

# Northwest Michigan Onsite Wastewater Task Force 501(c)3

P.O.Box 792, Traverse City, Michigan 49685-0792  
(231)233-1806 | FAX: (231)882-2204  
michigan-onsitewastewater.org

## 2005 Annual Report: Letter from the 2006 Chair

I would like to take this opportunity to present the Northwest Michigan Onsite Wastewater Task Force 2005 Annual Report. This report summarizes the numerous educational efforts our organization carried out in the previous year. As you will note, the dozens of educational activities directly reached hundreds of individuals in our region of Michigan. This direct contact, in addition to the very active Task Force resource website, has allowed our organization to reach thousands more in our area and beyond.

The Task Force Board of Directors has been instrumental in supporting and carrying out these important activities and I would like to give my thanks to them for their commitment to our mission. With their ongoing support, the NWMOWTF will continue to strive to educate our citizens as to the interconnection between well designed, constructed and maintained Onsite Wastewater Treatment Systems and the high quality surface and ground water that make the Northwest region of Michigan a very special place to live.

In 2006, as a result of undertaking strategic planning, NWMOWTF has set its priority goal: to forge a connection in the public's mind of the direct link between safe drinking water, clean recreational waters, environmentally sustainable surface and groundwater with appropriate wastewater recycling strategies. To achieve this goal we will continue to build on existing collaborations and seek out like minded partners.

### Grand Traverse Regional Community Foundation

In order to receive charitable donations to the Northwest Michigan Onsite Wastewater Task Force, an Agency Fund has been established at Grand Traverse Regional Community Foundation at <http://www.gtrcf.org/Funds/index.cfm?Fuseaction=record&FundID=2056>

**2006 Chair:** William A. Crawford.  
Director Benzie-Leelanau District Health Department.



# 2005 Annual Report



**John Kelley**  
**2005 Chair**

## 2005 Board of Directors

### Officers:

**Chair:** John Kelley. Planner Director  
Long Lake Township, Grand Traverse County.

**Vice Chair:** William A. Crawford.  
Director Benzie-Leelanau District Health Department.

**Treasurer:** Krysti Baker. Zoning Administrator  
Green Lake Township, Grand Traverse County.  
Previously Environmental Health Assistance  
Washtenaw County, MI.

**Secretary:** Dendra Best.  
Bear Lake Wellhead Protection, NOWRA/MOWRA  
member. Michigan Library Assoc. Management and  
Admin. Division Board. MLHS.

### Board:

Peter Read. Traverse Area Board of Realtors  
Kelly Hon. Michigan Rural Water Association  
Madeline Houdek. Sec. Michigan Septic Tank Assoc.  
Richard Courson. RS. District #10 Health Department  
Patrick Donovan. Michigan Department of  
Environmental Quality.

There are currently 2 Board vacancies.

## Who We Serve

16 northwest Michigan counties,  
4 regional Health Departments,  
and a population of @435,000.



## What We Do: Vision Statement

The goal of this 501(c)3 Task Force is to engage in activities which educate the public, local and regional policy decision makers on the advanced nature and application of onsite wastewater technologies.

We firmly believe that sound land use decisions, which protect the natural environment, go hand in hand with sound infrastructure planning and the appropriate application of such technologies.

Although we advocate the adoption of proven advanced onsite systems, we do not advocate their use to invade environmentally sensitive areas.

The Task Force demonstrates that the adoption of advanced wastewater treatment technology is an added protection for existing property owners and is a tool to implement or reinforce sound local planning and zoning and advocate the clustered decentralized management models as published by US EPA.



## Activities: January

The Joyce Foundation applauded our efforts and further recognized the value of what we do by awarding a \$35,000 challenge matching grant to ensure 2 years of organizational support.

NWMOWTF exhibited and gave a presentation at the 54th. Annual Michigan Onsite Wastewater Conference held at the Kellogg Center of Michigan State University.

Presentation detailed the onsite wastewater public education and regional infrastructure survey activities to take place in 2005 through funding provided by the Joyce Foundation.

FY2004 Audit and IRS990 tax return was prepared by CPA David Wilson. FY2004 Annual Report was made available.

## Michigan 4-H Youth Conservation Council



On January 22, a meeting was held at MI 4-H Kettunen Center to begin a year long partnership between NWMOWTF and MI4-H YCC.

Teens of the Michigan 4-H Youth Conservation Council (M4-HYCC) and the Northwest Michigan Onsite Wastewater Task Force joined forces to empower teen leadership to teach protection of Michigan's water resources. The specific target of 2005 M4-HYCC activities was educating their communities on the importance of proper care and maintenance of onsite septic systems.



