2023 Permit Renewal Application Pottawattamie County Recycling Center

Pottawattamie County 277 S 6th Street Council Bluffs, Iowa 51501 712-328-5644

SCS ENGINEERS

Project No. 27223454.00 | December 6, 2023

SCS ENGINEERS

December 6, 2023 File No. 2722345400

Mr. Chad Stobbe lowa Department of Natural Resources Land Quality Bureau Solid Waste Section 502 E 9th Street Des Moines, IA 50319-0034

Subject: Transfer Station Permit Renewal

Pottawattamie County Recycling Center

Oakland, Iowa 51560

Permit No. 78-SDP-34-18P-XFR

Dear Chad:

On behalf of Pottawattamie County, SCS Engineers (SCS) is pleased to submit this Solid Waste Transfer Station Permit Renewal Application for the Pottawattamie County Recycling Center (Transfer Station).

In accordance with the Notice of Expiration (DocDNA #107850) from the Iowa Department of Natural Resources (DNR), the permittee is to review the current permit and planning documents. If updates are needed to account for changes in facility operations, Section 3 of the permit application form (Form 50B) identifies those planning documents that must be submitted. If these documents remain current and require no revision, they should be identified by the DocDNA number in the Form 50B and Sections 1, 2, 3A, 3E, 3F, 3K, and 4 of the Form50B should be completed.

Please feel free to contact us if you have any questions, require additional information, or need any further clarification.

Sincerely,

Hannah Sperfslage Associate Professional

SCS Engineers

Christine L. Collier, P.E.*

Project Manager SCS Engineers

HNS/CLC

cc: Mr. Matt Wyant, Planning and Development Director

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IOWA DEPARTMENT OF NATURAL RESOURCES

SOLID WASTE TRANSFER STATION



PERMIT APPLICATION FORM 50B

Permit Renewal (permit number)SDP	34	- 18P	XFR	
SECTION 1. FACILITY CONTACT INFORMATION				
Facility				
Name: Pottawattamie County Recycling Center			Phone:	712-890-9306
Address: 41911 Industrial Drive	City, S	State, Zip:	Oakland	, IA 51560
County: Pottawattamie County				
Responsible Official for the Facility				
Name: _Matt Wyant			Phone:	712-328-5792
Address: 227 S 6 th St, Ste 157			Fax:	712-328-4731
City, State, Zip: Council Bluffs, IA 51501	E-mail:	matthew.	wyant@p	ottcounty-ia.gov
Owner of Site				
Name: Pottawattamie County			Phone:	712-328-5644
Address: 277 S 6 th St			Fax:	712-328-4731
City, State, Zip: Council Bluffs, IA 51501	E-mail:			
Facility Operator				
Name: _Tom Grobe			Phone:	712-890-9306
Address: 41911 Industrial Dr			Fax:	712-328-4731
City, State, Zip: Oakland, IA, 51560	E-mail:			
Financial Assurance Engineer				
Name: Christine Collier			Phone:	515-418-0677
Address: 1690 All State Ct, Ste 100			Fax:	913-681-0012
City, State, Zip: West Des Moines, IA 50265	E-mail:	ccollier@s	csengine	ers.com
Iowa Engineer License #: 17963 Expiration	on Date:	December 2023	· 31,	
SECTION 2. SITE INFORMATION				
This facility is part of the following solid waste compreh	ensive pla	anning area	ı :	
Planning Area: Iowa Waste Services, LLC	-	Date of Late		d Plan: 02/01/22
*A solid waste comprehensive plan must be developed and approve permit. Please contact the department's Solid Waste Comprehensive completing a comprehensive plan.	d by the de	partment prior	to issuance	of a sanitary disposal project
Days and hours of operation of the facility: _Tuesday - Satur	day, 8:00	AM - 4:00P	М	
Open to the public? Yes No				
Service area of the facility and final disposal destination (inclu	ude uninco	rporated are	as and out	of state cities):
Service Area: _All cities and the unincorporated area in	n Pottawa	ttamie Cou	nty	
Disposal Facility: Loess Hills Regional Sanitary Landfill	(65-SDP-0)1-72P)		

Type, source and expected weight (tons) of	solid waste to be	handled per day, week and year at the facility:
per day <u>4.8</u>		
per week 23		
per year <u>1200</u>		
	o be used (<i>e.g., ind</i>	ividuals unload trash into one of 3 roll-offs on site. Roll-offs are
compacting unit (compactor) located inside the the container into the compactor. After sufficien into an attached roll-off container that is located penetration in the transfer building wall resulting	transfer station build t MSW is loaded into I outside the transfer g in the MSW being s ad demolition debris	sistance from facility staff, into a container that is attached to a ing. Staff then, through an automated process, loads the MSW from the compactor, staff operate the compactor that compacts the MSW station building. The compactor and roll-off are connected through a stored outside of the actual transfer station building prior to being is unloaded into a concrete bunker and is loaded into a 40 cubic yard
Recyclables drop-off - glass, paper, plast	-	Scrap Metal Salvaging
∠ Lead Acid Batteries	.,	Appliance Demanufacturing
☐ Used Oil		Electronics Demanufacturing
Antifreeze		☐ Yard Waste Composting
White Goods Collection		Yard Waste Collection
∑ Tires		M HHM/RCC
Electronics Collection (including Cathodo	e Rav Tubes)	Other
application is found by the department to b		current and is identified by Doc ID # below. If an any be denied and returned to the applicant.
Required Documents		
Section A. Executive Summary (permit	• •	occurred during the current permit cycle.
•	•	mit to determine if it is to remain the same, be revised or
 Summary of each permit amendme shall be included with the renewed 	•	urred during the current permit cycle to determine if it I or be removed.
 Provide documentation and certific requests from Iowa Administrative 	·	or new permit amendment requests and new waiver
Section B. Site Map or Aerial Photograp	ph (IAC 567 106.8	(1)"c")
No Revision Required - See Doc ID#:	91598	
Section C. Proof of Ownership/Local Zo	oning Requiremen	ts (IAC 567 106.8(1)"d")
No Revision Required - See Doc ID#:	91598	
Section D. Organizational Chart (IAC 56)	57 106.8(1)"i")	
No Revision Required - See Doc ID#:		
Section F. Operator Certification (if per	mitted for 20 000 to	uns or more per year) (IAC 567 106 11(1)"d")

