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**OPERATIONS PLAN**  
**SCOTT CREEK TRANSFER STATION**  
**JACKSON COUNTY, NORTH CAROLINA**

Prepared for  
Jackson County, North Carolina

November 12, 2008

Prepared by  
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Jackson County Solid Waste  
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## 1.0 INTRODUCTION

### A. PURPOSE OF PLAN

This plan has been developed as guidance for operations of the Municipal Solid Waste (MSW) and Construction and Demolition (C&D) Debris Transfer Station (Transfer Station) that is located in the Addie community in Jackson County, North Carolina (County). The facility is located on a 2.5-acre portion of a 22.89-acre property owned by Jackson County. This plan has been prepared in accordance with the requirements of the North Carolina Department of Environment and Natural Resources (DENR), Division of Waste Management, Solid Waste Management Rules (15A NCAC 13B).

*Note:* The facility was originally permitted as a Transfer Station for C&D debris. An Operations Plan was developed in 2003 as part of an effort to modify the permit the facility so that MSW can also be transferred onsite.

The purpose of this plan is to provide the owner and operator with a reference document that includes necessary information and procedures for properly operating the Transfer Station and complying with the applicable rules concerning transfer stations. The plan addresses the following issues:

- Waste acceptance criteria;
- Facility operations;
- Erosion control requirements;
- Drainage control and water protection;
- Disease and vector control;
- Signs and safety requirements;
- Access and security requirements; and
- Facility inspections.

All personnel involved with the management or supervision of the facility will be required to review the Operations Plan and to maintain the facility in conformance with the applicable requirements. A copy of the Operations Plan will be kept at the Transfer Station at all times.

## **B. FACILITY LOCATION**

The transfer station is located in the Addie community of Jackson County. This area is approximately four miles northeast of Sylva. The entrance to the transfer station is at 1172 Mineral Springs Drive (SR 1456) between Old US Highway 19 (SR 1432) and US Highway 23/74.

The Addie community includes a mixture of land uses. The community includes one of the Jackson County Staffed Recycling Centers, a large commercial sawmill and lumber kiln, a school, and several residences. The property occupied by the Transfer Station was formerly a strip mine.

Scott Creek is deeply incised in the alluvial plain in the vicinity of the Transfer Station. As a result, Federal Emergency Management Agency (FEMA) flood plain maps show that the flood plain is confined to a relatively narrow reach of land adjacent to the creek.

## **C. SERVICE AREA**

The only service area for the Scotts Creek Transfer Station is Jackson County. Both MSW and C&D debris will only be derived from Jackson County.

## II. OPERATIONS

### A. OVERVIEW

The Transfer Station property is secured by a locking gate that blocks access to the site after closing each day. In addition, Scotts Creek and Ocher Hill Creek provide further isolation of the property. Although the primary purpose of the facility is the transfer of C&D debris and MSW, six additional activities are conducted on the Transfer Station property:

**Wood Cutting:** The Department on Aging stock piles wood on the property and have volunteers cut and split the wood for elder members of Jackson County. This operation will be moved when the new transfer station is constructed.

**Beneficial Fill:** Any lead free painted or unpainted concrete, asphalt or brick is used as beneficial fill on the property. No metal is allowed and rebar that is sticking out must be cut off. If the material is painted a test by a certified company for lead must be conducted and if lead is found the material is hauled to the landfill in Homer, GA.

**Tires:** Automobile tires are collected in an enclosed trailer. The trailer is maintained in the vicinity of the scale house. When the trailer is full, it is transported by U.S. Tire Recycling to their recycling facility in Concord, North Carolina. The material is reduced to two inch pieces and then sold as fuel.

**Metals:** Recyclable metals identified in the waste stream are separated and stored on a 100-foot by 200-foot pad located on the Transfer Station property. DeSoto Trail hauls the metal away on a weekly basis.

**Brush:** Brush and pallets are stockpiled in an area east of the referenced concrete structure. Approximately two time per year, Jackson County contracts with a portable grinding operation to grind the brush. Following grinding, the material is available to County residents for use as

mulch. Yard Trash is not allowed to be placed in to the Brush area. Yard trash is disposed of with the C&D and MSW in the Transfer Station building.

**Batteries:** Automobile batteries are stockpiled on a pallet located on the concrete slab adjacent to the scale house. When a pre-determined amount of batteries have been accumulated, approximately three times per year, the County notifies Interstate Batteries. This company will remove the batteries from the facility and recycle the usable materials.