M4-HYCC teens come from all 4 corners of Michigan. Each year the teens chose a conservation topic where they feel they can make a difference. After listening to the Onsite Task Force presentation on how little most people know about how their onsite systems work

and how to properly use them, the teens saw an opportunity to be a valuable part of the Task Force's education mission. These outstanding teens won the prestigious 2005 NRCS Youth Environmental Award sponsored by the Natural Resources Conservation Service, USDA.

### **Activities: February/March**

Northwest Michigan Onsite Wastewater Task Force participated in ongoing discussions as an invited participant in a Task Force considering a format for Michigan's first statewide Sanitary Code. NWMOWTF also acted as mentors and resource providers for M4-H YCC as they worked on their project.

March 16-17 in Madison, Wisconsin, NWMOWTF participated in Great Lakes Regional Water Quality Leadership Team and US EPA Region 5 working session; Multi-State Collaborative Approaches to Water Quality Improvement: Creating Mass and Momentum in the Upper Midwest. A Working Session for States in the CSREES Great Lakes Region & US EPA Region 5

The purpose of the working session was to:

- Prioritize water quality issues and programs that lend themselves well to multi-state research, outreach, and management. Issues will be organized within six CSREES National Water Quality Program Themes that are important in the Great Lakes Region, including Animal Waste Management, Drinking Water and Human Health, Environmental Restoration, Nutrient and Pesticide Management, Water Policy and Economics, and Watershed Management. Trans-boundary watershed issues and watershed-based programming are two overarching issues that we hope to address within each theme.
- Participate in the development of six regional coordination teams that will move theme priorities forward.
- Propose and rank project ideas, coordination needs, and/or other action items for the teams to implement.
- Establish basic team practices and agree upon tasks and timelines for selected projects or coordination efforts.
- Identify key administrative and operational support items that will help ensure successful multi-state water quality programming.

NWMOWTF is a participant in the Onsite Wastewater Team.

### **Rotary Charities of Traverse City:**

An application was submitted for a partial match of previously received Joyce Foundation Funds to extend a partnership established with Northwest Michigan Council of Governments. The proposal would have made additional funds available toward a regional wastewater infrastructure cost benefit analysis determining the impact of development on watersheds, critical habitat and local government financial ability to ensure timely repairs and upgrades to central sewer systems. The application was unsuccessful.

### **Au Sable Institute and Boardman Nature Center of Traverse City:**

Discussions commenced on a partnership to seek funding to construct 2 working advanced onsite system public demonstration sites at these 2 educational facilities. An application was made to US Environmental Protection Agency which was unsuccessful.



## Activities: April

Northwest Michigan Onsite Wastewater Task Force sponsored Groundwater Education Day on Earth Day, April 22 to 245 5th Grade students from Manistee County.



In conjunction with Michigan Rural Water Association, Michigan Groundwater Stewardship, Michigan 4-H Youth Conservation Council and State of MI Department of Environmental Quality Staff, students learned from a wide variety of hands on activities the basics of watersheds, aquifer drinking water protection, nonpoint source pollution and how onsite wastewater systems work.



On April 26, NWMOWTF joined MI 4-H Youth Conservation Council, for testimony they gave to the MI Senate Natural Resources Committee in Lansing, on ways to educate the public on 'septic care'. MI 4-H YCC have since created a core component of the MI elementary environmental curriculum: "S.E.P.T.I.C."



### Activities: May

Northwest Michigan Onsite Wastewater Task Force sponsored a joint presentation with State of MI Department of Environmental Quality Land Division and Local Health Department Support Program. NWMOWTF scheduled a training session for local health department staff, engineering consultants and developers. This session was intended for those who are actively involved in the assessment, review, and submittal of site suitability information for on-site systems in subdivisions, site condominiums, and land divisions which result in parcels less than one acre in size.

Some of the topics addressed included:

Use of test wells and/or existing wells

Consideration of existing houses in development proposals



Multi-unit dwellings including duplexes and limited common areas  
Condo conversions  
Lot splitting in established developments

The session was videotaped for further distribution.



On May 6 and 7, at the Little River Band of Ottawa Conference Center in Manistee, NWMOWTF sponsored a Wastewater Innovation Expo which featured speakers and exhibitors.

This 2 day event, Friday May 6 - Saturday May 7, combined presentations by State regulators and showcased practical examples of site case studies, engineering firms, onsite system suppliers, Michigan Septic Tank Association representing the pumpers and haulers, Michigan State University's Novi Tollgate

Onsite System Training Center, Michigan Groundwater Stewardship, Michigan Rural Water Association and Michigan Onsite Wastewater Recyclers Association.

## **PROGRAM SPEAKERS**

### **Friday May, 6.**

Patrick Donovan MDEQ: Use of chipped, recycled tires in onsite systems - case studies.

