Permit No.	Date	DIN
44-08	**September 8, 2011**	**15093**

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Asheville Regional Office

Haywood County, North Carolina

Treatment and Processing Facility Operations Plan

Permit 44-08-T&P

September 05, 2011

Haywood County Treatment and Processing Facility Operations Plan

Revised September 5, 2011

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Section 1
Introduction

Haywood County is presently permitted to operate a Solid Waste Treatment and Processing Facility (T&P) that consists of a solid waste Transfer Station and a recyclable Materials Recovery Facility (MRF). The Transfer Station accepts commercial, industrial, and residential solid waste from within Haywood County for transfer to an approved Municipal Solid Waste Landfill (MSWLF), typically the Haywood County White Oak MSWLF. The MRF accepts recyclable materials for further processing. The T&P is open six days a week.

1.1 Purpose

This Operational Plan was prepared in accordance with the North Carolina Solid Waste Rules Section 15A NCAC 13B .0300 - Treatment and Processing Facilities. This plan addresses the operation requirements through the following sections:

Section 1: Introduction

Section 2: Waste Acceptance Criteria

Section 3: Transfer Station Operations

Section 4: MRF Operations

Section 5: Storm Water Control and Water Protection Requirements

Section 6: Disease and Vector Control

Section 7: Sign and Safety Requirements

Section 8: Access and Security Requirements

Appendices

1.2 Facility Location and Zoning

The Haywood County Transfer Station site is located at 278 Recycle Road adjacent to Highway 23/74 and the Norfolk Southern railway, in the Town of Clyde, North Carolina (see Appendix 2, Figure 1 for a Location Map). The Transfer Station, Scale House, and MRF are located on a 7.911 acre tract which is zoned as Open Land/Office Typical/Warehouse. This zoning category includes public facilities such as a Solid waste Transfer Station and Materials Recovery Facility.

1.3 Facility Description and Contact

The Haywood County Treatment and Processing Facility was built in 1993 and provides a central location for acceptance of solid waste and recyclables for Haywood County residents and commercial business. The site consists of a Transfer Station, Material Recovery Facility, a Scale House, and asphalt roads with concrete approach ramps, as shown in Appendix 3, Figure 2.

The Transfer Station currently receives approximately 100 tons of solid waste per day and may approach 200 tons per day (or more) on peak days such as Mondays. The waste is transported to the Transfer Station by private and municipal owned collection vehicles and County residents.

The tipping floor for solid waste is located inside of the Transfer Station, which lowers the potential for leachate generation due to waste encountering rainfall and for windblown litter. Wash water from this operation is collected and discharged to the Town of Waynesville's sewer system for treatment at the Town's Waste Water Treatment Facility. Recyclable materials are processed at the MRF building.

The primary contact is:

Mr. Stephen King
Solid Waste Director
Haywood County Solid Waste
278 Recycle Road
Clyde, NC 28721
(828) 627-8042

Additional contact:

County Manager: Marty Stamey (828) 452-6625

Section 2
Waste Acceptance Criteria

Haywood County will accept solid waste at the Transfer Station that was generated within Haywood County. This includes waste generated through commercial, industrial and residential activities, also inclusive of residue generated through the acceptance and processing of recyclable material. The Haywood County Transfer Station shall only accept municipal solid waste (MSW) as defined by North Carolina General Statute 130A-290 (a) (18a).

The Haywood County MRF will accept recyclable materials as described in Sections 2.3 and 4.3.

2.1 Prohibited Wastes

The following wastes are prohibited at the Haywood County Transfer Station, permitted facility 44-08-T&P:

- Barrels or drums, except for recycling or drying paint
- Wastes prohibited by Statue GS 130A-309.10 of the North Carolina Solid Waste Management Rules
- Hazardous waste
- Infectious waste
- Medical waste
- Animal Waste
- Animal carcasses
- Radioactive waste
- Tires, except for recycling
- Pallets, except for recycling
- Asbestos
- Liquids, except for recycling

A waste screening report identifying the waste type and hauler shall be prepared for any attempted delivery of a prohibited waste. See Section 3.3 for additional information pertaining to waste screening. Appendix 1 includes a sample waste screening reporting form. The waste screening report will be included in the T&P records, which are available for review by the North Carolina Department of Environment and Natural Resources – Division of Waste Management.

