**WASTE MANAGEMENT DEPARTMENT**
* Environmental Education
* Environmental Enforcement
* Waste Reduction & Recycling
* Waste Collection
* LCID Landfill

**720 County Landfill Road**
**P.O. Box 1550**
**Pittsboro, NC 27312**

**Dan J. LaMontagne, PE**
Solid Waste Director

24-Hour Illegal Dumping Hotline:
(919) 542-0502

MAIN OFFICE: (919) 542-5516
FAX: (919) 542-0058
E-MAIL: wasteman@chathamnc.org
WEBSITE: www.chathamnc.org

July 21, 2010

Division of Waste Management
Solid Waste Section
1646 Mail Service Center
Raleigh, NC 27699-1646

RECEIVED
JUL 26 2010
WASTE SECTION

Subject: Chatham County Waste Management HHW Permit Application
Permit Number 19-04-TP (NCPH0199501)

Please find attached the application for renewal of the Household Hazardous Waste Permit for the Chatham County Waste Management permanent collection facility.

Included in this package you will find the associated Contingency Plan, Operational Plan, and Closure Plan for the facility.

If you require further information please do not hesitate to contact me.

Sincerely,

Dan J. LaMontagne, PE
Solid Waste Director
Chatham County Waste Management

Attachments

Cc: Teresa Chapman, Chatham County
Bill Patrakis, NC DENR

North Carolina Department of Environment and Natural Resources
Division of Waste Management

**APPLICATION FOR**
**HOUSEHOLD HAZARDOUS WASTE IDENTIFICATION NUMBER**

A household hazardous waste I.D. number shall be required to ship collected materials off-site for treatment and/or processing.
Please check the appropriate box and fill in the blanks.

Temporary Event ☐ Permanent Facility ☒

**OPERATOR/CONTRACTOR**

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Facility/Event Host | Chatham County Waste Management | | | | | | |
| Contact Person | Teresa Chapman | | | Title | Waste Reduction Coordinator | | |
| Mailing Address | P.O. Box 1550 | | | County | Chatham | | |
| City | Pittsboro | | | State | NC | Zip | 27312 |
| Phone | 919-542-5516 | Fax | 919-542-0058 | | E-mail | teresa.chapman@chathamnc.org | |
| On-Site Contractor | ECOFLO, Inc. | | | | | | |
| Contact Person | Kenn Webb | | | Title | Vice President, Field Services | | |
| Mailing Address | 2750 Patterson St. | | | | | | |
| City | Greensboro | | | State | NC | Zip | 27407 |
| Phone | 336-617-2733 | Fax | 866-929-0371 | | E-mail | kwebb@ecoflo.com | |

**TRANSPORTER**

| | | | | | |
|---|---|---|---|---|---|
| Company Name | ECOFLO, Inc. | | | ID No. | NCD980842132 |
| Contact Person | Kenn Webb | Title | Vice President, Field Services | | |
| Mailing Address | 2750 Patterson St. | | | | |
| City | Greensboro | State | NC | Zip | 27407 |
| Phone | 336-617-2733 | Fax | 866-929-0371 | E-mail | kwebb@ecoflo.com |

**DISPOSER/RECYCLER**

| | | | | | |
|---|---|---|---|---|---|
| Company Name | ECOFLO, Inc. | | | ID No. | NCD980842132 |
| Contact Person | Kenn Webb | Title | Vice President, Field Services | | |
| Mailing Address | 2750 Patterson St. | | | | |
| City | Greensboro | State | NC | Zip | 27407 |
| Phone | 336-617-2733 | Fax | 866-929-0371 | E-mail | kwebb@ecoflo.com |

**COLLECTION DETAILS**

| | |
|---|---|
| Physical Location of Event/Facility | 726 County Landfill Road, Pittsboro, NC |
| Date of Temporary Event (if applicable) | |
| Materials To Be Collected | Household hazardous wastes |
| Materials To Be Recycled | Waste oil, lead acid batteries, some latex paint, etc. |
| Additional Comments | |

**CERTIFICATION OF OPERATOR/CONTRACTOR:**

I certify that the information supplied is accurate and correct to the best of my knowledge and belief, and that this facility will only accept household hazardous waste. I am authorized to make this request on behalf of the operator at the location given.

Name Dan J. LaMontagne Title Solid Waste Director

Company Chatham County Waste Management

Signature _____ Date 7/21/2010

Purpose: Application for household hazardous waste identification number. This number shall be used to ship collected materials off-site for treatment and/or processing.

Distribution: Mail completed original to the following address:

Division of Waste Management
Solid Waste Section
1646 Mail Service Center
Raleigh, North Carolina 27699-1646
(919) 733-0692

Disposition: This form shall be maintained in accordance with the standards of the Solid Waste Section's Records Disposition Schedule published by the North Carolina Division of Archives and History.

The Solid Waste Section shall assign an identification number upon receipt of application.

***Temporary Day -** Upon completion of a Temporary Collection day, a report on HHW collected, disposed, and recycled shall be returned to the Solid Waste Section.

***Permanent Site -** An annual report on HHW collected, disposed, and recycled shall be returned to the Solid Waste Section.

**SOLID WASTE SECTION USE ONLY**

Date Received: _____

Date Approved: _____

HHW ID Number: NC___H___ ___ ___ ___ ___ ___ ___ ___

## Operational Plan for Chatham County
## Permanent Household Hazardous Waste Collection Facility

This plan describes the normal operating procedures for the Chatham County Permanent Household Hazardous Waste (HHW) Collection Facility. Additional procedures for emergency situations are contained in a separate Contingency Plan.