No Revision Required - See Doc ID#:	Not Applicable.	
Section F. IDALS Scale Certificate (IAC 5	667 106.10(2)"b")	
Section G. Site Design Plan (IAC 567 10	6.8(1)"j")	
No Revision Required - See Doc ID#:	91598	
Section H. Site Operation Plan (IAC 567	′ 106.8(1)"k")	
No Revision Required - See Doc ID#:	91598	
Section I. Emergency Response and Re	medial Action Plan (IAC 567	106.8(1)"m")
No Revision Required - See Doc ID#:		
Section J. Site Closure Plan (IAC 567 10	6.8(1)"l")	
No Revision Required - See Doc ID#:	91598	
Section K. Proof of Financial Assurance	(IAC 567 106.18)	
SECTION 4. APPLICANT CERTIFICATION		
	Certification	
to assure that qualified personnel properly	gathered and evaluated the or gathering the information	ere prepared under my direction or supervision information submitted. Based on my inquiry of n, the information submitted is, to the best of my
specifications, reports and related communinits office; and in accordance with condition Resources.	ications accepted by the lov	bed facility will be in accordance with the plans, va Department of Natural Resources and on file sued by the Iowa Department of Natural
Signature of Permit Applicant:		Date: 12-6-23
Printed Name: Math want	Title	: Director Planama
Application for a solid waste transfer station information required by the applicable solid		
Send completed application with attached in Iowa Department of Natural Resources Land Quality Bureau Solid Waste Section 502 E 9 th St Des Moines, IA 50319-0034		
For questions concerning this application pl	lease contact the Departmei	nt at (515) 201-8272.

2.0 EXECUTIVE SUMMARY

2.1 INTRODUCTION

The information required in the Executive summary is listed on the Permit Application Form 50 and includes a summary of modifications, special provisions, permit amendments, and documentation and documentation and certification as required for new permit amendment requests and new waiver requests.

2.2 FACILITY MODIFICATIONS

Section 2 addresses the status of the facility and permit since the issuance of the last permit on December 8, 2020. Areas discussed below are required per Section 2. of DNR Form 50B (542-1603). Pottawattamie County Recycling Center did not make any modifications to the transfer station building during the current permit cycle.

2.3 SPECIAL PROVISIONS OF CURRENT PERMIT

Following is a summary of each special provision of the current permit in addition to a brief discussion if it is to remain the same, be revised, or be removed.

Special Provision #1.

1. The permit holder is authorized to accept up to 1,200 tons of municipal solid waste annually in accordance with the approved lowa Waste Services, LLC updated Solid Waste Comprehensive Plan (Plan). The Plan as approved by the DNR on February 01, 2022, any approved amendments to the Plan, and the latest Plan update are hereby incorporated as permit documents.

The permitted service area is described as: The cities of Carson, Carter Lake, Crescent, Council Bluffs, Hancock, Macedonia, McClelland, Oakland, Treynor, Underwood, Walnut, and the unincorporated areas in Pottawattamie County.

Collected waste shall be disposed of at the Loess Hills Regional Sanitary Landfill (#65-SDP-01-72P) located in Malvern, IA. The permit holder is not authorized to transfer solid waste to any other sanitary disposal project in lowa without first receiving prior written approval form the DNR.

There are no changes required or requested to Special Provision #1.

Special Provision #2.

2. No provision in this permit or the updated and approved site operation plan, emergency response and remedial action plan, and closure plan, as described in the permit renewal application dated November 25, 2020 (Doc #98999), constitutes a waiver or variance from 567 IAC Chapter 106 or the Code of Iowa. Any conflict between a provision of the permit or referenced documents and Iowa rules or statutes shall be resolved in favor of the duly adopted rules and statutes.

There are no changes required or requested to Special Provision #2.

2.4 PERMIT AMENDMENTS TO CURRENT PERMIT

There have been no permit amendments to the current permit.

2.5 NEW PERMIT AMENDMENT AND VARIANCE REQUESTS

Pottawattamie County Recycling Center currently does not have any new permit amendment requests or new variance requests from Iowa Administrative Code.

