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From: Susan Heim [<mailto:SHEIM@co.guilford.nc.us>]
Sent: Wednesday, July 11, 2012 9:14 AM
To: Mussler, Ed
Cc: Jernigan, Hugh; Douglas Springer; Betty Garrett
Subject: Renewal for Permit 41-19TP

Good morning!

I am writing with the intent of renewing the permit to operate the Guilford County Scrap Tire and White Goods Collection Facility (NC DENR permit # 41-19TP), as required under the solid waste rules. I understand that you will invoice me for the \$500 permit renewal fee.

Attached please find the revised operations plan and emergency preparedness manual for the facility. As you will note, we've added some new services and are allowing for the potential to expand services in the future. I hope these documents provide you with the information needed to renew our permit. However, if you have questions or need additional information, please don't hesitate to contact me by e-mail or telephone.

Thank you for your assistance.

Susan

Susan A. Heim
Environmental Services Coordinator
Guilford County
Planning & Development Department
Phone: (336) 641-3792 / Fax: (336) 641-6988
sheim@co.guilford.nc.us

GENERAL OPERATIONS

Background

The purpose of this section is to identify protocols for the overall operation and maintenance of the Guilford County Scrap Tire and White Goods Collection Facility (Facility), which would be owned by Guilford County and operated by either the County or a third party. This Operations Plan provides details of the procedures and policies, which shall be implemented throughout the life of the Facility. Figure 3 illustrates the proposed site layout and traffic flow of the Facility.

Owner Information

Guilford County (County) is the owner of the proposed Facility and currently employs two operators to manage the facility. The operation of the trailers and transportation of tires is currently handled by an independent third party contracted by the County. The person to contact, should issues arise during the operation of the Facility, is:

Guilford County Planning & Development Department
Community Services Division
400 West Market Street, Independence Center
Greensboro, NC 27401
Attention: Ms. Susan Heim
Telephone Number: (336) 641-3792
Fax Number: (336) 641-6988

An alternate contact for the Facility is Ms. Betty Garrett, also at the above address; telephone number (336) 641-3394.

Facility Information

The Facility's physical address is:

Guilford County Scrap Tire and White Goods Collection Facility
2138 Bishop Road
Greensboro, NC 27406
Telephone/Fax Number: (336) 294-9431

The Facility's mailing address is:

Guilford County Scrap Tire and White Goods Collection Facility
Attention: Susan Heim
Planning & Development Department
P. O. Box 3427
Greensboro, NC 27402

Facility's Hours and Days of Operation

The Facility is currently open for operation between the hours of 8:00 a.m. and 4:00 p.m., Monday through Friday. The Facility may extend its hours of operation up to 8:00 p.m., Monday through Friday, and may also be open on Saturdays from as early as 7:00 a.m. to as late as 5:00 p.m. It is anticipated that the Facility will be closed on Sundays except where prior permission has been given to receive waste for special instances such as a natural disaster. Currently, the observed holidays are New Year's Day, Martin Luther King Jr. Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, the day after Thanksgiving Day and Christmas Day. Observed holidays will vary, based on the decisions of the Board of County Commissioners. An attendant is present at the site during the hours of operation. A sign indicating the hours of operation is posted at the entrance. Access to the site is controlled through the use of fences and gates.

Special notices are posted at the Facility office and loading dock advising users of observed holidays. Such notices are posted at least one week in advance of the holiday.

Wastes

The Facility will accept scrap tires and white goods (waste) for which it was originally permitted by the North Carolina Department of Environment and Natural Resources (NCDENR), Solid Waste Section, to receive. The Facility also serves as a drop-off site for electronics and commingled recyclable materials. In addition, the Facility may provide a drop-off site, allowing residents to dispose of MSW and commingled and/or source separated recyclable materials, such as textiles and rechargeable and lead acid batteries, onsite. Any materials which pose health hazards, cause fires, or which could impact negatively on the environment are deemed unacceptable. Signs are conspicuously posted informing users of unloading procedures, the type of waste the facility is permitted to receive, as well as those wastes banned from collection at the Facility, and indicating the location of the disposal area. However, from time to time, the Facility may host a community clean-up, household hazardous waste and/or electronics waste collection event. Prior to such an event, a Temporary Event permit will be obtained from the NCDENR Solid Waste Section, as required.

As of July 1, 2012, the following items are being collected at the Facility:

- Scrap Tires – With or without rims
- White Goods – Appliances including: washing machines, dryers, refrigerators, freezers, water heaters, air conditioners, stoves, and dishwashers
- Electronics – Computer equipment, televisions, cell phones, electronic games and toys, microwaves and other electrical and electronic products containing a microchip or plug
- Commingled Recyclables – Plastic bottles and jugs, aluminum and steel cans, newspapers, chipboard, cardboard, glass bottles and jars

A vehicle spotter directs incoming traffic to the proper location to unload materials. The primary function of the vehicle spotter is to prevent unloading in areas that are not designated for unloading and to visually inspect all loads to assure compliance with posted operating rules.