The Chatham County Permanent HHW Collection Facility was established as part of a Triangle-wide effort to more effectively manage HHW and to help prevent improper disposal. This comprehensive effort, initiated by the Triangle Region Solid Waste Planners Committee (TRSWPC), involved a coordinated program of HHW collection, source reduction, and public education. The program is being supported by governmental agencies from Wake, Chatham, Orange, and Durham counties. More information on this regional effort, and on the research conducted by the committee before choosing a course of action, can be found in two documents prepared by the TRSWPC: "A Proposal for Regionally Coordinated Household Hazardous Waste Programs in Chatham, Durham, Orange, and Wake Counties" (March, 1993) and "A Proposal for Regionally Coordinated Household Hazardous Waste Programs in Chatham, Durham, Orange, and Wake Counties: Final Report" (January, 1994). These reports can be obtained by calling the Triangle J Council of Governments (919-549-0551).

As a key part of this regional effort, four permanent HHW collection facilities were constructed in the Triangle area at the following locations: Orange Regional Landfill, North Wake Sanitary Landfill, City of Durham Solid Waste Transfer Station, and Chatham County Land Clearing and Inert Debris Landfill. Each of these HHW collection facilities is open on a regular, year-round basis. All four facilities use similar operating procedures, with some exceptions due to site-specific characteristics and local requirements. As noted previously, this operational plan contains specifications and procedures that pertain to the Chatham County Permanent HHW Facility.

The Chatham County Permanent HHW Facility is located at the Chatham County Landfill. The HHW facility was constructed within an area that has been set aside for various recycling operations, including yard waste, tires, motor oil, and white goods. A latex paint exchange mobile unit is also located in the same general area.

### User Eligibility

The Chatham County Permanent HHW Collection Facility is primarily intended to serve the residents who live within Chatham County. The facility also accepts HHW from the residents of the other three counties (Wake, Chatham, and Durham) that joined together in a Triangle-wide effort to more effectively manage these wastes. This regional approach provides maximum convenience for residents of the Triangle area and will help prevent improper disposal of HHW. Any wastes brought to the facility from households outside the four-county area will be considered for acceptance on a case-by-case basis. Records will be kept concerning any such wastes, and these records will contain information on the types and quantities of wastes, their origin, and the decision regarding their acceptance or rejection.

Only household wastes are accepted at the facility. Businesses needing to dispose of hazardous wastes are referred to vendors who offer "milk run" programs for picking up at business locations.

Each time the collection facility is open, local government representatives are present to help direct traffic, check for proof of residency in one of the four participating counties, conduct a brief survey, and provide educational materials.

### Screening and Collection of Wastes

Once eligibility has been established as described above, the users will be directed to proceed to the waste removal area and form a waiting line if needed. Site personnel will direct the flow of traffic to ensure safe and efficient operations. The user at the front of the line will be directed to drive onto the concrete receiving apron and under the canopy, where wastes can be safely removed from the vehicle. Site personnel will check the wastes and remove them from the vehicle. The occupants of the vehicle will be asked to remain inside the vehicle; if it is necessary to unlock the trunk for removal of wastes, site personnel will request the keys and accomplish this task.

Site personnel will maintain safe operations by immediately dealing with any leaking, damaged, unlabelled, or potentially shock sensitive or explosive materials.

The public education effort will inform potential users that the collection facility is designed to handle HHW from the following general categories: 1) corrosive 2) reactive 3) toxic 4) ignitable products. Because of difficulties in handling a few specific types of wastes, the education effort will actively discourage users from bringing explosives, radioactive materials, biologically active wastes, and asbestos. However, in the event that a misinformed citizen brings such wastes to the facility, local government representatives will consider taking the wastes anyway to avoid improper disposal. The decision regarding these wastes will be based upon established policies as well as the specific details of each case and also any advice from contractor personnel. As necessary, the transportation and disposal contractor will help find specialized vendors to remove any such wastes for treatment or disposal.

### Waste Identification and Packaging

As the wastes are received, site personnel will perform initial waste identification and segregation. Some materials that can be managed by the local government representatives (such as latex paint, propane tanks, motor oil and other automotive fluids, and lead-acid and button batteries) may be segregated from the hazardous wastes at this time and handled according to local government protocols.

Onsite chemical analyses will be conducted in an attempt to identify any unknown wastes. If necessary, additional analyses will be conducted at an offsite laboratory. Such offsite analyses will occur as soon as possible. Contractor personnel will prepare the samples using appropriate chain of custody and will send them to a laboratory for analysis. Meanwhile, the unknown waste material will remain onsite, isolated in a container by itself. Once the analytical results are obtained, the material will be scheduled for pick up and appropriately managed.

Contractor personnel will conduct or directly supervise the packaging and documentation of accepted waste. Contractor personnel will provide transportation of the hazardous wastes collected at the facility. The contractor will also arrange the recycling, treatment, or disposal of these wastes. Many of the wastes will probably require lab packing. Lab packing of materials may occur on the same day as collection activities, provided that time and appropriate personnel are available and that adequate quantities of compatible materials are received. Otherwise, materials will be safely stored until the next scheduled workday. Additionally, partially filled (packed) containers may remain onsite until adequate amounts are collected and properly packaged for transport.

If pumping, pouring, or bulking of wastes is required, grounding and explosion-proof equipment will be used as needed. For both lab pack and bulk packaging, all containers will be of the Department of Transportation (DOT) specification, type, and size most appropriate for the specific waste type and planned treatment or disposal method. Wastes will be packed in either fiber, plastic, or steel containers of open or closed-head types, in sizes ranging from 5-gallon pails to 85-gallon overpacks.

