



# AOWB NEWS

HP Inc.

2nd Quarter—2019

June 1, 2019

## QUARTERLY GREETINGS FROM THE AOWB!

Summer is here licensees! I hope this finds all our Licensees moving from a prosperous Spring and into an even more prosperous Summer! It seems like they have three words to describe our oncoming Summer: HOT, HOT & HOT! As we all know you work hard out there so please stay hydrated and drink plenty of WATER! We appreciate all you do for the industry.

Please keep in mind the “little things” that have to be completed to keep your license current. Make certain you renew your bond on time, make certain you obtain the required continuing education you need each year. The renewal season will begin on October 1 this year. If you have not obtained your continuing education at this point, please visit our website for various opportunities. If you have questions, or need assistance in any way, please feel free to contact

our office at 334-353-9250.

We hope you enjoy this newsletter and find it useful as well. If you have any suggestions for our newsletter or would like to submit something to us that might be published, please mail it to us at: AOWB, PO Box 303552, Montgomery, AL 36130.



## SEPTIC TANK INSPECTIONS

In November of 2018, I polled licensees to obtain feedback on the inspections of septic tanks for home inspections regarding the sale/closing of homes. I talked with the Real Estate Commission, they as well felt there needed to be some type of “standard” for inspections. The feedback we received was good. A committee was established by the Board. Rather than require a new license, the committee for the septic tank inspections has worked on a solution to assist

our licensees on septic tank inspections. A form has been designed for your use and is to be approved by the AOWB Board at its quarterly meeting in July. Once approved, the form will be placed on the website for you to download and use. Many thanks to Mr. Steve Meeks for assisting in the project. Look for more in-depth training at your continuing education classes regarding this subject as well. Remember you are not licensed to perform inspections, and a

license is not required, however, as a professional in your industry, the committee feels using the form would assist you in what to look for during an inspection and should ease the homeowners mind. We at the AOWB want to encourage you to utilize this form when you conduct septic tank inspections. If you have any questions, comments or concerns, please feel free to contact the administrative office at 334-353-9250.

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### AOWB/ADPH OFFICE CLOSINGS

- June 3—Jefferson Davis’ Birthday
- July 4—Independence Day
- September 2—Labor Day
- October 14—Columbus Day
- November 11—Veterans Day

## HOW THE LEGISLATIVE PROCESS WORKS

I would like to take this opportunity to let YOU the licensees know the process of how a law and or rules are created. The Alabama Onsite Wastewater Board is in the process of updating our current “rules” This is a time consuming process and will take months to accomplish. We will keep the licensees informed of the upcoming changes in the near future.

Legislation begins as an idea that is referred to as a bill once it is introduced in the Alabama Legislature by one or more legislators. If the AOWB needs something added to their law, we will have to find a Representative or Senator to introduce the bill. Then it will need to be passed by both the House and the Senate, and then signed by the Governor.

The trade association AOWA often supports our positions, and AOWA retains a lobbyist that can help the association with issues they support or oppose. For instance, if we wanted to pursue a bill to change how violators are fined, we would need to find a sponsor for the bill who would work to get the bill through the Legislature when they are in session (they meet yearly, this year the session began March 5 and will end no later than June 17). IF AOWA supports our bill, they can be a partner in helping us with this effort, including helping us find a sponsor and gaining support from House and Senate members.

If the bill passes, it becomes part of our law – Code of Alabama 34-21A

### **WHAT HAPPENS AFTER A LAW IS PASSED?**

Depending upon the wording of the new law, it may simply go into effect or AOWB may need to promulgate rules to implement the changes. When legislation gives authority to implement rules, they become part of the Administrative Code. 628-X are the rules for the AOWB.