The Transfer Station operations consist of a scale and a pre-engineered metal building with a single loading bay. All vehicles conveying C&D debris and MSW are to be weighed upon entry and exit from the facility. The metal building is constructed on a concrete slab sloped to direct water that comes into contact with solid waste into an onsite collection tank. Incoming waste from vehicles bearing C&D debris and MSW is deposited directly onto the tipping floor. At this point, the two waste streams are mixed. A rubber-tired loader is used to push the waste from the tipping floor into a trailer parked in the adjacent loading bay. The waste is then shipped to the Waste Management Subtitle D landfill in Homer, Georgia (Permit No. 006-006D (SL); R&B Landfill; 610 Bennett Road; Homer, Georgia; 30547).

Refuse too large or otherwise not suitable for transfer in trailers is reduced in size by the waste generator so that it can be safely transferred by the County or its contractors.

Normal working hours for the transfer station are 7:00 a.m. to 4:00 p.m. Monday through Friday, and 7:00 a.m. to 12:00 a.m. Saturday. The facility is closed on Sunday and the following holidays: New Year's Day, Independence Day, Thanksgiving Day, and Christmas Day.

## **B. PERSONNEL**

The facility is owned and operated by Jackson County. A minimum of two employees are stationed at the Transfer Station for routine operations. These employees are properly trained in basic safety procedures and inspection of incoming wastes (refer to section C, "Inspection and Acceptance of Wastes"). Training material published by the Solid Waste Association of North America (SWANA), is utilized for initial training of onsite personnel and as part of continuing

education. The Transfer Station employees also direct and coordinate the movement of collection vehicles into and out of the transfer station. As of July 1, 2003, the transfer station will, at all times, be staffed by at least one certified operator.

### **C. INSPECTION AND ACCEPTANCE OF WASTES**

Access to the transfer station is controlled by properly trained employees. Waste screening first takes place at the scale house near the entrance of the facility. As the contents of collection vehicles are weighed, the scale attendant inquires about the contents of the waste and visually inspects the container. If unacceptable wastes are found, the driver of the vehicle will be instructed to leave the facility. If unacceptable wastes are inadvertently dumped onto the tipping floor, the waste will be reloaded onto the vehicle and removed from the site. Examples of unacceptable wastes include hazardous wastes, liquid wastes, sludge, asbestos-containing material, animal wastes, and containers that are either smoking or emitting noxious vapors. Inspections will also be conducted on a random basis. At a minimum, one percent of the daily amount of waste will be inspected. The facility "Waste Inspection Form" is attached as Appendix A, and will be used for each inspection.

If a burning or smoldering load is discovered upon arrival at either the scale house or the tipping floor, the attendants will not allow discharge of the waste. The vehicle operator will be advised to move the vehicle to a safe area as directed by facility staff. The load will be discharged at that location. The local fire department will be summoned in all cases. If the load is burning wood, it will be extinguished by use of an approved fire extinguisher. If the burning material is not wood, then facility staff will monitor the situation until arrival of fire department personnel. Once the fire has been extinguished and the cause determined, the load will be placed into the trailer for disposal, if appropriate.

If hazardous waste is identified in vehicles arriving at the Transfer Station or while on the tipping floor, personnel will immediately notify the driver and, as appropriate, contact DENR and the local Hazardous Materials Emergency Response Team (Hazardous Materials). If such an event occurs, the public and untrained County personnel will be kept away from the area until

Hazardous Materials personnel has arrive onsite. Available information concerning the waste will be provided to those personnel and the recommended measures will be taken.

All users of the Transfer Station establish charge accounts at the Transfer Station. Such users would typically include building contractors, private haulers, and private citizens. Parties responsible for these accounts will sign Waste Transfer Agreements with the County. The purpose of these agreements is to reduce the amount of unacceptable waste brought to the Transfer Station and to indemnify the County against the costs that might be associated with improperly deposited materials. The agreements, which are filed at the scale house, state that the signatories will deliver only acceptable C & D debris and MSW to the facility.

If any user of the Transfer Station develops a pattern of deceptive waste identification in order to circumvent proper regulation, the Jackson County Solid Waste Enforcement Officer will be notified within 24 hours of attempted disposal and informed as to the type of material and the hauler so that follow-up investigations can be conducted, if necessary.

#### **D. TRAFFIC CONTROL**

Access to the Transfer Station is controlled by a locking gate at the entry. During operating hours, site personnel control access. As vehicles arrive at the transfer station, site personnel will direct drivers to position the vehicle at the correct unloading location once there is sufficient room to maneuver on the concrete tipping floor. When the contents of the vehicle are emptied, the driver will be instructed to move the vehicle away from the tipping floor and exit the transfer station. The tipping area will allow for two trucks to dump simultaneously. Directional signs located at the facility will aid traffic control.