For any necessary lab packing, wastes will first be segregated according to DOT hazard class, then by chemical compatibility and by the acceptance criteria of specific waste recycling, treatment, or disposal facilities. An absorbent material such as vermiculite or Silk-wik will be used to surround inner containers, prevent breakage, absorb any leaking materials, and prevent release from the outer (shipping) container. Each inner container will be recorded on container content forms, providing a complete record of the contents of any drum.

Whether lab pack or bulk, the filled drums will be closed, labeled, and marked in accordance with DOT and Environmental Protection Agency (EPA) shipping requirements, and the proper information will be recorded on the manifest. The generator's notification and certification will also be prepared, as required under the land-ban regulations if applicable.

### Accumulation Time

The storage building at the Chatham County Permanent HHW Collection Facility is designed to accommodate temporary accumulation of several classes of hazardous materials. Contractor personnel and local government representatives will be trained as appropriate concerning proper waste segregation and safe storage procedures.

In accordance with state requirements for temporary storage, the date upon which each period of accumulation begins will be clearly marked and visible on each container. Furthermore, while being stored onsite, all containers

with accumulating hazardous wastes will be labeled or marked clearly with the words, " Household Hazardous Waste," unless the material is recyclable (e.g., used oil, latex paints, batteries) and is separated from other hazardous waste.

Time in storage may vary according to the volume of waste received. Removal of wastes by the contractor will be scheduled as necessary to minimize expense to the local government while still complying with applicable regulations and safety considerations. Wastes will not be stored longer than 180 days without written permission from the North Carolina DEHNR Division of Solid Waste Management.

**Storage Building Specifications**

The Chatham County Permanent HHW Collection Facility was designed and constructed to ensure safe and efficient operation. According to state guidance concerning storage of ignitable and reactive wastes, the structure is located at least 50 feet from the facility's property line. Furthermore, the storage building is separated from operational areas of the solid waste facility in order to minimize damage in case of fire. The location of the HHW collection facility relative to other operational areas is shown on the enclosed site map.

As required for proper safety and environmental protection, the structure is: 1) designed to contain leaks and spills; 2) covered to exclude rain water; 3) secured to control access; and 4) constructed in accordance with all applicable National Fire Protection Association codes. The HHW collection facility consists of a single storage building with an attached concrete receiving apron plus canopy.

**Access Control and Security**

Access to the facility and chemical-handling areas will be controlled to prevent unnecessary public exposure to potentially harmful substances. Areas where chemicals are handled or stored will be clearly marked using one or more of the following: warning tape, barriers, and caution signs. The signs will contain appropriate warnings such as "No Smoking," and "Authorized Personnel Only." In addition, during collection times, site personnel will be stationed in strategic locations and will serve as checkpoint personnel to direct the flow of traffic and people.

The HHW storage building is secured against unauthorized access by locked doors and by a perimeter fence with a locked gate. Furthermore, its location adjacent to other county buildings will provide an extra measure of safely due to the presence of personnel at nearby areas during normal operating hours.

**Hours of Operation**

The HHW collection facility will be open for receipt of wastes nine months of the year on the third Saturday of the month from 9:00 am to 3:00 pm. Currently the facility is open March through November and closed from December through February. If there is a need to add more days per month or extend these hours to meet user demand, the NC DEHNR Division of Solid Waste Management will be notified in writing.

**Personnel and Duties**

The HHW collection facility will be staffed by well-trained, qualified personnel under the leadership of the contractor's Project Supervisor and Health and Safety Supervisor. The duties of these supervisors and also of local government personnel are described below.

Project Supervisor: The Project Supervisor will direct onsite operational efforts. This individual, assisted by the Health and Safety Supervisor, has primary responsibility for:

- assuring that all onsite contractor personnel and local government representatives have met the training requirements appropriate for their duties;
- assuring that onsite contractor personnel and local government representatives are aware of the provisions of the Contingency Plan;
- assuring that onsite contractor personnel and local government representatives are aware of the potential hazards associated with site operations;
- assuring that appropriate personal protective equipment is available and properly used; -monitoring the safety performance of onsite contractor personnel and local government representatives;
- correcting any work practices or conditions that may result in injury or exposure to hazardous substances;
- preparing any accident/incident reports;

- implementing all aspects of the contractors Injury and Illness Prevention Program as applicable to the project site.

Health and Safety Supervisor: The Health and Safety Supervisor or designee will be responsible for implementing the safety plan during site operations. The Health and Safety Supervisor has the authority to stop work for health and safety reasons. Other specific responsibilities include:

- verifying that onsite contractor personnel and local government representatives work in a safe manner according to the health and safety plan;
- establishing guidelines for wearing and decontaminating (if necessary) personal protective equipment;
- observing onsite contractor personnel and local government representatives for signs of exposure or stress;
- immediately reporting any unusual or unsafe conditions to the Project Supervisor
- informing onsite contractor personnel and local government representatives of the proper procedure during an emergency;
- providing first aid if necessary;
- identifying any onsite contractor personnel or local government representatives having special medical problems;
- ensuring that any necessary monitoring equipment is properly maintained and in good operating order.

These two supervisors will direct the efforts of as many contractor personnel and local government representatives as required for safe and efficient operations.

Local Government Personnel: Local government representatives will be responsible for opening the site before each collection event and for securing the site at the end of each event. As mentioned previously, local government representatives will also direct traffic, conduct surveys, determine user eligibility, and distribute educational materials.

**Training Plan and Qualifications of Trainers**

The transportation and disposal contractor for this HHW collection facility will be responsible for training local government representatives as well as contractor employees. The contractor-training program is designed to enable appropriately trained personnel to receive and handle wastes in a safe, environmentally sound manner and to work in compliance with the contractor's methods and with applicable regulations. Contractor Personnel assigned to this project will complete the appropriate health and safety training in accordance with the Occupational Safety and Health Administration standard in 29 CFR 1910.120(e). All of the contractor's site personnel will have a minimum of 40 hours of classroom training and three days of field experience under the direct supervision of a trained, experienced supervisor.

