



April 1, 2011

Mr. Allen Gaither, P.E.  
Environmental Engineer  
**Solid Waste Section – NC DENR**  
2090 US Hwy. 70  
Swannanoa, NC 28778

Permit No.	Date	DIN
<b>06-02</b>	<b>April 1, 2011</b>	<b>13455</b>

RECEIVED  
**April 1, 2011**  
Solid Waste Section  
Asheville Regional Office

**Re: Operating Permit Renewal – Response to Comments  
Avery County Transfer Facility – Permit 06-02-T**

Dear Mr. Gaither:

On behalf of Avery County, Richardson Smith Gardner & Associates (RSG) has prepared replacement pages for the permit renewal application of the above referenced facility. The replacement pages have been prepared in response to comments issued by the Division on March 23, 2011 (**copy attached**). The following responses address each comment and reference the application submitted under this cover. Please find the comments in *italics* and the associated response below.

**Comment No. 1**

*The Operations Manual has been revised to include activities for Permit number 06-03, Construction and Demolition Landfill, and 06-02T, Transfer Facility. As a result, this one document will be added to the List of Documents for the Approved Plan in two separate Permits to Operate. Therefore, any change to this one document will result in permitting activity fees being invoiced for both Permit numbers.*

**Response No. 1**

We request that the site be consolidated into a single permit. It is logical to consolidate because both the Transfer Station and the C&D Landfill are located on the same property/parcel. Subsequently, access to both facilities is through the same gate and scalehouse.

**Comment No. 2**

*Section 1.6, Facility Operating Hours, states the facility has “daily operating hours of 6:00 A.M. to 8:00 P.M. Monday to Saturday” and “Waste disposal activities will be conducted between 8:00 A.M. to 4:00 P.M. Monday to Friday and 9:00 A.M. to 1:00 P.M. on Saturday”. Please clarify the difference between the two different hours of operation. Also, it should be noted, the sign currently outside the facility states the operating hours are from 8:00 A.M. to **4:30 P.M.** Monday to Friday.*

## **Response No. 2**

The first paragraph in **Section 1.6** of the Operations Manual has been updated to read as follows:

“The Avery County facility has daily operating hours for waste acceptance from customers of 8:00 A.M. to 4:30 P.M. Monday to Friday and 9:00 A.M. to 1:00 P.M. on Saturday. The facility has extended operating hours of 6:00 A.M. to 8:00 P.M. Monday to Saturday which are available for staff to allow site clean-up; washing down the interior of the transfer station; completing repairs and maintenance, compliance activities, employee training, and other needed work that cannot be completed simultaneously during the waste acceptance operating hours. During emergency events, waste disposal and management activities may occur during these extended periods. The facility will be closed on Sunday and most recognized County holidays.”

## **Comment No. 3**

*Section 1.6, Facility Operating Hours, states the “supervisor will request approval from the commission’s regional office”. By “commission” do you mean Division of Waste Management?*

## **Response No. 3**

The second paragraph in **Section 1.6** of the Operations Manual has been updated to read as follows:

“In the event of disaster or other emergency situations, the supervisor will request approval from the Division of Waste Management’s regional office to allow additional temporary operating hours during these events.”

## **Comment No. 4**

*Section 1.11, Personnel Requirements, states “Future requirements to be certified as a Manager of Transfer Station Systems or Transfer Station Operations Specialist are on the horizon and if this certification becomes a requirement, supervisory staff shall comply”. A standard Permit condition requires that a “responsible individual trained and certified in facility operations must be on-site at all times during all operating hours of the facility”. The training and certification process necessary to meet this Permit condition must be approved by the Division.*

## **Response No. 4**

**Section 1.11** of the Operations Manual has been updated to read as follows:

“The site shall have a responsible individual trained and certified in facility operations on-site at all times during the operating hours of the facility. The personnel requirements for the operation and maintenance of the site are listed in **Section 2.5.4 Personnel Requirements.**”

**Comment No. 5**

*Section 2.6.4.1, Asbestos Management, states the “hauler will be directed to the designated asbestos disposal area by operations personnel”. In accordance with 15A NCAC 13B.0542(c)(2), the designated area must be shown on Operation drawings.*

**Response No. 5**

The first paragraph in **Section 2.6.4.1** of the Operations Manual has been updated to read as follows:

“The County may dispose of regulated asbestos within the C&D landfill. The Phase 3 unit (or any area of the C&D disposal area) is considered to be the asbestos disposal unit. Asbestos will only be accepted if it has been processed and packaged in accordance with State and Federal (40 CFR 61) regulations. Asbestos will arrive at the site in vehicles that contain only the asbestos waste and only after advance notification by the generator.”

**Comment No. 6**

*Section 2.6.4.1, Asbestos Management, states “Once disposal and recording for asbestos waste is completed, the disposal area may be covered with waste”. In accordance with 15A NCAC 13B.0542(c)(2), the asbestos waste must be disposed of separate and apart from other solid wastes.*

**Response No. 6**

According to the *Waste deposition and covering* portion of 40 CFR Ch. I, Pt. 763, Subpt. E, App. D of the Federal asbestos regulations, quoted below:

“• Completely cover the containerized waste within 24 hours with a minimum of 6 inches of nonasbestos material. Improperly containerized waste is a violation of the NESHAPs and EPA should be notified.”

The industry has considered waste (C&D in this case) to be non-asbestos “material.”

**Comment No. 7**

*Section 2.9.3.4, Leachate Management, makes no mention of leachate that may leak from full transfer trailers stored on site. This has become an issue at other Transfer Facilities and should be addressed if trailers are stored outside of a containment system.*

**Response No. 7**

The following statement has been added to **Section 2.9.3.4** of the Operations Manual:

“Additionally, any full transfer trailers that are stored on-site will be inspected for leaks

and, if present, the leaks will be contained and cleaned.”

#### **Comment No. 8**

*Section 3.4, Landfill Gas Management, does not state a monitoring frequency. In accordance with 15A NCAC 13B.0544(d)(2)(B), monitoring must be conducted quarterly or as approved by the Division.*

#### **Response No. 8**

The first sentence in **Section 3.4** of the Operations Manual has been updated to read as follows:

“Quarterly monitoring shall be performed to identify (if any) subsurface migration of landfill gas at explosive levels are present in on-site structures and/or at the property boundary in gas monitoring probes.”

#### **Comment No. 9**

*Section 2.0, Mobile Home Deconstruction Process, of Appendix B states the “delivered mobile home will not be weighed on the scales at time of delivery”. Section 2.5, Deconstruction of Mobile Homes, states “material not planned for recycling will be placed in the C&D landfill”. It is unclear whether the waste will be weighed prior to placement in the C&D landfill.*

#### **Response No. 9**

**Section 2.0, Mobile Home Deconstruction Process, of Appendix B** of the Operations Manual has been updated to read as follows:

“Once accepted, the mobile home will be placed in the mobile home deconstruction area. Mobile home deconstruction will be dependant upon weather conditions and manpower availability and will ONLY take place in the deconstruction area. Prior to deconstruction, mobile homes constructed before 1983 will be thoroughly sprayed with water to minimize dust (as noted above). Any mercury containing equipment (thermostats, etc) will be removed before deconstruction and properly managed as universal waste. The home will then be deconstructed using a track-hoe. The track-hoe will tear the trailer apart and lay the pieces on the ground to be separated by landfill personnel. The personnel will separate the non-recyclable materials from the recyclable materials. Initially, scrap metal is planned for recycling. As other end-users for other materials are available, other materials may be separated for recycling. All material not planned for recycling will be weighed at the scale house and placed in the C&D landfill before the end of the day in which the deconstruction takes place. Material from mobile homes constructed prior to 1983 will be covered prior to the end of the day. All recyclable materials will be stockpiled in the deconstruction area for future recycling.  
**NO OPEN FLAMES OR CUTTING WITH TORCHES WILL BE ALLOWED WITHIN 100 FEET OF THE C&D LANDFILL.”**

**Comment No. 10**

*There is no discussion in Appendix B on the management of thermostats (mercury switches) that may be found within the mobile homes brought to the site for deconstruction. Thermostats with mercury switches are considered Universal Waste – Mercury Containing Equipment and must be properly managed.*

**Response No. 10**

Please see the above **Response No. 9**

**Comment No. 11**

*Section 3.0, Record Keeping Program, of Appendix B states “see also Section 1.11 of the Operations Manual”. Section 1.11 of the Operations Manual is labeled Personnel Requirements.*

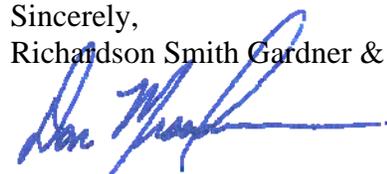
**Response No. 11**

**Section 3.0, Record Keeping Program, of Appendix B** of the Operations Manual has been updated to read as follows:

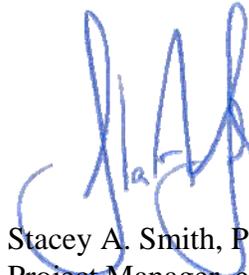
“The County shall maintain the following records related to the Mobile Home Deconstruction in an operating record at the landfill (see also **Section 1.14** of the Operations Manual):”

We appreciate your review of the Avery County transfer station permit renewal application and are prepared to immediately address any questions or concerns regarding this response to comments. Please feel free to contact us at (919) 828-0577 or by e-mail.

Sincerely,  
Richardson Smith Gardner & Associates



Don Misenheimer.  
Project Scientist, ext.224  
[don@rsgengineers.com](mailto:don@rsgengineers.com)



Stacey A. Smith, P.E.  
Project Manager, ext. 127  
[stacey@rsgengineers.com](mailto:stacey@rsgengineers.com)

Attachment:

cc: Mr. Henry “Buddy” Norris, Avery County  
Mr. Bill Wagner, NCDENR  
File





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

Dexter R. Matthews	Beverly Eaves Perdue	Dee Freeman
Director	Governor	Secretary

March 23, 2011

Mr. Buddy Norris  
Avery County – Solid Waste Director  
PO Box 640  
Newland, North Carolina 28657

Subject: Request for Additional Information  
Avery County Transfer Facility  
Avery County, Permit #06-02, Document ID No. 13369

Mr. Norris:

The Division of Waste Management, Solid Waste Section (Section) has completed the review of the document titled *Permit Renewal Application* (DIN 12816) submitted in request of a five-year renewal of the Permit to Operate. The document was submitted on your behalf by Richardson, Smith, Gardner and Associates and was received in the Asheville Regional Office on January 31, 2011.

The submittal has been reviewed for completeness in accordance with General Statute 130A-295.8(e). A determination of completeness means that the application includes all required components but does not mean the required components provide all of the information that is required for the Section to make a decision on the application. The permitting activity fee, in addition to the components required by 15A NCAC 13B.0401, has been submitted so the application is deemed complete.

Based on this review, it has been determined the Section requires clarification or additional information in order to approve the Operations Manual. Please provide a response for each of the followings items and revise the Operations Manual as necessary:

1. The Operations Manual has been revised to include activities for Permit number 06-03, Construction and Demolition Landfill, and 06-02T, Transfer Facility. As a result, this one document will be added to the List of Documents for the Approved Plan in two separate Permits to Operate. Therefore, any change to this one document will result in permitting activity fees being invoiced for both Permit numbers.
2. Section 1.6, Facility Operating Hours, states the facility has “daily operating hours of 6:00 A.M. to 8:00 P.M. Monday to Saturday” and “Waste disposal activities will be conducted between 8:00 A.M. to 4:00 P.M. Monday to Friday and 9:00 A.M. to 1:00 P.M. on Saturday”. Please clarify the difference between the two different hours of operation. Also, it should be noted, the sign currently outside the facility states the operating hours are from 8:00 A.M. to **4:30** P.M. Monday to Friday.
3. Section 1.6, Facility Operating Hours, states the “supervisor will request approval from the commission’s regional office”. By “commission” do you mean Division of Waste Management?