Appendix A Organizational Chart

Pottawattamie County Recycling Center Organizational Chart

Board of Supervisors, Brian Shea, Chairman 277 S. 6th Street, Council Bluffs, Iowa 51501 712-328-5641

Planning and Development, Matt Wyant, Director 277 S. 6th Street, Council Bluffs, Iowa 51501 712-328-5853 or 402-670-0569

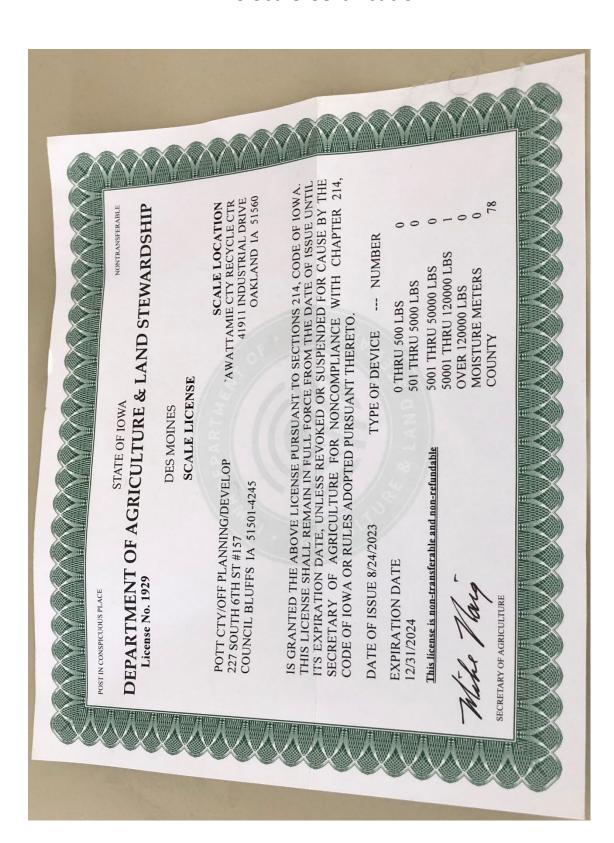
Planning and Development, Maria Sieck, Public Health Administrator 277 S. 6th Street, Council Bluffs, Iowa 51501 712-328-5852 or 402-690-5624

Recycling Center, Tom Grobe, Manager 41911 Industrial Drive, Oakland Iowa 51560 712-890-9306

Notes: Pottawattamie County may make changes to the organization without notice to the DNR.

Appendix B IDALS Certification

IDALS Scale Certification



Appendix C

Emergency Response and Remedial Action Plan

Emergency Response and Remedial Action Plan

Pottawattamie County Recycling Center 41911 Industrial Dr Oakland, IA 51560

SCS ENGINEERS

Project No. 27223454.00 | December 2023

1690 All State Court, Suite 100 West Des Moines, IA 50265 (515) 631-6160

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1.0 EMERGENCY RESPONSE AND REMEDIAL ACTION PLANS [567 IAC – 106.19(455B)]

2.0 106.19(2)A FACILITY INFORMATION

Pottawattamie County (County) owns and operates the Pottawattamie County Recycling Center (Transfer Station).

The Transfer Station receives municipal solid waste (MSW) and recyclables from the service area. The MSW is placed in compactors and delivered to a permitted facility for final processing.

106.19(2)"a"(1) Permitted Agency

Pottawattamie County

106.19(2)"a"(2) DNR Permit Number

78-SDP-34-18P-XFR

106.19(2)"a"(3) Facility Description

The facility consists of a transfer station. See Attachment 1 for the site map.

This facility serves the areas within Pottawattamie County.

106.19(2)"a"(4) Responsible Official and Contact Information

The Responsible Official for this facility has been designated as the Planning and Development Director, a position currently held by Matt Wyant, or in his absence, the Manager, a position currently held by Tom Grobbe. If the Planning and Development Director is unable to be contacted, the Manager will be the secondary contact. Contact information is included below.

Mr. Matt Wyant, Planning and Development Director Pottawattamie County 223 S. 6th Street Council Bluffs, Iowa 51501 (712) 328-5792

Mr. Tom Grobbe, Manager Pottawattamie County Recycling Center 41911 Industrial Drive Oakland, Iowa 51560 (319) 753-8126

106.19(2)"a"(5) Site and Environs Map

The updated site plan map provides the location of the transfer station, recycling center, emergency evacuation routes, and emergency assembly locations. Employees should be familiar with the evacuation routes (see Attachment 1).

3.0 106.19(2)B REGULATORY REQUIREMENTS

106.19(2)"b"(1) lowa Code Section 455B.306(6)"d" Criteria Citation

This Emergency Response and Remedial Action Plan (ERRAP) is designed to meet the requirements of Iowa Administrative Code (IAC) 567 Chapter 106.19(2) that requires the submission of an ERRAP by all sanitary disposal projects.

This ERRAP is intended to:

- Identify possible occurrences that may endanger human health and the environment;
- Establish provisions to minimize the possibility of fire or explosion; and
- Establish provisions to minimize any releases to air, land, or water of pollutants that could threaten human health and the environment.

106.19(2)"b"(2) Reference to Provisions of the Permit

The County will review this ERRAP and update it at the time of each permit renewal application. The ERRAP is intended to be flexible and to meet contingencies arising at the facilities. Requests for changes to the ERRAP may be submitted to the Planning and Development Director.

4.0 106.19(2)C EMERGENCY CONDITIONS, RESPONSE ACTIVITIES AND REMEDIAL ACTION

106.19(2)"c"(1) Failure of Utilities

Utilities include electricity and propane.

Propane

Propane Supply Failure - Short-Term and Long-Term

In the event transfer station facilities are without propane gas supply and propane odor is not present, contact the following:

- Planning and Development Director See Attachment 2 for telephone and mobile numbers.
- Propane Company See Attachment 2 for telephone numbers.

Propane Leak

If a gas odor is present and it is strong, take immediate action:

- Propane is an asphyxiate. In proper concentrations, it can suffocate a person use caution if a gas odor is present.
- Try to shut off the LP gas by turning the shut-off valve to the horizontal position.
- Leave the building where odor is identified. Go to the Emergency Assembly Point. Account for transfer station personnel, guests, contractors, etc.
- Do not attempt to locate gas leaks.
- Open doors and windows.
- Do not turn on or off or unplug electrical appliances.