Local government representatives who handle waste will be trained using the same high standards applied to the training of the contractor personnel. Accordingly, the training program will be provided by a qualifying entity that will meet the following qualifications: 1) a Bachelors degree in a relevant field, 2) direct experience in handling of hazardous wastes, 3) certification as an environmental trainer, and 4) skills in adult education. This combination of education, experience, and skills is fully appropriate for directing the training of the local government representatives.

The training program for the local government representatives will be divided into two separate modules, as described below. This approach will allow customization of the training program on an individual basis; thus, local government representatives who already have some recent, well-documented waste management training might need only Module 2, while others with no previous training would need both modules. Individuals would not be allowed to skip Module 1 unless their previous training could be shown to cover essentially identical topics to those listed below. Furthermore, all onsite contractor personnel and local government representatives will receive training for Contingency Plan implementation.

Module 1 -- Safety Related to Waste Management -- 8 hrs

- Chemical Hazards/Toxicology
- Spill Management

- Use of Fire Extinguishers and Emergency Equipment
- Decontamination
- General Safe Work Practices
- Accident Prevention
- Personal Protective Equipment for HHW Handlers
- Contingency Plan implementation

Module 2 -- Regulatory Requirements for Management -- 8 hrs

- DOT Standards for Hazardous Materials
- Identification of DOT Chemical Hazard Classes
- Fingerprint Analysis
- Containerization of Hazardous Materials
- Labeling
- Marking
- EPA Standards for Hazardous Wastes
- Storage
- Disposal
- Recordkeeping
- Chemical Segregation
- Consolidation of Materials into Single Container (Bulking)
- Container Contents Sheets and Other Forms

Contractor personnel will be fully trained before being assigned to the facility. Local government representatives who handle waste will complete the necessary training modules no later than six months after their assignment to facility operations. Local government representatives who handle waste will not work in unsupervised positions until their training has been completed. Onsite contractor personnel and local government representatives will be required to take part in an annual review of the initial training. As required, complete training records for the local government representatives (along with job description, job title, and other pertinent information) will be kept at the facility.

**Provisions for Ignitable, Reactive, or Incompatible Wastes**

Site personnel will use special precautions to protect ignitable or reactive wastes from sources of ignition or reaction. These wastes will be separated from other wastes being stored in the collection facility. Any ignitable or reactive wastes will be protected from possible sources of ignition or reaction, including but not limited to: open flames, hot surfaces, frictional or radiant heat, and spontaneous ignition (e.g. from heat-producing chemical reactions). Any tools used for equipment maintenance in areas containing ignitable wastes will be of a non-sparking type. Maintenance activities such as welding or cutting, which potentially could generate sparks or open flame, will be allowed only by special permission of the facility manager or designee. This permission will be granted only after the area has been inspected and tested for flammable vapors, and all ignitable or reactive materials have been removed or protected. Policy will prohibit smoking or open flame within or near the storage building. "No Smoking" signs will be placed at the entrance to unloading and storage areas and will be conspicuously placed wherever there is a direct hazard from ignitable or reactive wastes. Areas in which ignitable materials are stored will require the use of explosion-proof equipment and lighting. Proper grounding will be maintained in order to dissipate any accumulation of static charges generated by the movement of hazardous liquids in pouring or bulking operations.

Regarding incompatible wastes, the following special provisions apply:

(1) Incompatible wastes will not be placed in the same container;
(2) Hazardous wastes will only be placed in new, unused containers or in containers cleaned and reconditioned by a licensed manufacturer (and labeled as such);
(3) A storage container holding a hazardous waste that is incompatible with any waste or other materials stored in close proximity will be separated from them by containment structures such as built-up curbs or will have secondary containment such as drip pans constructed of steel or polyethylene.

As a general rule, the handling and storage of all hazardous wastes (especially any that are ignitable, reactive, or incompatible) will be conducted so that it does not:

- generate extreme heat or pressure, fire or explosion, or violent reaction;
- produce uncontrolled toxic mists, fumes, dusts, or gases in sufficient quantities to threaten human health;
- produce uncontrolled flammable fumes or gases in sufficient quantities to pose a risk of fire or explosions;
- damage the structural integrity of the device or facility containing the wastes; or
- threaten human health or the environment.

The procedures to comply with these provisions depend upon: 1) proper identification of waste materials as they are received, 2) segregated storage according to compatible hazard class, and 3) no commingling, bulking, or combining of incompatible hazard classes.

**Operational/Emergency Equipment and Personal Protection Equipment**

The HHW collection facility will contain the necessary equipment for protecting contractor personnel and local government representatives. The facility will also contain the equipment needed to implement the contingency plan. The facility will be equipped with an immediately available telephone from which emergency assistance could be summoned. Internal communications will be carried out by voice as the most practical method given the restricted size of the facility. A hand-held, pressurized air horn will also be available to signal an emergency situation.

Other equipment to be kept at the facility will include portable ABC dry chemical and CO fire extinguishers, spill control equipment including clay and/or inert absorbents, pads, booms, shovels, brooms, containers, and various commercial decontamination solutions.

All facility communications or alarm systems, fire protection equipment, spill control equipment, and decontamination equipment will be inspected weekly from March through November and monthly from December through February and maintained as necessary to ensure its presence and proper operation in case of emergency. Fire protection equipment will be tested according to manufacturer specifications. Results of all inspections will be recorded on a customized checklist that will include inspection dates and a list of all systems and equipment to be inspected.

