

LAKE COUNTY O&M UPDATES



Lake County
General Health District

Public Health
Prevent. Promote. Protect.

5966 Heisley Rd, Mentor, OH 44060
www.lcghd.org | (440) 350-2543



Current Status

- All septic systems in Lake County are now enrolled in the O&M program
 - Approx. 13,000 systems
- Permit Types
 - **Non-mechanical** – No pretreatment components such as septic tank to trench or mound
 - Require pumping or service once every 5 years
 - **Mechanical** – Has pretreatment such as NPDES, spray, peat, pretreatment to trench or mound
 - Should be serviced per manufacturers frequency requirements
 - We check that they are serviced at least once a year




Notices Sent to Homeowners

- 5 year permits
 - Service reminders sent **6 months, 4 months, 2 months** before permit expires
- 1 year permits
 - Service reminders sent **3 month and 2 months** before permit expires
- Since service providers/pumpers have 60 days to submit service reports, the 2 month service reminder letters will state that it is the homeowners responsibility to submit the report on time
- You should still submit all your reports to us even if the homeowner says they will



Mailed Letters

- We send out group batches of letters so you might get large quantities of calls in short period of time
- Homeowners do not always read entire letters so asking them to read it over to you will help both of you understand what they need.



5966 Heisley Road, Mentor, OH 44060
(440) 350-2543
Ron H. Graham, MPH, Health Commissioner
www.lcghd.org

January 16, 2023

Billed to:
 <<SES__OWN_NAME>>
 or Current Occupant
 <<SES__OWN_STREET>>
 <<SES__OWN_CITY>>, <<SES__OWN_STATE>>
 <<SES__OWN_ZIP>>

Address serviced by Septic System:
 <<SES__STREET>>
 <<SES__CITY>>, <<SES__STATE>>
 <<SES__ZIP>>

At this time, you are required to renew the Operation Permit for your Home Sewage Treatment System (HSTS) at the above referenced address as per Ohio Administrative Code (OAC) 3701-29-09(I). Operation permits will be issued and renewed on an ongoing basis, allowing LCGHD to monitor and ensure all systems in Lake County are being properly maintained to help prevent pollution of Ohio waters and to protect the health of our community. Proper maintenance of your system will also extend its life, safeguard your investment, and prevent sewage nuisance conditions on your property.

Payments can be made by check, cash, or online (an additional fee of 2.5%, or a minimum of \$2.00 will be added by the payment processor if you pay online). Permit fees do not cover the cost of system services obtained.

Your anticipated cooperation is highly appreciated. For questions, please contact LCGHD at (440) 350-2543 between 8:00am – 4:00pm.

Cut off this stub and mail it in with your check.

Correct or complete any inaccurate or missing information below & sign. Return with the total indicated fee.

OPERATION PERMIT APPLICATION	
MAILING ADDRESS:	<<SES__OWN_STREET>>, <<SES__OWN_CITY>>
OWNER NAME(S):	<<SES__OWN_NAME>>
OWNER PHONE:	<<SES__OWN_PHONE>>
OWNER EMAIL:	<<SES__OWN_EMAIL>>

I hereby certify that I am the owner or authorized representative of the system indicated above, and understand the conditions outlined within this document regarding its proper operation and maintenance.

OWNER SIGNATURE _____ DATE _____

See reverse for payment.

OPERATION & MAINTENANCE PERMIT APPLICATION

PERMIT DETAILS	
UNIQUE ID NUMBER	<<SESCHX__CNO>>
EFFECTIVE DATE	3/1/2023
EXPIRATION DATE	2/29/2024

PERMIT REQUIREMENTS	
SYSTEM TYPE: <<SES__DESC>>	
You are required to have your system serviced and submit one (1) service report between 3/1/2023 and 2/29/2024.	

PERMIT FEE SUMMARY	
O&M FEE	\$40.00
DUE DATE	2/28/2023
TOTAL DUE	\$40.00

PERMIT DETAILS	
UNIQUE ID NUMBER	<<SESCHX__CNO>>
EFFECTIVE DATE	3/1/2023
EXPIRATION DATE	2/29/2024

PERMIT REQUIREMENTS	
SYSTEM TYPE: <<SES__DESC>>	
You are required to have your system serviced and submit one (1) service report between 3/1/2023 and 2/29/2024.	

PERMIT FEE SUMMARY	
O&M FEE	\$40.00
DUE DATE	2/28/2023
TOTAL DUE	\$40.00



Next Phase – Non Compliance

- Starting in 2025, LCGHD will begin non-compliance enforcement on properties that have not gotten their required maintenance
- After permit expires and system was not serviced, we will send a letter stating they have 14 days to submit proof of service
- If service report is not sent to us in that time frame, they will be considered non-compliant and in violation of OAC 3701-29
- They will be sent to our board to recommend for approval to refer them to Lake County Prosecutors Office for legal action



Report Submissions

- Reports can be submitted to our email of omreports@lcghd.org
 - Best way to hold everybody (including us) accountable
 - If a homeowner had service and it was not entered, we can look back to see if it was submitted or if we did not enter it
- Other ways to submit reports are to mail it in or bring it in to our office
 - Files can get lost and is difficult to prove if you submitted it or not
- Service reports are required to be submitted within 60 days (OAC 3701-29-19(C)(1))
 - We are tracking report submission dates. Will send NOVs for late submissions
- OAC 3701-29-20 - Reports shall be retained by the contractor for at least 5 years



Reports Recommendations

- Make reports legible (cannot enter what we cannot read) and fill out all relevant parts of the report
 - We will not accept reports that do not have enough information on them
- Show that you fixed or plan to fix any problems in the report
 - If there is an issue with the system on your report we will follow up with the homeowner to see if it is going to be fixed
- Provide copy of report to homeowner



Report and Contractor Evaluations

- Actually service septic systems that have a service contract
 - Received lots of calls that they have service contract but didn't actually get service
- LCGHD will audit service reports
 - Will take service reports submitted and visit properties to see if it was properly serviced
 - Make sure you do what you said you did
- Website will be updated to show the contractors who were evaluated by us
 - If have not had your 2024 evaluation done give me a call to schedule



QUESTIONS?

Dylan Kager – O&M REHS

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(440) 382-9140 (Cell)

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