- Do not use telephones in or around the building or office.
- Do not position or operate vehicles or powered equipment.
- Do not attempt any other repairs to the propane systems.

After the gas has been shut off and the facility is ventilated, or the facility has been evacuated to a safe distance, the following individuals must be contacted:

- Planning and Development Director See Attachment 2 for telephone and mobile numbers.
- Propane Company See Attachment 2 for telephone numbers.

Electricity

Electricity Failure - Short-Term and Long-Term

In case of electrical failure, the following individuals must be contacted:

- Planning and Development Director See Attachment 2 for telephone and mobile numbers.
- Electricity Supply Company See Attachment 2 for telephone numbers.

Scale Failure Due to Electricity Supply Failure

Should the backup generator also fail, scale weights may be estimated based on vehicle size (volume of waste) and converted to tons, or historical scale weights may be used for representative loads from particular vehicles or companies. Note each load for which the weight was estimated.

Buildings

Although the facility is primarily open during daylight hours, twilight and dusk operations may require supplemental light and heat if the electricity fails. Non-electrical space heaters may be used for supplemental heat; however, manufacturer's recommendations for ventilation must be observed.

- Keep portable and space heaters at least 3 feet from combustible materials.
- Electric flashlights and electric lanterns should be used for supplemental light.

106.19(2)"c"(2) Weather-Related Events

Use battery operated radios/televisions to receive the most updated information on local conditions.

Tornado and Wind Events

Tornado Terminology

- Tornado Watch The weather conditions are possible for a tornado.
- Tornado Warning A tornado has been sighted or indicated by weather radar.

Tornado Watch Procedures

- Listen to the radio or television for more information.
- Locate emergency supplies such as battery-powered radio, mobile telephone, and spare batteries.

- Be prepared to take shelter in the designated tornado shelter (see Attachment 1).
- If you see any revolving funnel-shaped clouds, report them immediately by telephone to your local law enforcement agency.
- If you are in a trailer or similar structure, move to a more secure structure.

Tornado Warning Procedures

- Transfer station manager or other on-site staff will announce the tornado warning to customers over the public drop-off speaker and encourage customers to proceed to a tornado shelter in the compactor equipment access area or take cover where they are.
- Transfer station manager or other on-site staff will announce the tornado warning to site staff workers via 2-way radio and encourage them to proceed to a tornado shelter while watching the sky for imminent danger.
- Take shelter with a battery-operated radio. Take shelter in area(s) designated as a tornado shelter or an interior room or hallway.
- If you cannot reach the Tornado Shelter, go to a crawlspace under the scales or to an inside hallway on the lowest level. Avoid places with wide-span roofs. Stay away from windows and open spaces. Get under a piece of sturdy furniture such as a workbench, heavy table, or desk and hold on to it.
- Turn on a battery-operated radio or television, and wait for the "all clear" announcement by the authorities.

Tornado Safety - Outdoors

- During tornado warning, staff and supervisors proceeding to a shelter by vehicle should keep an eye out for any other employees or customers along the way and pick them up for transport.
- If possible, get inside a substantial building.
- If shelter is not available or there is no time to get indoors, lie in a ditch, culvert, or low-lying area or crouch near a strong building. Use your arms to protect your head and neck. Be alert for potential flash flooding.

Tornado Safety - In a Vehicle

- Never try to outrun a tornado in a vehicle. Heavy rain, hail, and traffic may impede your
 movement. Tornadoes can change directions quickly and can easily lift up a vehicle and toss
 it through the air.
- Pull to the side of the road avoiding trees, power lines, and other objects that could fall or be hazardous.
- Get out of the vehicle immediately and try to take shelter in a nearby building.
- If there is not time to get indoors, get out of the vehicle and lie in a ditch, culvert, or low-lying area away from the vehicle. Use your arms to protect your head and neck.

After a Tornado

- Try to get out of damaged buildings. Once out, do not re-enter the damaged building unless necessary and use great caution.
- Extinguish all smoking and small fires.
- Monitor the radio or television for emergency information or instructions.

- Go to the Emergency Assembly Location. In the event the Emergency Assembly Location is dangerous or inaccessible, proceed to the Secondary Emergency Assembly Location (See Attachment 1).
- Account for transfer station personnel, known guests/customers/contractors, and check on neighbors who may require special assistance.
- Check for injured victims. Render first aid if necessary. Call the necessary emergency responders such as ambulance services or fire/rescue services.
- Do not attempt to move severely injured victims unless necessary. Wait for emergency medical assistance to arrive.
- Watch out for broken glass and downed power lines.
- Report any downed power lines.
- Use the telephone only for emergency calls. Telephone lines may be down. Mobile telephone services may be used for emergency calls.
- Take photos or videotape of the damage to the property.
- If driving, be alert for hazards in the roadway.
- If unaffected by the tornado, stay out of the damaged area until allowed in by officials. Your presence may hamper emergency operations.

After a Tornado – Electrical System Damage

- Look for electrical system damage.
- If you see sparks, broken or frayed wires, or if you smell hot insulation, turn off the electricity at the main fuse box or circuit breaker.
- If you have to step in water to get to the fuse box or circuit breaker, call an electrician first for advice (See Attachment 2 for emergency contacts).

After a Tornado – Sewage and Water Line Damage

- Check for sewage and water line damage.
- If you suspect sewage lines are damaged, avoid using the toilets and call a plumber.
- If water pipes are damaged, contact the water company and avoid using water from tap.

