

**Resolution #22-92**  
**Revising the Private Water System Fees**  
**to comply with**  
**Ohio Revised Code Chapter 3701.344**  
**and**  
**Ohio Administrative Code Chapters 3701-28**  
**October 18, 2022**  
**3<sup>rd</sup> Reading**  
**Fees to be Effective January 1, 2023**

## **RESOLUTION**

**No. 22-92**

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**BY:** THE PORTAGE COUNTY BOARD OF HEALTH OF THE PORTAGE COUNTY  
COMBINED GENERAL HEALTH DISTRICT

**RE:** REVISING THE PRIVATE WATER SYSTEM FEES TO COMPLY WITH OHIO  
REVISED CODE CHAPTER 3701 AND OHIO ADMINISTRATIVE CODE  
CHAPTERS 3701-28. FEES TO BE EFFECTIVE JANUARY 1, 2023.

**WHEREAS**, the Board of Health of the Portage County Combined General Health District is desirous of preventing disease and maintaining the integrity of the health, safety and morals of the citizens of the Portage County Combined General Health District, and

**WHEREAS**, the Board of Health of the Portage County Combined General Health District is desirous of performing its duties in regard to administering, permitting, and inspecting private water systems to be accomplished by the health department, and

**WHEREAS**, Ohio Administrative Code (OAC) 3701-28-06 instructs the licensor to establish permit fees for the following categories: construction, alteration and conversion of single family (1, 2, & 3 dwellings) private water systems; construction, alteration and conversion of non-single family private water systems; construction of a pond water supply; construction and alteration of a test well; sealing private water systems; alterations for disconnecting a private water supply without sealing; temporary hauled water storage tanks; variances; water sample collection fee; filing & processing water samples; private water system contractor construction & knowledge assessments; temporary hauled water storage tank system; water hauling company registration, additional vehicle or water transportation vehicle registration, hauling water without a registration & penalty for hauling water from an unapproved source; and implementation of 25% penalty requirements.

**WHEREAS**, due to the results of required cost methodologies it is necessary to revise the associated fees to cover the costs to institute and administer the program; and

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**Section 1.** WHEREFORE, the following fees shall be adopted:

2023 Private Water Analysis Table					
			Current Local Fee	2023 Max Calculated Local Fee	2023 Proposed Local Fee
<b>1, 2, &amp; 3 Family Dwelling</b>					
(E)1	1, 2, & 3 Family Dwelling	Construction of a private water system (excluding ponds)	\$ 428.00	\$ 394.33	\$ 394.00
(E)4	1, 2, & 3 Family Dwelling	Conversion of a non-potable well to a private water system*	\$ 428.00	\$ 394.33	\$ 394.00
(E)7	1, 2, & 3 Family Dwelling	Alteration of a PWS or test well	\$ 351.00	\$ 236.60	\$ 236.00
(E)9	1, 2, & 3 Family Dwelling	Sealing of a private water system	\$ 60.00	\$ 60.00	\$ 60.00
<b>Test Wells</b>					
(E)2	Any PWS	Construction of a test well	\$ 171.00	\$ 157.73	\$ 157.00
<b>Ponds</b>					
(E)3	Single Family Dwelling only	Construction of a pond	\$ 428.00	\$ 394.33	\$ 394.00
<b>Other than 1, 2, 3 Family Dwelling</b>					
(E)5	Other than 1, 2, 3 Family Dwelling	Construction of a private water system	\$ 456.00	\$ 419.61	\$ 419.00
(E)6	Other than 1, 2, 3 Family Dwelling	Conversion of a well to a private water system*	\$ 456.00	\$ 419.61	\$ 419.00
(E)8	Other than 1, 2, 3 Family Dwelling	Alteration of a PWS or test well	\$ 273.00	\$ 251.77	\$ 251.00
(E)10	Other than 1, 2, 3 Family Dwelling	Sealing of a private water system	\$ 60.00	\$ 60.00	\$ 60.00
(E)11	Any PWS	Alteration Disconnection (Not sealing)	\$ 257.00	\$ 236.60	\$ 236.00
<b>Contractor Assessment</b>					
(E)15	Other	Private water system - contractor construction and knowledge assessment	\$ 300.00	\$ 300.00	\$ 300.00
<b>Variances</b>					
(E)13	Other	Variance (non-refundable)	\$ 200.00	\$ 200.00	\$ 200.00
<b>Water Samples</b>					
(E)14	Other	Filing & processing water sample results <sup>A</sup>	\$ 10.00	\$ 10.00	\$ 10.00
(E)18	Other	Collection and examination of water sample ( <b>does not include lab costs</b> )#	\$ 40.00	\$ 41.40	\$ 40.00
<b>Hauled Water Categories</b>					
(E)12	Any PWS	Temporary Hauled Water Storage Tank System	\$ 428.00	\$ 394.33	\$ 394.00
(E)16a	Other	Water Hauling Company Registration (includes 1 vehicle or other transport equipment)	\$ 50.00	\$ 57.95	\$ 57.00
(E)16b	Other	Additional Vehicle or water transportation	\$ 25.00	\$ 28.98	\$ 28.00
(E)17b	Other	Hauling Water without a registration or vehicle inspection	\$ 62.50	\$ 72.44	\$ 72.00
<b>Penalty</b>					
(E)17a	Penalty (ORC 3709.09(D))	25% penalty - Added to E1-E16 (PWS Construction, Alteration, Conversion)		Variable	Variable
(E)19	Penalty	Penalty - supplying water from unapproved source	\$ 93.75	\$ 72.44	\$ 93.75