Mike Cox and Edwynna McKee Water Bureau MDEQ :Strategic Water Quality Initiatives Fund [SWQIF] Revolving Fund Loan program to replace failing systems.

Global Remediation Technologies: Case Study - Northport Point Community Onsite System.

Kathleen Hill. Private Sanitarian: Onsite Inspections and Basic Troubleshooting:

EPA Video - Community Onsite Options - Wastewater Management in the New Millennium.

“EnVision Manistee County” : A county-wide planning initiative which includes the Quality of life areas of: Government & Infrastructure; Natural Resources; Economy & Employment.

Presented by EnVision Manistee County Steering Committee & the Manistee County Community Foundation. (NWMOWTF has been an active participant in the “Envision” Process.

Panel discussion: Proposed State Sanitary Code, local options for regulation.

### **Saturday May, 7:**

Constructed wetlands as a collection, treatment option and dispersal method for wastewater.

Dr. Ted Loudon presenting for JF New.

Community Onsite Case Study Bob Keller: Sierra Consultants

Tour of Little River Resort Onsite Wastewater system - Bob Paulus Infiltrator Systems Case Study.

EPA Video “After The Storm”- wastewater run off issues.

Green Building - Smart Growth. Land Use and Community Planning

“Water Quality and Septic Systems? The “Beast In The Back Yard” :NWMOWTF and Michigan Groundwater Stewardship program.

## **Activities: June**

Northwest Michigan Onsite Wastewater Task Force sponsored several community education presentations.

From June 13- 14, Task Force Board Secretary Dendra Best attended EPA Regional 5 Onsite Wastewater Education Subgroup Meeting in Bloomington, MN.

Attendees: Jim Anderson, University of Minnesota and Regional Project Leader

Dendra Best, MI Onsite Wastewater Association

Sara Christopherson, University of Minnesota

Duane Friend, University of Illinois

Dave Gustafson, University of Minnesota

Brad Lee, Purdue University

Karen Mancl, Ohio State University

June 15-16, Task Force Board Secretary Dendra Best participated in the Onsite Consortium Operation and Maintenance Service Provider Training module held in Brainerd, MN. The Consortium of Institutes for Decentralized Wastewater Treatment, often referred to as “The Onsite Consortium”, is a group of Educational Institutions cooperating on decentralized wastewater training and research efforts. The Consortium also includes people from educational institutions, citizens groups, regulatory agencies and private industry. (<http://www.onsiteconsortium.org/training/index.cfm>)

NWMOWTF has since applied for Consortium membership in the Advisory division.

NWMOWTF submitted a pre-proposal for the EPA initiative CFDA 66.463 with the intent of creating a distance learning link both to National Environmental Services Center Small Flows Clearinghouse, virtual attendance at the MSU Tollgate Onsite Training Center, and the U of MN training programs to offer a designer/installer/service provider curriculum to northern MI and the Upper Peninsula.

It also proposed to build 2 working demonstration systems in northern MI with interchangeable components to enable monitoring performance under varying use and climate conditions and offer the O&M service provider inspection and troubleshooting training in a real life situation. Unfortunately this proposal was unsuccessful.

### **Activities: July, August.**

NWMOWTF continued to monitor Benzie EPA/NODP test demo sites, conduct public education workshops and work with Northwest Michigan Council of Governments on a regional survey of cost benefit analysis comparing onsite use to the current and predicted capacity of centralized municipal sewer systems. Originally slated to be completed by December 2005, the scope of the project resulted in a mutual agreement to extend the completion date until December 2006.

### **Activities: September**

NWMOWTF sponsored an education seminar at the Great Lakes Water Studies Institute located in Northwest Michigan College's Great Lakes Campus, US31N, Traverse City. This seminar was of particular interest for any municipality considering replicating existing onsite system inspection programs, both elected officials, regulators, professional realtor associations, planning officials, service providers.





The morning portion of the seminar presented three case studies of long standing existing Michigan countywide onsite system inspection programs:

- 1) Laura Pobanz, R.S. Supervisor Macomb County Environmental Health Services Division
- 2) Gene Paez, R.S., M.P.H. Environmental Health Director Shiawassee County Health Department
- 3) William A. Crawford, Environmental Health Director/ Health Officer Benzie-Leelanau District Health Department also then NWMOWTF Vice Chair, now 2006 Chair.

The afternoon portion presented an opportunity for Q&A to the panel of morning speakers plus additional local Health Department Officials via conference call.

The seminar concluded with two presentations by Sara Heger Christopherson, Onsite Sewage Treatment Specialist from University of Minnesota Water Resources Center and Chair of the Education Committee and Board member of National Onsite Wastewater Recyclers Association.



