SEPTIC HEALTH

OVERVIEW

Septic Health is a division of the Planning and Development Department but maintains a separate budget. The Division promotes water quality and education to maintain the Town's wastewater infrastructure and improve private septic system performance. It has four separate, interrelated programs:

1. The Wastewater System Inspection/Pumping Program encourages homeowners, through incentives and educational resources, to have their systems inspected and pumped (if needed) on a regular basis. Additionally, the program administers a low-interest loan financing program to assist owners in the repair and replacement of malfunctioning wastewater systems. The inspection and pump out data collected has been used to develop a Decentralized Wastewater Management Plan, available on the Town's web site at nagsheadnc.gov.
2. The Water Quality Monitoring Program monitors 23 surface and groundwater sites to identify stormwater runoff and other source impacts.
3. The Education Program is aimed at homeowners and visitors to increase water quality awareness and knowledge of on-site wastewater operation and maintenance.
4. The Decentralized Wastewater Management Plan follows a Decentralized Wastewater Management plan adopted in 2006, which allows for the continued use of on-site systems in the town. The Plan is a voluntary long-term strategy to protect water quality and allow for the continued use of on-site septic systems.

The Town has an environmental planner (formerly the water quality coordinator) position dedicated to administering these programs and related tasks and duties (i.e. advanced treatment system operator and inspector for all town owned and private-owned participating systems). This position is also part of the Planning and Development Department, with other responsibilities related to stormwater, water quality programs, implementation of the Coastal Area Management Act ("CAMA") and its regulations through the LPO program (an arm of DEQ 's Division of Coastal Management), shoreline management, storm damage assessment, and long-range planning. Funding for this position is shared between the Water Fund and the General Fund.

GOAL

- To promote a healthy environment by protecting the Town's surface and groundwater resources through effective public education on septic maintenance (see also Planning and Development Department). The Septic Health Initiative

is continually researching and implementing ways to increase program participation, making better use of, as well as leveraging, water quality data results and updating the decentralized wastewater plan.

OBJECTIVES AND PERFORMANCE INDICATORS

Objective - Provide incentives and education to encourage safe and efficient operations of private septic systems.
Performance Indicators –

- Work to increase participation in the septic tank inspection and pumping program. Identify properties through septic health data that have never had an inspection or pump out. Make contact with those property owners to inform them of the program and offer services. If feasible, map vulnerable areas based on their proximity to major drainage features and target those areas for outreach.
- Fund Septic loan program above previous levels (staff is recommending increasing this amount given the number and cost of repairs).
- Increase public awareness and participation through the Town website, local media outlets, and direct homeowner outreach and education; develop a focused educational outreach plan for the Septic Health Initiative that can be implemented, with the assistance of partnerships.
- Work with Dare County Health Department, real estate agents, and property managers to educate property owners on the maintenance needs of septic systems.
- Update and maintain the septic health program's website monthly to provide program information and current water quality data.
- Provide annual updates to the Board of Commissioners on the program status.

Objective - Maintain and expand the Septic Health Initiative.
Performance Indicators –

- Continue water quality testing and monitoring at current level.
- Develop response and public information plan for poor water quality events.
- Develop improved methodology to correlate water quality data to septic performance.
- Initiate an update to the 2006 Decentralized Wastewater Management Plan to evaluate the effectiveness of the program and recommend potential changes and additional measures as necessary.
- Maintain and expand the Septic Health Initiative by providing government assistance for septic retrofits, assisting homeowners in maintaining their septic systems, conducting more groundwater sampling, securing additional wells for sampling, developing partnerships to assist with the peer review of existing data, researching a mandatory septic inspection program with incentives, and mapping of groundwater.