## RESOLUTION

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**Section 2.** If any section, sentence, or provision of this resolution shall be held or deemed to be invalid for any reason, that invalidity shall not affect the validity of any other part of this resolution which can be given effect without such invalid part or parts;

**Section 3.** The Board of Health finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Revised Code, and be it,

**RESOLVED** by the Board of Health of the Portage County Combined General Health District, a majority of all members thereto concurring, that it is necessary to revise the Private Water System Fees as required by Chapter 3701.344 of the Ohio Revised Code and Chapters 3701-28 of the Ohio Administrative Code. Fees to become effective January 1, 2023.

It was moved by Board Member Ribelin seconded by Board Member Delaney that this resolution be adopted.

Upon call of the roll, the vote was as follows:

Robert Howard, President yes

Evelyn Cutlip, Vice-President Absent

Howard Minott, M.D., Member Absent

James Bierlair, Member Absent

Amy Everett, Member yes

Lucy Ribelin, Member yes

Charles Delaney, Member yes

Linda Grimm, Member yes

I, Joseph J. Diorio, MPH, MS, REHS, Secretary of the Board of Health of the Portage County Combined General Health District do hereby certify that the foregoing is a true and correct copy of a Resolution of the Board of Health of Portage County, duly adopted October 18, 2022, appearing in the Board minutes of October 18, 2022.

