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Operations Manual

Halifax County Landfill Facility
Halifax County, North Carolina

Prepared for:

Halifax County Department of Public Utilities
Halifax, North Carolina

December 2012

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Halifax County Landfill Facility

Operations Manual

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1.0 GENERAL FACILITY OPERATIONS

This Operations Manual was prepared for operations of the Halifax County Landfill facility (Permit No. 42-04) located near Littleton. This document discusses the operation of the following landfill units and other solid waste management activities:

- Area 1 C&D Landfill Unit (vertical expansion over closed unlined MSW unit);
- Area 2 C&D Landfill Unit (proposed);
- Ash Monofill (Cells 1 and 2 active; Cell 3 proposed);
- Transfer Station*;
- Animal Waste Disposal Area;
- Wood Waste Processing Area;
- White Goods Handling Area;
- Used Tire Storage Area; and
- Used Pesticide Container Storage Area.

*Note that the transfer station has a separate operations manual.

Refer to **Figure 1** for the location of existing and proposed landfill units and other solid waste management activities.

The information contained herein was prepared to provide landfill personnel with a clear understanding of how the Design Engineer assumed that the completed facility would be operated. While deviations from the operations outlined here may be acceptable, they should be reviewed and approved by the Design Engineer. Please refer to the appropriate permit application for a detailed discussion and calculations for the individual components of each landfill unit, including phasing plans.

1.1 Contact Information

All correspondence and questions concerning the operation of the Halifax County Landfill should be directed to the appropriate County and State personnel listed below. For fire or police emergencies dial 911.

1.1.1 Halifax County

Halifax County Department of Public Utilities
26 N. King Street (Public Works Building)
P.O. Box 70
Halifax, NC 27839
Phone: (252) 583-1451
Fax: (252) 593-5014

Contact: Gwen Matthews, Director

Halifax County Landfill
921 Liles Road
Littleton, NC 27850
P.O. Box 70
Halifax, NC 27839
Phone: (252) 586-7516
Fax: (252) 586-2685

Contact: Larry Garriss, Solid Waste Manager

1.1.2 North Carolina Department of Environment and Natural Resources

North Carolina DENR - Raleigh Central Office (RCO)
217 W. Jones Street
Raleigh, NC 27603
1646 Mail Service Center
Raleigh, NC 27699-1646
Phone/Fax: (919) 707-8200

North Carolina DENR - Raleigh Regional Office (RRO)
3800 Barrett Drive
Raleigh, NC 27609
Phone: (919) 571-4700
Fax: (919) 571-4718

North Carolina DENR - Fayetteville Regional Office (FRO)
225 Green Street, Suite 714
Fayetteville, NC 28301
Phone: (910) 486-1541
Fax: (910) 486-0707

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

Field Operations Branch Head:	Mark Poindexter (RCO)
Eastern District Supervisor:	Dennis Shackelford (FRO)
Waste Management Specialist:	Mary Whaley (RCO)

Division of Land Resources - Land Quality Section:

Regional Engineer:	John Holley, P.E. (RRO)

1.2 Facility Operating Hours

Normal hours of operation will be 8:00 A.M. to 4:00 P.M. Monday through Friday. The facility will be closed on weekends and on holidays as designated by the County.

The County may elect to modify these hours from time to time.

1.3 Site Access

The site will be accessed by the existing main entrance on Liles Road. A Scale and a scale house are provided at this entrance. All waste will have been weighed prior to being placed in the landfill. A secondary entrance on Liles Road may also be utilized primarily for access to the ash monofill.

1.3.1 Physical Restraints

Limiting access to the landfill facility is important for the following reasons:

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

Access to active areas of the landfill will be controlled by a combination of fences and natural barriers, and strictly enforced operating hours. A landfill attendant will be on duty at all times when the facility is open for public use to enforce access restrictions (see also Section 1.2). Each entrance has a gate which will be securely locked during non-operating hours.

1.3.2 Security

Frequent inspections of gates and fences will be performed by landfill personnel. The County will arrange for a random security patrol of the landfill entrances to further discourage trespassing. Evidence of trespassing, vandalism, or illegal operation will be reported to the County Solid Waste Manager.

1.4 Signage

A prominent sign(s) containing the information required by the DWM will be placed at the main landfill entrance. This sign(s) will provide information on operating hours, operating procedures, and acceptable wastes. Additional signage will be provided as necessary within the landfill complex to distinctly distinguish the roadway to the active landfill unit(s). 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.

1.4.1 Waste Limit Markers

During construction or closure of landfill units, waste limit markers will be used to identify the permitted limits of waste. The waste markers will be constructed of non-degradable material and will state "Waste Limits" or "Edge of Liner" in bold lettering. Offsets are acceptable such that all wording is clear to the DWM and operational staff. The waste markers will be maintained and replaced when damaged.

