure, responsibilities, and reporting questions

Web-based data collection – old methods vs. new

Process management and data organization

Communicating our data to the public

Using data for planning purposes

Data and planning



520 Lafayette Road North
St. Paul, MN 55155-4194

SSTS local program requirements questionnaire Subsurface Sewage Treatment System (SSTS) Program

Doc Type: Questionnaire

Purpose: The Minnesota Pollution Control Agency (MPCA) seeks to provide assistance to local governmental units (LGUs) in administering and implementing effective SSTS Programs statewide. Recognizing our partnership and common goal of well-functioning SSTS Programs, we intend to conduct LGU assessments around the state to work through various program elements necessary to be successful. This questionnaire shall serve as a guide to facilitate these assessments while being transparent in communicating local outcomes and agency expectations. Please note the outcome of an LGU assessment is not for punitive action, rather to initiate a foundation for local SSTS Programs to achieve success while meeting minimum rule requirements.

Assessment instructions: Please prepare and submit the following materials to the MPCA staff member conducting your assessment at least two weeks prior to the scheduled date of assessment:

- A full copy of your most recent ordinance.
- One sample SSTS construction permit with all relating documentation (permit application, site evaluation report, design report, inspection report, any local addendums, etc.).
- This questionnaire, completed in full.

All items found on this questionnaire are derived from minimum mandatory requirements in Minn. R. ch. 7082. The primary purpose for obtaining these answers is for the agency to identify how we can best provide assistance. Therefore, please do your best to provide accurate responses to each question. The questionnaire is broken down into categories reflecting the four critical elements needed for LGUs to have an SSTS Program: ordinance requirements, enforceability, annual reporting, and permitting/inspection program. Underneath each question identifies the method used by the MPCA to evaluate LGU performance, along with a short justification outlining the need and reasonableness of each rule requirement. Please provide specific answers in the blanks provided for the questions that ask for them. For each "no" response, please include a brief plan of action indicating steps that can be taken in order to satisfy that requirement. The plan of action is meant to initiate discussion with MPCA assessment staff. For this reason, this questionnaire is recommended to be completed and filled out electronically. Space is provided at the the end of this questionnaire for any additional comments.

If you have any questions on the use of this form or about LGU assessments in general, please contact your regionally assigned SSTS Compliance and Enforcement (C&E) staff member. For help finding your assigned C&E contact, use the [SSTS Field Staff Map](#) (found on the MPCA website at <https://www.pca.state.mn.us/water/ssts-staff>).

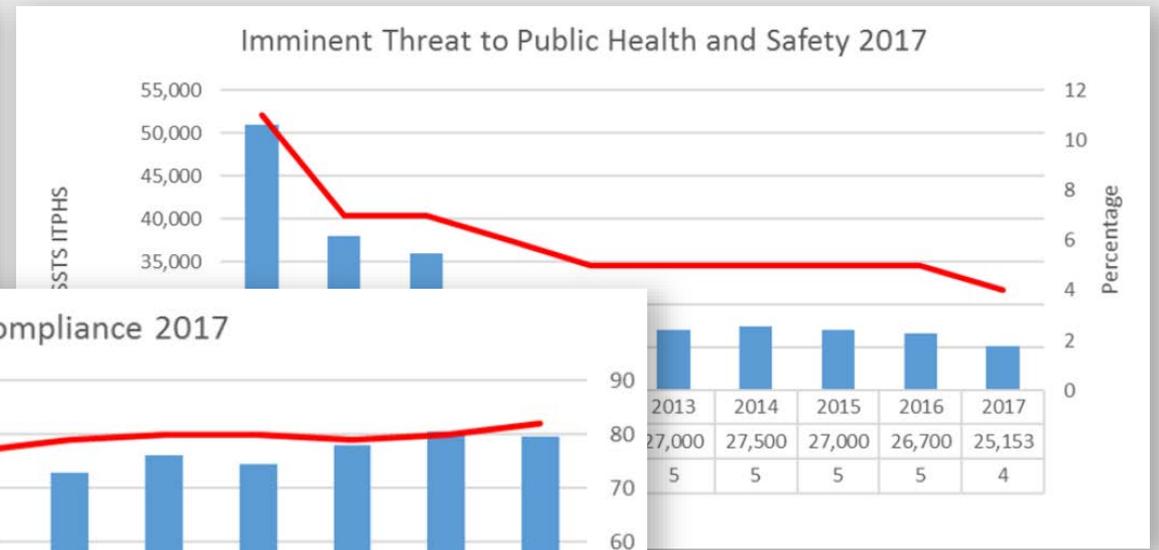
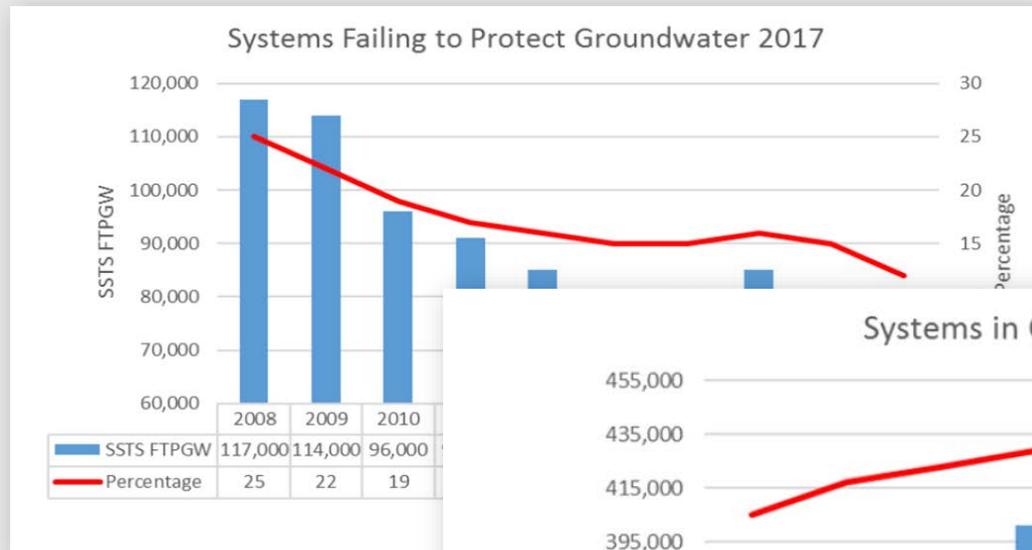
***If you answer "No" to any of the following questions, please provide a plan of action to facilitate further discussion.**

Ordinance requirements – Do you have an ordinance?	Yes	No
1. Counties only: Have you adopted an ordinance meeting the requirements of 7080-7082 that applies to all land area within the county not covered under a city or township program? (Minn. R. 7082.0040, subp. 2A) <i>Agency evaluation method:</i> Check with policy staff prior to assessment to ensure county ordinance has been approved by MPCA and when that review took place. View a copy of county ordinance to verify no changes have taken place since last review. If no, follow up in three months. <i>Justification:</i> This is a requirement derived from State statute (Minn. Stat. § 115.55, subd. 2). Having an ordinance at the county level is essential to implementing an SSTS Program statewide. If you need any information on developing an ordinance, having MPCA review amendments, or any other ordinance related questions, please contact MPCA policy staff.	<input type="checkbox"/>	<input type="checkbox"/>

- No annual report submitted
- Not verifying soils or issuing permits without conducting review
- Can prioritize based on program size

Data and planning

Trend analysis



Questions?

Cody Robinson

cody.robinson@state.mn.us