Agencies, boards and commissions must go through the Administrative Procedure Division of the Legislative Reference Service in order to implement a rule or a rule change. The board must file notice of intent to adopt, amend or repeal the rules. Then the Legislative Reference Service gives notice of intended action, which is a comment period that begins on the date of publication of the Administrative Monthly and continues for 35 calendar days before the rule may be adopted. The notice shall include a statement of either the terms or substance of the intended action or a description of the subjects and issues involved, the time when, the place where, and the manner in which interested persons may present their views. For instance, when AOWB has proposed rules changes in the past, comments have been made in writing by the public.

### **OTHER CONSIDERATIONS**

What is noted above is the mechanics of getting a bill passed. What is not contemplated above are the obstacles that can face any bill, such as:

- \* local politics
- \* interest groups or individuals that may oppose the legislation
- \* other bills that can tie up committees or debate on the floor for extended periods creating a log jam for other legislation

## DISCIPLINARY ACTIONS TAKEN SINCE JANUARY, 2019

### Action taken at the April 25, 2019 Board Meeting:

Daniel Patterson - 1 count - installed/repaired without complying with the requirements and conditions of the permit - fined: \$1,000.00

Jim Tice - 1 count - pumped sewage without a permit - fined: \$1,000.00

Lillian Sullivan - Settlement Agreement - Not pumping both sides of septic tank - fined: \$1,000.00 and returned money to homeowner Tony

Brooks - Settlement Agreement - installing without a license or permit - Fined: \$750.00

Shawn Newman - Settlement Agreement - installing without a permit - Fined: \$1,000.00

David Dulaney - Settlement Agreement - installing without a license or permit - Fined: \$1,200.00

### Action taken at the January 24, 2019 Board Meeting:

Colin Shepard - fined

\$2,000.00 for no license or permit

Russell Yeckley - pumper license revoked

Tony Woodard - fined \$1,500.00 for no permit

Edwin McGuire - Fined \$1,000.00 and attend first time pumper training



The AOWB meets quarterly in January, April, July and October. Meetings are open to the public. We encourage you to attend!

## ATTENTION INSTALLERS

Code of Alabama 34-21A-21, states in part that a license can be suspended or revoked for failure to follow the rules and regulations of the State of Alabama Department of Public Health or the appropriate local health department or authorities. It has been brought to the Alabama On-site Wastewater Boards attention that numerous installers are not submitting the

CEP-5's to their local health department—These forms are to be submitted to the Local Health Department within 3 business days of completion of the system. Please note that ALL installers, (Basic, Advanced Level I and Advanced Level II) are required to submit this form and it is YOUR responsibility as an installer to notify the local health department of all

installations to include engineered designed systems. As this is a health department rule, if it is not followed, you could possibly have a complaint filed against your license. Keeping a good relationship with your local health department provides a firm working relationship with everyone!

CEP 5  
INSTALLER'S ONSITE SEWAGE DISPOSAL  
SYSTEM CERTIFICATION

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 ALABAMA DEPARTMENT OF PUBLIC HEALTH

County Health Dept. \_\_\_\_\_  
Permit Number \_\_\_\_\_  
Date Received \_\_\_\_\_

OWNER/APPLICANT'S NAME \_\_\_\_\_  
PROPERTY (611) ADDRESS \_\_\_\_\_  
CITY, STATE, ZIP \_\_\_\_\_  
SUPERVISOR NAME \_\_\_\_\_ LOT \_\_\_\_\_ BLOCK \_\_\_\_\_