1.5 Communications

Two way radio communication will be maintained between the active landfill unit(s) and the landfill scale house and office. The scale house(s) and office have telephones in case of emergency and for the conduct of day-to-day business. Emergency telephone numbers are displayed in these locations.

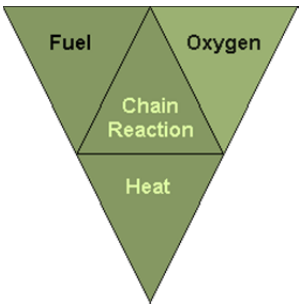
1.6 Fire Control

The possibility of fire within the landfill or a piece of equipment must be anticipated in the daily operation of the landfill. Potential fire hazards include both surface conditions and subsurface conditions. Surface conditions include equipment operations and newly placed waste. Subsurface conditions include existing waste previously landfilled.

1.6.1 Open Burning

With the exception of the controlled burning of land clearing debris generated on-site or from emergency clean-up operations, no opening burning is allowed at the facility. Controlled burning will occur only if permitted or approval by the local Fire Marshal.

1.6.2 Fire Tetrahedron[1]



To better understand the properties of fire, the fundamental methods to extinguish it must be understood. The fire "tetrahedron" illustrates the rule that in order to ignite and burn, each component of the tetrahedron (fuel, oxygen, heat, and chemical chain reaction) represents a property of flaming fire. 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). The fire tetrahedron is a more modern adaptation of the traditional fire "triangle"

[1] National Fire Protection Association (www.nfpa.org).

recognizing the chemical reactions that may occur as a component - "the uninhibited chain reaction". This chain reaction is the feedback of heat to the fuel to produce the gaseous fuel used in the flame. In other words, the chain reaction provides the heat necessary to maintain the fire. These principles are integral in the prevention and management of potential fire situations. *Please note this information is considered as a basis of understanding and may not be replaced by the direction and skill of the local Fire Marshal.*

1.6.3 Equipment

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 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. Portable fire extinguishers should be maintained in a state of readiness on each piece of moving equipment and equipment should be cleaned periodically.

1.6.4 General Fire Management Strategies

Each fire situation is site specific; however, general strategies for active fire management include 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_2 (reduce oxygen);
- Excavating the burning material (displacing fuel) and then extinguishing it in small controlled areas; and
- Breaking the chemical reaction.

1.6.5 Fires Within Disposal Areas

Fires within the landfill disposal areas will be limited by the use of daily/periodic cover as a fire break and control of "hot" loads entering the landfill. Landfill personnel at the scale house will turn away all trucks containing waste that is suspected to be hot. If a hot load is placed on the working face, then the load will be spread as thin as possible and daily cover soil will be immediately placed on the waste to extinguish the fire.

In general, fires that break out close to the surface of the disposal area should be excavated and smothered with cover material. Deep fires should be smothered out by placing moist soil on the surface and by constructing soil barriers around

the fire. Where the smothering technique fails, the burning material must be excavated and smothered or quenched with water once the burning material is brought to the surface. Water is usually not effective unless it can be directly applied to the burning material.

For the lined ash monofill, in the event a fire occurs in the first lift of waste immediately above the protective cover layer, the possibility of damage to geosynthetics and collection piping exists. Once the fire is extinguished, the residue must be removed to allow limited inspection of the geosynthetics and piping. Damaged sections of geosynthetics, piping, etc. must be removed and replaced with new items of the same or equal material. The new materials must be placed in accordance with the technical specifications and construction quality assurance (CQA) documents prepared for this facility.

1.6.6 Notification

The County will verbally notify the DWM (see **Section 1.1.2**) within 24 hours of discovery of a fire within any landfill disposal area. In addition, written documentation describing the fire, the actions carried out to extinguish the fire, and a strategy for preventing future occurrences will be provided to the DWM within 15 days following any such occurrence using the DWM's Fire Occurrence Notification Form (see **Appendix A**).

1.6.7 Coordination With Local Fire Department

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

1.7 Severe Weather Conditions

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

1.7.1 Ice Storms

An ice storm can make access to the landfill dangerous, prevent movement or placement of daily cover, and, thus, may require closure of the landfill until the ice is removed or has melted.

1.7.2 Heavy Rains

Exposed soil surfaces can create a muddy situation in some portions of the landfill during rainy periods. The control of drainage and use of crushed stone on unpaved roads should provide 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 landfill personnel will be initiated and corrective measures taken to repair any damage found before the next rainfall.

1.7.3 Electrical Storms

The open area of a landfill is susceptible to the hazards of an electrical storm. If necessary, landfilling activities will be temporarily suspended during such an event. Refuge will be taken as necessary in the on-site buildings or in rubber-tired vehicles.