4. Section 1.11, Personnel Requirements, states “Future requirements to be certified as a Manager of Transfer Station Systems or Transfer Station Operations Specialist are on the horizon and if this certification becomes a requirement, supervisory staff shall comply”. A standard Permit condition requires that a “responsible individual trained and certified in facility operations must be on-site at all times during all operating hours of the facility”. The training and certification process necessary to meet this Permit condition must be approved by the Division.
5. Section 2.6.4.1, Asbestos Management, states the “hauler will be directed to the designated asbestos disposal area by operations personnel”. In accordance with 15A NCAC 13B.0542(c)(2), the designated area must be shown on Operation drawings.
6. Section 2.6.4.1, Asbestos Management, states “Once disposal and recording for asbestos waste is completed, the disposal area may be covered with waste”. In accordance with 15A NCAC 13B.0542(c)(2), the asbestos waste must be disposed of separate and apart from other solid wastes.
7. Section 2.9.3.4, Leachate Management, makes no mention of leachate that may leak from full transfer trailers stored on site. This has become an issue at other Transfer Facilities and should be addressed if trailers are stored outside of a containment system.
8. Section 3.4, Landfill Gas Management, does not state a monitoring frequency. In accordance with 15A NCAC 13B.0544(d)(2)(B), monitoring must be conducted quarterly or as approved by the Division.
9. Section 2.0, Mobile Home Deconstruction Process, of Appendix B states the “delivered mobile home will not be weighed on the scales at time of delivery”. Section 2.5, Deconstruction of Mobile Homes, states “material not planned for recycling will be placed in the C&D landfill”. It is unclear whether the waste will be weighed prior to placement in the C&D landfill.
10. There is no discussion in Appendix B on the management of thermostats (mercury switches) that may be found within the mobile homes brought to the site for deconstruction. Thermostats with mercury switches are considered Universal Waste – Mercury Containing Equipment and must be properly managed.
11. Section 3.0, Record Keeping Program, of Appendix B states “see also Section 1.11 of the Operations Manual”. Section 1.11 of the Operations Manual is labeled Personnel Requirements.

If you should have any questions regarding this matter please contact me at (828) 296-4703, or by email at [allen.gaither@ncdenr.gov](mailto:allen.gaither@ncdenr.gov) .

Sincerely,



Allen Gaither  
Environmental Engineer

Cc: Ms. Jeryl Covington – RSGA  
Mr. Stacey Smith – RSGA  
Mr. Bill Wagner – SWS/ARO



# Operations Manual

**Avery County Solid Waste Facility  
Ingalls, North Carolina  
C&D Landfill Permit No. 06-03  
Transfer Station Permit No. 06-02T**

Prepared for:



**Avery County**  
Newland, North Carolina

## PERMIT ISSUE DOCUMENTS

Revised January 2011



PRINTED ON 100% RECYCLED PAPER

# AVERY COUNTY SOLID WASTE FACILITY

## OPERATIONS MANUAL

### TABLE OF CONTENTS

	<u>Page</u>
<b>1.0 GENERAL FACILITY OPERATIONS</b>	
1.1 Overview .....	1.0-1
1.2 Contact Information .....	1.0-1
1.2.1 Avery County .....	1.0-1
1.2.2 North Carolina Department of Environment and Natural Resources .....	1.0-1
1.3 Access Control .....	1.0-2
1.3.1 Physical Restraints .....	1.0-2
1.3.2 Security .....	1.0-3
1.4 Signage .....	1.0-3
1.5 Communications .....	1.0-3
1.6 Facility Operating Hours .....	1.0-3
1.7 Fire and Safety .....	1.0-4
1.7.1 Fire Triangle .....	1.0-4
1.7.2 Equipment Safety .....	1.0-4
1.7.3 Fire Management Strategies .....	1.0-4
1.7.4 Coordination .....	1.0-5
1.8 Litter Control .....	1.0-5
1.9 Severe Weather Conditions .....	1.0-5
1.9.1 Ice Storms .....	1.0-5
1.9.2 Heavy Rains .....	1.0-5
1.9.3 Electrical Storms .....	1.0-6
1.9.4 Windy Conditions .....	1.0-6
1.9.5 Violent Storms .....	1.0-6
1.10 Equipment Requirements .....	1.0-6
1.11 Personnel Requirements .....	1.0-6
1.12 Health And Safety .....	1.0-7
1.12.1 Personal Hygiene .....	1.0-7
1.12.2 Personal Protective Equipment .....	1.0-7
1.12.3 Mechanical Equipment Hazard Prevention .....	1.0-8
1.12.4 Employee Health and Safety .....	1.0-8
1.12.5 Physical Exposure .....	1.0-8
1.12.6 Material Safety Data Sheets .....	1.0-8
1.13 Utilities .....	1.0-9
1.14 Record Keeping Program .....	1.0-9
<b>2.0 WASTE HANDLING OPERATIONS</b>	
2.1 Overview .....	2.0-1

## Table of Contents (Continued)

	<u>Page</u>
2.2	Acceptable Wastes . . . . . 2.0-1
2.2.1	C&D Landfill . . . . . 2.0-1
2.2.2	Transfer Station . . . . . 2.0-1
2.2.3	Recycling Recovery Areas . . . . . 2.0-2
2.2.4	Mobile Home Deconstruction . . . . . 2.0-2
2.2.5	Asbestos Waste Disposal . . . . . 2.0-3
2.3	Prohibited Wastes . . . . . 2.0-3
2.3.1	C&D Landfill . . . . . 2.0-3
2.3.2	Transfer Station . . . . . 2.0-5
2.3.3	Recycling Area . . . . . 2.0-6
2.4	Waste Screening Programs . . . . . 2.0-6
2.4.1	Waste Receiving and Inspection . . . . . 2.0-6
2.4.2	Hazardous Waste Contingency Plan . . . . . 2.0-8
2.5	Facility Operations . . . . . 2.0-8
2.5.1	Operating Capacity . . . . . 2.0-8
2.5.2	Service Area . . . . . 2.0-9
2.5.3	Disposal Facility . . . . . 2.0-9
2.5.4	Personnel Requirements . . . . . 2.0-9
2.5.5	Equipment Requirements . . . . . 2.0-10
2.6	Waste Management and Disposal . . . . . 2.0-10
2.6.1	Access . . . . . 2.0-10
2.6.2	General Procedures . . . . . 2.0-10
2.6.3	C&D Landfill Disposal Procedures . . . . . 2.0-11
2.6.3.1	Periodic Cover . . . . . 2.0-11
2.6.3.2	Intermediate Cover . . . . . 2.0-12
2.6.3.3	Height Monitoring . . . . . 2.0-12
2.6.3.4	Special Consideration . . . . . 2.0-12
2.6.4	Special Waste Management . . . . . 2.0-12
2.6.4.1	Asbestos Management . . . . . 2.0-12
2.7	Deconstruction of Mobile Homes . . . . . 2.0-13
2.8	Animal Carcasses . . . . . 2.0-13
2.9	Transfer Station Management . . . . . 2.0-13
2.9.1	Access . . . . . 2.0-13
2.9.2	Building Features . . . . . 2.0-14
2.9.3	General Procedures . . . . . 2.0-14
2.9.3.1	Storage . . . . . 2.0-15
2.9.3.2	Transfer Truck Loading . . . . . 2.0-15
2.9.3.3	Transfer Area Maintenance . . . . . 2.0-16
2.9.3.4	Leachate Management . . . . . 2.0-16
2.10	Recycling and Recovery Area Operations . . . . . 2.0-16
2.10.1	White Goods Handling Area . . . . . 2.0-16
2.10.2	Used Tire Storage Area . . . . . 2.0-17
2.10.3	Other Storage Areas . . . . . 2.0-17
2.10.4	Markets . . . . . 2.0-17

**3.0 ENVIRONMENTAL MANAGEMENT**

3.1 Overview ..... 3.0-1  
3.2 Surface Water Control ..... 3.0-1  
    3.2.1 Surface Water Run-On Control ..... 3.0-1  
    3.2.2 Erosion Control ..... 3.0-1  
    3.2.3 Sedimentation Control ..... 3.0-2  
3.3 Water Quality Monitoring ..... 3.0-2  
3.4 Landfill Gas Management ..... 3.0-2  
3.5 Vector Control ..... 3.0-3  
3.6 Odor Control ..... 3.0-3  
3.7 Dust Control ..... 3.0-3

**FIGURES**

Figure 1 Site Vicinity Map  
Figure 2 Site Map  
Figure 3 Service Area Map  
Figure 4 Waste Placement Grid

**APPENDICES**

Appendix A Waste Screening Form  
Appendix B Mobile Home Deconstruction  
Appendix C NC DENR Fire Occurrence Notification Form

## **SECTION 1.0 GENERAL FACILITY OPERATIONS**

### **1.1 OVERVIEW**

This Operations Manual was prepared for operations of the Avery County C&D Landfill (Permit No. 06-03) and Transfer Facility (Permit No. 06-02-T) located in Ingalls, North Carolina as shown in **Figure 1**. These areas are collectively referred to as the “solid waste management facility”. This document discusses the operation of the following solid waste management activities:

- C&D landfill;
- Mobile home deconstruction area;
- White Goods Area;
- Recycling Recovery Areas; and
- Transfer facility.

Refer to **Figure 2** (Facility Plan) for the location of existing solid waste management and disposal activities.

### **1.2 CONTACT INFORMATION**

All correspondence and questions concerning the operation of the Avery County Solid Waste Management Facility should be directed to the appropriate County and State personnel listed below. For fire or police emergencies dial 911.

#### **1.2.1 Avery County**

Avery County Landfill ( Site and Scale house)  
2175 Brushy Creek Road  
Ingalls, NC 28657

Avery County Solid Waste Department (Office)  
175 Linville Street  
Newland, NC 28657  
Phone: 828-737-5420  
Contact: Henry “Buddy” Norris  
[buddy.norris@averycountync.gov](mailto:buddy.norris@averycountync.gov)

#### **1.2.2 North Carolina Department of Environment and Natural Resources**

North Carolina DENR - Raleigh Central Office (RCO)  
401 Oberlin Road, Suite 150  
Raleigh, NC 27605  
Phone: (919) 508-8400  
Fax: (919) 715-3605

North Carolina DENR - Asheville Regional Office (ARO)  
2090 U.S. Highway 70  
Swannanoa, NC 28778  
Phone: (828) 296-4500  
Fax: (828) 299-7043

Division of Waste Management (DWM) - Solid Waste Section:

Permitting Branch Head	Ed Mussler III, P.E.(RCO) <a href="mailto:ed.mussler@ncdenr.gov">ed.mussler@ncdenr.gov</a>
Environmental Engineer	Allen Gaither (ARO) <a href="mailto:allen.gaither@ncdenr.gov">allen.gaither@ncdenr.gov</a>
Field Operations Branch Head:	Mark Poindexter (RCO) <a href="mailto:mark.poindexter@ncdenr.gov">mark.poindexter@ncdenr.gov</a>
Waste Management Specialist:	Bill Wagner (ARO) <a href="mailto:bill.wagner@ncdenr.gov">bill.wagner@ncdenr.gov</a>

Division of Land Resources - Land Quality Section:

Regional Engineer:	Starr Silvis, P.E. (ARO) <a href="mailto:starr.silvis@ncdenr.gov">starr.silvis@ncdenr.gov</a>
--------------------	--

### **1.3 ACCESS CONTROL**

Limiting access to the solid waste management facility is important for the following reasons:

- Unauthorized and illegal dumping of waste materials is prevented.
- Trespassing, and injury resulting therefrom, is avoided and discouraged.
- The risk of vandalism is greatly reduced.

Access to active areas of the waste disposal, recycling recovery areas, and transfer station will be controlled by a combination of fences and natural barriers, signage and traffic barriers, and strictly enforced operating hours. A scale house attendant will be on duty at all times when the facility is open for public use to enforce access restrictions and conduct initial waste screening activities. Visitors to the facility will be requested to check-in at the scale house and are required to remain with site personnel during their visit to ensure their safety.