Christopherson discussed both U of MN reator onsite training program and the Onsite Consortium National O&M Project. A standardized format for operation and maintenance training for onsite wastewater service providers has been developed by the Onsite Consortium.

All sessions were recorded and made available via the NWMOWTF web site as PodCasts.

## **Task Force Web Site**

NWMOWTF continued to promote and enhance its web site as means for sharing and coordinating education resources and case studies.

iPodcasting MP3 audio files has proved to be extraordinarily popular: Before September we were averaging 500 visitors per month. The following statistics prove how valuable a medium this is for allowing access to information: October 2005: 641 site visitors, 308 accessed at least one PodCast Seminar, 3,502 seminar sessions in total. November 2005: 851 site visitors, 600 accessed at least one PodCast Seminar, 7,170 seminar sessions in total. December 2005: 443 site visitors, 710 accessed at least one PodCast Seminar, 6,983 seminar sessions in total. (In 2006: January: 1469 site visitors, 976 accessed at least one PodCast Seminar, 9,693 seminar sessions in total. February: 1215 site visitors, 659 accessed at least one PodCast Seminar, 6,403 seminar sessions in total. March: 1215 site visitors, 787 accessed at least one PodCast Seminar, 6,659 seminar sessions in total.

Two other iPodCast MP3 productions are in preparation.

## **Activities: October**



NWMOWTF Board Secretary Dendra Best attended the National Onsite Wastewater Recyclers Association Conference in Cleveland. The Northwest Michigan Onsite Wastewater Task Force was accepted to present a paper at the Conference but was allowed to postpone presentation until 2006.

In 2005, NWMOWTF worked in partnership with the Northwest Michigan Council of Governments to conduct a wastewater infrastructure survey of the 16 northwest counties of Michigan. Our objective is to research the current and future cost of providing wastewater treatment by comparison of sanitary sewer to onsite. This will form the basis of our 2006 NOWRA Paper.

On October 21, Northwest Michigan Onsite Wastewater Task Force, in its mission to showcase 'real life', working case studies, hosted a presentation on the engineering of Kettle Moraine Lutheran High School's constructed wetland wastewater system. Kettle Moraine School, featured frequently on Outdoor Wisconsin TV, is an excellent example of how such systems work well in cold climates and compliment the natural environment.

Speaking about the design concept, and the incorporation of the operation and maintenance into the high school's curriculum, were Tom Mellon, Biology Instructor and David Flowers, P.E.

Environmental Engineer. This system won an EPA Green Building Award for innovative technology.



On October 22, Tom Mellon and Dave Flowers spoke to members of the MI 4-H YCC in the culmination of our partnership for 2005. Michigan 4-H Youth Conservation Council program was awarded the 2005 NRCS Youth Environmental Award sponsored by the Natural Resources Conservation Service, USDA. The award supports the importance of the 4-H system's efforts, through youth programs, in addressing environmental protection and conservation.

### **On October 22, we co-hosted "Fresh Voices For Fresh Water."**

#### **Agenda**

10:30-10:45pm Michigan 4-H Youth Conservation Council Presentation

10:45-11am Northwest Michigan Onsite Wastewater Task Force

11-11:15am Break

11:15-12pm Project WE CARE Presentation: Tom Mellon and David Flowers.

In 2001 during a major school building construction and renovation, an innovative, artificial wetland, engineered wastewater treatment system was constructed at Wisconsin Kettle Moraine Lutheran High School. The "Green Machine" was designed and installed at KML by David Flowers of Natural Water Solutions, LLC, Cedarburg, WI. Many people view KML's wastewater project as "cutting edge" technology. More than that, the project lends itself to involving students in the construction, maintenance and research of the system through Project WE CARE: Wetland Education Changing Attitudes Recharging the Environment.

[http://www.kmlhs.org/we\\_care/default.htm](http://www.kmlhs.org/we_care/default.htm)

12-1pm LUNCH

1-2:30pm Afternoon Sessions (3 Breakout Rooms)

- Room 1: Visit the Dragonfly Pond. -Junior Citizen Planner Activity that involves the planning and design of human land use around a pond with respect for the environment.
- Room 2: The Ground Beneath our Feet. -Experience the groundwater model, learn about the importance of wellhead protection and enjoy the edible aquifers and soil sample activities.
- Room 3: What Happens When you Flush? -Experience the septic model and mysteries of the septic tank, and enjoy the toilet paper and M4-HYCC S.E.P.T.I.C. activities.