INSTALLATION INFORMATION

Installation Date: \_\_\_\_\_ ( ) Flow ( ) Repair  
Septic Tank Size: \_\_\_\_\_ gal. ( ) 1500 ( ) 2000 ( ) 2500 ( ) 3000 ( ) 3500 ( ) 4000 ( ) 4500 ( ) 5000 ( ) 5500 ( ) 6000 ( ) 6500 ( ) 7000 ( ) 7500 ( ) 8000 ( ) 8500 ( ) 9000 ( ) 9500 ( ) 10000 ( ) 10500 ( ) 11000 ( ) 11500 ( ) 12000 ( ) 12500 ( ) 13000 ( ) 13500 ( ) 14000 ( ) 14500 ( ) 15000 ( ) 15500 ( ) 16000 ( ) 16500 ( ) 17000 ( ) 17500 ( ) 18000 ( ) 18500 ( ) 19000 ( ) 19500 ( ) 20000 ( ) 20500 ( ) 21000 ( ) 21500 ( ) 22000 ( ) 22500 ( ) 23000 ( ) 23500 ( ) 24000 ( ) 24500 ( ) 25000 ( ) 25500 ( ) 26000 ( ) 26500 ( ) 27000 ( ) 27500 ( ) 28000 ( ) 28500 ( ) 29000 ( ) 29500 ( ) 30000 ( ) 30500 ( ) 31000 ( ) 31500 ( ) 32000 ( ) 32500 ( ) 33000 ( ) 33500 ( ) 34000 ( ) 34500 ( ) 35000 ( ) 35500 ( ) 36000 ( ) 36500 ( ) 37000 ( ) 37500 ( ) 38000 ( ) 38500 ( ) 39000 ( ) 39500 ( ) 40000 ( ) 40500 ( ) 41000 ( ) 41500 ( ) 42000 ( ) 42500 ( ) 43000 ( ) 43500 ( ) 44000 ( ) 44500 ( ) 45000 ( ) 45500 ( ) 46000 ( ) 46500 ( ) 47000 ( ) 47500 ( ) 48000 ( ) 48500 ( ) 49000 ( ) 49500 ( ) 50000 ( ) 50500 ( ) 51000 ( ) 51500 ( ) 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**HP Inc.**

Primary Business Address  
Address Line 2  
Address Line 3  
Address Line 4

Phone: 555-555-5555  
Fax: 555-555-5555  
Email: someone@example.com



**VISIT US ON THE WEB  
AT:  
AOWB.ALABAMA.GOV**

*The Alabama Onsite Wastewater Board is created to examine, license, and regulate persons engaged in the manufacture, installation, or servicing of onsite sewage systems in Alabama. As more residences are built in rural areas where public sewer hookups and centralized sewage treatment systems are often unavailable, many property owners must rely on onsite sewage systems, such as septic systems, to handle residential waste and sewage. The improper manufacture, installation, service, cleaning, and maintenance of onsite sewage equipment and treatment systems can contaminate and pollute the environment and pose significant harm to public health and the rural environment. This board is created to establish the qualification levels for those engaged in the manufacture, installation, servicing, or cleaning of onsite sewage systems and equipment in Alabama and promote the proper manufacture, installation, and servicing of onsite sewage systems.*

## **MEET HILLARY HOULTON and WHAT SHE DOES FOR THE AOWB!**

My name is Hillary Houlton and I am the Administrative Assistant for the Alabama Onsite Wastewater Board. I am 35 years old, married to Justin Houlton, and I have a handsome 14 year old son named Tanner. We currently reside in Prattville, Alabama and we are big into baseball. Tanner played 2nd base and centerfield for Prattville Jr. High and hopes to play for the High School next year. He also plays travel baseball when school ball ends.

I have been with the AOWB a little over a year. I enjoy coming to work and love my boss and co-workers. We definitely get things accomplished as a team. I am responsible for Continuing Education, bonds, and training; I

also help to process licenses during the renewal season. Whenever I receive a bond, I immediately enter the information into the database for the licensee. Continuing Education certificates are sent to me and I enter them as soon as I receive them as well. Whenever new licensees take their first time training course, I enter their test scores and mail out the letters stating whether they pass or fail. I mail out bond reminder letters during the middle of the month and I mail out bond suspension letters on the 1st of every month for the previous month. I prepare the packets for first time training class and process the online test payments. I also audit the files to make sure we have everything we need from the licensees. I check the mail daily

and keep a log of all checks received, and I also prepare the cash receipts for our office to send to the State Comptroller. If you ever need any assistance with Continuing Education, bonds, or training information please feel free to call me anytime at: 334-353-9250 or email me at:

hillary.houlton@aowb.alabama.gov