1.7.4 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 daily cover.

1.7.5 Violent Storms

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

1.8 Equipment Requirements

The County will maintain on-site equipment required to perform the necessary landfill activities. Periodic maintenance of all landfilling equipment and minor and major repair work will be performed at designated maintenance zones.

The anticipated equipment requirements for operation and maintenance of the site are listed in **Table 1** below. These may vary based upon volume coming into the landfill for disposal.

Table 1 Equipment Requirements

Description	Primary Function (Allocation)
1) Compactor (C&D)	Waste placement and compaction
2) Dozers (2) (C&D and Ash Monofill))	Stripping and grading of borrow areas, fine grading, slope work, and site cleanup
3) Excavator	Loading and placement of cover soils
4) Dump Truck	Loading and hauling of cover soils

1.9 Personnel Requirements

At least one member of the landfill supervisory staff will be certified as a Manager of Landfill Operations (MOLO) by the Solid Waste Association of North America (SWANA) (or other DWM-approved program) and landfill operations staff will go through appropriate training. At least one certified (SWANA Landfill Operations Specialist or other DWM-approved program) operator will be present on-site during times when the landfill is receiving or disposing of waste. As part of this training, personnel learn to recognize loads which may contain prohibited wastes.

1.10 Health and Safety

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

Safety equipment provided includes equipment rollover protective cabs, seat belts, audible reverse warning devices, hard hats, safety shoes, and first aid kits. Facility personnel will be encouraged to complete the American Red Cross Basic First Aid Course. Other safety requirements as designated by the County will also be implemented.

Facility employees will be routinely trained in health and safety by supervisory staff. All training will be documented. The following are some general recommendations for the health and safety of workers:

1.10.1 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 1.10.2.
- 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).

1.10.2 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.
- Hard hats (in designated areas).

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

1.10.3 Mechanical Equipment Hazard Prevention

All equipment should be operated with care and caution. All safety equipment such as horns, backup alarms, and lights should be functional. A Lockout-Tagout program will be used to identify equipment in need or under repair and insure that operation is "off-limits" prior to maintenance or repair. All operators will be trained in the proper operation of equipment.

1.10.4 Employee Health and Safety

Some general safety rules are:

- Consider safety first when planning and conducting activities.
- Review the equipment O&M manual(s) prior to attempting repairs/changes.
- Remember the buddy system for 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 first aid kits and fire extinguishers.

1.10.5 Physical Exposure

Facility personnel may come in contact with the fluids, solids, and airborne constituents found at the facility. Routine training should be conducted

regarding the individual and collective materials used at the facility and their associated hazards. Training concerning safe work practices around these potential exposures should cover the use of equipment and proper disposal procedures.

1.10.6 Material Safety Data Sheets

Material Safety Data Sheets (MSDS) will be made available for all chemicals stored on site for use at the facility. MSDS sheets will be stored in a location with all other Right to Know information for the site.

1.11 Utilities

Electrical power, water, telephone, and restrooms will be provided at the landfill scale house and/or office.

1.12 Record Keeping Program

The County will maintain the following records in an operating record at the landfill:

A. Current permit(s) (Permit to Construct, Permit to Operate, etc.);
B. Current operations manual/plan and engineering plan for each landfill unit;
C. Inspection reports;
D. Audit and compliance records;
E. Annual landfill reports (including survey and other documentation related to airspace usage);
F. Waste inspection records (see **Section 2.3.1**);
G. Daily tonnage records - including source of generation;
H. Waste determination records (if applicable);
I. Quantity, location of disposal, generator, and special handling procedures for all special wastes disposed of at the site;
J. List of generators and haulers that have attempted to dispose of restricted wastes;
K. Employee training procedures and records of training completed;
L. 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 (if applicable); and
    4. Results of inspections, repairs, etc.
M. LFG monitoring results and remedial measures as required (see the current **LFG Monitoring Plan**);
N. All closure and post-closure information, where applicable, including:
    1. Notification of intent to close;
    2. Testing;

3. Certification; and
4. Recording.

O. Cost estimates or financial assurance documentation;
P. A notation of the date of cover placement; and
Q. NPDES records (see **Section 3.1.4**).

The operating record will be kept up to date by the Solid Waste Manager 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 landfill and will be available for use at all times.

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2.0 WASTE HANDLING OPERATIONS

This section describes the required waste handling operations for the Halifax County Landfill facility. In addition to the C&D and ash waste disposed of at this facility, the County also handles scrap tires, white goods and scrap metal, electronics, and used pesticide containers. These materials are stored at the landfill facility until there are sufficient quantities for pick up by various recycling contractors. The County also operates an animal waste disposal area and a wood waste processing area.