**Sharing  
Ideas**

# Fresh Voices for Fresh Water

## Learning

**Date:**

**Saturday, October 22, 2005**

**Time:**

**9:30 am – 3:30 pm  
Lunch provided**

**Location:**

Kettunen Center  
14901 4H Drive  
Tustin, MI 49688-9470  
Phone: (231) 829-3421

Michigan teens take leadership role in community education project to teach protection of Michigan's water resources. This is an opportunity for grass roots participation, education and interaction between elected and regulatory officials and citizens (teens & adults); a chance for today's decision makers to hear the concerns of tomorrow's.

**For Agenda and  
Registration Form, See  
Opposite Side of Flyer**

For map, visit: [www.kettunencenter.org](http://www.kettunencenter.org)

**Register By:** October 10, 2005

**To Register:** Attention: Dendra J. Best  
P.O. Box 69, Traverse City, MI 49685  
Call: (231) 233-1806 Fax: 231-882-2204

[secretary@michigan-onsitewastewater.org](mailto:secretary@michigan-onsitewastewater.org)

**Bring:** Two quart mason jars with lids, a cup of your back yard soil, and a roll of your household toilet paper.

## Activities: November

NWMOWTF began work with Benzonia Township and Village as facilitator for a pilot project to consider a range of onsite system management options including EPA's Voluntary 5 levels of 'RME' - creation of a 'Responsible Management Entity.'

### AGENDA

#### Responsible Management Entity / Strategic Water Quality Initiative Fund

Planning meeting to assess suitability and application for remediation of onsite wastewater issues. To be held at Benzie Leelanau District Health Department.

Participants: Benzonia Township,  
Village of Benzonia, Benzie County,  
Chamber and Economic Development Council.  
Representatives from Long Lake Township.

#### Facilitators:

Northwest Michigan Onsite Wastewater Task Force  
Dr. Richard Otis Ph.D., P.E., DEE (pictured right)



[ Dr. Otis is Vice President of Applied Technologies in the Madison, Wisconsin office of Ayres Associates. He was a key participant in developing the EPA Voluntary Guidelines for RME's. He has been research director and project manager of wastewater facility projects since 1970. His primary emphasis has been developing low-cost technological and institutional solutions to wastewater problems in unsewered areas. Dr. Otis has provided planning and design of wastewater treatment and collection facilities for small communities and commercial establishments throughout the United States. Dr. Otis has been involved in research and demonstration of wastewater collection, treatment, and disposal alternatives including the development of alternative natural treatment systems and alternative collection sewers and assessment of the environmental impact of these technologies. He has developed design manuals and presented training seminars regarding onsite treatment systems, alternative sewers, natural systems for wastewater treatment, innovative and alternative technology assessments, and regulatory models for their effective management.

Dr. Otis is active in several professional organizations. He is past chair of the Small Community Committee of the Water Environment Federation and the Technical Practices Committee of the National Onsite Wastewater Recycling Association. He is a diplomat in the American Academy of Environmental Engineers.]

**& Michael A. Cox, Senior Project Manager** Revolving Loan and Operator Certification Section Environmental Science and Services Division Department of Environmental Quality, Lansing, MI [for Strategic Water Quality Initiative Funds 'SWQIF' Program]

### **Day One:**

- a) 2 National Onsite Demonstration Project videos (both 15 mins each) showing actual case studies of community options and approaches to management.
- b) Overview of the 5 levels of RME's and the SWQIF/SRF program.
- c) Review Goals and Objectives.

- i) Each participant received a resource reference packet of materials, which includes a Community Needs Assessment and Community Readiness Indicators questionnaire, EPA Manual and Small Community Wastewater Planning Guide.
- ii) Define the area which has significant problems with poor soils, failing existing onsite systems and holding tanks. Define areas of future expansion.
- iii) Review options for replacement funding, redesign, management.
- iv) Determine options to proceed with development of a replacement and/or management plan.
- v) Determine roles and responsibilities.

### **Day Two:**

The intent today is to walk through a work plan to assess, document and address options for failing systems. (Planning for an RME can be included in a SWQIF application.)

This is a pilot project to assess options for communities to do cost effective planning before they solicit engineering services.

Session One:

Identify areas to be reviewed. List known issues and project possible future needs.

Session Two:

Discuss community perceptions, requirements and current regulation.

Session Three:

Discuss community readiness to accept concept of RME and determine which level would be appropriate.

Discuss requirements for preparing a SWQIF Project Plan.

Session Four:

Determine suitability for this community. Outline preliminary work plan and time line for implementation of an RME and/or a SWQIF application.

Set next meeting date.

NWMOWTF grant will fund 2-3 additional meetings with Dr. Otis plus as many regular planning meetings as requested. All materials will be provided. As this is a pilot project for possible application to other communities in our 16 county service area, project will be reviewed for effectiveness and suitability of this process.