#### **1.3.1 Physical Restraints**

The site will be primarily accessed by the existing entrance on Brushy Creek Road. The primary entrance has a gate which will be securely locked during non-operating hours. Scales, and a scale house and office are provided at the main entrance. All waste will be initially screened and weighed at the scale house prior to being placed in the landfill or directed to the recycling recovery area or the transfer station facility. Mobile homes scheduled for deconstruction will not be weighed but directed to the mobile home deconstruction area.

### **1.3.2 Security**

The Avery County solid waste management facility is secured by fencing, security gates, and natural buffers. Inspections of gates and perimeter fencing will be performed by facility personnel on a weekly basis. The County will arrange for a random security patrol of the main gate to further discourage trespassing, vandalism, and after-hours illegal disposal activities. Evidence of trespassing, vandalism, or illegal operations will be reported to the County Solid Waste Director in order to coordinate the repair or replacement of the damaged property and to ensure the integrity of the facility's security.

## **1.4 SIGNAGE**

A prominent sign(s) containing the information required by the DWM will be placed at the main facility entrance. This sign(s) will provide information addressing operating hours, procedures, acceptable wastes, as well as each permit number. Additional signage will be provided as necessary within the waste disposal and transfer area complex to distinctly distinguish the roadways to the active waste disposal and transfer areas, manage and direct traffic, communicate posted speed limits, identify groundwater and gas monitoring wells, and define waste boundaries. Service and maintenance roads for use by operations personnel will be clearly marked and barriers (e.g., traffic cones, barrels, etc.) will be provided as required.. Site personnel will routinely inspect the conditions of the posted signage to ensure that they are clearly visible and intact. Damaged or missing signage will be replaced.

## **1.5 COMMUNICATIONS**

Two way radio or cell phone communication will be maintained between the active disposal and transfer areas and the scale house and office. The scale house and office have telephones in case of emergency and for the conduct of day-to-day business. Emergency telephone numbers are displayed in the scale house and office areas.

## **1.6 FACILITY OPERATING HOURS**

The Avery County facility has daily operating hours for waste acceptance from customers of 8:00 A.M. to 4:30 P.M. Monday to Friday and 9:00 A.M. to 1:00 P.M. on Saturday. The facility has extended operating hours of 6:00 A.M. to 8:00 P.M. Monday to Saturday which are available for staff to allow site clean-up; washing down the interior of the transfer station; completing repairs and maintenance, compliance activities, employee training, and other needed work that cannot be completed simultaneously during the waste acceptance operating hours. During emergency events, waste disposal and management activities may occur during these extended periods. The facility will be closed on Sunday and most recognized County holidays.

In the event of disaster or other emergency situations, the supervisor will request approval from the Division of Waste Management's regional office to allow additional temporary operating hours during these events.

## 1.7 FIRE AND SAFETY

The possibility of fire at the C&D landfill and transfer station facility must be anticipated in the scope of daily operations. Potential fire hazards results from surface conditions and subsurface conditions. Surface conditions include waste receipts and equipment operations. Subsurface conditions include underground fires caused by decomposition of the C&D materials previously landfilled. Smoking is prohibited inside the transfer station building or on the working face of the landfill..

### 1.7.1 Fire Triangle

The “triangle” illustrates the rule that in order to ignite and burn, a fire requires three (3) elements: heat, fuel, and oxygen. A fire is prevented or extinguished by “removing” any one of them. A fire naturally occurs when the elements are combined in the right mixture (e.g., more heat needed for igniting some fuels, unless there is concentrated oxygen). These principles are integral in the prevention and management of potential fire situations.



### 1.7.2 Equipment Safety

A combination of factory installed fire suppression systems and/or portable fire extinguishers will be operational on all pieces of heavy equipment at all times. Potential fire hazards at both the landfill and the transfer station are created from the build-up of fine, dry dust particles on and around operational motors and control panels. The presence of these build-ups can cause overheating and potential fire if periodic equipment cleaning and maintenance are not practiced.

Sources of fire at the transfer station facility can result from ‘hot’ loads or combustible materials being discharged within the facility, the build-up of fine particulates inside the facility, or from the mixing of incompatible materials during the transfer procedures.

Portable fire extinguishers should be maintained in a state of readiness at the screen location and on each piece of moving equipment and equipment should be cleaned periodically. Staff shall be periodically trained on the proper utilization of the fire extinguishers. The fire extinguishers are checked on a regular basis to ensure their utilization. The date of the units’ inspections is document on each tag.

### 1.7.3 Fire Management Strategies

Each fire situation is site/event specific; however, general strategies for active fire management include, but is not limited to the following (in no particular order):

- Accelerated high temperature combustion (displacing fuel);
- Covering of the landfill burn area with soil (reduce oxygen);
- Covering of the burn area with foams (reduce oxygen);

- Flooding the burn area with water (reduce heat);
- Injecting an inert gas such as CO<sub>2</sub> (reduce oxygen); and
- Excavating the burning material (displacing fuel) and then extinguishing it in small controlled areas.

#### **1.7.4 Coordination**

A copy of the site Operations Manual shall be filed with the local fire department including all contact information for the facility.

The occurrence of fire will be reported verbally to the Waste Management Specialist staff member of DWM within 24 hours. Subsequent written notification will be provided to DWM within 15 days of the event utilizing the NC DENR-DWM *Fire Occurrence Notification* form provided in **Appendix C**.

### **1.8 LITTER CONTROL**

The vegetative trees/bushes act as a barrier to keep litter contained within the site boundaries. Staff and operators pick up litter in and around the site on a daily basis and respond to weather and heavy wind conditions that may compromise the appearance of the property. The litter control crew picks up litter outside the site and on access roads each weekday.

Customers are encouraged to contain and cover all waste within their vehicles/trailers prior to entering the facility in an effort to reduce litter. Any load that is not secured in a manner that would prevent material from leaving the vehicle while it is in motion is subject to an additional fee. Trailers are encouraged to be covered by heavy tarp lids to minimize litter and reduce the potential for the entrance of vectors into the disposal operations.

### **1.9 SEVERE WEATHER CONDITIONS**

Inclement weather conditions can directly affect the operation of the landfill and transfer station facility. Some of these weather conditions and recommended operational responses are as follows.

#### **1.9.1 Ice Storms**

An ice storm can make access to the facility and disposal locations dangerous, prevent movement or placement of cover soil, and, thus, may require closure of the landfill until the ice is removed or has melted. The determination to discontinue activities due to inclement weather conditions will be made by the Site Manager.

#### **1.9.2 Heavy Rains**

Rainy periods can create a muddy situation in areas of exposed soil surfaces. The control of drainage and use of crushed stone on unpaved roads should provide adequate all weather access for the site and promote drainage away from critical areas. In areas where the aggregate surface is washed away or otherwise damaged, new aggregate should be

used for repair.

Intense rains can affect newly constructed drainage structures such as swales, diversions, cover soils, and vegetation. After such a rain event, inspection by site personnel will be initiated and corrective measures taken to repair any damage found before the next rainfall.

### **1.9.3 Electrical Storms**

Employees working on heavy equipment and open areas of the landfill and recovery areas are susceptible to the hazards of an electrical storm. If necessary, disposal and recovery activities will be temporarily suspended during such an event. To guarantee the safety of all field personnel, refuge will be taken in the on-site buildings or in rubber-tired vehicles.

### **1.9.4 Windy Conditions**

Landfill operations during a particularly windy period may require that the working face be temporarily shifted to a more sheltered area. When this is done, the previously exposed face will be immediately covered with soil.

Transfer stations activities conducted during wind events may result in waste escaping the confines of the building and tunnel areas. Results of such weather events may result in the halting of the processing activities until waste can be contained.

### **1.9.5 Violent Storms**

In the event of hurricane, tornado, or severe winter storm warning issued by the National Weather Service, disposal and processing operations may be temporarily suspended until the warning is lifted. Cover will be placed on exposed waste and buildings and equipment will be properly secured.

## **1.10 EQUIPMENT REQUIREMENTS**

The County will maintain on-site equipment required to perform the necessary landfill and transfer station activities (see **Section 2.5.5 Equipment Requirements**). Periodic maintenance of all equipment, and minor and major repair work will be performed at designated maintenance zones outside of the facility.

## **1.11 PERSONNEL REQUIREMENTS**

The site shall have a responsible individual trained and certified in facility operations on-site at all times during the operating hours of the facility. The personnel requirements for the operation and maintenance of the site are listed in **Section 2.5.4 Personnel Requirements**.

## **1.12 HEALTH AND SAFETY**

All aspects of the solid waste facility operations were developed with the health and safety of the operating staff, customers, and neighbors in mind. Prior to commencement of operations at the facility, a member of the operating staff will be designated the site's safety officer. This individual, together with the facility's management will modify the site's safety and emergency response program to ensure consistency with the Occupational Safety and Health Administration (OSHA) guidance.

Safety equipment provided on-site includes equipment rollover protective cabs, seat belts, audible reverse warning devices, hard hats, safety shoes, and first aid kits. Weekly safety meetings are conducted at the facility to promote a safe workplace. Facility personnel will be encouraged to complete the American Red Cross Basic First Aid Course. Other safety requirements as designated by the Owner will also be implemented.

Each facility employee will go through annual training course in health and safety (led by supervisory staff). All training shall be documented and attested to by signatures of the trainer and trainee. The following are some general recommendations for the health and safety of workers at the Avery County facility.

### **1.12.1 Personal Hygiene**

The following items are recommended as a minimum of practice:

- Wash hands before eating, drinking, or smoking.
- Wear personal protective equipment as described in **Section 1.12.2**.
- Wash, disinfect, and bandage ANY cut, no matter how small it is. Any break in the skin can become a source of infection.
- Keep fingernails closely trimmed and clean (dirty nails can harbor pathogens).

### **1.12.2 Personal Protective Equipment**

Personal Protective Equipment (PPE) must be evaluated as to the level of protection necessary for particular operating conditions and then made available to facility employees. The list below includes the PPE typically used and/or required in a solid waste management facility workplace.

- Safety shoes with steel toes.
- Noise reduction protection should be used in areas where extended exposure to continuous high decibel levels are expected.
- Disposable rubber latex or chemical resistant gloves for handling and/or sampling of waste materials.
- Dust filter masks.
- Portable eyewash.

- Safety goggles.
- Safety vests.

Following use, PPE's should be disposed of or adequately cleaned, dried, or readied for reuse.

### **1.12.3 Mechanical Equipment Hazard Prevention**

The loaders and other equipment should be operated with care and caution. Due to the nature of the disposal activities, spotters will regularly commingle with the heavy equipment and passenger vehicles. All safety apparel, equipment such as horns, backup alarms, and lights should worn at all times and be functional. A Lockout-Tagout program shall be used to identify equipment in need or under repair and insure that operation is "off-limits" prior to maintenance or repair. All operators shall be trained in the proper operation of equipment.

### **1.12.4 Employee Health and Safety**

Some general safety rules are:

- Consider safety first when planning and conducting activities.
- Review the equipment manual prior to attempting repairs/changes.
- Remember the buddy system in case of repair of mechanical equipment
- Post emergency contact phone numbers.
- Provide easy and visible access to the Right to Know materials.
- Provide easy and visible access to the first aid kit and fire extinguishers.

### **1.12.5 Physical Exposure**

Facility personnel may come in contact with the fluids, solids, and airborne constituents found at the transfer station and the landfill operations. Routine training should be conducted regarding individual and collective materials and their associated hazards. Training concerning safe workplace practices around these potential exposures should instruct employees on the proper usage of equipment and proper disposal procedures.

### **1.12.6 Material Safety Data Sheets**

Material Safety Data Sheets (MSDS) shall be collected on every waste (if available) that enters the facility. Information shall also be made available for all chemicals stored on site for use by the facility. MSDS sheets shall be stored in a location with all other Right to Know information for the site

## **1.13 UTILITIES**

Electrical power, water, and telephones are available and provided at the scale house, office, transfer station and restrooms.