2.1 Acceptable Wastes

2.1.1 C&D Landfill Unit

Only the following wastes generated within the approved service area may be disposed of in the C&D landfill unit:

- Construction and Demolition (C&D) Solid Waste: as defined in 15A NCAC 13B.0532(8) means solid waste resulting solely from construction, remodeling, repair, or demolition operations on pavement and buildings or structures. C&D waste does not include municipal and industrial wastes that may be generated by the on-going operations at buildings or structures.
- Land Clearing and Inert Debris Landfill: 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).
- Industrial solid waste that is generated by mobile or modular home manufacturers and asphalt shingle manufacturers in ABC County. The waste must be separated at the manufacturing site to exclude municipal solid waste, hazardous waste, and other waste prohibited from disposal in a Construction and Demolition Landfill.
- Other Wastes as Approved by the Solid Waste Section of the Division of Waste Management.

In addition, the special wastes (asbestos only) described in **Section 2.4.4** and may also be disposed of in the C&D landfill units.

2.1.2 Ash Monofill

Only coal combustion by-products (residuals including fly ash, bottom ash, boiler slag, and flue gas desulfurization (FGD) residue produced by coal fired electrical or steam generation units) generated within the approved service area may be disposed of in the ash monofill. Note that minor amounts of coal fines may also be included with wastes brought to the monofill for disposal.

2.1.3 Wood Waste Processing Area

Clean wood waste including pallets, lumber scraps, and yard waste is accepted for processing within the facility's wood waste processing area (see **Section 2.5**).

2.2 Prohibited Wastes

2.2.1 C&D Landfill Unit

Only wastes as defined in **Section 2.1.1** 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;
- Copper chrome arsenate (CCA) and creosote treated woods; and
- Pallets.

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 will 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.

2.2.2 Ash Monofill

Only wastes as defined in **Section 2.1.2** above may be accepted. Unacceptable wastes found in this area, if not otherwise prohibited, will be disposed of in the active C&D landfill unit or taken to the transfer station for transport to an approved MSW landfill.

2.2.3 Wood Waste Processing Area

Only clean wood waste as defined in Section **2.1.3** above may be accepted. Unacceptable wastes found in this area, if not otherwise prohibited, will be disposed of in the active C&D landfill unit or taken to the transfer station for transport to an approved MSW landfill.

2.3 Waste Screening Programs

In order to assure that prohibited wastes are not entering the landfill facility, screening programs have been implemented at the landfill. Waste received at both the scale house and waste taken to the working face is inspected by trained personnel. These individuals have been trained to spot indications of suspicious wastes, including: hazardous placarding or markings, liquids, powders or dusts, sludges, bright or unusual colors, drums or commercial size containers, and "chemical" odors. Screening programs for visual and olfactory characteristics of prohibited wastes are an ongoing part of the landfill operation.

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

2.3.1 Waste Receiving and Inspection

All vehicles must stop at the scale house located near the entrance of the facility and visitors are 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 of the waste it is carrying to ensure that unacceptable waste is not allowed into the landfill. 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 appropriate landfill unit or other area (transfer station, white goods handling area, etc.) as appropriate.

Vehicles are randomly selected for screening on a regular basis, depending on personnel available. At least one vehicle per week, but not less than 1% by weight of the waste stream entering the landfill (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, if something looks suspicious is spotted in any waste load, that load is inspected further.

Vehicles selected for inspection are directed to an area of intermediate cover adjacent to the working face where the vehicle will be unloaded. Waste is carefully spread using suitable equipment. An attendant trained to identify

wastes that are unacceptable at the landfill inspects the waste discharged at the screening site. If unacceptable waste is found, including wastes generated from outside of the service area, the load will be isolated and secured by berming off the area. For unacceptable wastes that are non-hazardous, the Solid Waste Manager will then notify officials of the DWM (see **Section 1.1.2**) within 24 hours of attempted disposal of any waste the landfill is not permitted to receive in order to determine the proper course of action. For unacceptable wastes that are hazardous, the Hazardous Waste Contingency Plan outlined in **Section 2.3.2** will be followed. The hauler is responsible for removing unacceptable waste from the landfill property.

If no unacceptable waste is found, the load will be pushed to the working face and incorporated into the daily waste cell. All random waste inspections will be documented by landfill staff using the waste screening form provided in **Appendix B**.

In addition to random waste screening described above, waste unloaded on the active face will be inspected by the equipment operators, trained to spot unacceptable wastes, before and during spreading and compaction. Any suspicious looking waste is reported immediately to the designated primary inspector for further evaluation.