2.2 Prohibited Wastes – Contingency Plan

Haywood County makes every effort to prevent prohibited waste from entering into the facility through signs, questioning from staff, periodic load inspections and general education. Once prohibited waste is identified and it is still in possession of the hauler we will attempt to educate the hauler as to the proper disposal options. It is the goal of Haywood County to give haulers proper options to prevent illegal and unacceptable disposal practices from occurring. If prohibited waste is found, then Haywood County will take steps to properly identify hauler and source to allow them the opportunity to properly dispose of waste. If hauler is not identified then Haywood County will take appropriate action to dispose in a manner acceptable to Federal, State and local rules and regulations.

Haywood County Solid Waste staff will make every effort to preclude acceptance of prohibited waste through education and inspection, but in the case of inadvertent receipt of these wastes personnel will be available to isolate the material, take appropriate measures, which will include requiring the generator to remove it for appropriate disposal; and notification to the regulating authorities. In the event hazardous materials are disposed, the initial response will be from Haywood County Emergency Management by calling 911.

2.3 Recyclable Materials

Recyclable materials are accepted and processed at the Material Recovery Facility (MRF). The MRF accepts Blue Bags and loose recyclable materials for processing. Blue Bags are picked up at the County Convenience Centers or by municipalities within Haywood County or delivered to the MRF by residents or commercial haulers. The blue bags contain mixed glass, plastics, aluminum, steel cans, and some mixed paper. Cardboard and paper are handled separately from the blue bags by utilizing separate trailers for these items. In addition to the Blue Bag System, loose and bulk materials are accepted at the MRF. Examples of non-blue bag items are cardboard, batteries, sheet rock, white goods, electronics, used motor oil, used cooking oil.

Haywood County accepts recyclables as described in their 10 year plan but is not limited to just those items. As markets shift and landfill bans continue, Haywood County will continue to adapt to accept materials in order to achieve their recycling goals which match the State's goal of 25% reduction in per capita waste disposal.

The following items are currently accepted for recycling:

- Lead-acid batteries as well as rechargeable batteries such as lithium, nickel metal-hydride, cadmium, and alkaline batteries.
- Newspaper and mixed paper
- Corrugated cardboard, brown paper bags and chipboard
- Plastic bottles as well as rigid plastics and High Density Polyethylene or HDPE
- Aluminum cans
- Clear, green and brown glass
- Steel and tin cans
- White goods
- Scrap metal
- Sheet rock
- Cooking oil
- Used oil
- Electronics including cellphones and televisions
- Fluorescent light bulbs including straight tubes, u and round tubes, and compact bulbs.

Special Wastes such as batteries, used motor oil, oil filters, cooking oil, electronics, white goods, tires and all items that are banned from the landfill are accepted at the convenience centers or during collection by the municipalities. These materials are not part of the waste stream and the recycling of these materials is handled at the appropriate area at the MRF. Other special wastes such as waste water treatment plant sludge are taken directly to the landfill.

Section 3
Transfer Station Operations

A sign is posted at the entrance to the facility identifying the current hours of operation for accepting waste but exceptions may be encountered. The Haywood County Treatment and Processing Facility operating days are generally Monday through Saturday. The Facility is closed on Sundays, and generally the following holidays:

- Thanksgiving Day
- Christmas Day
- New Years Day
- July 4th
- Labor Day

3.1 Transfer Station Operations

All vehicles delivering waste to the facility will be directed to the Scale House to be weighed. Once vehicles are weighed they are directed to the appropriate location. The waste is screened upon entry at the Scale House by the clerks and or by the Transfer Station attendant. After the waste has been screened by County personnel then it is allowed to be discharged onto the tipping floor of the Transfer Station. Wastes are loaded into transfer trailers and or containers for transport to the landfill. Transfer Station employees are properly trained in safety procedures and the inspection of incoming wastes. Training materials published by the Solid Waste Association of North America (SWANA) are utilized for initial training of on-site personnel and for continuing education.