## 1.14 RECORD KEEPING PROGRAM

The County will maintain the following records in an operating record at the solid waste management facility:

- A. Waste inspection records (see **Section 2.4 Waste Screening Program**);
- B. Daily tonnage records - including source of generation;
- C. Waste determination records;
- D. Quantity, location of disposal, generator, and special handling procedures for all special wastes disposed of at the site;
- E. List of generators and haulers that have attempted to dispose of restricted wastes;
- F. Employee training procedures and records of training completed;
- G. Documentation of cell activation;
- H. Documentation of mobile home deconstruction (see **Appendix B**)
- I. Gas monitoring results and remediation measures as required (see **Section 3.4 Landfill Gas Management**);
- J. All ground water monitoring and surface water quality information (See the current **Water Quality Monitoring Plan**) including:
  - 1. Monitoring well construction records;
  - 2. Sampling dates and results;
  - 3. Statistical analyses; and
  - 4. Results of inspections, repairs, etc.
- K. Annual waste reports for the landfill, the transfer station, and recovery operations;
- L. All closure and post-closure information, where applicable, including:
  - 1. Testing;
  - 2. Certification; and
  - 3. Recording.
- M. Cost estimates or financial assurance documentation.
- N. OSHA 300 logs.
- O. Leachate disposal records.

The operating record will be kept up to date by the Solid Waste Director or his designee. It will be presented upon request to the DWM for inspection. A copy of this Operations Manual will be kept at the solid waste management facility and will be available for use at all times.

## SECTION 2.0 WASTE HANDLING OPERATIONS

### 2.1 OVERVIEW

This section describes the required waste handling operations for the Avery County C&D landfill (permit number 06-03), the mobile home deconstruction area, the solid waste transfer station facility (permit number 06-02-T), and the recycling recovery areas.

On or before August 1 of every year (or at an earlier date as requested by the Division), the owner or operator shall report to the NC DWM Section, for the previous year beginning 1 July and ending 30 June, the amount by weight of the solid waste that was received at the facility and disposed of in the landfill. To the maximum extent practicable, such reports shall indicate by weight the COUNTY of origin of all solid waste. The owner or operator shall transmit a copy of the report to the county in which the facility is located and to each county in which waste originated.

### 2.2 ACCEPTABLE WASTES

#### 2.2.1 C&D Landfill

The Avery County C&D landfill only accepts wastes generated from within the approved service area (see **Section 2.5.2**). C&D waste is landfilled on-site within the waste disposal permitted boundaries. The acceptance of C&D waste materials must satisfy the following definitions. (List is in accordance with existing permit):

- Land Clearing and Inert Debris: as defined in 15A NCAC 13B.0101(22) means a facility for the disposal of land-clearing waste, concrete, brick, concrete block, uncontaminated soil, gravel and rock, untreated and unpainted wood, and yard trash.
- Land Clearing Waste: as defined in 15A NCAC 13B.0101(23) means solid waste which is generated solely from land-clearing activities, limited to stumps, trees, limbs, brush, grass, and other naturally occurring vegetative material.
- Asphalt: in accordance with NCGS 130A-294(m).
- Construction and Demolition Debris: as defined in NCGS 130A-290(a)(4) means solid waste resulting solely from construction, remodeling, repair, or demolition operations on pavement, buildings, or other structures, but does not include inert debris, land-clearing debris, or yard debris.
- Other Wastes as Approved by the Solid Waste Section of the Division of Waste Management.

#### 2.2.2 Transfer Station

The Avery County transfer station only accepts waste that is generated from the approved service area (see **Section 2.5.2**), is consistent with the North Carolina solid waste

regulations and the general conditions established in the operating permit. The acceptance of waste materials must satisfy the following definitions:

- Municipal solid waste as defined by the North Carolina General Statutes 130A-290(a)(18a) means any solid waste resulting from the operation of residential, commercial, industrial, governmental, or institutional establishments that would normally be collected, processed, and disposed of through a public or private solid waste management service. Municipal solid waste does not include hazardous waste, sludge, industrial waste managed in a solid waste management facility owned and operated by the generator of the industrial waste for management of that waste, or solid waste from mining or agricultural operations.
- Solid waste as defined by the North Carolina General Statutes 130A-290(a)(35) means any hazardous or nonhazardous garbage, refuse or sludge from a waste treatment plant, water supply treatment plant or air pollution control facility, domestic sewage and sludges generated by the treatment thereof in sanitary sewage collection, treatment and disposal systems, and other material that is either discarded or is being accumulated, stored or treated prior to being discarded, or has served its original intended use and is generally discarded, including solid, liquid, semisolid or contained gaseous material resulting from industrial, institutional, commercial and agricultural operations, and from community activities.

### **2.2.3 Recycling Recovery Areas**

Only the following wastes may be received at the facility recycling area or as separated in the landfill or transfer area(s):

- White goods;
- Whole Scrap Tires;
- Pallets (damaged and un-damaged);
- Glass;
- Brick and block (undamaged and un-painted); and
- Metal (ferrous and non-ferrous).

### **2.2.4 Mobile Home Deconstruction Area**

Mobile homes are staged, deconstructed, and recycled on-site in accordance with the deconstruction procedures. In addition, waste from the deconstruction of mobile homes described in **Section 2.7 Deconstruction of Mobile Homes**

## 2.2.5 Asbestos Waste Disposal

Special wastes (regulated asbestos only) described in **Section 2.6.4 Special Waste Management** may also be disposed of in the C&D landfill unit. Regulated asbestos-containing material (RACM) means:

- (a) Friable asbestos material;
- (b) Category I nonfriable ACM that has become friable;
- (c) Category I nonfriable ACM that will be or has been subjected to sanding, grinding, cutting, or abrading; or
- (d) Category II nonfriable ACM that has a high probability of becoming or has become crumbled, pulverized, or reduced to powder by the forces expected to act on the material in the course of demolition or renovation operations regulated by this subpart.

Asbestos containing materials are further defined as:

- Category I nonfriable asbestos-containing material (ACM) means asbestos-containing packings, gaskets, resilient floor covering, and asphalt roofing products containing more than 1 percent asbestos as determined using the method specified in appendix E, subpart E, 40 CFR part 763, section 1, Polarized Light Microscopy.
- Category II nonfriable ACM means any material, excluding Category I nonfriable ACM, containing more than 1 percent asbestos as determined using the methods specified in appendix E, subpart E, 40 CFR part 763, section 1, Polarized Light Microscopy that, when dry, cannot be crumbled, pulverized, or reduced to powder by hand pressure.
- Nonfriable asbestos-containing material means any material containing more than 1 percent asbestos as determined using the method specified in appendix E, subpart E, 40 CFR part 763, section 1, Polarized Light Microscopy, that, when dry, cannot be crumbled, pulverized, or reduced to powder by hand pressure. *This material is non-regulated.*

## 2.3 PROHIBITED WASTES

### 2.3.1 C&D Landfill Unit

Only wastes as defined in **Section 2.2.1** above may be accepted for disposal in the C&D landfill unit. Prohibited wastes include waste exclusions listed in 15A NCAC 13B 0.0542 as follows:

- Wastewater treatment sludge. Wastewater treatment sludge may be accepted, with the approval of the DWM, for utilization as a soil conditioner and incorporated into or applied onto the vegetative soil layer component of the final cover system. In this case, the sludge will be applied at no greater than agronomic rates and to a maximum depth of six inches.
- Containers such as tubes, drums, barrels, tanks, cans, and bottles unless they are empty and perforated to ensure that no liquid, hazardous, or municipal solid waste is contained therein;
- Garbage as defined in G.S. 130A-290(a)(7);
- Hazardous waste as defined in G.S. 130A-290(a)(8), to also include hazardous waste from conditionally exempt small quantity generators;
- Industrial solid waste unless a demonstration has been made and approved by the DWM that the landfill meets the requirements of Rule .0503(2)(d)(ii)(A);
- Liquid wastes;
- Medical waste as defined in G.S. 130A-290(a)(18);
- Municipal solid waste as defined in G.S. 130A-290(a)(18a);
- Polychlorinated biphenyls (PCB) wastes as defined in 40 CFR 761;
- Radioactive waste as defined in G.S. 104E-5(14);
- Septage as defined in G.S. 130A-290(a)(32);
- Sludge as defined in G.S. 130A-290(a)(34);
- Special wastes as defined in G.S. 130A-290(a)(40);
- White goods as defined in G.S. 130A-290(a)(44); and
- Yard trash as defined in G.S. 130A-290(a)(45).

The following wastes cannot be received if separate from C&D waste:

- lamps or bulbs including but not limited to halogen, incandescent, neon or fluorescent;
- lighting ballast or fixtures;
- thermostats and light switches;
- batteries including but not limited to those from exit and emergency lights and smoke detectors;
- lead pipes;
- lead roof flashing;
- transformers;
- capacitors; and
- copper chrome arsenate (CCA) and creosote treated woods.

Waste accepted for disposal in the C&D landfill unit must be readily identifiable as C&D waste and must not have been shredded, pulverized, or processed to such an extent that the composition of the original waste cannot be readily ascertained except as specified as follows:

- C&D waste that has been shredded, pulverized, or otherwise processed may be accepted for disposal from a facility that has received a permit from an authorized regulatory authority which specifies such activities are inspected by the authority, and whose primary purpose is recycling and reuse of the C&D material. For this case, a waste screening plan and waste acceptance plan will be prepared and made available to the DWM upon request.

The County shall not dispose of C&D waste that is known to be generated within the boundaries of a unit of local government that by ordinance:

- (A) Prohibits generators or collectors of C&D waste from disposing that type or form of C&D waste.
- (B) Requires generators or collectors of C&D waste to recycle that type or form of C&D waste.

### **2.3.2 Transfer Station**

Only wastes as defined in **Section 2.2.2** above may be accepted in the transfer station. No other wastes may be accepted including the following wastes, otherwise considered under NC Landfill Bans (G.S. 130A-309.10):

- Whole Scrap Tires (Except as diverted to the recovery area);
- Used Oil;
- White Goods (Except as diverted to the recovery area);
- Lead Acid Batteries;
- Yard Waste;
- Construction and Demolition Debris (C&D) (Except as allowed in the C&D landfill);
- Discarded computer equipment and televisions;
- Oyster Shells;
- Rigid plastic containers;
- Aluminum Cans;

In addition, operating criteria prohibit other materials from receipt within the transfer station. These materials include:

- Hazardous waste as defined by NC General Statute 130A-290 (a) (8), including hazardous waste from conditionally exempt small quantity generators.
- Polychlorinated biphenyls (PCB) wastes as defined in 40 CFR 761 with the exception of trace amounts found in materials such as consumer electronics.
- Bulk or non-containerized liquid wastes unless the waste is household waste other than septic waste and waste oil. A liquid determination will be performed by the paint filter test.
- Containers holding liquid wastes unless the waste is household waste.

### **2.3.3 Recycling Area**

Only wastes, as defined in **Section 2.2.3** above may be accepted in the Recycling and Recovery Areas. No asbestos containing wastes will be accepted.

## **2.4 WASTE SCREENING PROGRAMS**

In order to assure that prohibited wastes are not entering the site, waste screening procedures have been developed and implemented at the facility. Waste received at the scale house entrance, discharged onto the transfer station floor, taken to the mobile home deconstruction area, recovery areas, or working face of the C&D landfill is inspected by trained personnel. These individuals have been trained to spot indications of suspicious or prohibited materials, including: hazardous placarding or markings, liquids, powders or dusts, sludges, bright or unusual colors, drums or commercial size containers, smoke, flames, and “burnt” or “chemical” odors. Screening programs for visual and olfactory characteristics of prohibited wastes are an ongoing part of the facility’s inspection program.