After a Tornado – Bulk Fuel/Solvent Storage Systems

- Extinguish all smoking and small flames.
- If a spill/leak exists, attempt to stop the leak/spill or absorb fuel/solvents with inert materials.
- If bulk fuel or solvent is leaking into the environment from a storage system, take immediate steps to limit flow into drainage ways by constructing an earthen berm.
- Report spills or leaks to the Iowa Department of Natural Resources (See Attachment 2 for emergency contacts).

Wind Storm Terminology

 Derecho – A line of intense, widespread, and fast-moving windstorms and sometimes thunderstorms that moves across a great distance and is characterized by damaging winds. • Down Burst – A strong out rush of wind formed by rain cooled air. Strong down bursts, which produce extensive damage, are often mistaken for tornadoes. A downburst can easily overturn a mobile home, tear roofs off houses, and topple trees.

Winter Storm Terminology

- Winter Storm Watch Indicates that severe winter weather may affect your area.
- Winter Storm Warning Indicates that severe winter weather conditions are definitely on the way.
- Blizzard Warning Indicates that large amounts of falling or blowing snow and sustained winds of at least 35 miles per hour are expected for several hours.

Winter Storm Procedures

- Listen to the radio or television for more information.
- Locate emergency supplies such as battery-powered radio, mobile telephone, and spare batteries.
- Be prepared to take shelter in the designated tornado shelter (see Attachment 1).
- If you are in a trailer or similar structure, move to a more secure structure.
- Proceed with caution as snow can hinder vision and ice can cause vehicles and people to slide.

Intense Rainstorms, Mud, and Erosion

Thunderstorm Terminology

- Severe Thunderstorm Watch A severe thunderstorm (damaging winds 58 miles per hour or more, or hail three-fourths of an inch in diameter or greater) is likely to develop.
- Severe Thunderstorm Warning A severe thunderstorm has been sighted or indicated by weather radar.

Thunderstorm Watch Procedures

- Locate a safe place, such as the designated tornado shelter.
- Assign someone to listen to a battery-powered radio or television for more information.

Thunderstorm Warning Procedures

- Go to a safe place, such as the designated tornado shelter.
- Turn on a battery-operated radio or television and wait for the "all clear" by the authorities.
- Tornadoes are spawned by thunderstorms and flash flooding can occur with thunderstorms.
 When a "severe thunderstorm warning" is issued, review what actions to take under a "tornado warning" or a "flash flood warning."

Procedures After a Thunderstorm

- Check personnel, guests, clients, and contractors for injuries.
- · Report downed utility wires.
- Check scale for proper operation. If the electricity is out, see Section106.19(2)"c"(1)1.

 Continue to listen to the radio for flash flood and/or tornado watches and warnings and other instructions and advice.

Check Bulk Fuel/Solvent Storage Systems & Household Hazardous Materials Storage Systems

- Extinguish all smoking and small flames.
- If a spill/leak exists, attend to stop the spill/leak or absorb fuel/solvents with inert materials.
- See Attachment 2 for DNR Emergency Contacts.
- See Attachment 3 for DNR guidelines for reporting hazardous conditions and a copy of lowa Administrative Code Chapter 131 (Section 457).

Lightning Strikes

There are relatively safe places from lightning strikes, however no location is free of risk. Large, enclosed structures are generally safer than small or open structures. The risk for lightning injury depends on whether the structure incorporates appropriate lightning protection.

Enclosed vehicles, fully enclosed farm vehicles, etc. with the windows rolled up generally provide good shelter from lightning. Avoid contact with metal or conducting surfaces outside or inside the vehicle.

Avoid being in or near:

- High places and open fields, isolated trees, unprotected sheds, communication towers, flagpoles, light poles, metal fences, and water.
- When inside, avoid the use of the telephone, contact with water or conductive surfaces with exposure to the outside such as metal door or window frames, electrical wiring, telephone wiring, cable TV wiring, and plumbing, etc.

Lightning Strike Victim

- A person who has been struck by lightning does not carry an electrical charge that can shock other people.
- A nearby strike may also cause medical problems, check personnel and call emergency medical assistance (911) if necessary.
- Provide first aid and call emergency medical assistance (911) immediately. Look for burns where lightning entered and exited the body.

Flooding

Flood Terminology

- Flash Flood Watch A flood is possible, be alert to signs of flash flooding, and be ready to evacuate. Know the local terrain; flash floods can happen more quickly in hilly terrain or low-lying areas.
- Flash Flood warning A flood is already occurring and will occur soon in your area. Listen to local radio and television for local information and advice.

Flood Damage Prevention Procedures

- Move key documents, electronic files, computers, etc. to higher ground or take them with you if you must evacuate.
- Review evacuation procedures with employees.
- If necessary, attempt to build earthen dams to protect buildings and property.
- Turn on battery-operated radio or television to get the latest emergency information.
- If told to leave, do so immediately.

Procedures During a Flood

- Evacuation may be necessary. If advised to evacuate, do so immediately.
- Never drive into a flooded area.
- Never drive around road barricades.
- In case employees are separated from one another during floods or flash floods, each employee shall contact the Planning and Development Director so all employees can be accounted for.
- Evacuation is much simpler and safer before floodwaters become too deep for ordinary vehicles to drive through.
- Listen to a battery-operated radio or television for evacuation instructions.
- Follow recommended evacuation routes shortcuts may be blocked.
- Leave early enough to avoid being marooned by flooded roads.