2.3.2 Hazardous Waste Contingency Plan

In the event that identifiable hazardous waste or waste of questionable character is detected at the landfill, appropriate equipment, protective gear, personnel, and materials as necessary will be employed to isolate the wastes. The DWM will be notified immediately (see **Section 1.1.2**) that an attempt was made to dispose of hazardous waste at the landfill. 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 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 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 in the landfill may be barred from using the landfill.

Should an incident where hazardous waste is found at the landfill occur, the event will be documented by landfill staff using the waste screening form provided in **Appendix B**.

2.4 Waste Disposal

2.4.1 Access

Traffic will be clearly directed to the appropriate active access road. For the active lined ash monofill, all vehicles entering the unit will use the active ramp(s) to minimize the potential for damage the liner system. Traffic speed on the ramp should be less than 10 MPH.

The location of access roads during waste placement will be determined by operations personnel in order to reflect waste placement strategy. Additionally, access will be maintained for site monitoring locations.

2.4.2 General Procedures

For each active landfill unit, waste transportation vehicles will arrive at the working face at random intervals. There may be a number of vehicles unloading waste at the same time, while other vehicles are waiting. In order to maintain control over the unloading of waste, a certain number of vehicles will be allowed on the working face at a time. The actual number will be determined by the spotter (the spotter is typically the compactor or dozer operator). This procedure will be used in order to minimize the potential of unloading un-acceptable waste and to control disposal activity. Operations at the working face will be conducted in a manner which will encourage the efficient movement of transportation vehicles to and from the working face, and to expedite the unloading of waste.

The approach to the working face will be maintained such that two or more vehicles may safely unload side by side (A minimum separation distance of 10 feet is encouraged.). 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 as 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 daily/periodic, intermediate, or final cover, as appropriate.

The procedures for placement and compaction of C&D waste include: unloading of vehicles, spreading of waste into 2 foot lifts (thicker lifts may be necessary at the operators discretion depending on waste type and location of waste placement), and compaction on relatively flat slopes (i.e. 5H:1V max.) using a landfill compactor and a minimum number of three full passes. For the ash monofill, the ash is spread and tracked in with a bulldozer.

Caution will be used in wet conditions such that no waste will be placed into ponded water. Likewise, surface water will not be allowed to be impounded over waste.

Wind screens and/or diking 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.

The removal of solid waste from any landfill unit is prohibited unless an appropriate recycling plan has been approved by the DWM. Regardless, the general public is prohibited from any waste removal activities from any landfill unit.

2.4.3 Ash Monofill

The following items are unique to the ash monofill in that this unit includes a geomembrane liner and related geosynthetics.

2.4.3.1 Placement of Initial Lift

During ash placement operations, the landfill liner system is most vulnerable during the placement of the first lift of waste. The first lift should be a minimum of two (2) to four (4) feet thick and be carefully spread using a bulldozer. A spotter should be used during placement of the first lift of ash to ensure that no movement of the underlying protective cover is occurring which might indicate stretching or wrinkling of the liner system geosynthetics is occurring.

In the event that the landfill staff identifies any damage to any part of the landfill's liner system, they should immediately initiate its repair.

Additionally, they should document the damage and the repair as a part of the operating record.

2.4.3.2 Equipment Operations Within the Landfill

Both the facility's operational vehicles and waste transportation vehicles must be restricted as follows within the ash monofill:

- Equipment operation directly on the protective cover will be limited to rubber-tired vehicles having a maximum ground contact, i.e., tire pressure, of less than 32 psi.
- A minimum vertical separation of 3 feet will be maintained between the geomembrane liner and all waste transportation vehicles.
- A minimum vertical separation of 5 feet will be maintained between the geomembrane liner and waste compactors.

The operation of vehicles within those portions of the landfill not actively receiving waste should be restricted to activities associated with erosion and sedimentation control.

2.4.4 Special Waste Management

2.4.4.1 Asbestos Management (C&D Landfill Units)

The County may dispose of asbestos within the C&D landfill units. 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 compactor will be prohibited from operating over asbestos disposal areas until at least 18 inches of cover is in-place.

The landfill staff will record the approximate location and elevation of the asbestos waste once cover is in-place (typically using a GPS device). The Solid Waste Manager 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.

2.4.4.2 Animal Carcasses (Animal Waste Disposal Area)

The disposal of animal carcasses within the animal waste disposal area will be handled as follows:

- The generator of the carcass(es) must call in advance to the landfill, and a determination will be made as to whether or not the carcass(es) will be accepted.
- If approved, the generator will present the carcass(es) at a predetermined time.
- An area for disposal will already have been prepared and the waste will be covered immediately with three (3) feet of soil.

2.4.5 Periodic Cover

2.4.5.1 C&D Landfill Unit

At the completion of waste placement each week, or sooner if the area of exposed waste exceeds one-half acre in size, a 6-inch layer of earthen material or other material as approved by the DWM will be placed over the exposed waste. This periodic cover is intended to control vectors, fire, odors, and blowing debris.