### **2.4.1 Waste Receiving and Inspection**

All vehicles must stop at the scale house located at the main entrance of the facility and each visitor to the facility is required to sign-in. All waste transportation vehicles are weighed and the content of the load assessed. The scale attendant(s) requests from the driver of the vehicle a description and origin of the waste it is carrying to ensure that unacceptable waste is not allowed into the site and that the source of generation is compatible with each operations’ service area. The attendant(s) then visually checks the vehicle as it crosses the scale. Signs informing users of the acceptable and unacceptable

types of waste are posted at the scale house. Once passing the scales, the vehicles are routed to the C&D landfill, the transfer station, the mobile home deconstruction area, or recovery area, as appropriate.

Vehicles are randomly selected for screening on a regular basis, depending on personnel availability. Site personnel will ensure that each waste stream received at the site is equitably inspected. At least one vehicle per week, but not less than 1% by weight of the waste stream entering the facility (based on the previous week's total), will be randomly selected by inspection personnel. A random truck number and time will be selected (e.g., the tenth load after 10:00 a.m.) on the day of inspections. However, the scale house attendant has the discretion to recommend further inspection of any load suspected to contain prohibited materials.

Vehicles selected for inspection are directed to the inspection area located inside the transfer station or to an area of intermediate cover adjacent to the working face of the landfill, as appropriate. The vehicle is unloaded and the waste is carefully spread using suitable equipment. An attendant trained to identify prohibited materials is outfitted in appropriate personnel protection equipment and initiates waste screening activities by physically entering the discharged materials and visually evaluating the waste stream. If unacceptable waste is found, including wastes generated from outside of the service area, the load will be isolated from other waste receipts and secured within the transfer station or bermed from the landfill. For unacceptable wastes that are non-hazardous, the Solid Waste Director will then notify the Waste Management Specialist of the DWM (see **Section 1.2.2**) within 24 hours of attempted disposal of any waste the facility is not permitted to receive in order to determine the proper course of action. In most cases, the transporter will be responsible for the removal of the non-hazardous, unacceptable materials. For unacceptable wastes that are hazardous, the Hazardous Waste Contingency Plan outlined in **Section 2.4.2** will be followed. The hauler is responsible for removing unacceptable waste from the facility.

If no unacceptable material is found, the load will be commingle with other waste receipts and processed through the transfer station or pushed into the working face and incorporated into the waste cell. All random waste inspections will be documented by staff using the waste screening forms provided in **Appendix A**.

In addition to the random waste screening described above, waste unloaded onto the transfer station floor or into the active face of the landfill will be inspected by the

equipment operators, trained to spot unacceptable wastes, before and during the processing, spreading, or compaction operations. Any suspicious looking waste is reported immediately to the designated primary inspector for further evaluation.

## **2.4.2 Hazardous Waste Contingency Plan**

In the event that identifiable hazardous waste or waste of questionable character is detected at the transfer station or the landfill, appropriately trained personnel, equipment, protective gear, and necessary emergency response materials will be employed to isolate the wastes. The Waste Management Specialist of the DWM will be notified immediately (see **Section 1.2.2**) that an attempt was made to dispose of hazardous waste at the facility. If the vehicle attempting disposal of such waste is known, all attempts will be made to prevent that vehicle from leaving the site or, if the vehicle has left the site, immediate notice will be served on the owner of the vehicle that hazardous waste, for which they have responsibility, has been disposed of at the transfer station or the landfill.

The County will assist the DWM as necessary and appropriate in the removal and disposition of the hazardous waste and in the prosecution of responsible parties. If needed, the hazardous waste will be covered with either on-site soils or other tarping material until such time when an appropriate method can be implemented to properly handle the removal of the waste. The cost of the removal and disposing of the hazardous waste will be charged to the owner of the vehicle involved. Any vehicle owner or operator who knowingly dumps hazardous waste at the facility may be barred from future disposal services.

Should an incident of hazardous waste discovery occur at the transfer station or the landfill, the event will be documented by staff using the waste screening form provided in **Appendix A**.

Records of information gathered as part of the waste screening programs will be maintained at the site during its active life and as long as required by the County and the DWM.

## **2.5 FACILITY OPERATIONS**

### **2.5.1 Operating Capacity**

The operating capacity for the solid waste facility is estimated to be approximately 15,000 tons per year (~50 tons per day based on a 312 operating days per year) for the transfer station, 10,000 tons per year of C&D waste, and an allowance of up to two mobile homes on-site at one time for deconstruction purpose.

### **2.5.2 Service Area**

The service area for the facility includes both North Carolina and Tennessee counties as follows and as shown in **Figure 3**.

North Carolina counties: Avery County, Burke County, Caldwell County, McDowell County, Mitchell County, and Watauga County.

Tennessee counties: Carter County, Johnson County, and Unicoi County.

### **2.5.3 Disposal Facility**

The anticipated disposal facilities for the transfer station (subject to change) includes the following facilities:

1. Bristol Integrated Waste Management Facility, Bristol, VA - Permit No. 588
2. Iris Glen Environmental Center, Johnson City, TN - Permit No. SNL-901040262
3. Caldwell County Foothills Landfill, Lenoir, NC - Permit No. 14-03  
(*NC Originated Wastes Only*)

In the event that new disposal facility agreements are negotiated other than the list (above), the facility will provide a notice to the Division of Waste Management within 30 calendar days and a permit modification may be required.

### **2.5.4 Personnel Requirements**

The personnel requirements for operation and maintenance of the site are listed in the following table. Augmentations to this listing of on-site personnel will occur as needed.

<b>Description</b>	<b>Primary Function (Allocation)</b>
1) Site Manager (1)	Overall management of the facility
2) Scale house Attendant (1)	Receiving and weight for incoming loads
3) Operators (2)	Management of transfer station and the landfill areas.
4) Labor (1)	General labor and operational staff around the site

### **2.5.5 Equipment Requirements**

The anticipated equipment requirements for operation and maintenance of the site are listed in the following table.

<b>Description</b>	<b>Primary Function (Allocation)</b>
1) Dozer (1)	C&D operations, soil cover loading, and site maintenance
2) Solid Rubber-tired Front End Loader (1)	Loading, site cleanup, and transfer operations
3) Trackhoe (1)	C&D operations, excavation, and site maintenance.
4) Off-road Truck (1)	Site transportation and hauling.

Additional equipment will be purchased, leased, or rented as needed.

## **2.6 WASTE MANAGEMENT AND DISPOSAL**

### **2.6.1 Access**

Following the completion of the initial waste screening procedures, access to the processing areas and disposal location will be granted by the scale house attendant. The scale house attendant will provide overall site instructions and directions to the drivers of the waste transportation vehicles to ensure that the waste receipts are transported to the appropriate processing or disposal area. Additional directional signage will assist the drivers with the identification of these areas.

### **2.6.2 General Procedures**

Waste transportation vehicles will arrive at the scales and scale house and be directed to the appropriate area such as the transfer station, white goods area, or the working face of the C&D landfill at random intervals. In order to ensure safety and maintain control over the unloading of waste, a minimal number of vehicles will be allowed on to the tipping floor of the transfer station or on the working face of the landfill at a single time. The actual number of vehicles allowed at each location will be determined by the truck spotter. This procedure will be used in order to allow visual inspection of the waste by the equipment operator and to minimize the potential of unloading unacceptable waste. Operations at each location will be conducted in a safe manner which will encourage the efficient movement of transportation vehicles to and from the disposal locations, and to expedite the unloading of waste.

### **2.6.3 C&D Landfill Disposal Procedures**

The approach to the working face will be maintained such that two or more vehicles may safely unload side by side. A vehicle turn-around area large enough to enable vehicles to arrive and turn around safely with reasonable speed will be provided adjacent to the unloading area. The vehicles will back to a vacant area near the working face to unload. Upon completion of the unloading operation, the transportation vehicles will immediately leave the working face area. Personnel will direct traffic necessary to expedite safe movement of vehicles.

Waste unloading at the landfill will be controlled to prevent disposal in locations other than those specified by site management. Such control will also be used to confine the working face to a minimum width, yet allow safe and efficient operations. The width and length of the working face will be maintained as small as practical in order to maintain the appearance of the site, control windblown waste, and minimize the amount of cover required each day. Normally, only one working face will be active on any given day, with all deposited waste in other areas covered by either periodic, intermediate, or final cover, as appropriate.

The procedures for placement and compaction of solid waste include: unloading of vehicles, spreading of waste into 2 foot lifts, and compaction on relatively flat slopes (i.e. 5H:1V max.) using a dozer and a minimum number of three full passes.

Wind screens adjacent to the working face may be used as required to control windblown waste.

The use of portable signs with directional arrows and portable traffic barricades will facilitate the unloading of wastes to the designated disposal locations. These signs and barricades will be placed along the access route to the working face of the landfill or other designated areas which may be established.

#### **2.6.3.1 Periodic Cover**

At the completion of waste placement each week, a six (6) inch layer of earthen material or other material as approved by the DWM will be placed over the exposed waste. Cover will be placed sooner if the area of exposed waste exceeds one-half acre in size, or as necessary to control vectors, fire, odors, and blowing debris. The date and time of cover placement will be recorded by landfill employees.

### 2.6.3.2 Intermediate Cover

A 12 inch layer of soil cover should be placed on all waste surfaces that have not received waste in 30 days but are below final elevation. This intermediate cover should be seeded immediately and graded such that all precipitation run-off is channeled to the surface water systems.

### 2.6.3.3 Height Monitoring

Approximately every month, the landfill staff will monitor landfill top and side slope elevations with a level. When such elevations approach design grades, the final top-of-waste grades will be staked to limit over-placement of waste.

### 2.6.3.4 Special Considerations

The waste fill operations within the valley between existing Phases I and II will require additional procedures to manage stormwater and potential residual stormwater within the waste mass. A description of the fill operations is included in the Phase III permit to construct final grade drawing.

## **2.6.4 Special Waste Management**

### 2.6.4.1 Asbestos Management

The County may dispose of regulated asbestos within the C&D landfill. The Phase 3 unit (or any area of the C&D disposal area) is considered to be the asbestos disposal unit. Asbestos will only be accepted if it has been processed and packaged in accordance with State and Federal (40 CFR 61) regulations. Asbestos will arrive at the site in vehicles that contain only the asbestos waste and only after advance notification by the generator.

Once the hauler brings the asbestos to the landfill, the hauler will be directed to the designated asbestos disposal area by operations personnel. The designated disposal area will be prepared by operations personnel by leveling a small area using a dozer or loader. Prior to disposal, the landfill operators will stockpile cover soil near the designated asbestos disposal area. The volume of soil stockpiled will be sufficient to cover the waste and to provide any berms, etc. to maintain temporary separation from other landfill traffic.

Once placed in the prepared area, the asbestos waste will be covered with a minimum of 18 inches of cover soil placed in a single lift. The surface of the cover soil will be compacted and graded using a tracked dozer or loader. The landfill dozer will be prohibited from operating over asbestos disposal areas until at least 18 inches of cover are in-place.

The landfill staff will record the approximate location and elevation of the asbestos waste once cover is in-place. The Solid Waste Director will then review pertinent disposal and location information to assure compliance with regulatory requirements and enter the information into the Operating Record.

Once disposal and recording for asbestos waste is completed, the disposal area may be covered with waste. No excavation into designated asbestos disposal areas will be permitted.

## **2.7 DECONSTRUCTION OF MOBILE HOMES**

The deconstruction of mobile homes is handled in an area adjacent to the C&D landfill unit. A description of the process is provided in **Appendix B**.

## **2.8 ANIMAL CARCASSES**

Methods approved by the State Veterinarian include the disposal of domesticated animal carcasses in landfills. Animal carcasses are handle in an area adjacent to the C&D landfill unit as identified on **Figure 2**. In accordance with 02 NCAC 52C .0102, animal carcasses will be buried three feet beneath the surface of the ground.

## **2.9 TRANSFER STATION MANAGEMENT**

### **2.9.1 Access**

Traffic will be clearly directed to the transfer station by the scale house and be directed by the spotter on the tipping floor. Traffic speed on the site should be less than 7 MPH.