Personal Protection Equipment (PPE) will be used to protect contractor personnel and local government representatives from spills, broken containers, and sharp objects. The level of PPE required for particular tasks is described in the following examples:

<u>Persons removing wastes from vehicles -- Level II*</u>

- chemical resistant (polyethylene-coated type) coveralls;
- safety glasses with side shields;
- chemical-resistant gloves with outer leather or other puncture-resistant gloves (optional);
- safety shoes.

*Depending on the substances being handled, a higher level of PPE (including respirators and goggles or face shield) might be required.

<u>Persons Opening Containers and Bulking Waste -- Level II</u>

- chemical-resistant coveralls;
- full-face shield;
- safety glasses;
- polyurethane or other chemical-resistant safety boots;
- respirator with organic vapor cartridge and high-efficiency particulate air filter if necessary (as determined according to the waste being handled);
- chemical-resistant inner glove and outer puncture-resistant glove.

Persons Segregating Waste from Vehicles -- Level I

- safety glasses (with splash goggles or full-face shield when necessary);
- white Tyvek with vinyl apron;
- chemical-resistant safety shoes/boots;
- respirator (as required);
- chemical-resistant inner glove and puncture-resistant outer glove

Persons Sampling HHW -- Level II

- full-face shield and safety glasses;
- chemical-resistant coveralls;
- chemical-resistant safety shoes/boots;
- respirator (as required);
- chemical-resistant inner glove and outer puncture-resistant glove.

Persons Lab Packing HHW -- Level I or II

- safety glasses (with goggles or full-face shield when necessary);
- white Tyvek with vinyl apron or chemical resistant coverall;
- chemical-resistant safety boot;
- respirator (as required);
- chemical-resistant inner glove and puncture-resistant outer glove.

[Note: Site personnel handling or moving drums may require metataral safety shoes. Regular safety shoes may be substituted for chemical-resistant safety shoes when no chemical exposure hazard exists.]

### Use and Management of Containers

Appropriate containers fitting DOT specifications will always be used for storing wastes at the Chatham County Permanent HHW Collection Facility. Site personnel will only use containers that are compatible with the wastes to be stored in them, so that containment ability is not impaired.

All containers holding accumulated HHW will be checked at least weekly to ensure that they haven't been stored for longer than 180 days and also to ensure their integrity. These inspections, to be conducted by site personnel who have received specific training on inspection procedures, will be used to detect any leaks or deterioration caused by corrosion or other factors. Results of these inspections will be recorded. If a container holding hazardous waste is found to be in poor condition or if it begins to leak, contractor personnel (or appropriately trained local government representatives) will transfer the wastes from the defective container to one that is in good condition or will over pack the container in a suitable storage drum.

Site personnel will also ensure that any containers holding hazardous waste will be kept closed during storage, except when it is necessary to add or remove waste. Caution will be taken in the movement of all containers to prevent them from being tipped over or punctured. Furthermore, the containers will not be opened, handled, or stored in a manner which may rupture them or cause them to leak.

Unobstructed aisle space will be maintained to allow movement of personnel, containers, and emergency equipment within the storage building and apron at all times.

### Recycling of Wastes

HHW collected at this facility will be reused, recycled or treated whenever economically practical, and incineration or landfilling will be used as a last resort.

### Transportation and Disposal

When the transportation and disposal contractor arrives at the HHW storage facility for a scheduled pickup, the contractor will ensure that all containers are properly packaged, labeled, documented, and manifested. Contractor personnel will then load the containers onto a contractor vehicle and will transport them to a licensed facility for final treatment, recycling, or disposal.