Vehicles preparing to enter the facility will not be allowed to sit idle on Mineral Springs Drive (SR 1496). County-owned property off of the State Road includes approximately 300-feet of pavement between the entry and the scale house. This paved area will provide ample room for vehicles to maneuver while waiting to weigh-in and unload.

#### **E. HOUSEKEEPING AND LITTER CONTROL**

Incoming waste is transported to the Transfer Station in covered or enclosed vehicles. Outgoing transfer trailers are also covered or enclosed. Throughout and at the end of each working day, facility personnel police the facility for litter. Collected litter is placed in containers for proper disposal.

A trench drain exists along the west edge of the tipping floor. Water accumulating in the drain flows by gravity to an onsite storage tank located approximately 90-feet north of the tipping floor. On a periodic basis, determined by actual water accumulation, a local septic tank pumping service empties the tank and hauls the water to the Tuckasegee Water and Sewer Authority for proper disposal. When the new transfer station building is constructed we will connect to TWSA sewer line and remove the concrete tank.

Approximately 160-tons per day are expected at the Transfer Station. Accordingly, no more than ten to twelve transfer trailers will be filled each day. At the end of each working day, the tipping floor will be scraped clean and rinsed with clean water. In no case will MSW be left on the tipping floor overnight. Trailers containing MSW and C&D debris will be allowed to sit overnight on the facility grounds outside the transfer station building provided they are covered. In no case will a trailer be allowed to remain onsite for more than 48 hours after filling.

Daily removal of waste in conjunction with daily housekeeping procedures effectively prevents development of vector related problems. The tipping floor and trailer parking areas are constructed of relatively impervious concrete, which can be readily cleaned. Daily washdown of the surfaces also helps prevent vector problems.

#### **F. DUST AND FIRE CONTROL**

Since collection and transfer vehicles travel at low speeds on paved roads, significant dust is not generated at the facility. Fire control is provided by portable hand-held fire extinguishers. Fire protection will be provided by the local fire department, which has been apprised of conditions

and operations at the facility. In the event that a fire occurs, the local authorities will be notified immediately. All employees are instructed to dial 911 for local fire, police, ambulance or any emergency services. If a fire were to occur at the facility, the DENR office would be notified within 24 hours and written notification would be submitted within 15 days. The Waste Management Specialist for Jackson County phone number is 828-296-4500.

#### **G. WASTEWATER COLLECTION**

Wastewater generation is minimized by the metal roofed building that covers the tipping floor and loading bay. Wastewater flow at the transfer station consists of small volumes of washdown water. As stated previously, this water is collected by sloping the tipping and loading floors to trenches in the floor. Water is collected and temporarily stored in a steel water tank located approximately 90-feet northwest of the tipping floor area. When construction on a new transfer station building is complete we will connect to the TWSA sewer line.

#### **H. STORMWATER MANAGEMENT AND EROSION CONTROL**

Areas adjacent to the Transfer Station are graded to direct stormwater away from the facility. Paved areas near the Transfer Station are also sloped in order to achieve the same end. The Erosion and Sediment Control Plan for the Transfer Station was approved by DENR in a letter to Jackson County dated February 2, 2001. A copy of the letter is included as Appendix A. A new approval letter will be included in this plan in Appendix A when it is issued for the new transfer station. The plan includes a permanent seeding program that is implemented as part of a long-term erosion control program. Gutters and downspouts are also positioned on the building to divert discharge of stormwater into natural or constructed drainageways.

#### **I. ZONING**

The Transfer Station site is not zoned. Refer to Appendix B for a copy of a letter dated June 17, 2008 from the Jackson County Planning Department verifying this statement.

## **J. FACILITY INSPECTIONS**

Regular maintenance inspections of the facility are conducted on a weekly basis by the County Transfer Station Superintendent. The inspections are used to document the condition of site improvements (e.g., roads, scales, Transfer Station, erosion control features, litter, etc.) as well as operational issues. At a minimum, the inspections include the following items:

1. Transfer trailers
2. Building and foundations
3. Retaining wall and push walls
4. Fire extinguishers
5. Electrical systems
6. Floor drains and yard hydrant
7. Road conditions
8. Scale and scale house
9. Drainageways (natural and constructed)
10. Recordkeeping

If unsatisfactory conditions are noted during an inspection or by Transfer Station personnel at any other time, the concerns will be reported to the Jackson County Manager and Solid Waste Director. If threats to either human safety or the environment are identified, immediate action will be taken to rectify the situation. If necessary, operations at the Transfer Station will be suspended temporarily until the proper corrective actions have been taken. In the unlikely event of a severe accident, the proper authorities will be notified and offsite support requested.