The tipping floor areas are washed down periodically and cleared of waste. The wash water is collected in floor drains where it enters the Town of Waynesville sewer system for treatment at the Town of Waynesville's wastewater treatment plant.

Windblown trash is collected as needed and stored for transportation to the landfill. Windblown trash should not be an issue due to the operations being located indoors.

The transfer trailers and or containers are either enclosed and or tarped so that litter cannot be blown from them.

3.2 Maintenance

General facility maintenance will be performed as required outside of normal operating hours when necessary. In the event that significant repairs are required some waste shall be diverted to the Haywood County Landfill if necessary until such repairs are completed.

3.3 Waste Screening Operations

Access to the Transfer Station is controlled at the Scale House. All waste entering the facility must pass the Scale House before entering the tipping floor. Loads are visually inspected as they are deposited onto the tipping floor by the attendant. At a minimum, inspected loads will always represent 1 load per day. Should prohibited waste, as defined in Section 2 be identified, material will be isolated; and the material from the hauler will be reloaded onto the vehicle and removed from the facility as practicable. In the event that the hauler has left the facility, the County will dispose of the waste at the proper disposal site. If the prohibited waste cannot be retrieved prior to loading, the load will be identified at the transfer facility and the County will contact the landfill so that the prohibited waste can be removed there. Reporting of the event will be recorded and reported as defined in Section 2.1.

Should a "hot load" occur in a vehicle using the Transfer Station, the load will be extinguished before dumping, if possible. If the load must be dumped, it will be dumped in or adjacent to the Facility near the fire hydrants, segregated from other incoming waste. Once the load has been extinguished and the cause determined, the load will be taken into the Facility for disposal. The fire department will be called if help is needed.

Section 4
Materials Recovery Facility Operations

4.1 Overview

Haywood County operates a Materials Recovery Facility at the Treatment and Processing Facility. Hours of operation at the MRF may differ from those for the Transfer Station. This is to allow loading and unloading of material as long as a weigh master is available. The MRF accepts materials dropped off at the Facility as well as processes incoming recycling materials from collection sites located throughout the County. The recyclable material is separated (as necessary) and shipped to corresponding recycling companies. The County utilizes two methods for processing blue-bag item: 1) the items from the blue bags are sorted from a picking line and dropped into hoppers for recycling; or 2) the blue bags are loaded into a truck for delivery to a commercial recycling processor. The waste residual from the pick line operation is disposed with the remainder of the waste stream at the Transfer Station for disposal at the Haywood County White Oak Landfill. Loose or bulk recyclable materials such as cardboard, sheet rock, batteries, and plastics not typically placed in blue bags are also processed at the Facility. Sheet rock, 'yard' plastics, and glass are stored in outdoor storage locations. Materials that require indoor storage, such as batteries, used motor oil, electronics, and universal wastes (as defined by the North Carolina Division of Waste Management) are processed and stored within the F buildings on site. The MRF includes a baler which is utilized to prepare some materials for transportation to the end user of the recyclable commodity.

4.2 Personnel

The MRF is owned and operated by Haywood County. The employees are properly trained in safety procedures and the inspection of incoming wastes.

4.3 Characterization of Recyclables Stream

The materials received by the MRF will include the following items, as well as those noted in Section 2.3 above:

- Newspaper,
- Cardboard
- Mixed Paper
- Aluminum Cans,
- Steel Cans,
- Clear, Brown and Green Glass,
- #1 Plastic (PETE), and
- #2 Plastic (HDPE),
- Mixed rigid plastics,

- White Goods and scrap metal,
- Used clothing,
- Universal wastes.