SEPTIC HEALTH

- Analyze maps of the surface drainage system in Nags Head to enable a better understanding of the impacts on-site systems have on surface waters.
- Coordinate with Dare County Environmental Health to utilize septic permit data to develop a dataset of existing ground water elevations.
- Develop and enhance relationships with the county, state, federal, non-profit, and Institutional partners to assist in research and educational efforts; ensure water quality testing results are peer reviewed through partnerships with universities
- Centralize all septic health program data and water quality data into a single database, available on the town's website, that allows staff to easily search and manipulate data. This should include data from: the town's water quality monitoring program, the NC Division of Shellfish Sanitation, septic permit data from Dare County, town inspections and pump outs, and repair/loan data.
- Develop improved administrative management tools for implementing the program. This includes:
    - An efficient way to email reports to owners directly from permitting software.
    - A streamlined process for how inspections are received, coordinated, scheduled, and a report of the inspection sent back to the homeowner.
- Refine the town's permitting software to determine how to track more detailed inspection and pump out data.
- Identify properties through mapping efforts with older on-site wastewater treatment systems (pre-1980) to inform them and offer loan program for repairs or replacement.
- Conduct peer reviewed scientific analysis of the program every three years.

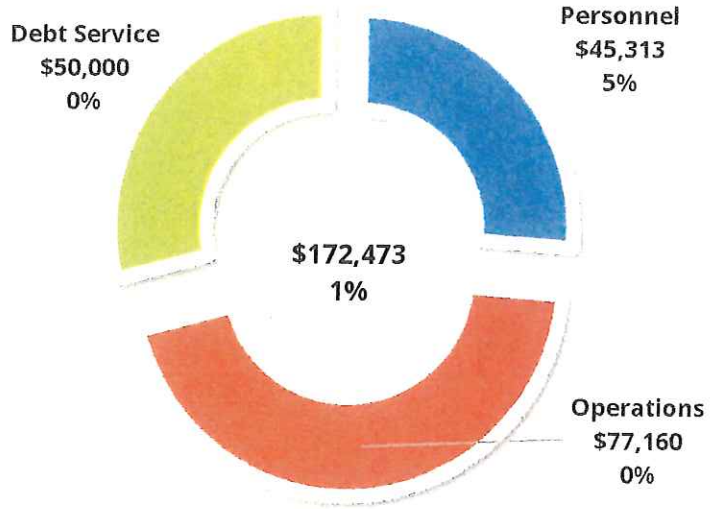
SEPTIC HEALTH ORGANIZATION AND STAFFING

SEPTIC HEALTH - BUDGET HIGHLIGHTS

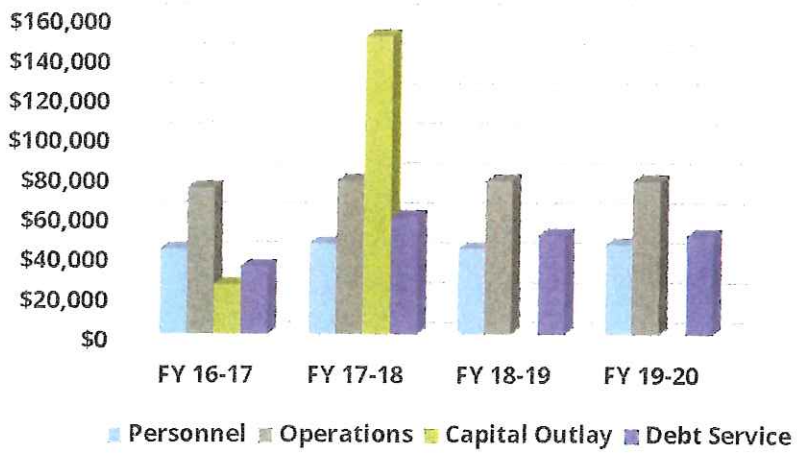
HIGHLIGHTS

- Funds are included for pumping credits for septic systems at $30 each.
- Funds of $43,300 are included for water quality testing.
- Funding of $12,000 is included for pumping out the Town's septic systems.
- Debt service funds for the Septic Health Initiative Loan program are recommended at $50,000 and are reflective of higher costs and participation. The loan maximum is $7,500.

Recommended Expenditures by Function
2019-2020/Percentage Change From FY 2018-2019