**APPENDIX A**

**EROSION AND SEDIMENT CONTROL PLAN  
APPROVAL LETTER**

North Carolina Department of  
Environment and Natural Resources  
Michael F. Easley, Governor  
William G. Ross, Jr., Secretary  
Charles H. Gardner, P.G., P.E., Director  
Division of Land Resources  
Richard A. Phillips, P.E., Regional Engineer  
Land Quality Section



## LETTER OF APPROVAL

February 2, 2001

Jay Denton  
Jackson County  
401 Grindstaff Cove Road  
Sylva, NC 28779

This office has reviewed the erosion and sedimentation control plan submitted for the project listed below. We find the plan to be acceptable and hereby issue this Letter of Approval. Please be advised that Title 15A, North Carolina Administrative Code 4B.0017(a), requires that a copy of the approved soil erosion control plan be on file at the job site. Also, you should consider this letter to give the Notice required by NCGS § 113A-61(d) of our right of periodic inspection to ensure compliance with the approved plan. This plan approval shall expire three (3) years following the date of approval, if no land-disturbing activity has been undertaken, as is required by Title 15A NCAC 4B.0029.

The State's Sedimentation Pollution Control Program is a performance-oriented program requiring protection of the natural resources and adjoining properties. If, following commencement of this project, it is determined that the plan is inadequate to meet the requirements of NCGS § 113A-51 to 66, this office may require revisions to the plan and implementation of the revisions to ensure compliance with the Act. Acceptance and approval of this plan is conditioned upon your compliance with federal and state water quality laws, regulations, and rules. In addition, local city or county ordinances or rules may also apply to this land-disturbing activity. This approval does not supersede any other permit or approval.

Please note that this approval is based in part on the accuracy of the information provided in the Financial Responsibility Form which you have provided. You are requested to file an amended form if there is any change in the information included on the form. Title 15A NCAC 4B.0127(c) amended July 1, 2000, states: No person shall initiate a land-disturbing activity before notifying the agency that issued the plan approval of the date that the land-disturbing activity will begin. Thank you for your cooperation.

Sincerely,

Michael R. Goodson, CPESC  
Asst. Regional Engineer

MRG:a  
Enclosure  
copy Fletcher Group

Project name: Scotts Creek Transfer Station River Basin: Little Tennessee  
ID #: JACKS-2001-012 Stream Classification: C-Trout  
Date received: 1/26/01  
New submittal ( ) Revision (✓)

**APPENDIX B**  
**ZONING LETTER**

# JACKSON COUNTY PLANNING OFFICE

401 Grindstaff Cove Road  
Suite A-258  
Sylva, NC 28779  
planning@jacksonnc.org



Linda Cable, Director  
lindacable@jacksonnc.org  
Phone (828) 631-2261  
FAX (828) 631-2208

June 17, 2008

Mr. Chad Parker  
Jackson County Solid Waste  
1172 Mineral Springs Drive  
Sylva, NC 28779

PIN: 7662-07-5050 [Solid Waste Transfer Station]

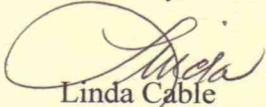
Dear Mr. Parker,

This letter is to confirm that the property located at 1172 Mineral Springs Drive, PIN #7662-07-5050, is located in a section of Jackson County with no zoning regulations.

However, while Jackson County is not zoned in the traditional sense, we do have ordinances that have been adopted using the zoning powers. Properties within Jackson County may be subject to the Mountain and Hillside Development Ordinance, depending on the average slope of the land using the formula within the ordinance. There are other development ordinances adopted by the Jackson County Board of Commissioners which could effect or regulate certain types of development.

It would be prudent of anyone considering the purchase of property in Jackson County to review these ordinances to be sure the development they are considering would be possible.