Unacceptable waste (yard waste, liquid waste, C&D debris, LCID materials, etc.) that escapes the initial screening and is dumped on the floor will be removed immediately by the driver of the vehicle or by the County with the cost of the removal charged to the owner of the vehicle involved. Any vehicle owner or operator who knowingly dumps unacceptable waste may be barred from using the Facility.

All construction and demolition (C&D) debris will be directed to the White Street Landfill located in Greensboro, North Carolina, or other permitted C&D facility. If C&D debris escapes the initial screening, the C&D debris may be placed in a dumpster for transport to a permitted C&D facility. Yard waste shall be directed to the Ingleside Compost Facility, the White Street Landfill, or other permitted facility, and shall not be commingled with the normal waste stream.

Waste resulting from operation of the Facility is collected and taken to a permitted MSW facility.

Scrap Tire Collection and Storage

Scrap tires that are collected are placed in trailers as they arrive at the Facility. However, if a trailer is unavailable, the scrap tires will be stored under the building canopy near the loading area. If needed as a contingency, scrap tires may be stored outside of the building to the south. Scrap tires will be stored at the Facility utilizing the trailers, under the loading dock shelter, and the designated contingency storage area outside of the building. As trailers are filled, they are currently being taken to the following permitted disposal facility:

Central Carolina Tire Disposal (CCTD)
1616 McKoy Town Road
Cameron, North Carolina 28326
TIRETP Permit Number 4308

If tires are received at the Facility on rims, the rims may be removed at the Facility and stored in a roll-off container which, when filled, is taken to a local metal recycler where the rims are marketed. Rims may also be removed at a satellite location then returned to the Facility and placed in the roll-off container.

- **Indoor Storage:**

If scrap tires are stored indoors, they shall be stored under conditions that meet the requirements listed in "The Standard for Storage of Rubber Tires", NFPA 231D-1986 edition, published by the National Fire Protection Association, Batterymarch Park, Quincy, Massachusetts, which has been adopted in accordance with G.S. 150B-14(c).

- **Outdoor Storage:**

If scrap tires are to be stored outside (designated contingency storage area), the scrap tires shall be arranged in the following method:

- Whole scrap tires shall be placed in piles having dimensions no greater than 200 feet in length, 50 feet in width, and 15 feet in height.
- A 50-foot wide fire lane shall be placed around the perimeter of each scrap tire pile. Access to the fire lane for emergency vehicles shall be unobstructed and passable at all times.
- The designated contingency storage area can store approximately 27,400 tires at one time.

Mosquitoes and rodents will be managed by either covering the scrap tires with a water shedding material or disposed of, processed, or removed from the site within ten days of receipt. Sliced scrap tires stacked concave-side down are not required to be covered.

The scrap tires stored in the outdoor storage area will be documented at the end of each day the facility is open. The arrival and departure date, time of day, and number of tires in the outdoor storage area will be recorded in the daily operations log.

- **Fire Safety:**

No smoking is permitted at the Facility.

No operations involving the use of open flames, blowtorches, or highly flammable substances shall be conducted within 50 feet of a scrap tire pile.

A fire safety survey shall be conducted annually by local fire protection authorities or other persons as approved by the NCDENR.

The scrap tire storage area shall be kept free of grass, underbrush, and other potentially flammable vegetation at all times.

An Emergency Preparedness Manual shall be kept at the site. The manual shall be updated at least once a year, upon changes in operations at the site, or as required by the NCDENR. Refer to the Emergency Preparedness Manual found at the end of the Operations Plan in Appendix B.

The operator of the scrap tire collection site shall immediately notify the NCDENR in the event of a fire or other emergency if that emergency has potential off-site effects. Within two weeks of any emergency involving potential off-site impact, the operator of the site shall submit to NCDENR a written report describing the cause(s) of the emergency, actions taken to deal with the emergency, results of the actions taken, and an analysis of the success or failure of these actions.

White Goods Collection and Storage

The white goods that arrive at the Facility are inspected to determine if removal of Freon, oil, or other internal substance necessitating special disposal is required. If removal is not required, the white goods are placed into a roll-off container. If removal of an internal substance is required, the white goods are moved to the designated removal area where the Freon, oil, etc., is removed by a certified Facility employee, or stored for removal by a subcontractor. After removal, the white good may be placed into the roll-off container. The removed internal substance is disposed of as required.

Electronics Collection and Storage

Electronics that are brought to the Facility are inspected, sorted, palletized and stored in a trailer which, when full, is transported to the County's electronics recycler's processing facility. The trailer is kept locked to ensure safe disposal for electronics that may contain personal information.