Procedures During a Flood - If Outdoors

- Climb to high ground and stay there.
- Avoid walking through any floodwaters. If it is moving swiftly, even water 6 inches deep can sweep you off your feet.

Procedures During a Flood – If in a Car

- Never drive into a flooded area.
- Never drive around road barricades.
- If you come to a flooded area, turn around and go another way.
- If your car stalls, abandon it immediately and climb to higher ground. Many deaths have resulted from attempts to move stalled vehicles.

Procedures After a Flood

- Return to the area only after it has been declared safe by local emergency management officials. Follow all emergency rules, laws, and regulations.
- Report and stay clear from loose power lines or damaged utilities.
- Report downed power lines to your utility company or local emergency manager.
- Some appliances, such as television sets, can shock you even after they have been unplugged. Do not use appliances or motors that have gotten wet unless they have been taken apart, cleaned, and dried.
- Be alert for gas leaks. Use a flashlight to inspect for damages. Do not smoke or use candles, lanterns, or open flames unless you are sure that the gas has been turned off and the area has been aired out.

- Look for fire hazards broken or leaking gas lines, flooded electrical circuits, submerged furnaces, or electrical appliances, or flammable or explosive materials coming from upstream.
- Service damaged septic tanks, cesspools, pits, and leachate systems as soon as possible.
 Damaged sewage systems are health hazards.
- Document the damage for insurance purposes by taking notes and photographs.

Structural Stabilization: Temporary Measures

- Identify potential deficiencies and provide temporary shoring to protect life and property
 while the water levels are receding. All shoring measures should be planned with the
 assistance of qualified structural engineers or contractors.
- Support unstable or leaning structures or features with temporary bracing and reinforcement.
- Strengthen exposed foundations or brace areas of undermining by following engineer's recommendations.
- Brace and strengthen decayed or damaged floor and ceiling structure. Check bearing locations for movement or settlement.

Check Bulk Fuel/Solvent Storage Systems

- Check the bulk fuel/solvent storage area.
- Due to the type of material received, sorted, and stored at the solvent fuel storage area, staff
 must be extremely careful should the facilities or materials themselves be shifted due to any
 unmanaged event.
- Hazardous materials, incompatible materials, reactive materials, and other chemicals are temporarily stored in the hazardous material storage building. After a severe weather event, extreme care must be applied during clean up and/or inspection activities.
- NOTE The hazardous material storage building is equipped with secondary containment systems located in the floor.
- The facility should not be opened to the public until hazardous materials that may have been displaced during the weather event are properly managed.
- Specific spill responses are discussed during 24 and 40-hour HAZWOPER (Hazardous Waste Operations and Emergency Response Standard) training. Facility employees are required to have 24-hour training.

Check for Large Scale Erosion

- Immediately cover any eroded areas exposing waste.
- Identify and repair access roads, approach ramps, and internal roads that were affected by erosion.
- Identify and repair let-down structures, berms, and terraces affected by erosion.

Acceptance of Flood Related Wastes

- Do not accept hazardous material, even if it is flood related debris.
- Do not accept free flowing liquids, even if the container is thought to contain only flood-related liquid.
- Do not accept containers that contain unknown materials, especially drums and similar containers that "floated" to the current owner.

• Document all flood-related debris for possible credit/reimbursement from city, county or state government.

If a Spill is Identified

- Notify the Planning and Development Director of the type and amount of material spilled (See Attachment 2).
- Assess the type and quantity of the spilled material to determine if outside assistance is required.
- If outside assistance is necessary, contact the appropriate emergency services (See Attachment 2).
- If no outside assistance is required, immediately stop the flow by closing the open valve, set container upright, plug the leak, etc.
- Once the spill has been corrected, deploy appropriate waste spill kit tools to prevent material from exiting the hazardous material storage unit, mixing with incompatible materials, or spreading further.
- Use extreme caution while managing a hazardous material spill. A severe weather event may
 cause more than one material to spill multiple materials may pose a serious hazard if they
 are exposed to one another.

Event and Post Event Conditions

See Sections under Section 106.19(2)"c"(2) Weather Related Events.

106.19(2)"c"(3) Fire and Explosions

In case of any size fire, the following individual must be contacted:

Planning and Development Director – See Attachment 2 for telephone number.

Basic Fire Safety

- Site will comply with local and state fire codes, including the placement and maintenance of fire extinguishers, smoke detectors, etc.
- See the Site Map (Attachment 1), identify Evacuation Routes, and Emergency Assembly Locations.
- Keep exit routes clear and well-marked.
- Cigarette, cigar, and/or pipe smoking are not allowed indoors in public places in Iowa. Make sure smoking materials are completely extinguished before entering the building. Never leave hot ashes or burning tobacco products unattended.
- Avoid using extension cords wherever possible, especially small-wired cords used with highwattage appliances.
- Extension cords should not be run under rugs or hooked over nails.
- If a fuse blows (or a breaker "trips"), find the cause. Remove excess appliances (lamps, stereo components, space heaters, etc.) from a breaker circuit that frequently "trips."
- Discard food that has been exposed to heat, smoke, or soot.
- Do not discard damaged goods until after an inventory has been taken.
- Give first aid where appropriate.
- Stay out of damaged buildings.
- Return to the facility only when local fire authorities say it is safe.

Waste Materials

For fire in vehicles, see Section 106.19(2)"c"(3) Hot Loads.

For fires at recyclable storage areas:

- Call the Fire Department. See Attachment 2 for telephone number.
- For small fires, smoldering or burning materials may be separated from the larger piles use extreme caution if any attempt is made to control the fire.
- For small fires, a fire extinguisher may be used.