Sincerely,

  
Linda Cable  
Planning Director

Michael Egan, Attorney-at-Law  
401 North Main Street  
Hendersonville, North Carolina 28792  
(828) 692-3244

11 March 2008

Ms. Linda Cable, Planning Director  
Jackson County Administrative Offices  
401 Grindstaff Cove Road, Suite A-207  
Sylva NC 28779

Re: Solid Waste Transfer Station

Dear Ms. Cable:

You have requested my opinion as to whether the solid waste transfer station operated by Jackson County is subject to the Jackson County Industrial Development Ordinance (referred to herein as "the Ordinance"). Our primary function in interpreting legislation is to determine the intent of the legislators, in this case, the Board of Commissioners, and to give effect to that intent. The first rule of statutory construction is to give the legislation its plain meaning as set out in the statute or ordinance, if that can be determined.

The purpose of Ordinance is succinctly set forth in Section 101 thereof.

For the purposes of promoting health, safety, or the general welfare of its citizens and the peace and dignity of the county, the Jackson County Commissioners shall establish certain criteria to accommodate *activities engaged in the mechanical, physical, or chemical transformation of materials, substances, components into new products, or for repair of products*. These noxious industries that, by their very nature produce objectionable levels of noise, odors, vibrations, fumes, light, or smoke, may or may not have hazardous effects. These standards shall allow for the placement and growth of noxious industrial activities, while maintaining the health, safety, and general welfare standards of established residential and commercial areas in Jackson County. (Emphasis added.)

The Ordinance then goes on, Section 300, to provide standards for four, and only four, activities: asphalt industries, junk yards, heavy industry, and mining industries.

A transfer station is defined by the American Heritage Dictionary as “facility where solid waste materials, including yard waste, demolition materials, and household refuse, are transferred from small vehicles to large trucks for efficient transport to landfills, recycling centers, and other disposal sites.” Comparing this definition to the definitions contained in the Section 201 of the four activities regulated by the Ordinance reveals no evidence of an intent on the part of the Board of Commissioners to regulate activities such as the transfer station in question. The definition of *heavy industry* is instructive.

A use engaged in the basic processing and manufacturing of materials or products predominately from extracted or raw materials; or a use engaged in storage of, or manufacturing processes using flammable or explosive materials; or storage or manufacturing processes that potentially involve hazardous or commonly recognized offensive conditions, including but not limited to the following: acids (except non-corrosive acids), ammonia, ammonium nitrate, animal byproducts, bleaching powder, cellulose, chlorine, creosote and creosote treatment, detergents, enamels, lacquers, linoleum, oilcloth, paints, paper pulp, pigments, lime, plastic, rubber (except tire re-cappers), soaps, tannery products, turpentine, varnishes, whitening and/or wood fillers, and environmentally hazardous materials. The fabrication of plastics is exempt from this definition.

This definition would seem to reveal an intent on the part of the Board, which is consistent with the stated legislative purpose, to regulate “activities engaged in the mechanical, physical, or chemical transformation of materials, substances, components into new products, or for repair of products.”

It is my opinion that the Jackson County Industrial Development Ordinance is intended to regulate only those activities, listed above, for which standards are provided and does not apply to the County’s solid waste transfer station. If the current Commissioners believe the Ordinance should have a broader reach than that set forth in this opinion letter, I believe they should consider amending it.

I hope this letter proves helpful.

Respectfully,

Michael Egan

**APPENDIX C**

**WASTE INSPECTION FORM**

# Waste Inspection Form

## Jackson County Transfer Station (JCTS)

Date/Time: \_\_\_\_\_ Inspected by: \_\_\_\_\_

Name and DL # of hauler: \_\_\_\_\_

Size of load: \_\_\_\_\_

(I.e. 1/2 pick-up, full pick-up, 1 ton, dump truck, etc.)

Weight of load:	beginning	ending	total pounds

Type of debris: circle all that apply

MSW Residential Commercial

wood shingles vinyl siding sheet rock concrete asphalt

ceiling tile floor tile ceramic tile PCV pipe insulation brush

other: \_\_\_\_\_

Does the load contain any of the following?

	yes / no	Disposal Location or Source of Information
Toxic or hazardous waste	yes / no	Placed back into disposers truck Alpha Env. Sciences Inc. (828) 452-3449 Global Env. Svc. Inc. (828) 452-0885 Mountain Env. Svc. (828) 456-5189 NEO Corp. (828) 456-4332 OhM (828) 452-6856
Used motor oil	yes / no	Used oil container
Tires	yes / no	Tire Trailer
Aluminum	yes / no	Commingle container
Metal	yes / no	Metal/Whie Goods Area
Batteries	yes / no	Placed on battery pallet
Paint	yes / no	dried then placed back in waste stream
Cardboard	yes / no	Fiber recycling container

Statement:

To the best of my knowledge, this load does not have any asbestos containing material.

Signature of hauler: \_\_\_\_\_