Additional materials recovered by the County:

- Batteries,
- Anti-freeze,
- Oil,
- Oil filters,
- Sheet rock,
- Electronics.

Section 5
Storm Water Control and Water Protection Requirements

The Haywood County Transfer Station shall be operated to contain and properly discharge collected leachate into the Town of Waynesville sewer system.

The operating floor is sloped towards the floor drains thus collecting any leachate generated during operations. The Transfer Station drainage system collects and contains the leachate prior to discharge into the adjacent Town of Waynesville sewer system, for eventual treatment at the Town of Waynesville Waste Water Treatment Facility.

The Haywood County Treatment and Processing Facility operates under General Stormwater Permit NCG130039. Periodic examination of site storm drainage features is conducted. On-site storm water is directed through a piping network and surface ditches to the existing sediment basin/stormwater control structure at the northwest corner of the site, or to one of two catch basins in the northeast corner of the site, prior to discharge to the nearby stream.

5.1 Maintenance and Cleaning of Floor Drains

The floor drains are cleaned and washed down routinely at which time they are visually inspected for clogging. Should the drains become clogged or not operating as intended the County will contract with a suitable contractor to repair the piping and return the system to normal service.

Section 6
Disease and Vector Control

The Haywood County Treatment and Processing Facility shall provide sufficient vector control measures for the protection of human health and the environment. Disease vectors are defined as any rodent, flies, mosquitoes, or other animals, including insects, capable of transmitting disease to humans.

Control of disease vectors shall be maintained by implementation of a routine cleaning program, which includes removal of waste, leachate, and ponded water from the facility operating areas. The Transfer Station shall utilize wash water to keep the operating floor and baling areas clean and free from vectors. Ponded water shall be removed in order to prevent mosquito breeding. County mosquito control or a licensed contractor may be employed as necessary to aid in vector control.

Section 7
Sign and Safety Requirements

7.1 Sign Requirements

Haywood County will post signage indicating operational procedures, hours of operation, tipping fee, and the permit number. Signage shall be clearly posted indicating which wastes are prohibited at the facility. Traffic signs and markers shall be provided as necessary to promote an orderly traffic pattern.

Open burning of waste is prohibited at the Haywood County Treatment and Processing Facility.

7.2 Fire Protection Equipment

Equipment shall be provided to control accidental fires. The Facility is equipped with the appropriate number of fire extinguishers and fire hydrants to effectively control accidental fires. The Facility is inspected periodically by the Fire Marshal for compliance with the fire code. The Facility is located within the Lake Junaluska Fire District.

7.3 Notification of Fire

In the event of a fire, the local fire department will be contacted by dialing 911.Fires that occur at the Haywood County Treatment and Processing Facility require verbal notice to the Division of Solid Waste within 24 hour and written notification shall be submitted within 15 days. Verbal and written notification shall be submitted to the Asheville Regional Office.

North Carolina Department of Environment and Natural Resources
Asheville Regional Office
2090 US Highway 70
Swannanoa, North Carolina 28778
(828) 296-4500

7.4 Contingency Plan

In the event of equipment failure, fire, severe weather, or other unplanned event the County will follow the basic procedures of this plan.

7.4.1 Equipment Failure

Routine maintenance is performed on all equipment to minimize downtime. In the event of equipment failure, when possible back up equipment may be obtained from other facilities owned by the County or from a local rental company. In the event that significant repairs are required that would preclude the use of the facility, some waste will be temporarily stored or diverted to the Haywood County Landfill and roll-off containers are available at the convenience centers for residential drop off. Once repairs are completed the County will resume normal operations.

7.4.2 Inclement Weather

Inclement weather should be considered on a case by case basis and if operations cannot be performed as required to safely transfer waste material, the facility will be closed and the waste will be temporarily stored or diverted to the Haywood County Landfill until operations can be returned to normal.