### **Activities: December**

NWMOWTF began preparation for printing a 16 page tabloid education publication for insertion in Spring 2006 in 16 county newspapers. The intent of this publication is that it function as an onsite wastewater education resource for home and business owners and local communities. The intent is to create an attractive, informative publication, on good quality paper, which will have lasting value, both as a reference and education tool, to showcase small community systems, cost effective options for advanced individual residential and commercial property owners and to promote other not for profit organizations who provide low or no cost technical and education services.

Topics to be covered by the publication are:

1. The Property Owner's perspective; basic onsite system mechanics, operation, maintenance, best management practices, how often to have a system inspected and/or pumped, how to conserve water, avoid problems and prolong system life.
2. The Service Provider's perspective - what are state standards and the BMP's of quality control.



3. The treatment train - basic soils chemistry and biology for soil absorption (plus other medium), nutrients and water table issues.
4. The Regulator's perspective - how systems are permitted, land application, the dialog of a proposed State Sanitary Code.
5. Cluster systems, decentralized options, EPA's Responsible Management Models.
6. Advanced, additional technology for onsite systems.
7. Sources for land use planning and wastewater technology advice. Opportunities for training and certification.



[ABOUT OUR FOUNDATION](#)

[ABOUT OUR FUNDS](#)

[NEWS & EVENTS](#)

[YAC](#)

[HOME PAGE](#)

*2005 Fall Grant Application*

In December 2005, NWMOWTF received funding from Manistee County Community Foundation to provide a core reference materials package for each unit of government within Manistee County plus each branch library.

In 2006, NWMOWTF in conjunction with Manistee County Economic and Chamber Alliance, will present 4 education seminars to County decision makers. Topics covered will include: proper septic/onsite system design, siting, operation and maintenance; options for residential and commercial advanced collection and treatment systems; options for local regulation and management of community systems; options for financing replacement of onsite systems.

MCCF funds will provide planning and decision making tools for local government officials, and their communities, to properly assess and predict wastewater infrastructure need and manage growth while protecting groundwater, surface water and the environment. NWMOWTF is an impartial, independent resource for wastewater technology and infrastructure information. The organization was formed under the direct sponsorship of the Joyce Foundation in response to the dire need within the Great Lakes basin for watershed based, sustainable land use planning which recognizes the groundwater diversion impact inherent in large centralized sewer projects. Funds for new centralized sewer projects are extremely limited at both the federal or state level. Emphasis now is placed on repairing and maintaining an ever aging and vulnerable existing infrastructure within large population areas.

USEPA has published this guideline, that for small communities, i.e less than 10,000, decentralized systems are as effective to collect and treat wastewater, are more cost efficient to build, operate and maintain while ensuring local recharge to groundwater.

Water Environment Research Foundation, in partnership with other groups has recently conducted research on why small communities are so often persuaded that centralized sewer systems are their only option. A primary factor is lack of access to available comprehensive planning tools which allow local government officials to develop their own needs assessment. Without such tools, officials are more likely to abdicate the decision making to the engineering sector feeling they are unable to comprehend the complexities and technologies.

Northwest lower Michigan includes some of the fastest growing communities in the state. Without a statewide sanitary code, (Michigan is the only state remaining in the US without one), or a comprehensive land use plan, this area, Manistee County in particular, is vulnerable to fragmented development. Local governments strive to increase tax base to service development. This creates a

potential risk to groundwater integrity and the soil's ability to treat adequately. Concern for these very issues has been a constant in both the Infrastructure and Natural Resources committees of Envision Manistee County. NWMOWTF has participated in the Envision Infrastructure Group.

Manistee County cannot use its Sanitary Code as a substitute for sound land use planning, nor can it ignore the advances in onsite technology which potentially open land previously considered 'unbuildable'.

Again, and again, we hear "the issue is education". This proposal seeks to address that.

**Project Objectives: This is a pilot project we intend to offer to other Community Foundations within our service area.**

1. Providing all units of local government, and their constituents, with planning tools relevant to community size which will aid in wise decision making.
2. Integration of onsite system operation and maintenance education in relation to ground water and watershed issues.
3. Empowering local units of government to access all sources of potential funding and prepare proposals which directly address their community's needs.
4. Provide ongoing technical and reference support via National Small Flows Clearing-house, University of Minnesota and the Consortium of Institutes for Decentralized Wastewater Treatment.
5. Assist local units of government to educate and engage their community in needs assessments and readiness to plan for wastewater provision.
6. To encourage consideration of adoption of USEPA Voluntary Guidelines for Responsible Management of onsite systems.
7. To encourage application to MDEQ for low interest loans to replace onsite systems.

