

PURPOSE

The goal of this document is to establish policies and procedures to consistently and fairly implement the Amador County Safe Drinking Water Program and to establish program oversight and review.

SCOPE

This policy applies to the County Administrative Officer, or duly appointed designee, in relation to the Amador County Safe Drinking Water Program tasks of advertising, acceptance of applications, determination of qualifications, scoring, developing case-by-case recommendations for offers of grants or loans, and presentation of findings and recommendations to the Amador County Board of Supervisors for final decision and direction to extend offers of funding. Also included is oversight of funds disbursement, tracking to verify accountability for funds expended, and verification of repayment of loans or of grants in those situations in which the property is sold within one year of funding. The Environmental Health Department shall work closely with the CAO and Board of Supervisors to assist in identifying those cases which pose the greatest threat to public health or the environment, to oversee the implementation of repairs or replacement work funded by the County, and to report on completion of the projects as they occur.

DEFINITIONS

- 1. Low Income** – Reportable income for federal income tax purposes greater than 50% but no more than 80% of the current Amador County median income based on family size.
- 2. Very Low Income** – Reportable income for federal income tax purposes greater than 30% but no more than 50% of the current Amador County median income based on family size.
- 3. Extremely Low Income** – Reportable income for federal income tax purposes less than or equal to 30% of the current Amador County median income based on family size.
- 4. On-Site Sewage System (OSS) Failure** –
 - a. Drainage from the structure(s) served ceases or slows to the point it prevents or inhibits normal use of plumbing fixtures.
 - b. Liquid discharges to the ground surface from or in close proximity to the OSS.
 - c. The OSS is determined by the Department to be a probable source of documented contamination of groundwater or surface water.
 - d. The required supplemental treatment unit is non functional or ineffectual.

- 5. Health Risk** – Condition(s) that can impair the health of one or more persons due to infectious agents, toxic properties, or physical hazards. Drinking water contaminants at concentrations exceeding standards in Title 22, California Code of Regulations, pose a risk to the health of users. Sewage, whether untreated or treated by an OSS, poses a health risk when discharged in a manner that may result in human exposure, contamination of water, or transmission of disease by vectors.
- 6. Repair** – Installation of equipment to treat drinking water to meet Title 22, California Code of Regulations, safe drinking water standards. The addition to, alteration of, rehabilitation of, or other work performed on or in relation to an OSS intended to eliminate failure or conditions threatening failure. OSS repair does not mean expansion of an existing system with the intent to serve additional wastewater flow.
- 7. Replacement** – Provision of a new source of domestic water which complies with the standards of Title 22, California Code of Regulations. Installation of a new OSS to take the place of the existing system.
- 8. Supplemental Treatment** – Sewage treatment via filtration, oxidation, or other approved means that produces effluent that does not exceed a 30 day average BOD of 30mg/L or a 30 day average TSS of 30 mg/L.

POLICY

It is the policy of the Amador County Administrative Officer (CAO) to provide fair and consistent implementation of the Amador County Safe Drinking Water Program to assist with maintenance of acceptable sanitary conditions in the County while balancing the financial needs of low income constituents against competing needs for available County funds.

PROCEDURES

The funding source for the program shall be excess Community Development Block Grant moneys. This funding source may be in demand for other projects or programs and it shall be the responsibility of the Board of Supervisors as advised by the CAO to determine how funds are expended.

If funds are available for the program, the CAO or duly appointed designee will annually advertise the availability of program funding, including minimum qualifications, and make applications available for funding for a minimum 30 day period. Upon passage of the application

deadline, the CAO, in consultation with the Environmental Health Department, shall determine whether each applicant is eligible to participate in the program based on determination of documented nitrate contamination of the water supply and property location within a one mile radius of Mule Creek State Prison or OSS failure anywhere within the County as determined by the Amador County Environmental Health Department. Additional factors include documentation of low income, the presence of a legally occupied residence, and lack of apparent intent to sell the property. A cost estimate for all necessary design and construction to complete the necessary repair or replacement prepared by a qualified consultant or an appropriately licensed contractor must also be provided.

Upon establishment of a pool of qualified candidates, the applications shall be ranked based on income and health risk. One factor shall be equal to the applicant's income expressed as a decimal percent of the current Amador County median income based on family size. The second ranking factor shall be based on the degree of health risk associated with the failure as identified in the following chart:

Health Risk	Factor
Illness Linked to Contaminated Drinking Water Supply or Failed System	0.1
Contamination of Drinking Water	0.2
OSS Failure Causing Contamination of Other Water	0.3
OSS with Ongoing Discharge Flowing Off Site	0.4
OSS with Episodic Discharge Flowing Off Site	0.5
OSS with Ongoing Discharge Remaining On Site	0.6
OSS with Episodic Discharge Remaining On Site	0.7
OSS with Episodic Surface Wetness, Not Flowing	0.8

The two factors shall be multiplied for the rank used to prioritize funding of projects, the lowest number shall be recommended for first offer of funds. Determination of qualification, ranking, and recommendation to the Board of Supervisors for offers of funding shall be completed no later than 30 days from the close of the application period.

Low income property owners shall be eligible for loans only. Very low and extremely low income property shall be eligible for loans or grants at the discretion of the Board of Supervisors depending on available funds and sources of revenue to replenish the fund. In order to be considered for a grant, the property in question must be owner occupied.

Loan terms shall be determined each year by the CAO in consultation with the County Auditor. Loans shall be secured by a note and deed of trust. Payment in full shall be due in the event of sale of the property within one year of funding. Grants shall also be associated with a recorded agreement which states that payment in full shall be due in the event of sale of the property within one year of funding.

One year from the date funds are provided to the applicant, the CAO shall verify that property ownership has remained unchanged. If under different ownership, the CAO shall determine the nature of ownership change. Change of ownership due to name change, marriage, inheritance, or similar factors would not be cause to demand payment in full.

The Amador County Environmental Health Department shall track the provision of potable water or OSS repairs and replacements associated with this program and shall regularly report to the CAO on significant events involving program participants. Any apparent delay in progress on a funded project shall also be reported to the CAO.