7.4.3 Fire

By keeping the Transfer Station clean and providing visual inspections of all incoming loads, the potential for fires will be minimized. In the event of a fire, the local fire department will be notified immediately by dialing 911. Should a fire occur that causes damage to the facility prohibiting normal transfer operations, waste will be temporarily diverted to the Haywood County White Oak Landfill until repairs can be completed and operations returned to normal.

Section 8
Access and Security Requirements

8.1 Transfer Station Access and Security

The Treatment and Processing Facility is secured by means of gates and fences to prevent unauthorized entry. All vehicles delivering waste or recyclables to the facility are required to enter and exit across scales and proceed through the primary access control gate. Unauthorized vehicle access to the facility is prevented around the remaining portion of the Transfer Station and MRF by a fence or natural barriers.

8.2 Attendant

The Treatment and Processing Facility shall have a full-time Scale Operator located in the Scale House during operating hours. In addition, a Transfer Station Attendant will be at the facility during operating hours. The Scale Operator and or Transfer Station Attendant are responsible for verifying that all vehicles comply with the permitted operational requirements.

8.3 Access Road

The access roads for the Haywood County Transfer Station are constructed of a combination of asphalt and concrete. The road is maintained in good operation condition giving prompt attention to any potholes, ruts and debris in order to prevent damage to vehicle traffic. Access roads are graded and maintained in a manner that maintains proper drainage.

Appendix 1
Sample Waste Screening Reporting Form

HAYWOOD COUNTY

TREATMENT & PROCESSING FACILITY

WASTE SCREENING FORM
PERMIT 44-08

Date:_____ Time:_____ Inspected by:_____

Truck # _____ Owners Name: _____

Drivers Name: _____ Weight of Waste: _____

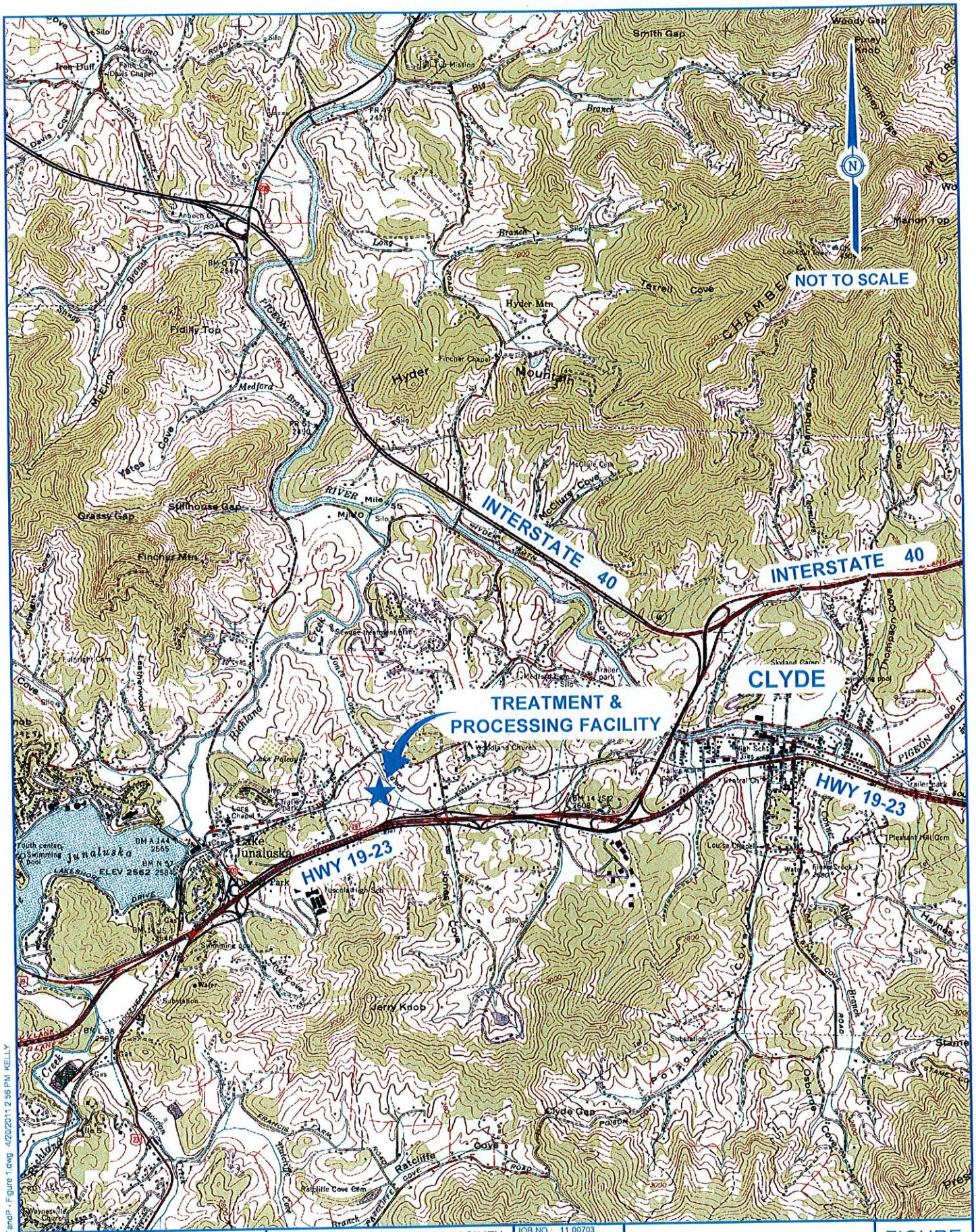
Type of Waste: COMMERCIAL INDUSTRIAL RESIDENTIAL