NWMOWTF will distribute the package of reference materials to each unit of government at a regular meeting and explain how they can be used. This activity will take place January - March 2006. NWMOWTF will provide 4 onsite wastewater seminars in conjunction with MECCA at geographically representative locations in Manistee County during Spring and Summer of 2006. These will be timed to allow participation by seasonal residents. 10 free drinking water well tests will be given to local elected officials at each seminar.

In September 2006, NWMOWTF will host a workshop for communities interested in  
a) developing a Responsible Management Model as defined in USEPA's Voluntary Guidelines.  
b) preparing an application for funding to replace failing onsite systems via MDEQ.

**Year End Match Report**

In an unusual initiative, and as a mark of confidence in the Task Force, the Joyce Foundation awarded \$35,000 in matching funds toward generating operating support. At year end almost \$10,000 had been matched.

**Grand Traverse Regional Community Foundation**

In order to receive charitable donations to the Northwest Michigan Onsite Wastewater Task Force, a Donor Advised Fund has been established at Grand Traverse Regional Community Foundation at <http://www.gtrcf.org/Funds/index.cfm?Fuseaction=record&FundID=2056>

## Organization:

Prior to the beginning of FY2005, to strengthen the Fiscal Internal Controls, the Secretary requested the separation of the dual role of Secretary/Treasurer. The Secretary no longer has check writing privilege. All transactions are approved by the Chair (or Vice Chair in their absence) and the Treasurer.

At the close of 2005 the Board adopted a formal NWMOWTF Sponsorship and Underwriting Policy - as adopted, November 17, 2005

It is the policy of NWMOWTF to solicit and accept monetary and 'in-kind' contributions, sponsorship or underwriting.

Such contributions may only be accepted or acknowledged in the following circumstances:

- a) Shall not be construed to denote or imply NWMOWTF endorsement of any product, service or entity.
- b) Shall not unfairly compare one product, service or entity to another.
- c) If any offer of sponsorship or underwriting originates from a Vendor, NWMOWTF Board shall vote to accept or decline.
- d) Board shall be notified of, and approve, all NWMWOTF solicitations in advance.
- e) Any sponsorship or underwriting may be terminated by NWMOWTF Board if it is felt to be in the best interests of NWMOWTF to protect it's integrity.
- f) In compliance with NWMOWTF Code of Ethics Policy, any Board member having an employment or remuneration association with a prospective contributor shall absent himself/herself from any discussion on the issue and shall not vote.

Signed:

John Kelley. Chair



# NWMOWTF 2005 Budget- 12/05

	A	B	C	D	E	F
1				2005 BUDGET	2005 BUDGET	2005 RECEIPTS
2				INCOME	ORIGINAL	ACTUAL
3	INCOME 2004/5	Beginning Balance on Account 01/04		\$89,940.16	\$90,044.45	\$89,590.16
4		2005 Joyce grant payment ID#27430		\$35,000.00	\$35,000.00	\$35,000.00
5		Webcast income projected		\$6,000.00	\$6,000.00	\$0.00
6		Wastewater Expo		\$2,115.00	\$4,000.00	\$2,115.00
7		Rebate on Quickbooks Pro 2005		\$100.00		\$100.00
8		Donation For Earth Day		\$20.00		\$20.00
9		paid meals for Sept 15		\$355.00		\$355.00
10						\$127,180.16
11						
12	General Operating	Discounted sale of flow models		\$600.00		\$600.00
13	Grants	Manistee Co. Comm. Foundation Grant				\$1,181.00
14						\$1,781.00
15						
16		TOTAL Income 2005		\$134,130.16	\$135,044.45	\$128,961.16
17						
18	Expenses					
19	General Operating	\$600 + \$8,200 + \$1701 (MCCF Match)	Expended as of			
20	701	General Administration Services	12/11, 2005		2005/6	REMAINING
21	701:001	Board per diem			\$3001.00	\$3001.00
22	701:001:001	Admin stipend for Secretary				
23		(review quarterly)		\$600.00	\$3,600.00	\$3,000.00
24	701:002	Telephone			\$1000.00	\$1000.00
25	701:003	Memberships			\$750.00	\$750.00
26	701:004	Conference Fees			\$650.00	\$650.00
27	701:005	Lodging			\$1000.00	\$1000.00
28	701:006	Meals				
29	701:007	Misc. (parking fees etc.)				
30	727	Office Supplies				
31	728	Postage				
32	801	Professional /Contractual				
33	801:001	Accounting				
34	801:002	Audit				
35	801:003	Insurances			\$500.00	\$500.00
36	801:004	Legal				