Buildings and Site

Small Localized Fire - Building or Office

- Caution: A small-localized fire can engulf a room in less than 60 seconds.
- Act quickly. Smoke can be dangerous.
- Use a fire extinguisher to extinguish the flame; aim at the base of the flame.
- Remove nearby flammable materials such as paper, drapes, rags, etc.
- Evacuate all unnecessary personnel go to the Emergency Assembly Location. In the event the Emergency Assembly Location is dangerous or inaccessible, proceed to the Secondary Emergency Assembly Location (See Attachment 1).

Out of Control Fire - Building or Office

- Get out of the building. Familiarize yourself with at least two exits from each room; for example, one window and one door.
- Go to the Emergency Assembly Location. In the event the Emergency Assembly Location is dangerous or inaccessible, proceed to the Secondary Emergency Assembly Location (See Attachment 1).
- Contact the Fire Department from a mobile phone. See Attachment 2 for telephone number.
- Never go back inside a building for any reason.

Equipment

Engine Fires

- Immediately turn off the ignition to shut down the fuel pump and the flow of fuel.
- Putting out an engine fire safely and efficiently takes two people. One holds the fire
 extinguisher and the other opens the hood. The fire will flare up as the fresh air hits it.
 Immediately spray the fire extinguisher across the base of the flames until the fire is out.
- It is important to get the hood open fast. If the fire burns through the hood release cable before you can get it open, there will be no way to get at the fire.
- Do not try to put out an engine fire by spraying the extinguisher through the radiator or through the wheel wells, this method will not work and will waste time and the fire extinguisher contents. Get at the base of the flames.

Fuels

General Safety

- Vapors from fuels can be more flammable than liquid, always use caution when filling vehicles or containers.
- Equipment shall be refueled only at designated locations.
- In case of spillage, filler caps shall be replaced, and spillage disposed of before engines are started.
- Engines shall be stopped and operators shall not be on the equipment during refueling operations.
- Only designated persons shall conduct fueling operations.
- Smoking and open flames shall be prohibited in areas used for fueling, fuel storage, or enclosed storage of equipment containing fuel.
- Liquid fuels not handled by pump shall be handled and transported only in portable containers or equivalent means designed for that purpose. Portable containers shall be plastic, have tight closures with screw or spring covers and shall be equipped with spouts or other means to allow pouring without spilling. Leaking containers shall not be used.

Fire Event

- If possible, turn off the pump or the nozzle distributing flammable liquid.
- Evacuate the area. Stay well clear of the above ground storage tank in case of explosion. Go
 to the Emergency Assembly Location (See Attachment 1). In the event the Emergency
 Assembly Location is dangerous or inaccessible, proceed to the Secondary Emergency
 Assembly Location (See Attachment 1).
- Call the Fire Department. See Attachment 2 for telephone number.
- Call the Planning and Development Director. See Attachment 2 for telephone number.

Utilities

Propane Gas Tank

- Call the Fire Department (See Attachment 2 for emergency telephone numbers).
- Utilize the Alarm System (See Section 106.19(2)c(8) Communications as necessary.
- If the Emergency Assembly Point is a safe distance away, go to that site or go to the Secondary Emergency Assembly Point.
- Caution: Exploding tanks may eject pieces of the tank several hundred feet. These pieces can be lethal.
- The Fire Department may allow the tank to burn itself out.
- Call the Planning and Development Director. (See Attachment 2 for telephone and mobile phone numbers).

Electrical - Small Localized Fires

- Use a fire extinguisher rated Class C: Energized Electrical Equipment including Wiring, Fuse Boxes, Circuit Breakers, Machinery, and Appliances.
- Caution: A small-localized fire can engulf a room in less than 60 seconds.
- Act quickly.

- Remove nearby flammable materials such as paper, drapes, rags, etc.
- Evacuate all unnecessary personnel go to the Emergency Assembly Location. In the event the Emergency Assembly Location is dangerous or inaccessible, proceed to the Secondary Emergency Assembly Location (See Attachment 1).

Electrical - Larger Uncontrolled Fires

- Get out of the building. Familiarize yourself with at least two exits from each room; for example, one window and one door.
- Go to the Emergency Assembly Location. In the event the Emergency Assembly Location is dangerous or inaccessible, proceed to the Secondary Emergency Assembly Location (See Attachment 1).
- Contact the Fire Department from a mobile phone. See Attachment 2 for telephone number.
- Never go back inside a building for any reason.

Facilities

See Section 106.19(2)"c"(3) Buildings and Site. There are no additional facilities that have not been previously covered.

Working Area

Transfer station fires can be started from several causes: spontaneous combustion, careless smoking, methane flash, and arson.

- Understand and be aware of warning signs.
- Always report any visible smoke and or steam to the Planning and Development Director.
- If in doubt about a possible fire or signs of fire call the Fire Department. See Attachment 2 for telephone number.

Once a Fire is Identified

- Utilize the Alarm System (See Section 106.19(2)"c"(8) Communications) as necessary.
- Control access and site security.
- First aid should be available on-site.

Controlling a transfer station fire may be accomplished through local firefighting equipment. Follow the instructions of the firefighting professionals on site.

Hot Loads

Smoldering or ignited fires in a vehicle.

- "Hot loads" are loads of waste or vehicles that are smoking, smoldering, or are on fire. Hot loads may arrive at the facility without the driver aware of the risk.
- Do not dump hot loads on top of exposed waste of any kind.
- Do not stop a truck on fire or containing a hot load near a building.
- Quickly alert the driver and direct the truck toward a safe area.
- Call the Fire Department. See Attachment 2 for telephone numbers.