CHECK APPROPRIATE COLUMN

Excluded Waste	Yes Yes - Found in load	No No - Did not find	If yes, how was waste disposed
Toxic hazardous waste			
PCB waste			
Tires			
Batteries			
Yard waste			
C & D waste			
Metal			
Liquids			

Comments:_____
_____
_____

Appendix 2
FIGURE 1 – Location Map



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McGill ASSOCIATES
ENGINEERING · PLANNING · FINANCE
55 BROAD STREET ASHEVILLE, NC 28801 PH. (828) 252-0575 FIRM LICENSE # C-0459

TREATMENT & PROCESSING FACILITY
PERMIT RENEWAL
PERMIT # 44-08-T&P

HAYWOOD COUNTY

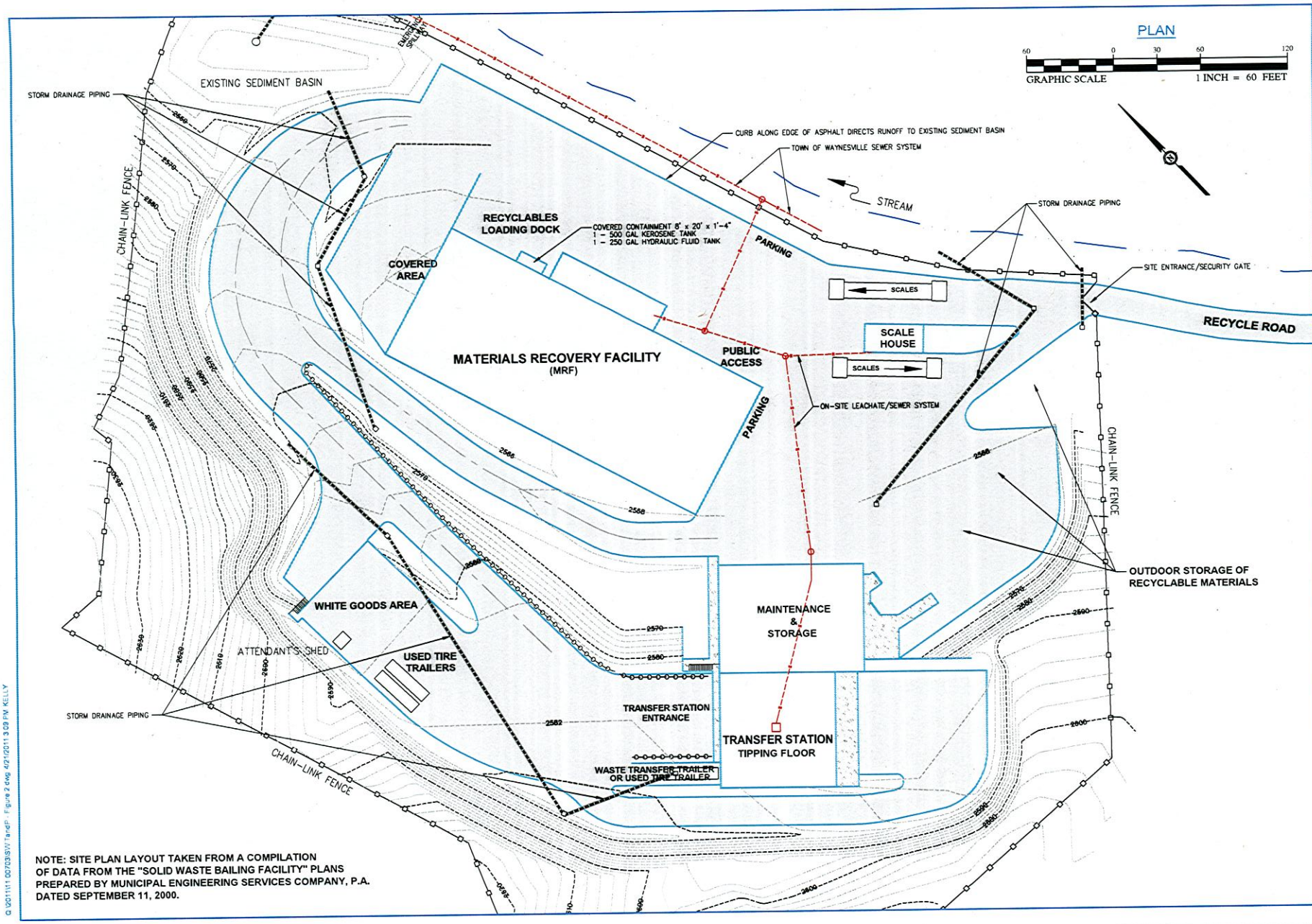
HAYWOOD COUNTY, NORTH CAROLINA

JOB NO.: 11.00703
DATE: APRIL 21, 2011
DESIGNED BY: WHS
CADD BY: KS
DESIGN REVIEW: ____
CONST. REVIEW: ____
FILE NAME: SW TandP - Figure 1 dwg

LOCATION MAP

FIGURE
1

Appendix 3
FIGURE 2 – Site Plan



NOTE: SITE PLAN LAYOUT TAKEN FROM A COMPILATION OF DATA FROM THE "SOLID WASTE BAILING FACILITY" PLANS PREPARED BY MUNICIPAL ENGINEERING SERVICES COMPANY, P.A. DATED SEPTEMBER 11, 2000.

McGill ASSOCIATES
ENGINEERING-PLANNING-FINANCE

TREATMENT & PROCESSING FACILITY
PERMIT RENEWAL
PERMIT # 44-08-T&P

HAYWOOD COUNTY
HAYWOOD COUNTY, NORTH CAROLINA

JOB NO. 11.00703
DATE APRIL 21, 2011
DESIGN BY VHS
DRAWN BY KS
DESIGN REVIEW
CONST REVIEW

SW TandP - Figure 2.dwg

SITE PLAN

FIGURE
2

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