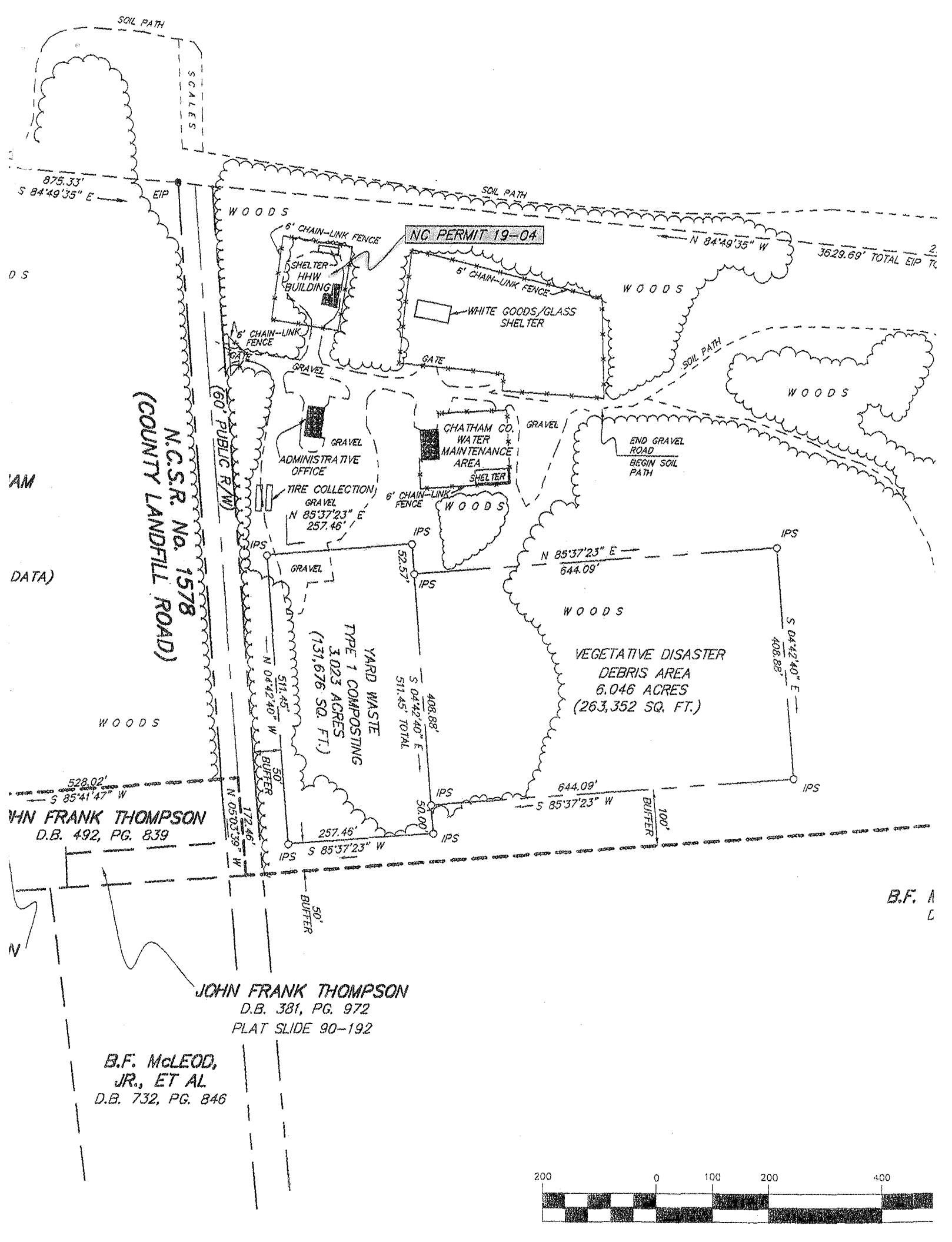
### Reporting and Documentation

Thorough and accurate records will be maintained to ensure the accurate tracking of hazardous materials from the generator to final disposal sites. Container Contents Sheets will detail each drum's contents and waste quantities. Additional records that will be generated to ensure accurate record keeping include the following:

- Drum Tracking Sheet (contractor's in-house form);
- Uniform Hazardous Waste Manifest;
- Contractor's Material Profile Sheet (for wastes in bulk, 5 gallons or more);
- Waste Certification/Notification (to meet requirements of land-ban requirements if applicable);
- TC Rule Certification/Recertification (to meet the TCLP Rule requirements if applicable);
- Certificates of Disposal.

### Maintenance and Operation of the Facility

The HHW collection facility will be maintained and operated to promote personnel safety and to minimize the possibility of a fire, explosion, or any unplanned sudden or non-sudden release of hazardous waste or hazardous waste constituents to air, soil, or surface water which could threaten human health or the environment. The appropriate provisions and procedures necessary to ensure safe and efficient operations have been stated in this plan.


SOIL PATH
SCALES
875.33'
S 84°49'35" E
EIP
WOODS
SOIL PATH
6' CHAIN-LINK FENCE
NC PERMIT 19-04
N 84°49'35" W
3629.69' TOTAL EIP
SHELTER
HHW BUILDING
6' CHAIN-LINK FENCE
WOODS
WHITE GOODS/GLASS SHELTER
6' CHAIN-LINK FENCE
GATE
GRAVEL
GATE
SOIL PATH
WOODS
N.C.S.R. No. 1578
(COUNTY LANDFILL ROAD)
60' PUBLIC R/W
GRAVEL
ADMINISTRATIVE OFFICE
CHATHAM CO. WATER MAINTENANCE AREA
GRAVEL
END GRAVEL ROAD
BEGIN SOIL PATH
SHELTER
TIRE COLLECTION
GRAVEL
N 85°37'23" E
257.46'
6' CHAIN-LINK FENCE
WOODS
IPS
IPS
IPS
GRAVEL
52.57'
IPS
N 85°37'23" E
644.09'
IPS
WOODS
YARD WASTE
TYPE 1 COMPOSTING
3.023 ACRES
(131,676 SQ. FT.)
N 04°42'40" W
511.45'
S 04°42'40" E
511.45' TOTAL
408.88'
VEGETATIVE DISASTER DEBRIS AREA
6.046 ACRES
(263,352 SQ. FT.)
S 04°42'40" E
408.88'
WOODS
50' BUFFER
528.02'
S 85°41'47" W
IPS
50.00'
IPS
644.09'
S 85°37'23" W
100' BUFFER
IPS
JOHN FRANK THOMPSON
D.B. 492, PG. 839
N 05°03'39" W
172.46'
257.46'
S 85°37'23" W
IPS
50' BUFFER
JOHN FRANK THOMPSON
D.B. 381, PG. 972
PLAT SLIDE 90-192
B.F. McLEOD, JR., ET AL
D.B. 732, PG. 846
200
0
100
200
400

**Contingency Plan for Chatham County**
**Permanent Household Hazardous Waste Collection Facility**

| | | |
|---|---|---|
| Responsible Agency: | Chatham County Waste Management Department<br>P.O. Box 1550<br>Pittsboro, NC 27312<br>(919) 542-5516 | |
| Facility Address: | Chatham County HHW Collection Facility<br>726 County Landfill Road<br>Pittsboro, NC 27312 | |

Emergency Coordinators (listed in the order they should be contacted):

| | | |
|---|---|---|
| Primary Contact: | Dan LaMontagne, Solid Waste Director | |
| | Work: P.O. Box 1550, Pittsboro, NC 27312 | (919) 542-5516 x.22 |
| | Home: 204 Charlesfort Lane, Holly Springs, NC 27540 | (919) 577-1925 |
| Secondary Contacts: | Teresa Chapman, Waste Reduction Coordinator | |
| | Work: P.O. Box 1550, Pittsboro, NC 27312 | (919) 542-5516 x.23 |
| | Home: 207 W. Wyatts Pond Lane, Cary, NC 27513 | (919) 259-5448 |
| | Sonya Gilliland, Solid Waste Coordinator | |
| | Work: P.O. Box 1550, Pittsboro, NC 27312 | (919) 542-5516 x.30 |
| | Home: 3415 Bonlee Carbonton Rd. Goldston, NC 27252 | (919) 837-8731 |
| | | (919) 545-6736-cell |

**Contingency Plan Purpose and Implementation**
This plan is designed to minimize hazards to human health and the environment from fires, explosions, or any unplanned, sudden or non-sudden release of hazardous constituents to air, soil, or surface water. The provisions of this plan will be carried out immediately whenever there is an emergency at the facility.

