



# Subsurface Sewage Treatment System tank installation fee

## When did this become a requirement and what is the law citation?

The tank fee law passed in May of 2003. The law is Minn. Stat. §115.551. The law says that Subsurface Sewage Treatment System (SSTS) installers must submit to the Minnesota Pollution Control Agency (MPCA) a fee of \$25 for each septic system tank they install. In 2014 Minn. Stat. §115.551 was updated. The legislative update requires the MPCA to send the SSTS installer an invoice prior to the SSTS installer submitting payment to the MPCA for their tank fees.



## What is a septic system tank?

The law defines a tank as "... any covered receptacle designed, constructed, and installed as part of an individual sewage treatment system." This includes septic tanks, dosing chambers, holding tanks, aerobic tanks, and tanks for sand/peat/textile filters. Combination septic tanks/dosing chambers that exist as a single tank is considered one tank. A system that has more than one tank will be charged for each tank; for example, a system with two tanks would be charged \$50, etc.

## What if a septic system has more than one tank?

A septic system that has more than one tank will be charged for each tank; for example, a septic system with two tanks would be charged \$50, etc. Tanks installed as part of a cluster system are each subject to the fee.

One exception to this fee are tanks which are components of a septic system that use pretreatment (Type IV systems); in these cases the total tank fee for the Type IV system is \$25.

## Are tanks installed as part of a cluster septic system subject to the fee?

Yes. The tanks installed as part of a cluster septic system are subject to the fee.

## Why not require manufacturers rather than installers to pay this fee?

Tank manufacturers are not registered with the state and many are not Minnesota companies. It would have been difficult for the state to identify all manufacturers and establish the business relationships needed to effectively collect the fee. Installers, however, already have a business relationship with the MPCA through the licensing program. MPCA has the names and addresses of all installers in the state through this program and can readily notify them of the new law's requirements.

## Can installers charge the fee to the septic system owners for whom the tanks are being installed?

The law does not prohibit installers from charging septic system owners the fee. Each installer may choose how he or she wants to handle this issue.

## What is the new process?

As a result of the legislative update in 2014 there is a new process. This new process includes the following steps:

1. Subsurface sewage treatment installers should work with local governmental unit (LGU)s to verify their records on the number of septic system tanks they installed in the calendar year.
2. Every SSTS installer is required to complete the SSTS Tank Fee Record/Submission form to the MPCA by January 31<sup>st</sup> following the end of the calendar year. The form and instructions can be found online at: <http://www.pca.state.mn.us/index.php/view-document.html?gid=22508>. **Do not include the payment with your form.**
3. **To avoid enforcement actions this form must be completed by all SSTS installers and sent to the MPCA.** If you did not install any septic system tanks in the calendar year you would report zero on the SSTS Tank Fee Record/Submission form.
4. In April, following the end of the calendar year SSTS Installers that reported installing one or more septic tanks will receive an invoice from the MPCA for payment. The invoice is required to be paid within 30 days of receipt to avoid enforcement. Payment submittals should include both the invoice and the payment.

## How will MPCA verify that fees are submitted for all of the septic system tanks that are installed?

All licensed SSTS installers are required per Minn. Stat. §155.551 to report the number of septic system tanks that they installed within the calendar year. Even if a SSTS installer did not install a tank within the calendar year they still must report zero to the MPCA. The MPCA will follow up with SSTS installers that do not submit a timely SSTS Tank Fee Record/Submission form. In addition, the MPCA requires LGU to keep records by SSTS installer of all the septic system tanks that are installed in their jurisdiction for each year. The LGU records are reported annually to the MPCA. The MPCA will compare the number of tanks reported to the MPCA by the SSTS installer to the number of septic system tanks reported to the MPCA by the LGU. If the numbers do not match up the MPCA will be addressing the discrepancies appropriately.

For this to be effective, the local governments must include the correct business license number, not the individual's certification number as part of the "tanks installed" information in their Annual Report to MPCA. The SSTS Licensed Business Search tool is available at <http://www.pca.state.mn.us/index.php/water/water-types-and-programs/wastewater/subsurface-sewage-treatment-system-ssts/ssts-search.html>.

## What happens to a system that has permitted in one year but not installed until the following year?

The law refers to "tanks installed", not "tanks permitted". The fee would be paid for the year the tanks were installed.

## How will the MPCA use the funds that are provided by this fee?

The law directs the MPCA to increase staff and activity in the areas of new technology review, technical assistance for local governments, training individual sewage treatment system professionals, program planning, and enforcement for the Individual Sewage Treatment Systems (ISTS) program. This results in a more effective licensing program, and allows MPCA to keep the code updated as new advances in wastewater treatment are made, and work more closely with ISTS professionals statewide.

## For more information

Contact the MPCA at 651-296-6300 or 1-800-657-3864.



# 2015 SSTS Septic Tank Fee Record/Submission Form

## Subsurface Sewage Treatment System (SSTS) Program

Doc Type: Fee Collection

### Instructions for SSTS installers

Subsurface Sewage Treatment System (SSTS) installers in Minnesota are required to remit a \$25 fee for each septic system tank they install. In 2014 Minn. Stat. § 115.551 was updated. The update requires the Minnesota Pollution Control Agency (MPCA) to send the SSTS Installer an invoice prior to the installer submitting payment to the MPCA for their tank fees.

As a result of this update, a new process has been developed to submit their tank fees for the SSTS tanks that were installed in the 2015 calendar year.

This new process includes the following steps:

1. SSTS Installers should work with Local Governmental Units (LGUs) to verify their records on the number of tanks they installed in the calendar year.
2. Complete both sides of this form and submit it to the MPCA by January 31 following the end of the calendar year.
3. **Do not include payment with this form. To avoid enforcement actions this form must be completed by all installers and sent to the MPCA.** If you did not install any tanks in the calendar year, you would report zero on this form and mail it in.
4. In April, SSTS Installers that reported installing one or more septic system tanks will receive an invoice from the MPCA for payment. This invoice is required to be paid within 30 days of receipt to avoid enforcement. Payment submittals should include both the invoice and the payment.



“Septic system tank” includes septic tanks, dosing chambers, holding tanks, aerobic tanks, and tanks for sand/peat/textile filters. (A combination septic tank/dosing chamber that exists as a single tank is considered one tank.)

Please print clearly or type your submission(s). A list of frequently asked questions and other information about the SSTS septic system tank fee can be reviewed in the [Subsurface Sewage Treatment System Tank Installation Fee](http://www.pca.state.mn.us/aj0rf65) fact sheet, found on the MPCA website at: <http://www.pca.state.mn.us/aj0rf65>.

### Submit this form to “MPCA” to the following address:

Carol Decker  
Minnesota Pollution Control Agency  
7678 College Road, Suite 105  
Baxter, MN 56425

**Note: You must also complete and return the tank installation record on the following page.**

1. Total number of installed tanks: \_\_\_\_\_
3. In what year were the tanks installed: \_\_\_\_\_
4. Installer business name: \_\_\_\_\_ Business license no.:   L    
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_  
Phone: \_\_\_\_\_ E-mail address: \_\_\_\_\_

*I certify under penalty of law, that the information submitted is true and correct.*

5. Licensed Installer signature: \_\_\_\_\_ Date (mm/dd/yyyy): \_\_\_\_\_

**Complete page 2 before submitting.**