# NWMOWTF 2005 Budget- 12/05

	A	B	C	D	E	F
37	802	Program Expenses				
38	802:005	Web site development				
39		TOTAL	\$600.00		\$10501.00	\$9,901.00
40						
41						
42	12/31, 2005	Grant ID#27430	Expended as of	2005 BUDGET	2005 BUDGET	REMAINING
43			12/31, 2005	12/20/05	ORIGINAL	
44				(amended)		
45	701	General Administration Services				
46	701:001	Board per diem	\$1461.03	\$1614.13	\$2,750.00	\$153.10
47	701:002	Telephone	\$514.54	\$624.00	\$250.00	\$109.46
48	701:003	Memberships	\$525.00	\$700.00	\$700.00	\$175.00
49	701:004	Conference Fees	\$1506.80	1535.82	\$250.00	\$29.02
50	701:005	Lodging	\$646.64	646.64		\$0.00
51	701:006	Meals	\$233.79	\$328.25		\$94.46
52	701:007	Misc. (parking fees etc.)	\$51.95	\$55.95		\$4.00
53		TOTAL	\$4,939.75	\$5,504.79	\$3,950.00	\$565.04
54						
55	727	Office Supplies				
56	727	Office Supplies	426.48	645.71	\$645.71	\$219.23
57		adjustment 1.36				
58	727:001	Equipment	\$1153.00	\$1,750.00	\$1,750.00	\$597.00
59		TOTAL	\$1,579.48	\$2,395.71	\$2,395.71	\$816.23
60						
61	728	Postage TOTAL	\$211.06	\$780.00	\$780.00	\$568.94
62						
63	801	Professional /Contractual				
64	801:001	Accounting	\$407.98	\$407.98	\$200.00	\$0.00
65	801:002	Audit	\$1200.00	\$1,200.00	\$1200.00	\$0.00
66	801:003	Insurances		\$1,100.00	\$1100.00	\$1100.00
67	801:004	Legal	\$340.00	2772.02	\$2880.00	\$2432.02
68		TOTAL	\$1,947.98	\$5,480.00	\$5,380.00	\$3,532.02
69						
70	802	Program Expenses				
71	802:001	Technical Peer Review		\$11,400.00	\$11,400.00	\$11,400.00
72	802:002	Public Outreach workshops	\$3,280.92	\$4,419.11	\$4,951.00	\$1138.19

# NWMOWTF 2005 Budget- 12/05

	A	B	C	D	E	F
73	802:002.01	Earth Day Children's Festival	\$601.89	\$601.89		\$0.00
74	12/11, 2005	Grant ID#27430	Expended as of 12/31, 2005	2005 BUDGET	2005 BUDGET ORIGINAL	REMAINING
75						
76						
77	802:003	Onsite Education	\$3130.69	\$5,000.00	\$5,000.00	\$1,869.31
78	802:004	Community water well tests	\$25.00	\$7,860.00	\$7,860.00	\$7,835.00
79	802:005	Web site development	\$1167.51	\$2,720.65	\$2,720.65	\$1,553.14
80	802:006	Monitoring of Benzie advanced systems	\$642.00	\$3,006.00	\$3,006.00	\$2,364.00
81	802:007	NWMCOG Infrastructure Report	\$6057.94	\$21,000.00	\$21,000.00	\$14,942.06
82	802:008	Infrastructure Symposiums (NWMCOG)	\$1376.00	\$1,376.00	\$1,750.00	\$0.00
83	802:009	2005 Wastewater Expo	\$2074.21	\$2,074.21	\$2,500.00	\$0.00
84	802:010	On Line webcasts		\$6,750.00	\$6,750.00	\$6,750.00
85	802:011	RME Community Planning	\$3,030.42	\$5,283.10	\$5,000.00	\$2,252.68
86		TOTAL	\$21,386.58	\$71,490.96	\$71,937.65	\$50,104.38
87						
88	900	Printing and Publishing				
89	900	Printing	\$1113.70	\$2,113.70	\$2,396.80	\$1,000.00
90	900:002	Printing and Publishing - Co-Ops	\$0.00	\$4,300.00	\$4,850.00	\$4,300.00
91		TOTAL	\$1,113.70	\$6,413.70	\$7,246.80	\$5,300.00
92		TOTAL Deliverables JOYCE GRANT	\$31,178.55	\$92,065.16	\$91,690.16	\$60,886.61
93						
94	972	Reserve Contingency				
95	972:001	Restricted	\$9,901.00	\$25,099.00	\$35,000.00	\$25,099.00
96	972:002	Unrestricted	\$0.00	\$6,365.00	\$8,250.00	
97		TOTAL	\$9,901.00	\$31,464.00	\$43,250.00	\$25,099.00
98						
99		TOTALS JOYCE GRANT	\$41,079.55	\$123,529.16	\$134,940.16	\$85,985.61
100						
101		TOTAL FUNDS	AVAILABLE	\$97,067.61		
102		NET Profit Income v Expenses		\$5,782.00		