## 2.9.2 Building Features

The transfer station and tipping floor area includes the features listed in the following table.

Description	
1) Roof	Yes
2) Sides (3)	Yes
3) Concrete Floor	Yes
4) Bi-Level Direct Push	Yes
5) Leachate Collection and Storage	Yes
6) Ventilation	Yes
7) Water Supply	Yes
8) Lighting	Yes
9) Interior Office & Bathrooms	Yes
10) Explosive Gas Monitoring	No
11) Communications (Telephone, Radios, Cell Phones)	Yes
12) Built In Fire Suppression/Sprinkler System	No
13) Odor Control Equipment	Yes

## 2.9.3 General Procedures

The transfer operations will be conducted in accordance with the approved Operation Plan and conditions of the Solid Waste Permit issued by the North Carolina Division of Solid Waste Management (DWM).

Facility operations are anticipated as follows:

1. Collection vehicles delivering waste to the facility will enter through the main entrance;
2. Pass by and over the scales and scale house for weight;
3. Continue along the access road until reaching the transfer station tipping area;
4. The tipping area has “push” walls running along the interior of the building that direct the waste to feed “hoppers” overlying the transfer trailers and/or equipment on the lower level of the building. The attendant (“spotter”) will direct vehicles, waiting to unload, to back into the facility through the entrance. Adequate area is

available in front of the transfer area for drivers to queue their vehicles into a backing maneuver. Station operating personnel will be on the station floor to direct and guide the vehicles.

5. The vehicles will back onto the tipping floor to an area designated by the attendant.
6. Once the vehicle is in position, the waste load will be discharged directly onto the tipping floor.
7. The spotter will inspect the discharged waste before it is mixed with other waste on the tipping floor and pushed by a rubber-tired loader into the open top transfer trailers, specifically designed for hauling wastes located in the lower level of the Transfer Station. All waste will stay in the covered area of the transfer station.
8. The equipment operator will complete a secondary visually screening of the waste and, if acceptable, direct the driver of the waste collection vehicle to exit the transfer facility. If unaccepted waste is identified, the driver of the vehicle will be instructed to retrieve and remove the prohibited waste from the site.

Documentation of the event will following the procedures outlined in **Section 2.4 Waste Screening Program**. Subsequent vehicles will be directed to the transfer area and similar procedures will be completed.

#### 2.9.3.1 Storage

Waste volume is allowed to accumulate on the tipping floor only to facilitate adequate waste placement into the transportation hauling vehicles. The equipment operator will mix the waste with the front-end loader, conduct a tertiary waste screening and remove any prohibited waste, and distribute the material types and weights prior to pushing the waste into the tractor trailers located toward the rear of the building and beneath the tipping floor.

#### 2.9.3.2 Transfer Truck Loading

The placed waste is compacted inside the trailers by gently tamping with the interchangeable bucket attachment. The equipment operator is responsible for loading each transportation vehicle in a fashion to comply with the Department of Transportation's roadway weight limits. Once the tractor trailer is filled with compacted waste, the vehicle is moved to an exterior location to allow the placement of the vehicle's tarp and ensure containment of the waste inside the trailer body

### 2.9.3.3 Transfer Area Maintenance

At the end of each operating day, the transfer station will be cleared of all waste inside and around the facility. Windblown materials resulting from the operation will be collected and returned to the site and disposed. The tipping floor will be maintained in a sanitary fashion by washing the entire floor and discharging the wash water into the leachate collection drainage system and holding tank. The tarps for the loaded but not transported trailers will be securely fastened to each tractor trailer remaining on site. Barricades will be erected around the hopper to prevent falling hazards.

### 2.9.3.4 Leachate Management

Liquids are generated from waste receipts and floor washing activities. The transfer station's floor is sloped in a fashion to promote drainage toward the sump and to two floor drains located in the lower level loading area. Leachate generated from waste processing activities is collected in floor drains and discharged to an exterior, 3,000-gallon holding tank. The liquid volume of the holding tank is inspected on a weekly basis to ensure that adequate capacity is available.

As needed, the contents of the leachate holding tank are pumped and transported to the Jimmy Smith Wastewater Treatment Plant (WWTP) located in the Town of Boone. The WWTP conditionally approved the acceptance of batch volumes (2,500 gallons) from the Avery County facility with prior notification.

Additionally, any full transfer trailers that are stored on-site will be inspected for leaks and, if present, the leaks will be contained and cleaned.

## **2.10 RECYCLING AND RECOVERY AREA OPERATIONS**

The facility's recycling/recovery areas are located around the transfer station and are used to store, separate, and contain recyclable materials. These materials are generated from separated waste from the transfer station and/or pre-sorted materials such as tires, white goods, or other materials off-loaded into an appropriate container.

### **2.10.1 White Goods Handling Area**

A white goods handling area is located adjacent to and north of the existing transfer station (see **Figure 2**). The operation of the white goods handling area is as follows:

Within the white goods handling area, white goods and scrap metal are stockpiled up to about 10 feet high over an approximate 100 foot by 200 foot area. Once the stockpile reaches capacity (typically once per quarter), a recycler removes Freon and hauls the white goods and scrap metal off-site to be recycled. A certificate of disposal for the removed Freon is provided to Avery County by the subcontractor.

### **2.10.2 Used Tire Storage Area**

Used tires are collected at an area adjacent to and south of the existing transfer station (see **Figure 2**) and placed in a tire trailer. Once the trailer is full, the trailer is picked up by a recycling contractor.

### **2.10.3 Other Storage Areas**

- **Glass**  
A glass recovery and recycling area for clear, brown, and green glass is located just west and behind the transfer station (see **Figure 2**). This area contains three (3) bays constructed of concrete masonry unit (CMU) walls and are periodically removed for recycling when they reach capacity.
- **Pallets**  
A pallet recovery area is located adjacent just southwest of the transfer station (see **Figure 2**). Once a truckload is generated, the pallets will be picked up by a recycling contractor.
- **Brick and Block Area**  
A undamaged and unpainted brick and block area is located adjacent to and southwest of the existing transfer station (see **Figure 2**) for utilization for site access roads and the active face area of the landfill.

### **2.10.4 Markets**

The final destination of the recyclable materials separated from the waste may vary depending on market prices for such materials. Contracts are established with subcontractors to facilitate processing and product removal. Subject to contract renewal, the final markets are anticipated as follows:

- a. **Metals:** State Line Scrap Metal
- b. **Pallets:** To be determined and as needed.
- c. **Glass:** Strategic Materials, Inc.
- d. **Tires:** U.S. Tire

## **SECTION 3.0 ENVIRONMENTAL MANAGEMENT**

### **3.1 OVERVIEW**

This section reviews the overall environmental management tasks required for the successful operation of the disposal facility.

### **3.2 SURFACE WATER CONTROL**

As used herein, the definition of “surface water” is water which results from precipitation or site run-on that has not contacted the waste.

Proper control of surface water at the disposal facility will accomplish the following goals:

- Prevent the run-on of surface water into the landfill unit or the active face(s);
- Limit the erosion caused by surface waters; and
- Limit sediments carried off-site by surface waters.

Separate erosion and sedimentation control plan(s) have been provided for the facility. These plans describe both short and long term engineered features and practices for preventing erosion and controlling sedimentation at this site. The following is a brief discussion of some of these features and practices, focusing more on the landfill units.

#### **3.2.1 Surface Water Run-On Control**

The perimeter channels around the landfill unit are designed to prevent the run-on of surface water from adjacent land into the landfill. Additional structures such as diversion berms, channels, down pipes, etc. carry surface water away from the landfill.

The waste fill operations within the valley between existing Phases I and II will require additional procedures to manage stormwater and potential residual stormwater within the waste mass. Refer to the Phase III permit to construct application for the final grading plan drawing.

#### **3.2.2 Erosion Control**

The serviceability of the disposal facility relies heavily on soil berms, barrier layers, and agricultural layers that are readily eroded by flowing water. Erosion control provisions incorporated in the landfill include the following:

- The slope of the working face must be no steeper than 5H:1V where practical to limit erosion of the periodic cover.

- Intermediate cover that has been exposed for more than 30 days must be seeded immediately and repaired when erosion features are identified.
- Drainage breaks (diversion berms, etc.) are provided on the final cover to limit the flow length of run-off.
- Water collected by each drainage break is routed to stormwater drainage channels or down pipes so that the run-off volume does not accumulate going down the slope.
- The vegetative soil layer placed over the final cover must be seeded immediately.

Additional erosion control measures have been taken within the drainage channels and at points of stormwater discharge. All final cover should be inspected regularly for erosion damage and promptly repaired.

### **3.2.3 Sedimentation Control**

Stormwater run-off from the disposal and processing areas is conveyed to the on site sediment basin. This basin should be inspected regularly for sediment build-up or erosion damage. The basin should be cleaned out when sediment fills the lower half of the basin and damage(s) caused by erosion will be repaired.

## **3.3 WATER QUALITY MONITORING**

The monitoring program and procedures outlined in the current Water Quality Monitoring Plan will be followed for the monitoring of site groundwater monitoring wells and surface water monitoring locations. The results of the water quality monitoring program will be placed in the facility operating record as described in **Section 1.14**.

## **3.4 LANDFILL GAS MANAGEMENT**

Quarterly monitoring shall be performed to identify (if any) subsurface migration of landfill gas at explosive levels are present in on-site structures and/or at the property boundary in gas monitoring probes. Methane or other explosive gas concentrations shall not exceed 25 percent of the lower explosive limit (LEL) (1.25% of CH<sub>4</sub>) in on-site structures, such as scale houses, or 100% of the LEL (5% of CH<sub>4</sub>) at the facility property boundary. Subsurface methane monitoring wells are installed between the landfill perimeter and the property line, and are spaced approximately 500 feet apart. Additional wells will be installed as necessary and consistent with landfill expansion.

If landfill gas levels exceed these limits, the following must be performed:

- Immediately take all steps necessary for the protection of personnel, staff, or neighboring properties and notify the DWM;

- Within seven (7) days, place in the operating record a description of events taken following the detection event; and
- Within 60 days, implement a remediation plan for the explosive gas releases, place a copy in the operating record, and notify the DWM that the plan has been implemented

### **3.5 VECTOR CONTROL**

Vector control within and around the transfer station will be managed by removing all waste from the facility on a daily basis. All transfer station waste deposits will be removed from the tipping floor by the end of each working day. At the end of each operating day, the tipping floor will be cleaned and washed in a manner to remove all waste remnants or liquids that could promote or attract vectors to the facility. Portable, forced air odor control equipment is utilized as needed. Routinely, the entire interior of the transfer station will be pressure-washed to remove the accumulation of dust, dirt, and waste particles. Leachate generated from the routine washing activities will be discharged to the leachate holding tank and pumped to the WWTP as needed.

Due to the nature of the waste disposed in the C&D landfill unit, vector control is not anticipated to be of concern. Note that the use of periodic cover will discourage animals from nesting in the waste.

### **3.6 ODOR CONTROL**

Odor control within the transfer station will be managed by minimizing the volume of waste accumulated on the tipping floor and by transferring waste into the tractor trailers as soon as practical. Portable, forced air odor control equipment is utilized as needed. Staff will routinely inspect the floor drainage system to ensure that the leachate collection system remains free-flowing and stagnant water does not persist. Additional housekeeping efforts employed at the facility to reduce and eliminate the occurrence of odor will include inspecting exterior stormwater downspouts, removing litter, cleaning the tunnel area, maintaining the appearance of the access areas and roadways, and ensuring that the tractor trailer tarps are in good condition.