Joseph J. Diorio  
Joseph J. Diorio, MPH, MS, REHS  
Secretary, Board of Health

Date: October 18, 2022

Date, Reading #1      08/16/2022

Date, Reading #2      09/20/2022

Date, Reading #3      10/18/2022

**Effective Date of this Resolution: 01/01/2023**

2023 Private Water Analysis Table Public Hearing - Third Reading					
			Current Local Fee	2023 Max Calculated Local Fee	2023 Proposed Local Fee
<b>1, 2, &amp; 3 Family Dwelling</b>					
(E)1	1, 2, & 3 Family Dwelling	Construction of a private water system (excluding ponds)	\$ 428.00	\$ 394.33	\$ 394.00
(E)4	1, 2, & 3 Family Dwelling	Conversion of a non-potable well to a private water system*	\$ 428.00	\$ 394.33	\$ 394.00
(E)7	1, 2, & 3 Family Dwelling	Alteration of a PWS or test well	\$ 351.00	\$ 236.60	\$ 236.00
(E)9	1, 2, & 3 Family Dwelling	Sealing of a private water system	\$ 60.00	\$ 60.00	\$ 60.00
<b>Test Wells</b>					
(E)2	Any PWS	Construction of a test well	\$ 171.00	\$ 157.73	\$ 157.00
<b>Ponds</b>					
(E)3	Single Family Dwelling only	Construction of a pond	\$ 428.00	\$ 394.33	\$ 394.00
<b>Other than 1, 2, 3 Family Dwelling</b>					
(E)5	Other than 1, 2, 3 Family Dwelling	Construction of a private water system	\$ 456.00	\$ 419.61	\$ 419.00
(E)6	Other than 1, 2, 3 Family Dwelling	Conversion of a well to a private water system*	\$ 456.00	\$ 419.61	\$ 419.00
(E)8	Other than 1, 2, 3 Family Dwelling	Alteration of a PWS or test well	\$ 273.00	\$ 251.77	\$ 251.00
(E)10	Other than 1, 2, 3 Family Dwelling	Sealing of a private water system	\$ 60.00	\$ 60.00	\$ 60.00
(E)11	Any PWS	Alteration Disconnection (Not sealing)	\$ 257.00	\$ 236.60	\$ 236.00
<b>Contractor Assessment</b>					
(E)15	Other	Private water system - contractor construction and knowledge assessment	\$ 300.00	\$ 300.00	\$ 300.00
<b>Variances</b>					
(E)13	Other	Variance (non-refundable)	\$ 200.00	\$ 200.00	\$ 200.00
<b>Water Samples</b>					
(E)14	Other	Filing & processing water sample results ^	\$ 10.00	\$ 10.00	\$ 10.00
(E)18	Other	Collection and examination of water sample (does not include lab costs)#	\$ 40.00	\$ 41.40	\$ 40.00
<b>Hauled Water Categories</b>					
(E)12	Any PWS	Temporary Hauled Water Storage Tank System	\$ 428.00	\$ 394.33	\$ 394.00
(E)16a	Other	Water Hauling Company Registration (Includes 1 vehicle or other transport equipment)	\$ 50.00	\$ 57.95	\$ 57.00
(E)16b	Other	Additional Vehicle or water transportation	\$ 25.00	\$ 28.98	\$ 28.00
(E)17b	Other	Hauling Water without a registration or vehicle inspection	\$ 62.50	\$ 72.44	\$ 72.00
<b>Penalty</b>					
(E)17a	Penalty (ORC 3709.09(D))	25% penalty - Added to E1-E16 (PWS Construction, Alteration, Conversion)		Variable	Variable
(E)19	Penalty	Penalty - supplying water from unapproved source	\$ 93.75	\$ 72.44	\$ 93.75