FY 2019-2020 Recommended Expenditures and
Adopted Expenditure History



Town of Nags Head
Recommended Budget
For the Fiscal Year 2019-2020

Department: ***Septic Health***

Account Description	Departmental Requested 2019-2020	Manager's Recommended 2019-2020	Financial Plan 2020-2021	Adopted Budget 2018-2019	Adjusted Budget 2018-2019	Estimated Actual Expenditures 2018-2019	Actual Expenditures 2017-2018	Actual Expenditures 2016-2017
PERSONNEL SERVICES								
SALARIES/WAGES - REGULAR	$ 29,248	$ 29,248	$ 30,056	$ 28,029	$ 31,049	$ 26,851	$ 29,431	$ 28,922
SALARIES - LONGEVITY PAY	2,044	2,044	2,100	1,959	-	-	-	-
OVERTIME PAY	-	-	-	900	-	-	-	-
FICA TAX	2,394	2,394	2,460	2,363	2,375	1,927	2,125	2,001
GROUP HEALTH INSURANCE	8,187	8,187	8,568	6,874	6,874	7,284	6,830	9,904
RETIREMENT	2,815	2,815	3,278	2,390	2,402	2,092	2,223	2,140
401 K	625	625	642	617	620	536	588	574
Subtotal Personnel Services	***$ 45,313***	***$ 45,313***	***$ 47,104***	***$ 43,132***	***$ 43,320***	***$ 38,689***	***$ 41,197***	***$ 43,541***
OPERATIONS								
TRAINING	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 578	$ 23	$ 252
TELEPHONE	-	-	-	200	200	183	205	201
TELEPHONE - CELL PHONE STIPEND	210	210	210	210	210	210	210	210
POSTAGE	3,200	3,200	3,200	3,200	3,200	-	1,025	2,136
ADVERTISING	1,800	1,800	1,800	1,800	1,800	-	-	1,800
PRINTING	1,500	1,500	1,500	1,500	1,500	422	699	1,521
FUEL COSTS	1,000	1,000	1,000	1,000	1,000	234	834	767
DEPARTMENT SUPPLIES	500	500	500	500	500	-	604	365
VEHICLE MAINTENANCE	250	250	250	250	250	-	36	92
PROF. FEES H2O QUALITY TESTING	43,300	43,300	43,300	43,300	43,300	43,300	43,539	43,224
CONTRACTED SERVICES	12,000	12,000	12,000	12,000	12,000	12,000	8,065	2,145
INSPECTION REBATE	10,000	10,000	10,000	10,000	10,000	10,000	9,950	9,075
PUMPING CREDIT FOR H2O USAGE	2,000	2,000	2,000	2,000	2,000	2,080	1,770	2,220
DUES AND SUBSCRIPTIONS	400	400	400	400	400	-	-	-
Subtotal Operations	***$ 77,160***	***$ 77,160***	***$ 77,160***	***$ 77,360***	***$ 77,360***	***$ 69,007***	***$ 66,960***	***$ 64,008***
COST REIMBURSEMENT								
COST REIMBURSEMENT	***$ -***	***$ -***	***$ -***	***$ -***	***$ 85,489***	***$ 85,489***	***$ 86,804***	***$ 39,539***
CAPITAL OUTLAY								
CAPITAL OUTLAY OTHER	$ -	$ -	$ -	$ -	$ 150,000	$ 150,000	$ -	$ -
CAPITAL OUTLAY EQUIPMENT	-	-	-	-	25,000	25,000	-	-
Subtotal Capital Outlay	***$ -***	***$ -***	***$ -***	***$ -***	***$ 175,000***	***$ 175,000***	***$ -***	***$ -***

Town of Nags Head
Recommended Budget
For the Fiscal Year 2019-2020

Department:

Septic Health

Account Description	Departmental Requested 2019-2020	Manager's Recommended 2019-2020	Financial Plan 2020-2021	Adopted Budget 2018-2019	Adjusted Budget 2018-2019	Estimated Actual Expenditures 2018-2019	Actual Expenditures 2017-2018	Actual Expenditures 2016-2017
DEBT SERVICE								
L/P PRINCIPAL	$ -	$ -	$ -	$ -	$ -	$ -	$ 9,013	$ 8,904
L/P INTEREST	-	-	-	-	-	-	112	222
SEPTIC LOAN PROGRAM	50,000	50,000	50,000	50,000	50,000	50,000	43,095	57,680
Subtotal Debt Service	***$ 50,000***	***$ 50,000***	***$ 50,000***	***$ 50,000***	***$ 50,000***	***$ 50,000***	***$ 52,220***	***$ 66,806***
TOTAL	**$ 172,473**	**$ 172,473**	**$ 174,264**	**$ 170,492**	**$ 431,169**	**$ 418,185**	**$ 247,181**	**$ 213,894**