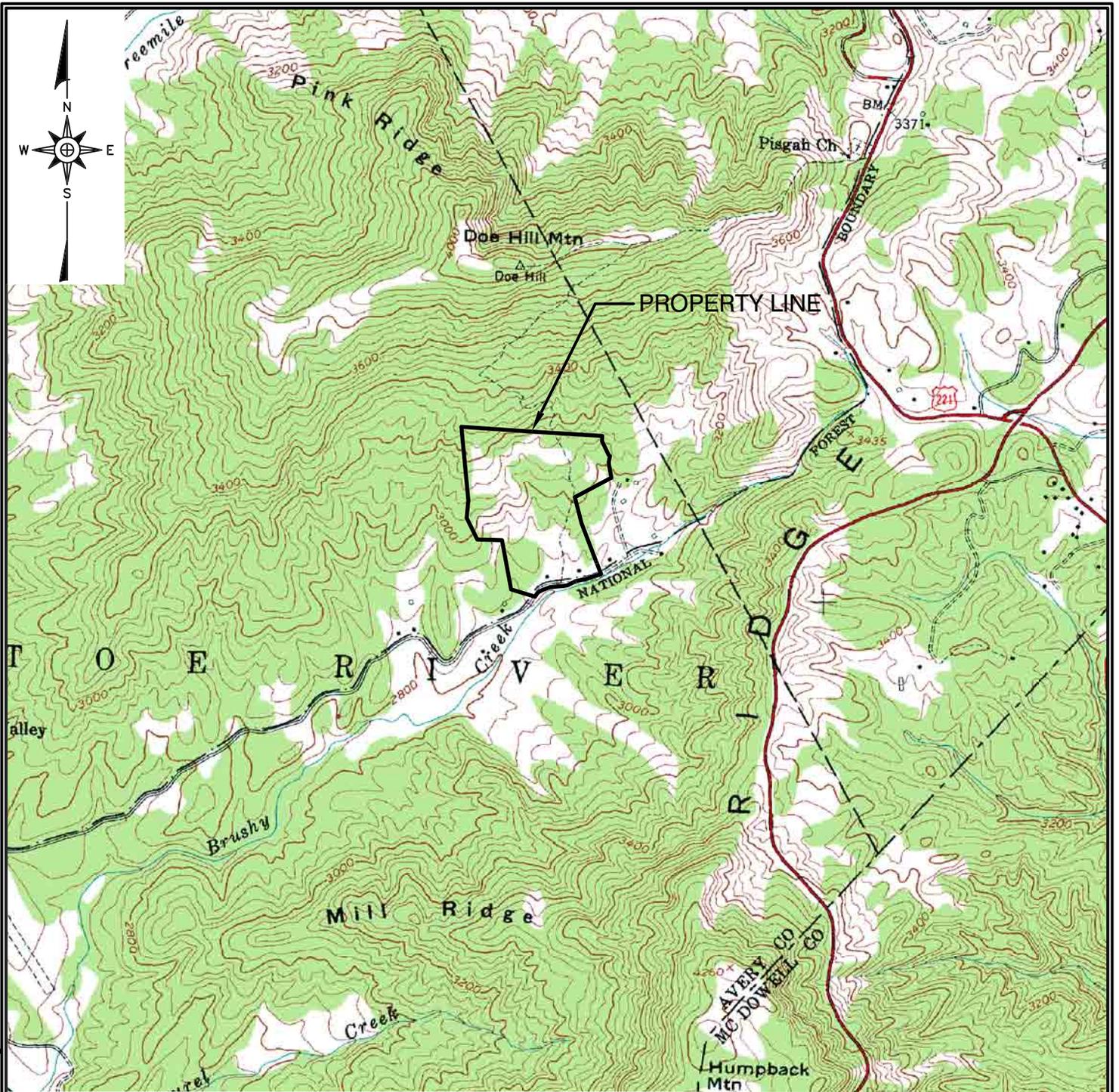
Due to the nature of the waste disposed in the C&D landfill unit, odor control is not anticipated to be of concern. However, if odors do occur, additional cover will be placed or other mitigation alternatives will be provided.

### **3.7 DUST CONTROL**

If required, a water truck will be utilized to limit dust on the gravel portion of the access roadways. Dust accumulation inside the transfer station will be eliminated by routinely pressure washing the interior of the facility as needed. Dust generated by excavation of cover soil will be limited by watering the cut soil areas if accessible to the water truck.

## **Figures**

G:\CAD\Avery County\Avery 07-1\sheets\AVERY-A0048.dwg - 1/25/2011 9:11 AM



**REFERENCES**

1. U.S.G.S. QUADRANGLE "LINVILLE FALLS, NC" 1956, PHOTO INSPECTED 1984
2. SITE PROPERTY LINE FROM FIELD SURVEY DATED 1/14/08, BY SURVEYING SOLUTIONS, P.C.

**AVERY COUNTY C&D LANDFILL  
SITE VICINITY MAP**



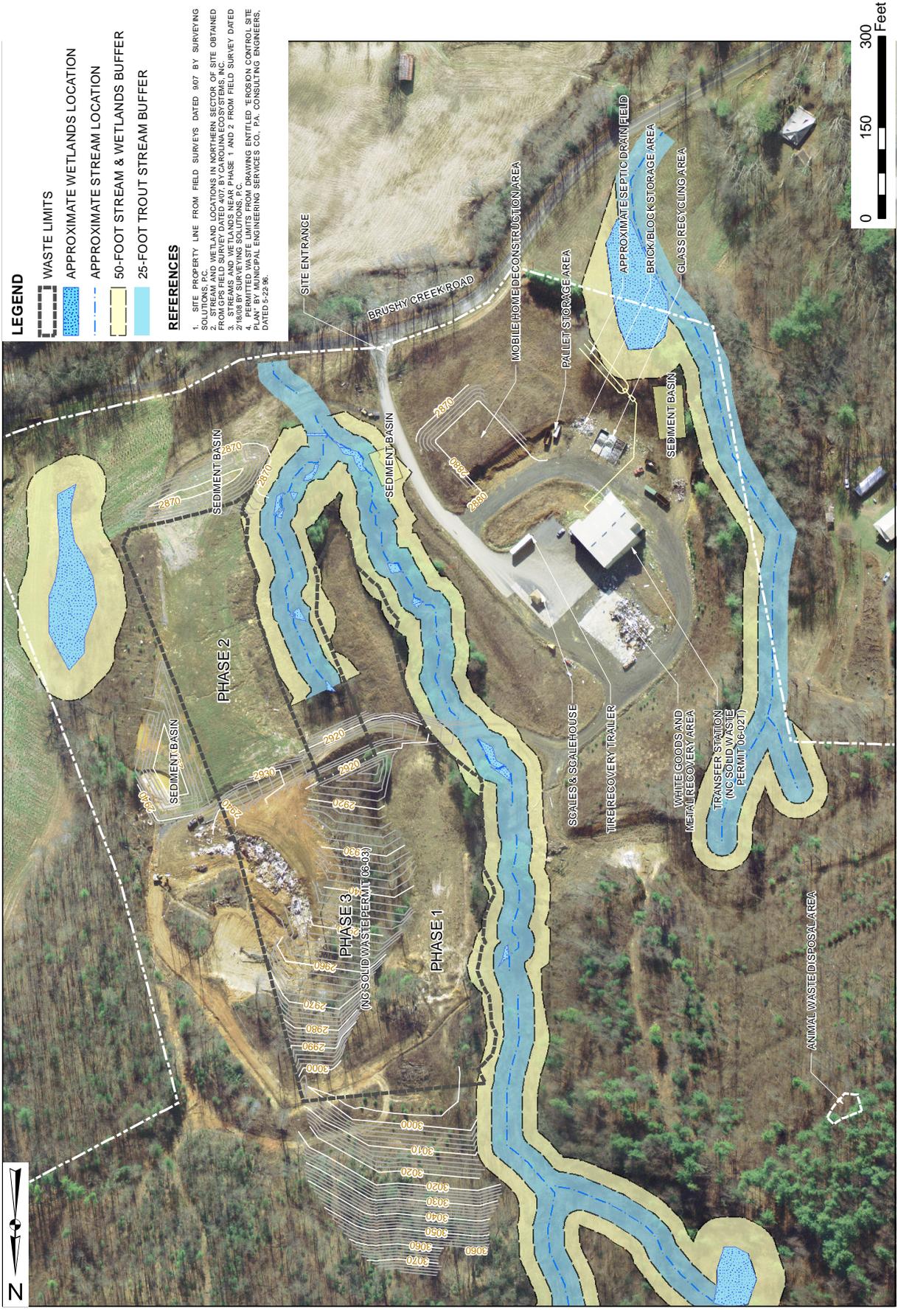
**RICHARDSON SMITH GARDNER  
& ASSOCIATES**  
14 N. Boylan Ave.  
Raleigh, N.C. 27603  
www.rsgengineers.com  
ph: 919-828-0577  
fax: 919-828-3899

SCALE:	DRAWN BY:	CHECKED BY:	DATE:	PROJECT NO.	FIGURE NO.	FILE NAME
AS SHOWN	J.A.L.	J.A.S.	Jan. 2011	AVERY 07-1	1	AVERY-A0048

FILE NO.	PROJECT NO.	DATE:
2	AVERY 11-2	JAN. 2011
AS SHOWN	S.A.S.	C.T.J.
SCALE	CHECKED BY:	DRAWN BY:
FIGURE NO.		

**AVERY COUNTY SOLID WASTE MANAGEMENT FACILITY**

TITLE:





**AVERY COUNTY LANDFILL  
FACILITY SERVICE AREA**

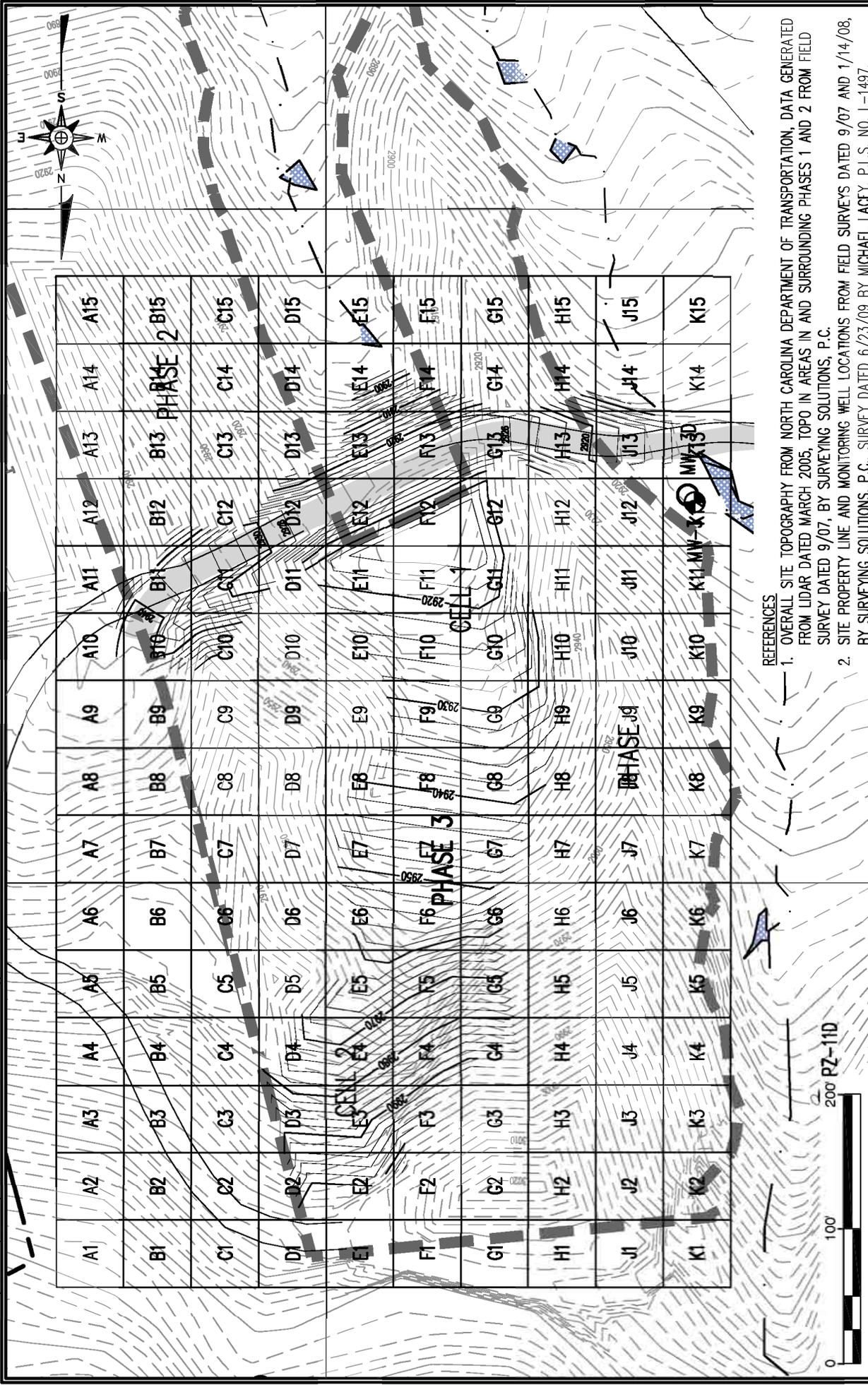


**RICHARDSON SMITH GARDNER  
& ASSOCIATES**

14 N. Oylan Ave.  
Raleigh, N.C. 27 03      www.rsgengineers.com      ph 919-828-0577  
fa 919-828-3899

SCALE: NOT TO SCALE	DRAWN BY: C.T.J.	CHECKED BY: S.A.S.	DATE: Feb. 2009	PROJECT NO. AVERY 07-1	FIGURE NO. 3	FILE NAME AVERY-A0035
------------------------	---------------------	-----------------------	--------------------	---------------------------	-----------------	--------------------------