2023 Private Water Analysis Table Public Hearing - Third Reading										
Private Water System Fee Categories OAC 3701-28-06(E)										
		Current Fees				Difference From Current Local Fee	% Difference Local Fee	Proposed Fees		
		Current Local Fee	State Fee (ODH + ODRN)	Current Total fee (Includes State Fee)	2023 Max Calculated Local Fee			2023 Proposed Local Fee	2023 Total Proposed Fee (ODH + ODRN)	
1, 2, & 3 Family Dwelling										
(E)1	1, 2, & 3 Family Dwelling	Construction of a private water system (excluding ponds)	\$ 428.00	\$ 94.00	\$ 522.00	\$ 394.33	\$ (33.67)	\$ 394.00	\$ 94.00	\$ 488.00
(E)4	1, 2, & 3 Family Dwelling	Conversion of a non-potable well to a private water system*	\$ 428.00	\$ 94.00	\$ 522.00	\$ 394.33	\$ (33.67)	\$ 394.00	\$ 94.00	\$ 488.00
(E)7	1, 2, & 3 Family Dwelling	Alteration of a PWS or test well	\$ 351.00	\$ -	\$ 351.00	\$ 236.60	\$ (114.40)	\$ 236.00	\$ -	\$ 236.00
(E)9	1, 2, & 3 Family Dwelling	Sealing of a private water system	\$ 60.00	\$ -	\$ 60.00	\$ 60.00	\$ -	\$ 60.00	\$ -	\$ 60.00
Test Wells										
(E)2	Any PWS	Construction of a test well	\$ 171.00	\$ 94.00	\$ 265.00	\$ 157.73	\$ (13.27)	\$ 157.00	\$ 94.00	\$ 251.00
Ponds										
(E)3	Single Family Dwelling only	Construction of a pond	\$ 428.00	\$ 94.00	\$ 522.00	\$ 394.33	\$ (33.67)	\$ 394.00	\$ 94.00	\$ 488.00
Other than 1, 2, 3 Family Dwelling										
(E)5	Other than 1, 2, 3 Family Dwelling	Construction of a private water system	\$ 456.00	\$ 94.00	\$ 550.00	\$ 419.61	\$ (36.39)	\$ 419.00	\$ 94.00	\$ 513.00
(E)6	Other than 1, 2, 3 Family Dwelling	Conversion of a well to a private water system*	\$ 456.00	\$ 94.00	\$ 550.00	\$ 419.61	\$ (36.39)	\$ 419.00	\$ 94.00	\$ 513.00
(E)8	Other than 1, 2, 3 Family Dwelling	Alteration of a PWS or test well	\$ 273.00	\$ -	\$ 273.00	\$ 251.77	\$ (21.23)	\$ 251.00	\$ -	\$ 307.80
(E)10	Other than 1, 2, 3 Family Dwelling	Sealing of a private water system	\$ 60.00	\$ -	\$ 60.00	\$ 60.00	\$ -	\$ 60.00	\$ -	\$ 60.00
(E)11	Any PWS	Alteration Disconnection (Not sealing)	\$ 257.00	\$ -	\$ 257.00	\$ 236.60	\$ (20.40)	\$ 236.00	\$ -	\$ 236.00
Contractor Assessment										
(E)15	Other	Private water system - contractor construction and knowledge assessment	\$ 300.00	\$ -	\$ 300.00	\$ 300.00	\$ -	\$ 300.00	\$ -	\$ 300.00
Variances										
(E)13	Other	Variance (non-refundable)	\$ 200.00	\$ -	\$ 200.00	\$ 200.00	\$ -	\$ 200.00	\$ -	\$ 200.00
Water Samples										
(E)14	Other	Filling & processing water sample results ^	\$ 10.00	\$ -	\$ 10.00	\$ 10.00	\$ -	\$ 10.00	\$ -	\$ 10.00
(E)18	Other	Collection and examination of water sample (does not include lab costs)¥\$	\$ 40.00	\$ -	\$ 40.00	\$ 41.40	\$ 1.40	\$ 40.00	\$ -	\$ 40.00
Hauled Water Categories										
(E)12	Any PWS	Temporary Hauled Water Storage Tank System	\$ 428.00	\$ -	\$ 428.00	\$ 394.33	\$ (33.67)	\$ 394.00	\$ -	\$ 394.00
(E)16a	Other	Water Hauling Company Registration (includes 1 vehicle or other transport equipment)	\$ 50.00	\$ -	\$ 50.00	\$ 57.95	\$ 7.95	\$ 57.00	\$ -	\$ 57.00
(E)16b	Other	Additional Vehicle or water transportation	\$ 25.00	\$ -	\$ 25.00	\$ 28.98	\$ 3.98	\$ 28.00	\$ -	\$ 28.00
(E)17b	Other	Hauling Water without a registration or vehicle inspection	\$ 62.50	\$ -	\$ 62.50	\$ 72.44	\$ 9.94	\$ 72.00	\$ -	\$ 72.00
Penalty										
(E)17a	Penalty (ORC 3709.09(D))	25% penalty - Added to E1-E16 (PWS Construction, Alteration, Conversion)			\$ -	Variable		Variable		Variable
(E)19	Penalty	Penalty - supplying water from unapproved source	\$ 93.75	\$ -	\$ -	\$ 72.44	\$ (21.31)	\$ 93.75	\$ -	\$ 93.75
DO NOT ADOPT THESE STATE FEES										
NA	ODNR	ODNR well log filing fee	\$ 20.00			\$ 20.00		\$ 20.00		\$ 20.00
NA	ODH	ODH Filing Fee	\$ 74.00			\$ 74.00		\$ 74.00		\$ 74.00
* includes agricultural, irrigation, geothermal										
^ 3701-28-03(DD)										
& Includes one vehicle or other water transportation equipment										

\* Includes agricultural, irrigation, geothermal

^ 3701-28-03(DD)