2.4.5.2 Ash Monofill

Due to the nature of the waste placed in this landfill unit, no periodic soil cover is required.

2.4.6 Intermediate Cover

2.4.6.1 C&D Landfill Units

A 12-inch thick 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.

2.4.6.2 Ash Monofill

Upon reaching final grades on outer slopes, a 12-inch thick layer of soil cover will be placed over the ash. This intermediate cover should be seeded immediately and graded such that all precipitation run-off is channeled to the surface water systems.

2.4.7 Height Monitoring

Periodically, 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.

2.5 Wood Waste Processing Area Operations

A wood waste processing are is located to the east of the existing Area 1 C&D landfill unit (see **Figure 1**). The operation of the wood waste processing area is as follows:

- Acceptable wood and yard wastes are stockpiled to an approximate height of 15 feet over an area of approximately 1 acre (approximate weight of 1,500 to 2,000 lbs.).
- At that time a contractor is brought in to grind the waste.
- Once the waste is ground and becomes mulch, it is either hauled off-site, used around the site, primarily for surface stabilization, or placed in windrows to be given to the public or otherwise used in the future.

Unacceptable wastes found in this area, if not otherwise prohibited, will be routed to either the C&D landfill unit or transfer station as appropriate.

2.6 White Goods Handling Area

A white goods handling area is located to the east of the existing Area 1 C&D landfill unit (see **Figure 1**). 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 100 foot area.
- Once the stockpile reaches capacity (typically every 2 to 3 months), a recycler removes Freon (from applicable materials) and hauls the white goods and scrap metal off-site to be recycled.

2.7 Used Tire Storage Area

Used tires are collected at an area near the landfill scale house (see **Figure 1**) and placed in up to three tire trailers. Once one or more trailers are full, the trailer(s) are picked up by a recycling contractor.

2.8 Used Pesticide Container Storage Area

A sheltered storage area is located near the landfill office/maintenance building (see **Figure 1**) for used pesticide containers from local agricultural sources. Once approximately 5,000 containers have been collected, a recycling contractor grinds the containers, bags the ground plastic, and transports the plastic for recycling.

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3.0 ENVIRONMENTAL MANAGEMENT

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

3.1 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 landfill will accomplish the following goals:

- Minimize the potential for the discharge of pollutants to waters of the United States, including wetlands (point or non-point sources);
- Prevent the run-on of surface water into the landfill unit(s) or the active face(s);
- Prevent the run-off of surface water that has come into contact with the waste (i.e. leachate);
- Limit the erosion caused by surface waters;
- Limit sediments carried off-site by surface waters; and
- Maximize the SEPARATION of SURFACE water from LEACHATE.

Separate erosion and sedimentation control plans have been provided for the various landfill units. 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.

3.1.1 Surface Water Run-On Control

The perimeter berms and/or perimeter channels around the landfill unit(s) 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 units.

3.1.2 Erosion Control

The serviceability of the landfill 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, rain gutters, 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. Revegetation should be performed in accordance with the requirements of the applicable erosion and sedimentation control plan and/or the NC Erosion and Sedimentation Control Planning and Design Manual[2].

3.1.3 Sedimentation Control

Stormwater run-off from the landfill unit(s) is conveyed to one of the on site sediment basins and/or traps. These basins and/or traps should be inspected regularly for sediment build-up or erosion damage. The basins and/or traps should be cleaned out when sediment fills the lower half of the basin.

3.1.4 NPDES Requirements

The County will follow the requirements of applicable National Pollutant Discharge Elimination System (NPDES) permit requirements for the site. Requirements include periodic inspections, qualitative monitoring, and sampling of stormwater discharge points. The County will keep records of all inspections, monitoring, and sampling activities (including any test results) in the operating record.

3.2 Water Quality Monitoring

The monitoring program and procedures outlined in the current water quality monitoring plan(s) will be followed for the monitoring of site groundwater monitoring wells and surface water monitoring locations. Documentation of the water quality monitoring program will be placed in the facility operating record as described in Section 1.12.

[2] NC Division of Land Resources (Current Update), North Carolina Erosion and Sediment Control Planning and Design Manual, NCDENR - Division of Land Resources - Land Quality Section, Raleigh, NC.

3.3 Landfill Gas (LFG) Management

Landfill gas (LFG) generated from the closed MSW landfill unit and the C&D landfill units will be vented using passive vents placed at the time of closure. Refer to the appropriate permit application for details of these vents.