**Contingency Plan Contents**
This plan contains emergency procedures for four types of incidents: spills, fires, explosions, and non-project-related disasters (as defined below).

A ***spill*** is an unintentional release of materials in a quantity that is sufficient to cause environmental or personal harm.
A ***fire*** is the ignition or conflagration of either waste materials or paper and wood trash.
An ***explosion*** is a sudden detonation of waste materials.
***Non-project-related disasters*** include unlikely events such as tornadoes, earthquakes, floods or bomb threats.

**Facility Staffing and Emergency Responsibilities**
The Chatham County Permanent HHW Collection Facility will be operated as a cooperative effort of local government representatives (from the responsible agency listed above) and personnel from the waste transportation and disposal contractor. In the event of an emergency, all appropriately trained personnel who are available (possibly including both contractor personnel and local government representatives) would participate in the response as directed by the designated emergency coordinator. Accordingly, throughout the remainder of this plan, the term "personnel" will be used to refer to appropriately trained representatives of both groups.

### Arrangements with Local Authorities

Facility representatives will make arrangements to familiarize local authorities with all pertinent aspects of the facility and its operations. Local authorities include Chatham County Sheriff's Department, Pittsboro Fire Department, East Chatham Rescue Squad, Chatham County EMS (medical), Chatham County Emergency Operations, and Chatham County Fire Marshall. As necessary, primary emergency authority may be designated to one or more of these local agencies, with other agencies in supporting roles. Hospital personnel in Siler City and Chapel Hill have also been contacted and are aware of the properties of the wastes to be handled at the facility and the types of illnesses or injuries that could result from fires, explosions, or accidental releases.

### Contingency Plan Revisions

This contingency plan will be kept at the facility and will also be distributed to local authorities (as described above). The contingency plan will immediately be revised whenever:

1. The plan fails in an emergency;
2. There are significant changes in facility design, construction, operation, or maintenance;
3. The list of emergency contacts is changed; or
4. The list of emergency equipment is changed.

### Emergency Response Materials and Equipment

A variety of emergency response materials and equipment will be kept at the facility. These materials will include some or all of the following, as deemed necessary by the contractor's Project Supervisor for this facility:

- spill control equipment (described in a subsequent section);
- decontamination solutions;
- fire extinguishers;
- personal protective equipment
- self-contained breathing apparatus
- emergency eyewash station; and
- first aid kit.

### Designation of Emergency Coordinator

At all times, there will be at least one local government representative or the contractor's Project Supervisor either on the facility premises or on call with the responsibility for coordinating all emergency response measures. During collection activities, the contractor's Project Supervisor will assume the role of Emergency Coordinator. This coordinator will be familiar with all aspects of the facility's contingency plan, all operations and activities at the facility, location and characteristics of wastes to be handled, location of all facility records, and facility layout. In addition, this person will have the authority to commit the resources needed to implement the contingency plan. The emergency coordinator will coordinate all emergency response with the contractor's Project Supervisor or designee and will supervise the implementation of emergency procedures described in the following sections of this plan.

### Spill Response Equipment and Procedures

Normal spill prevention techniques will be used at the facility, and standard spill control equipment will be available. This equipment will include some or all of the following:

- bulk absorbents;
- overpack drums;
- absorbent boom or pillows;
- polyethylene liners;
- containers for contaminated absorbent;
- non-sparking tools; and
- decontamination products.

In the event that a release occurs, the following procedures will be used:

1. The individual who notices the spill will alert other personnel by voice or three blasts of an air horn;
2. All personnel will stop work and secure their areas of responsibility;
3. The emergency coordinator will direct all public participants to a safe area if necessary;
4. The emergency coordinator will identify the character, exact source, amount and real extent of any released materials. The coordinator will assess the possible hazards to human health and the environment, considering both direct and indirect effects (e.g. the effects of any toxic, irritating or asphyxiating gases that are generated, or the effects of any hazardous surface-water runoff from water or any chemical agents used). The emergency coordinator will also determine the proper protective equipment needed and will monitor for leaks, pressure buildup, gas generation, or ruptures in equipment as appropriate.
5. If the release is serious enough to affect human health or the environment outside of the facility, the emergency coordinator will immediately contact local authorities and will also notify the National Response Center or the government official designated as the on-scene coordinator for the area. This report will include: name and telephone number of the reporter, name, address, and telephone number of the responsible agency; name, address, and telephone number of the facility; date and time of the incident; type of incident; name and quantities of materials involved; extent of injuries; and possible hazards to human health and the environment.
6. Site personnel will be assigned to control the spill and prevent its spread or other complications. If necessary, personnel can be assigned to isolate storm drains and sewers. Personnel will don their protective equipment and take appropriate steps for cleaning up the spill. Any incompatible materials located near the spill will be removed. A fire watch will be established and the local fire department will be notified. Reasonable measures will be taken to ensure that the problem does not recur or spread to other wastes.
7. If the emergency coordinator determines that outside assistance is needed, then appropriate calls will be made using the emergency phone list.
8. Once the spill is contained and cleaned up, any response equipment used will be decontaminated, inspected, and put back in service when returned to an acceptable condition;
9. Immediately after an emergency, the emergency coordinator will provide for treating, storing, or disposing of recovered waste, contaminated soil or surface water, or any other material that results from a release, fire, or explosion at the facility.
10. The affected areas of the facility will not be placed in operation again until the responsible agency has notified the appropriate authorities that the facility is once again functional; and,
11. The responsible agency will make a report of the incident in the operating record and will also notify the NCDENR's Division of Solid Waste Management within 24 hours. A written report will be filed with the Division within 15 days, and it should include all the information in item 5 above, plus the estimated quantity and disposition of recovered material from the incident.