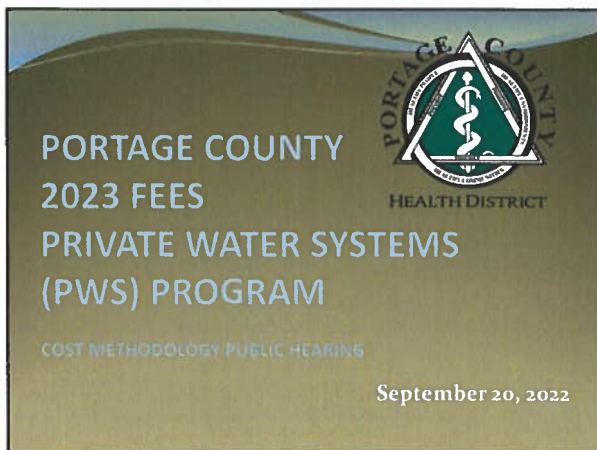
& Includes one vehicle or other water transportation equipment



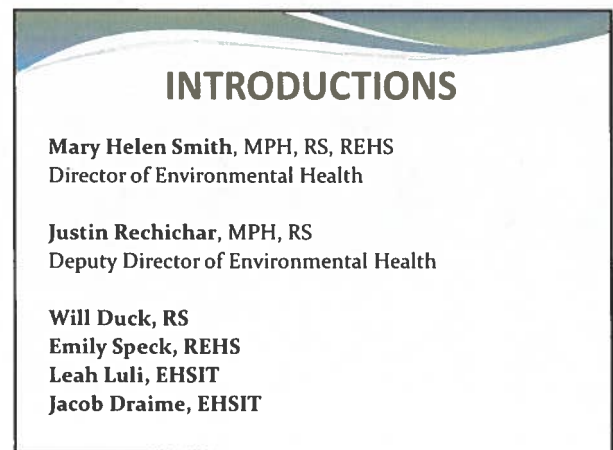
**999 East Main St. 2<sup>nd</sup> Floor Ravenna, Ohio 44266**

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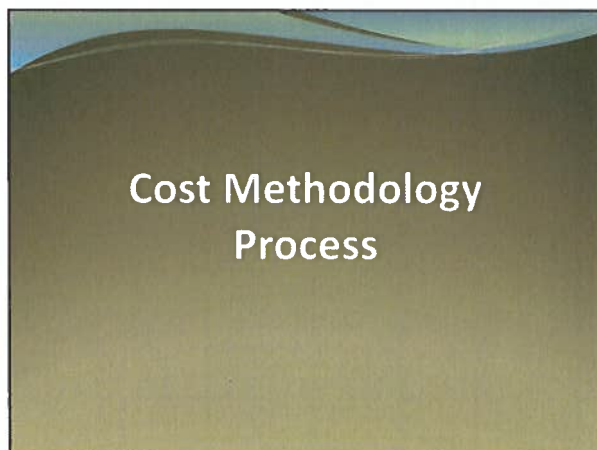




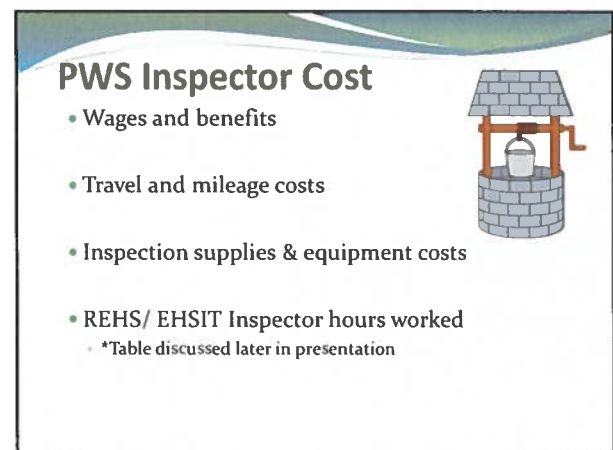
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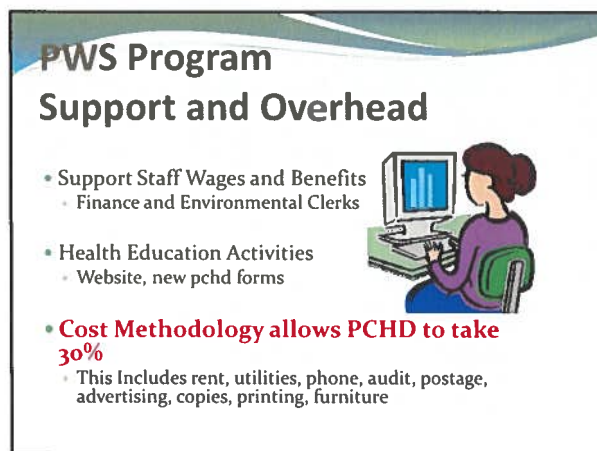
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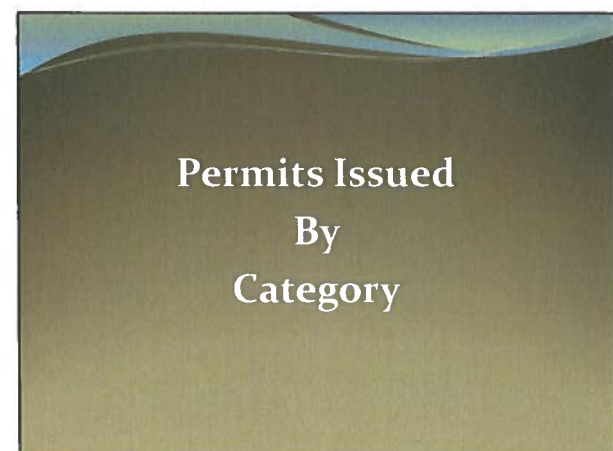
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## 2021 Permits Issued By Classification

