

Proposed Group B Public Water System Sanitary Survey Inspection – Fact Sheet

Purpose: A sanitary survey is a periodic inspection of a water system facility, operations, equipment, and records used to identify conditions that may present a sanitary or public health risk.

History: In response to budget reductions in 2009, the Washington State Department of Health (DOH) eliminated monetary support to local public health departments for them to conduct sanitary surveys and provide technical assistance to Group B public water systems. This funding had been in place for a number of years and the reduction took many health departments by surprise. Since that time a funding source from DOH has not returned. Some counties have taken it upon themselves to enact sanitary survey fees to pay for such services to cover staff time.

Need: Currently Washington State ranks 4th in the nation for the number of approved public water systems. Currently, only 14.9% of Group B public water systems in Kittitas County have up to date water quality tests on file.

Kittitas County has 230 approved Group B Public Water Systems, 195 of which do not have oversight through a licensed Satellite Management Agency (SMA). These systems without SMA oversight are managed mostly by private citizens or homeowner associations who may or may not know anything about maintaining and operating a public water system. In fact, it is not uncommon for the purveyor or manager to be the person whom owns the parcel in which the community well is located. In these circumstances citizens have purchased property to later find out they have been designated the water system manager because the last property owner maintained the system. Unfortunately, routine maintenance to small public water systems is often neglected until major problems occur because the system is considered functional, until something goes wrong.

System failure or contamination can cause:

- Water borne illness
- A loss of service time
- Delay or disqualification of a loan for a potential property owner
- Delay in building permit issuance

Many small water system operators do not know that a system failure or loss of positive water pressure is one of the most common pathways that can lead to the introduction of bacteria and other contaminants.

The advantage of a sanitary survey to a public health department is that it allows for the department to maintain contact with small water system operators and help divert both public health issues and operational malfunctions from arising with the system before the negative consequences are felt and a loss of service occurs.

The advantage of a sanitary survey to a small water system operator is that the public health department can be an invaluable resource when it comes to troubleshooting water system malfunctions such as: coliform contamination issues, interpretation of regulations, cross connection contamination issues, pump cycle performance, changes in well yield, discoloration issues, pest management, pressure malfunctions, etc...

Proposal:

Annual Revenue / Weighted Average Cost of Inspection = Annual Workload

\$15,455 / \$336.63 = Approximately 46 Annual Inspections of Group B Public Water Systems.

- Based on this information Group B Public Water Systems in Kittitas County would receive a sanitary survey every five (5) years.
- Large impact fees during years of inspection could be spread over a number of years if the water system manager passes along an annual/monthly fee along with operational cost.

Cost, Proposed Fee, Impact, and Revenue Projection:

Cost: Is calculated on a cost recovery model which is based on the sum total of the staff time required to perform each task, including salaries, benefits, indirect costs, and incidentals.

Proposed Fees: Are based on the estimated cost incurred to perform a sanitary survey inspection of a Group B Water System.

Systems that currently contract with a SMA are likely to have less maintenance issues than those who do not, thus it is estimated that inspections for these systems will take less time and is the justification for the reduced fee.

<u>Proposed Fee Description</u>	<u>Proposed Fee</u>
Group B Public Water System Sanitary Survey Inspection to maintain a valid Operating Certificate (with SMA)	\$290.00 per water system / once every 5 years
Group B Public Water System Sanitary Survey Inspection to maintain a valid Operating Certificate (without SMA)	\$345.00 per water system / once every 5 years

Fee Impact: The fee impact will depend on the number of lots or connections on the water system. A Group B Water System can have anywhere from 3 to 14 connections. As a result, the estimated impact to property owners ranges from \$1.92 to \$0.35 a month.

Revenue Projection: Based on number of approved systems and proposed fee.

<u>Annual Criteria</u>	<u>Proposed Fee</u>	<u>Estimated Revenue</u>
7 Sanitary Survey Inspections of Group B Public Water Systems with a SMA contract	@ \$290.00	\$2,030
39 Sanitary Survey Inspections of Group B Public Water Systems without a SMA contract	@ \$345.00	\$13,455
Total Revenue		\$15,485

Workload Review:

46 Annual Sanitary Survey Inspections X 5 years = 230 Inspections in a 5 year period

Fee Breakdown:

Group B Water System - Sanitary Survey Inspection Cost – <u>without a SMA contract</u>	<u>Item</u>	<u>Units</u>	<u>Rate</u>	<u>Total</u>	<u>Notes</u>
	EH Professional Time	5.74	\$44.00	\$252.56	Initial application review (0.5 hrs), Correspondence with applicant, authorized agent, WA Dept. of Health (1.0 hrs), Environmental Health Management (0.5 hrs), Scheduling site visit (0.33 hrs). 5 year cycle inspection total Est. travel time (1.33 hrs), Site visit (0.75 hrs), Additional paperwork and follow-up (0.75 hrs), Database entry (0.33 hrs), and archiving files (0.25 hrs).
	Support Staff Time	1.9	\$30.00	\$57.00	Application intake (0.5 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.2 hrs).
	Health Officer Time	0.083	\$108.00	\$8.96	Health Officer Consultation (0.083 hrs)
	Incidentals	1	\$21.86	\$21.86	Software license, Computer replacement, Vehicle replacement cost.
	Total Cost Recovery			\$340.38	
	Proposed Cost Recovery			\$345.00	
	Current Fee			None	

Fee Breakdown Continued:

Group B Water System - Sanitary Survey Inspection Cost – <u>with a SMA contract</u>	<u>Item</u>	<u>Units</u>	<u>Rate</u>	<u>Total</u>	<u>Notes</u>
	EH Professional Time	4.73	\$44.00	\$208.12	Initial application review (0.33 hrs), Correspondence with applicant, authorized agent, WA Dept. of Health (0.75 hrs), Environmental Health Management (0.25 hrs), Scheduling site visit (0.25 hrs). 5 year cycle inspection total Est. travel time (1.33 hrs), Site visit (0.66 hrs), Additional paperwork and follow-up (0.66 hrs), Database entry (0.25 hrs), and archiving files (0.25 hrs).
	Support Staff Time	1.9	\$30.00	\$57.00	Application intake (0.33 hrs), Database entry (0.25 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.2 hrs).
	Health Officer Time	0.083	\$108.00	\$8.96	Health Officer Consultation (0.083 hrs)
	Incidentals	1	\$21.86	\$21.86	Software license, Computer replacement, Vehicle replacement cost.
	Total Cost Recovery			\$286.34	
	Proposed Cost Recovery			\$290.00	
	Current Fee			None	