

MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY  
WATER BUREAU  
PROGRAM E  
OCTOBER 1, 2009 THROUGH SEPTEMBER 30, 2010  
SEPTAGE PROGRAM

A. Budget and Agreement Requirements

This agreement is intended to establish a payment schedule to the Local Entity for an initial septage land disposal site inspection, annual land disposal site inspection and septage vehicle inspection in accordance with Section 324.11716 of part 117, Septage Waste Servicers, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended. The Department of Environmental Quality (DEQ) will reimburse the Local Entity on an annual lump sum basis according to the following criteria:

Initial inspection of a septage land disposal site (per site)	\$500.00
Annual authorized land disposal site inspection (per site) including septage waste storage facility inspection	\$430.00
Annual inspection of septage vehicles (per vehicle)	\$50.00
Receiving facility inspection	\$100.00

The annual payment for land disposal sites will be made for one inspection of each site. Please note that each site may contain more than one disposal location. The disposal site inspection and reimbursement payment includes inspection of the septage waste storage facility (if applicable). Annual payment for septage vehicle inspections will be based on the number of vehicles inspected.

B. Local Entity Requirements

1. The Local Entity shall investigate complaints and conduct meetings and/or conferences relative to compliance issues. The Local Entity will provide a timely and appropriate response to all violations in a manner described in a DEQ Septage Program document entitled, "Enforcement Policy".
2. The Local Entity shall conduct inspections of all DEQ licensed septage waste land disposal sites and septage waste vehicles on an annual basis in accordance with part 117 and as established in a DEQ Septage Program document entitled, "Compliance Inspection Policy". The Local Entity shall use checklists and other septage program forms provided by the DEQ.

3. The DEQ shall notify the Local Entity to conduct inspections of new land application sites and new vehicles. **The Local Entity shall conduct inspections of new land application sites and new vehicles and submit the material to the DEQ Septage Program within 3 weeks from the date of receipt of DEQ notification.** The inspections are conducted to verify that the new sites, the new septage waste vehicles, and the servicing methods are in compliance with part 117. The Local Entity shall use checklists and other septage program forms provided by the DEQ.
4. The Local Entity shall conduct annual inspections of all DEQ authorized receiving facilities in their jurisdiction using DEQ checklists developed.
5. The local Entity shall conduct inspections of all DEQ authorized septage waste storage facilities on an annual basis. The Local Entity shall use checklists and other septage program forms provided by the DEQ.
6. The local entity shall submit reports on a quarterly basis using the reporting spreadsheet provided by the DEQ Septage Program. This and other program forms can be downloaded from the program website by clicking on 'Health Department Information' located under 'Downloads' at [www.michigan.gov/deqseptage](http://www.michigan.gov/deqseptage) .

Inspection requirement details are outlined in a document entitled, "Septage Waste Program – Compliance Inspection Policy". Program policies, inspection checklists, reports and forms are posted on the program website at [www.michigan.gov/deqseptage](http://www.michigan.gov/deqseptage).

#### C. DEQ Requirements

The DEQ has a current list of permitted land disposal sites by jurisdiction available at [www.michigan.gov/deqseptage](http://www.michigan.gov/deqseptage) and clicking on "Septage Haulers Directory" located under "Online Services". Application materials are also available on the above link and can be found under "downloads". The DEQ will review all septage firm applications to ensure administrative completeness before forwarding them to the local entity for inspection. Inspection checklists are provided by the DEQ and are available online. The checklists include; Land Application Site/Location (EQP 5900), Septage Program Vehicle (EQP 5901), Receiving Station (EQP 5911), and Storage Facility checklists. The DEQ will provide technical assistance, training, and program support.

#### D. Payment Schedule and Reporting Requirements

Reimbursement will be based upon the remittance of standardized information in a spreadsheet format providing information summarizing inspections performed and the

remittance of the appropriate checklists referenced above (EQP 5900, EQP 5901, and EQP 5911).

1. Quarterly reports and year end requests for payment (RFP) submissions should be sent to: Drinking Water and Environmental Health Section, Water Bureau, P.O. Box 30273, Lansing, MI 48909-7773. The contact person is Mr. Matthew Campbell, who can be reached at 517-335-4178 or by e-mail at [campbellm4@michigan.gov](mailto:campbellm4@michigan.gov)
2. The annual payment will be made by the State upon receipt of the RFP from the Local Entity and based upon the Local Entity's fulfillment of its responsibilities under this agreement. The RFP and inspection checklist copies are due by September 30. The reimbursement request shall be sent to: Administration Section, Water Bureau, MDEQ, P.O. Box 30273, Lansing, MI 48909-7773.

E. Accountability

The Local Entity shall maintain adequate accounting and employee activity records to reflect that all funding granted under this contract have been expended for the Program activities, as approved by the State. These records shall be made available upon request for audit by the State.

Records will be retained by the Local Entity until an audit has been completed by the State or permission has been granted by the State to dispose of the records.