### Fire/Explosion Response Procedures

Emergency procedures to be used in the event of a fire or explosion are as follows:

1. The individual who notices the fire or explosion will alert other personnel by voice or a long blast (at least 10 seconds) from an air horn;
2. All personnel will stop work and secure their areas or responsibility;
3. The emergency coordinator will alert the local fire department and will move public participants to a secure location;
4. Site personnel will be assigned to contain and halt the fire unless an explosion is possible (in which case the emergency coordinator will call for evacuation). If the fire is chemical in nature or spreads to the chemical waste, personnel will don positive pressure self-contained breathing apparatus. Personnel will fight the fire using fire extinguishers and/or soil and absorbents. Water will generally not be used if the fire is due to the ignition of a flammable liquid, because the water spray could cause spattering or allow the liquid to spread;

5. If the fire goes beyond the incipient stage and cannot be controlled with extinguishers, the emergency coordinator will notify appropriate authorities and prepare to evacuate the work area. Personnel will assist local responders when necessary. Such assistance may include: helping to evacuate local residents; blocking off storm drains and berming water sources; removing all unnecessary personnel and vehicles from the area; and removing waste material if possible;

6. If the fire or explosion is serious enough to affect human health or the environment outside of the facility, the emergency coordinator will immediately contact local authorities and will also notify the National Response Center or the government official designated as the on-scene coordinator for the area. This report will include: name and telephone number of the reporter, name, address, and telephone number of the responsible agency; name, address, and telephone number of the facility; date and time of the incident; type of incident; name and quantities of materials involved; extent of injuries; and possible hazards to human health and the environment;

7. Once the fire has been extinguished, cleanup of the area will commence. During cleanup activities, the emergency coordinator will monitor for leaks, pressure buildup, gas generation, or ruptures in equipment as appropriate. If the fire was chemical in origin or spread to the waste area, all potentially contaminated cleanup materials will be disposed of as waste; and

8. Further response to a fire will proceed according to steps 8 through 11 described under the preceding spill response section of this contingency plan.

### Procedures for Non-Project Related Disasters

In the unlikely event of disasters such as floods, tornadoes, earthquakes, and bomb threats, the following procedures will be used:

1. The individual who notices the situation will alert other personnel by voice or a long blast of an air horn;

2. All personnel will stop work and secure their areas of responsibility;

3. The emergency coordinator will alert the appropriate authorities and move personnel to a secure location. The affected area will be secured to prevent access; and

4. If necessary, further procedures will be determined and implemented as appropriate given the specific nature of the emergency.

### Evacuation Plans

Whenever there is an emergency incident at the facility, the emergency coordinator will decide if evacuation is necessary. In making this decision, the emergency coordinator will consider various factors, including the following:

- potential for the fire and/or explosion to intensify or spread;
- potential for release of toxic fumes; and
- quantity of released material.

If evacuation of the facility is necessary, personnel will be immediately notified by voice or air horn. The following procedures will then be implemented:

1. All personnel will leave the facility as quickly as possible through the nearest exit and proceed directly to a designated assembly area at a safe distance from the facility. All site personnel will be accounted for. If any personnel are missing, attempts to find them will not involve endangering the lives of others. No personnel or vehicles will be allowed to reenter the facility unless specifically authorized by the emergency coordinator. Normally, the only persons allowed to reenter will be emergency response personnel;

2. After the emergency is over, reentry will not be allowed until the emergency coordinator has determined that the facility is safe and has given appropriate notification to personnel; and

3. Drills will periodically be held to practice these evacuation procedures and will be treated with the same seriousness as an actual emergency.

**Closure Plan for Chatham County**
**Permanent Household Hazardous Waste Collection Facility**

In the event of closure of the household hazardous waste collection facility located at 720 County Landfill Road, Pittsboro, NC, the following activities will occur:

- The County will notify NC DENR Solid Waste Section 45 days before they expect to begin closure activities.
- The County will begin closure activities within 30 days of final receipt of waste at the facility.
- Within 90 days of commencement of closure activities, all hazardous wastes received at the facility will be properly disposed of by the County's HHW contractor.
- Within 180 days of commencement of closure activities, all closure activities will be completed. These final activities will include:

    1. Confirmation of removal of all wastes from the facility by County and HHW contractor staff.
    2. Cleaning of the inside of the HHW building by pressure washer. All wash water will be contained in the facility sumps.
    3. Wash water will be removed from sumps and containerized for off-site disposal.
    4. Sumps will be pressure washed and the wash water from this cleaning will also be containerized.
    5. All contractor-owned supplies and equipment will be removed from the facility and from adjacent County owned property.

- Within 60 days of the completion of closure activities at the facility, the County will submit notification that the facility was closed in accordance with the specifications in the approved Closure Plan. The certification will be signed by the County and the HHW contractor. Included with the certification will be a map of the location of the closed HHW facility.

Because all wastes will be removed from the facility upon closure, a Post-Closure Plan is not necessary.