

**PPII Working Group Meeting
Oneida County Sewer District
July 15, 2014**

I. PPII Resident Feedback

Working group members were asked to brief town and village office employees on the PPII outreach program. In addition, members were asked to report any resident feedback and upcoming newsletter deadlines to the public information team as soon as possible.

a. Credit Programs

Members inquired as to whether municipalities outside of the Sauquoit Creek Pump Station Basin could establish a flow credit program even if it was not required through the consent order. The purpose would be to earn and sell flow credits to developers. Members were advised that, although there is currently no Oneida County requirement for flow credits outside of the Sauquoit Creek Basin, if these outside communities wanted to create their own programs at the municipal level it would be allowable.

II. PPII Inspection Criteria Development

a. Voluntary Inspection Procedure

The consultant team and members of the Oneida County Planning Department proposed a new template for initial data gathering during voluntary inspections. Inspectors would be provided basic property information including tax ID, first and last name, street name and house number. In this proposed inspection process, data collection would be limited to encourage increased voluntary participation by homeowners.

The working group reviewed the following data set:

- Entrance allowed
- Sanitary sewer connection
- Sump present
- Sump gravity connection
- Sewer lateral above sump
- Footing drains into sanitary sewer
- Sump pump present
- Sump pump into sanitary sewer
- Sump drains laundry
- External drains into sump/sanitary sewer

These inspections will help the group select the neighborhoods that

would be good candidates for the next pilot study. Information would be entered into a spreadsheet with standardized fields (i.e., “Y”, “N”, and “U” for unknown). A “Notes” section would also be added to include any specific and important information about the home, such as non-connected access point to the sanitary system. These questions can either be completed at the time of inspection on a hard-copy template or on a laptop directly into the spreadsheet. Either method will be acceptable at the municipalities’ discretion.

After results have been entered into the system, the Oneida County Planning Department will be able to create data maps, which will aid in the identification of areas with problematic sanitary sewer connections.

b. Inspection Implementation

While a hard date for full inspection implementation is yet to be set, several working group members volunteered to begin initial inspections. It was agreed that inspectors would emphasize the voluntary nature of the program and that inspection data would be very helpful in identifying solutions. Inspectors will also bring extra PPII brochures to enhance homeowner knowledge of the program. If additional brochures are needed, working group members may notify Cat Manion at cmanion@paigegroup.com.

c. Outreach to Code Officers

The consultant team will make efforts to present the program at meetings where Oneida County Sewer District municipality codes departments will be represented, such as NYSBOC.

d. Outreach to Residents

Inspection information will be shared, as available, in municipalities’ newsletters and the media.

Mayors and town supervisors would also be notified of upcoming inspections to reinforce the importance of program participation and to act as a liaison between the municipality and residents.

III. PPII Inspector Identification

Working group members discussed who should be responsible for performing inspections and agreed that the codes officers and sewer departments should share the duty.

It was noted that inspectors should have a level of municipal authority, as

well as the ability to effectively engage with community members. Additionally, inspections should be done in pairs to ensure safety and thoroughness. Working group members should submit the names of their identified inspectors to Cat Manion at cmanion@paigegroup.com.

While the Oneida County Sewer Use Ordinance provides the blanket authority for inspection, municipalities may wish to review their ordinances to ensure that the two align. Should a homeowner decline to participate in the voluntary inspection at this time, that property would be revisited at a later date.

IV. Task Assignment

- a. Identify municipal PPII inspector
- b. Identify next newsletter deadline

V. Next Meeting

August 26 at noon at Marcy Town Hall