New Well Single Family	198
Replacement Well Single Family	0
Single Family Alteration	10
New Non-Single Family	1
Replacement Non-Single Family	0
Non-single Family Alteration	0
Water Hauler	2
Sealing	24
Water Samples	210

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## Cost Methodology

## Data Tables

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## 2023 COST METHODOLOGY (2021 Direct Cost Inspector Hours in Program)

	Total hours (W/o vacation/holiday/ sick/cv19)	Hours in PWS	% In PWS Program
Justin	2698.5	809.55	30%
Will	1,904.5	190.45	10%
Lindsey	1,590.0	79.5	5%
Mike	2,080.5	208.05	10%
Emily	1,679.0	167.9	10%
Kari	1665	83.25	5%

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## 2023 Private Water System Proposed Fee Schedule

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## Fee Categories (Per OAC)

- Sealing of a PWS (Single Family)
- Construction of a Test Well
- Construction of a Pond
- Sealing of a PWS (Other than Single Family)
- Alteration Disconnection (Not Sealing)
- PWS Contractor Knowledge Assessment
- Filing an Processing Water Samples
- Temporary Hauled Storage Tank
- Additional Hauled Water Truck
- Hauling Water w/o a Registration
- 25% Penalty (In Accordance with OAC)
- Penalty for Supplying Water from an Unapproved Source

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## 2023 PROPOSED FEE SCHEDULE

Item	Description	Unit	Rate	Notes
1.0	Sealing of a PWS (Single Family)	Hour	\$150.00	
2.0	Construction of a Test Well	Hour	\$200.00	
3.0	Construction of a Pond	Hour	\$150.00	
4.0	Sealing of a PWS (Other than Single Family)	Hour	\$200.00	
5.0	Alteration Disconnection (Not Sealing)	Hour	\$150.00	
6.0	PWS Contractor Knowledge Assessment	Hour	\$150.00	
7.0	Filing an Processing Water Samples	Hour	\$150.00	
8.0	Temporary Hauled Storage Tank	Hour	\$150.00	
9.0	Additional Hauled Water Truck	Hour	\$150.00	
10.0	Hauling Water w/o a Registration	Hour	\$150.00	
11.0	25% Penalty (In Accordance with OAC)	Hour	\$150.00	
12.0	Penalty for Supplying Water from an Unapproved Source	Hour	\$150.00	

See Handout

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## Cost Methodology Summary

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### Summary

- Board of Health committed to a **comprehensive review** of the cost methodology process
- **Overhead Cost at 30%**
- **2021 hours worked includes**
  - Enforcement Activities
    - Wells drilled without permits
    - Incomplete paperwork including listing all contractors working on PWS
    - Auditing required paperwork and ensuring proper documentation is achieved
  - Training of new staff

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**THANK YOU!**

**Questions?**

Portage County Health District  
(330) 296-9919  
999 East Main Street  
Ravenna, Ohio 44266



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