G:\CAD\Avery County\Avery 07-1\sheets\AVERY-A0035.dwg - 2/16/2009 5:46 PM



REFERENCES

1. OVERALL SITE TOPOGRAPHY FROM NORTH CAROLINA DEPARTMENT OF TRANSPORTATION, DATA GENERATED FROM LIDAR DATED MARCH 2005, TOPO IN AREAS IN AND SURROUNDING PHASES 1 AND 2 FROM FIELD SURVEY DATED 9/07, BY SURVEYING SOLUTIONS, P.C.
2. SITE PROPERTY LINE AND MONITORING WELL LOCATIONS FROM FIELD SURVEYS DATED 9/07 AND 1/14/08, BY SURVEYING SOLUTIONS, P.C., SURVEY DATED 6/23/09 BY MICHAEL LACEY, P.L.S. NO. L-1497.

<h1 style="margin: 0;">AVERY COUNTY C&amp;D LANDFILL WASTE PLACEMENT GRID</h1>		<p><b>DRAWN BY:</b> C.T.J.</p>	<p><b>CHECKED BY:</b> S.A.S.</p>	<p><b>SCALE:</b> AS SHOWN</p>	<p><b>FIGURE NO.:</b> 4</p>
<p><b>DATE:</b> Feb. 2011</p>		<p><b>PROJECT NO.:</b> AVERY 11-2</p>		<p><b>FILE NAME:</b> AVERY-A0151</p>	

**RICHARDSON SMITH GARDNER  
& ASSOCIATES**  
NC LIC NO. C-0829 (Engineering)  
www.rsgengineers.com

14 N. Boylan Ave.  
Raleigh, N.C. 27603

ph: 919-825-0577  
fax: 919-825-3899

Appendix A

Waste Screening Form

C&D Landfill  
Permit No. 06-03

Transfer Station  
Permit No. 06-02T

Avery County Waste Management Facility  
(828) 737-5420

**WASTE SCREENING FORM**

Day / Date: \_\_\_\_\_ Time Weighed in: \_\_\_\_\_  
Truck Owner: \_\_\_\_\_ Driver Name: \_\_\_\_\_  
Truck Type: \_\_\_\_\_ Vehicle ID / Tag No: \_\_\_\_\_  
Weight \_\_\_\_\_ Tare: \_\_\_\_\_  
Waste Generator / Source: \_\_\_\_\_

Reason Load Inspected: Random Inspection \_\_\_\_\_ Staff Initials \_\_\_\_\_  
Detained at Scales \_\_\_\_\_ Staff Initials \_\_\_\_\_  
Detained by Operating Staff \_\_\_\_\_ Staff Initials \_\_\_\_\_

Inspection Location: \_\_\_\_\_

Approved Waste Determination Form Present? Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_

Description of Load: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Load Accepted (signature) \_\_\_\_\_ Date \_\_\_\_\_  
Load Not Accepted (signature) \_\_\_\_\_ Date \_\_\_\_\_

Reason Load Not Accepted (complete only if load not accepted)

Description of Suspicious Contents: Color \_\_\_\_\_ Haz. Waste Markings \_\_\_\_\_  
Texture \_\_\_\_\_  
Drums Present \_\_\_\_\_ Smell \_\_\_\_\_  
Est. Cu. Yds. Present in Load \_\_\_\_\_  
Est. Tons Present in Load \_\_\_\_\_

Avery County Emergency Management Contacted? Yes \_\_\_\_\_ No \_\_\_\_\_

Company or Authority Contacted? \_\_\_\_\_  
Hazardous Materials Present: \_\_\_\_\_

Hauler Notified (if waste not accepted) \_\_\_\_\_ Phone: \_\_\_\_\_ Time Contacted: \_\_\_\_\_

Other Observations: \_\_\_\_\_  
\_\_\_\_\_

Final Disposition  
Signed \_\_\_\_\_ Date \_\_\_\_\_  
Waste Screening Inspector or Solid Waste Director

Attach related correspondence to this form.  
File completed form in Operating Record.

Appendix B

Mobile Home Deconstruction

# AVERY COUNTY C&D LANDFILL

## OPERATIONS MANUAL APPENDIX B: MOBILE HOME DECONSTRUCTION

### 1.0 OVERVIEW

This portion of the Operations Manual was prepared for the Mobile Home Deconstruction Area located adjacent to the Avery County Construction and Demolition Debris (C&D) Landfill unit. The Mobile Home Deconstruction Area is strictly for the deconstruction of mobile homes in order to recycle materials from the mobile homes. Avery County plans to recycle as many varieties of materials as possible as end users are available. Initially, scrap metal recycling will be conducted. Once an end-user of another material (i.e. glass) is located, these other materials may be recycled. Any non-recyclable material will be disposed of appropriately by the County upon completion of the deconstruction process.

### 2.0 MOBILE HOME DECONSTRUCTION PROCESS

Mobile homes will be deconstructed using the following processes.

#### 2.1 Access

Mobile home owners seeking disposal will contact the landfill facility and be placed on a waiting list. No more than TWO (2) mobile homes will be allowed on-site for deconstruction at one time. Once space is available for a mobile home, landfill personnel will contact the next owner on the waiting list. The owner will have a 48 hour window in which to contact the landfill facility with information regarding the delivery date and hauler. If owner cannot arrange delivery within this initial 48 hour period, the owner may make alternate arrangements for delivery and must notify the landfill facility a minimum of 48 hours prior to planned delivery. The delivered mobile home will not be weighed on the scales at time of delivery, but the owner will be charged based upon the size and dimensions of the mobile home.

If delivery is not made within 48 hours of the scheduled delivery date, the owners name will be placed on the waiting list and the owner will be notified. If an owner has more than one mobile home, they will be rotated with others on the waiting list.

#### 2.2 Waste Disposal

All mobile homes must be free of garbage, household hazardous waste, and all other non-construction and demolition waste prior to acceptance by the landfill.

#### 2.3 White Goods

White goods will be accepted with the mobile home. White goods will be removed and handled in accordance with all State and Federal regulations. Any white goods containing CFC's will have them managed properly prior to removal of the white goods

and deconstruction of the mobile home.

## **2.4 Asbestos**

Since asbestos may be located in the building materials of mobile homes constructed prior to 1983, all mobile homes built before 1/1/1983 will be thoroughly sprayed with water (both interior and exterior) to minimize dust. Upon demolition of a mobile home constructed prior to 1983, the waste generated will be placed in the C&D landfill and covered with six inches of soil or approved alternate cover.

## **2.5 Deconstruction of Mobile Homes**

Once accepted, the mobile home will be placed in the mobile home deconstruction area. Mobile home deconstruction will be dependant upon weather conditions and manpower availability and will ONLY take place in the deconstruction area. Prior to deconstruction, mobile homes constructed before 1983 will be thoroughly sprayed with water to minimize dust (as noted above). Any mercury containing equipment (thermostats, etc) will be removed before deconstruction and properly managed as universal waste. The home will then be deconstructed using a track-hoe. The track-hoe will tear the trailer apart and lay the pieces on the ground to be separated by landfill personnel. The personnel will separate the non-recyclable materials from the recyclable materials. Initially, scrap metal is planned for recycling. As other end-users for other materials are available, other materials may be separated for recycling. All material not planned for recycling will be weighed at the scale house and placed in the C&D landfill before the end of the day in which the deconstruction takes place. Material from mobile homes constructed prior to 1983 will be covered prior to the end of the day. All recyclable materials will be stockpiled in the deconstruction area for future recycling. **NO OPEN FLAMES OR CUTTING WITH TORCHES WILL BE ALLOWED WITHIN 100 FEET OF THE C&D LANDFILL.**

## **2.6 Holding Time for Mobile Homes**

All mobile homes must be deconstructed within 45 days from acceptance into the deconstruction area. Upon receipt at the landfill, the date shall be painted on the side or end of the mobile home, or on the frame, for identification purposes for Solid Waste Section personnel.

## **2.7 Holding Time for Recyclables**

Once a recyclable material is removed from a mobile home, it may be stockpiled in the mobile home deconstruction area for up to 45 days. No materials shall be kept in this area for more than 45 days, nor shall they be stockpiled in other areas awaiting recycling.

## **3.0 RECORD KEEPING PROGRAM**

The County shall maintain the following records related to the Mobile Home Deconstruction in an operating record at the landfill (see also **Section 1.14** of the Operations Manual):

- A. Mobile Home Acceptance records including dates and description;
- B. Owner and hauler information for each mobile home;
- C. Date of deconstruction for each mobile home and materials to be recycled;
- D. Date and disposal information for all recycled materials ton include location and vendor of recipient of recycled materials.
- E. Date and certification of CFC's removed.

Appendix C

NC DENR Fire Occurrence Notification Form

**SOLID WASTE MANAGEMENT FACILITY  
FIRE OCCURRENCE NOTIFICATION  
NC DENR Division of Waste Management  
Solid Waste Section**



Notify the Section verbally within 24 hours and submit written notification within 15 days of the occurrence.  
*(If additional space is needed, use back of this form.)*

NAME OF FACILITY: \_\_\_\_\_ PERMIT # \_\_\_\_\_

DATE AND TIME OF FIRE: \_\_\_\_\_ @ \_\_\_\_\_

HOW WAS THE FIRE REPORTED AND BY WHOM:  
\_\_\_\_\_

LIST ACTIONS TAKEN:  
\_\_\_\_\_

WHAT WAS THE CAUSE OF THE FIRE:  
\_\_\_\_\_

DESCRIBE AREA, TYPE, AND AMOUNT OF WASTE INVOLVED:  
\_\_\_\_\_

WHAT COULD HAVE BEEN DONE TO PREVENT THIS FIRE:  
\_\_\_\_\_

DESCRIBE PLAN OF ACTIONS TO PREVENT FUTURE INCIDENTS:  
\_\_\_\_\_

NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

\*\*\*\*\*

THIS SECTION TO BE COMPLETED BY SOLID WASTE SECTION REGIONAL STAFF  
DATE RECEIVED \_\_\_\_\_

List any factors not listed that might have contributed to the fire or that might prevent occurrence of future fires:

FOLLOW-UP REQUIRED:  
 NO     PHONE CALL     SUBMITTAL     MEETING     RETURN VISIT    BY: \_\_\_\_\_ (DATE)

ACTIONS TAKEN OR REQUIRED:  
\_\_\_\_\_