Site Maintenance

The site shall be served by an access road, which shall be kept passable for fire trucks or any motor vehicle at all times. Drainage shall be effective to prevent standing water on site and shall not cause off-site drainage problems.

Record Keeping Program

Records for facility inspections, tonnage, waste generators, and employee training will be maintained at the office of the Guilford County Planning and Development Department, Community Services Division, and made available to the NCDENR upon request within a reasonable period of time. A copy of the permit with required attachments for the current month (i.e., records of the quantity of scrap tires and processed scrap tires received at the site, stored at the site, and shipped from the site, including name and address of facility; and all certification forms applicable to any scrap tires received, stored, or shipped from the site) will be kept at the Facility.

Copies of the Operations Plan will be kept at the Facility and at the office of the Guilford County Community and Economic Development Department, Community Services Division.

Emergency Preparedness Manual

PURPOSE

The purpose of this Emergency Preparedness Manual is to describe the protocols for emergency situations at the Guilford County Scrap Tire and White Goods Collection Facility (Facility), located at 2138 Bishop Road in Greensboro, North Carolina. This Emergency Preparedness Manual has been developed in general accordance with the requirements of North Carolina Administrative Code (NCAC) Title 15.A., Chapter 13, Subchapter 13.B., Section .1107 (regulations).

The manual shall be updated at least once a year, upon changes in operations at the site, or as required by the North Carolina Department of Environment and Natural Resources (NCDENR).

EMERGENCY CONTACTS

The following information will be necessary in the event of a fire, flood, or other emergency:

Property Address: 2138 Bishop Road
Greensboro, NC

Owner/Operator: Guilford County Planning and Development Dept.
Community Services Division
400 West Market Street, Independence Center
Greensboro, NC 27401
Attention: Susan Heim
Telephone Number: (336) 641-3792
Fax Number: (336) 641-6988

An alternate contact for the Facility is Betty Garrett, at this same address; telephone number (336) 641-3394.

Fire Department: 911
Pinecroft-Sedgefield Fire Department, Station No. 24
2239 Bishop Road
Greensboro, NC 27406
Telephone: (336) 299-4421

EMERGENCY RESPONSE EQUIPMENT

The Facility will maintain the following emergency equipment:

Equipment	Location	How to Use
Fire Extinguisher	On the wall next to the Workshop	Pull pin, aim, squeeze trigger
Fire Extinguisher	On the wall opposite of the Workshop	Pull pin, aim, squeeze trigger
Fire Extinguisher	Workshop Area	Pull pin, aim, squeeze trigger
Fire Extinguisher	Office	Pull pin, aim, squeeze trigger

Water Hose	On the wall next to the Workshop	Turn on faucet
Water Hose	On the wall opposite of the Workshop	Turn on faucet

EMERGENCY PROTOCOLS

The operator of the Facility shall immediately notify NCDENR in the event of a fire, flood, or other emergency that has the potential for off-site impacts and, within two weeks, shall submit a written report to NCDENR describing the cause(s) of the emergency, the actions taken to deal with the emergency, the results of the actions taken, and an analysis of the success or failure of these actions.

The following outlines the procedure to follow during a particular emergency:

Fire

1. Notify the lead operator of the fire.
2. If the lead operator determines the fire is controllable, follow his instructions.
3. If the lead operator determines the fire is uncontrollable, evacuate the area immediately using predetermined evacuation paths. The lead operator will either contact the fire department or delegate a staff person to contact the fire department.
4. To contain the oily material generated by the combustion of tires, the following should be used but not limited to: soil and/or bentonite.
5. The oily material generated by the combustion of tires should be collected and disposed of with other waste that will be taken to the Kersey Valley Landfill or other permitted Municipal Solid Waste Landfill.

Flood

1. Notify the lead operator of the potential flooding condition.
2. If the lead operator determines the flood is controllable, follow his instructions.
3. If the lead operator determines the flood is uncontrollable, evacuate the area immediately using predetermined evacuation paths.

Hurricanes, Tornadoes, Other

1. Notify the lead operator of the potential condition.
2. The lead operator will inform the staff of the necessary steps to take.

Hazardous Waste/Materials

1. Notify the lead operator of the presence of any questionable materials.
2. The lead operator will contain the material to the extent safety permits, will ensure that staff and the public are kept away from the material and will contact the County's hazardous waste disposal contractor:

A & D Environmental and Industrial Services, Inc.
2718 Uwharrie Road
Archdale, NC 27263
Telephone: (336) 434-7750

MATERIALS STORED ON SITE

The following is a listing of hazardous materials anticipated to be stored on site including their locations and information regarding precautions which should be taken with these materials.

Hazardous Material	Location	Precautions to be Taken
Petroleum Products	Workshop	Use in a ventilated area
Household Cleaners	Workshop	Use in a ventilated area