3.4 Landfill Gas (LFG) Monitoring Plan

The County will implement a routine landfill gas (LFG) monitoring program to ensure that methane concentrations do not exceed 25 percent of the lower explosive limit (LEL) (1.25% methane (CH_4)) in facility structures, or 100 percent of the LEL (5% CH_4) at property boundaries. LFG monitoring activities and remedial actions for concentrations exceeding these requirements will be in accordance with the site's current landfill gas monitoring plan(s).

3.4.1 Record Keeping

Results of LFG monitoring and description of any remedial measures will be placed in the facility operating record as described in Section 1.12.

3.5 Vector Control

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

3.6 Litter Control

The vegetative trees/bushes act as a barrier to keep litter contained within the site and a litter control crew will pick up litter around the site and on access roads daily as necessary. Wind screens adjacent to active areas will be used as required to control windblown waste. Additionally, landfill staff will make operational changes as practical based on wind conditions that may spread litter.

3.7 Odor Control

Due to the nature of the waste disposed at this facility, odor control is not anticipated to be of concern. However, if odor control becomes a problem, additional measures (such as additional cover over wastes such as drywall) will be taken to ensure odor control.

3.8 Dust Control

Dust related to waste hauler traffic on the access roads will be minimized by using a water truck to limit dust on the gravel portions of site roads. Dust generated by

excavation of cover soil will be limited by watering the cut soil areas if accessible to the water truck. The source of water is from the County's water line and/or from one of the site sediment basins.

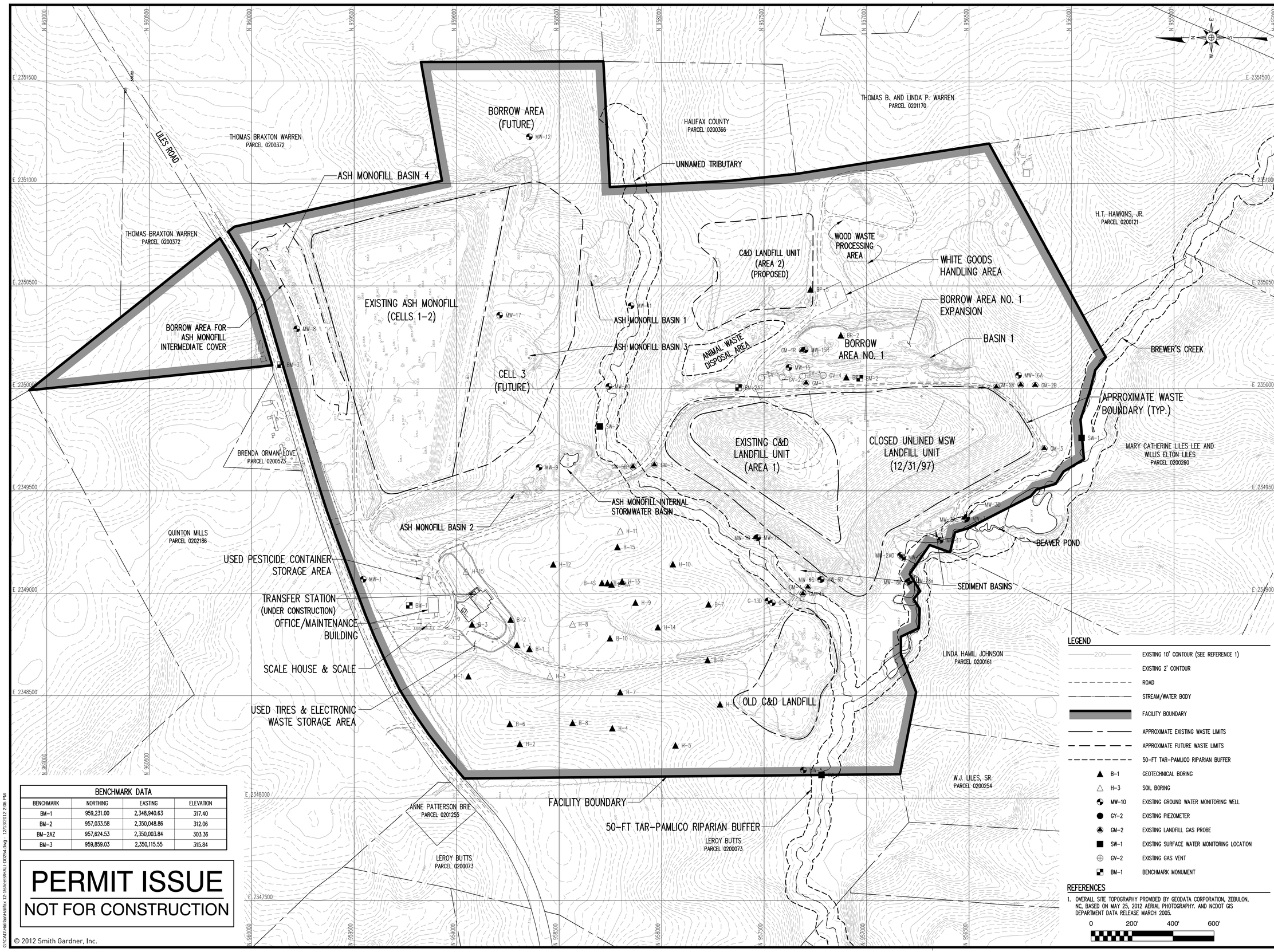
3.9 Air Quality

The County will follow all air quality requirements which are applicable to the landfill facility. This includes applicable requirements developed under a State Implementation Plan (SIP) approved or promulgated by the U.S. EPA Administrator pursuant to Section 110 of the Clean Air Act.

3.10 Leachate Seeps

Leachate seeps can occur due to a variety of circumstances. The goal in dealing with leachate seeps is to prevent seepage from leaving the limits of waste disposal areas and to minimize the potential for reoccurrence. If evidence of leachate seeps is observed, the County will take the following actions. Depending on the circumstances, various combinations of actions may be appropriate.

1. If leachate is observed outside of the limits of waste disposal areas, notify the DWM (see Section 1.1.2).
2. Contain the flow of leachate using soil berms and/or excavation.
3. Excavate the area of seepage to attempt to allow flow into the underlying waste (i.e. break-up soil layers that may be causing the seep.).
4. For contained leachate that will not flow into underlying waste, a pump may be required to route the leachate to an existing leachate collection system cleanout pipe (ash monofill) or to a tanker truck.
5. For the lined ash monofill, french drains may be utilized for routing the seepage to the leachate collection system (via cleanout pipes).
6. The use of soil (particularly clay) to plug the seepage may also be successful in the case where flows are minor.
7. Remove and dispose of impacted cover soils accordingly.
8. Repair landfill cover as necessary.



BENCHMARK DATA			
BENCHMARK	NORTHING	EASTING	ELEVATION
BM-1	959,231.00	2,348,940.63	317.40
BM-2	957,033.58	2,350,048.86	312.06
BM-2AZ	957,624.53	2,350,003.84	303.36
BM-3	959,859.03	2,350,115.55	315.84

PERMIT ISSUE
NOT FOR CONSTRUCTION

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LEGEND

- EXISTING 10' CONTOUR (SEE REFERENCE 1)
- EXISTING 2' CONTOUR
- ROAD
- STREAM/WATER BODY
- FACILITY BOUNDARY
- APPROXIMATE EXISTING WASTE LIMITS
- APPROXIMATE FUTURE WASTE LIMITS
- 50-FT TAR-PAMLICO RIPARIAN BUFFER
- B-1 GEOTECHNICAL BORING
- H-3 SOIL BORING
- MW-10 EXISTING GROUND WATER MONITORING WELL
- GY-2 EXISTING PIEZOMETER
- GM-2 EXISTING LANDFILL GAS PROBE
- SW-1 EXISTING SURFACE WATER MONITORING LOCATION
- GV-2 EXISTING GAS VENT
- BM-1 BENCHMARK MONUMENT

REFERENCES

1. OVERALL SITE TOPOGRAPHY PROVIDED BY GEODATA CORPORATION, ZEBULON, NC, BASED ON MAY 25, 2012 AERIAL PHOTOGRAPHY. AND NCDOT GIS DEPARTMENT DATA RELEASE MARCH 2005.

0 200' 400' 600'

PREPARED FOR:

HALIFAX COUNTY NORTH CAROLINA DEPARTMENT OF PUBLIC UTILITIES

PREPARED BY:

NC LIC. NO. C-0828 (ENGINEERING)
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ENGINEERS
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REV.	DATE	DESCRIPTION
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PROJECT TITLE:

HALIFAX COUNTY C&D LANDFILL AREA 2 PERMIT TO CONSTRUCT DRAWINGS

DRAWING TITLE:

EXISTING AND PROPOSED LANDFILL UNITS AND SOLID WASTE MANAGEMENT ACTIVITIES

DESIGNED: P.K.S.	PROJECT NO: HALIFAX-12-1
DRAWN: C.T.J.	SCALE: AS SHOWN
APPROVED:	DATE: DEC. 2012
FILENAME: HALI-D0254	
SHEET NUMBER:	DRAWING NUMBER: FIG.1

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Appendix A

Fire Occurrence Notification Form

Operations Manual
Halifax County Landfill Facility
Halifax County, North Carolina

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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:

Revised 6/8/09

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Appendix B

Waste Screening Form

Operations Manual
Halifax County Landfill Facility
Halifax County, North Carolina

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Halifax County Landfill Facility
Permit No. 42-04
(252) 586-7516

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 _____

Halifax 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.

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