- If the load can be dumped without harming the driver or others, dump the load in a safe area. Caution: A fire may spread quickly or "flash" as air is introduced.
- Stay out of the "zone of danger," which is the cone-shaped area directly behind a vehicle with the gas tank located in the usual position at the back. If a gas tank explodes, it sends a tremendous blast out from the rear of the vehicle. This can be lethal for 50 to 100 feet behind the vehicle.

Waste Gases

- If you witness a flash fire potentially caused by methane, leave the area immediately. If the Emergency Assembly Location is a safe distance away, go to that site or go to the Secondary Emergency Assembly Location.
- See the Site Map (Attachment 1) with Evacuation Routes, Fire Escape Routes, and Emergency Assembly Locations.
- Call the Fire Department. See Attachment 2 for telephone numbers.
- Contact the Planning and Development Director. See Attachment 2 for telephone numbers.

Evacuation

- Use the Alarm System(s) (See Section 106.19(2)"c"(8) Communications) and leave the area immediately. If the Emergency Assembly Location is a safe distance away, go to that site or go to the Secondary Emergency Assembly Location.
- See the Site Map (Attachment 1) with Evacuation Routes, Fire Escape Routes, and Emergency Assembly Locations.
- Call the Fire Department. See Attachment 2 for telephone numbers.
- Contact the Planning and Development Director. See Attachment 2 for telephone numbers.

106.19(2)"c"(4) Regulated Waste Spills and Releases

Waste Spills and Releases Terminology

- Regulated Waste Generally includes non-hazardous material such as leachate, municipal solid waste, and petroleum contaminated soils.
- Spill A spill primarily involves liquids or solids that are deposited accidentally on the facility's property in an incorrect location but remain within the facility's property boundary. Spills include quantities of 100 gallons or less, or two tons or less.
- Release A release may involve spills of solids or liquids greater than 100 gallons or greater than two tons that enter lagoons, sedimentation ponds, drainage ways, etc., but stay on-site.
- Off-site Release An off-site release is a release or spill that leaves the facility's property boundary. This section includes groundwater releases.

Waste Materials

Waste Materials Terminology

- Waste Materials Waste materials are materials normally accepted at a landfill. Waste materials are also regulated wastes.
- On-Site Spill or Release Use caution and remove the waste, placing it in an acceptable location.

• Off-Site Spill or Release – If waste materials are identified beyond the property and/or waste materials are observed to be in a waterway, see Section 106.19(2) "c" (4).

Washwater

This Transfer Station does not generate washwater.

Waste Gases

- See Section 123.11(3)"c"(3)9 for information related to waste gases.
- If waste gases are detected outside of the property boundary, contact the Planning and Development Director See Attachment 2 for telephone numbers.
- A second check of gas concentration levels with newly calibrated equipment may be required.
- If waste gases are detected a second time outside of the property boundary, contact the Planning and Development Director See Attachment 2 for telephone numbers.
- If waste gases are detected indoors, ventilate and evacuate the area.

If propane gas is detected within explosive limits:

- Extinguish all smoking.
- Attempt to ventilate the area by opening windows/doors.
- If the methane is detected in a scale house or other building regularly occupied, evacuate immediately and go to the Emergency Assembly Point (See Attachment 1).
- Contact the Planning and Development Director (See Attachment 2 for telephone and mobile phone numbers).
- Contact the DNR Field Office (See Attachment 2 for telephone and mobile phone numbers).
- Do not return to the building until it has been properly ventilated and the concentrations have been checked with an electronic meter.

Waste Stockpiles and Storage Facilities

This site does not have any waste stockpile or waste storage facilities.

Waste Transport Systems

This transfer station will load received MSW into a compactor box to be transported to permitted facilities for final disposal.

Litter and Airborne Particulate

Litter and airborne particulates will be controlled according to the sanitary disposal project permit.

Site Drainage System

Flood or Heavy Rain/Wet Situations:

- If regulated wastes enter drainage systems, use great caution removing the wastes flowing water can have extreme force.
- Wet weather can cause embankments to become weakened and fail.

Non-Flood and Non-Heavy Rain/Wet Situations:

- Prevent the waste from washing away beyond the property boundary.
- Remove the wastes as soon as possible.

Off-Site Releases

Waste Gases

- If waste gases are detected outside of the property boundary, contact the Planning and Development Director.
- A second check of gas concentration levels with newly calibrated equipment may be required.
- If waste gases are detected a second time outside of the property boundary, then contact the DNR immediately (See Attachment 2 for telephone numbers).

Regulated Waste

- Prevent the waste from traveling further off site. Earthen dams, excavation, compaction, and other techniques can be applied to stop the flow of regulated waste from traveling further from the property boundary.
- If the regulated waste is in a waterway, attempt to stop the flow of waste and if possible, stop the flow of waste downstream. Use caution working near steep banks or wet embankments.
- Contact the Planning and Development Director. See Attachment 2 for telephone number.
- Contact the State of Iowa. See Attachment 2 for telephone numbers.

106.19(2)"c"(5) Hazardous Material Spills and Releases

- See Attachment 3 for State Guidelines for Reporting Hazardous Conditions.
- Do not smoke. Do not create sparks.
- Be aware of the wind, and avoid inhaling hazardous fumes.
- Use caution operating near hazardous materials. The material should be considered hazardous, even if the suspected material has not yet been confirmed hazardous by a professional.
- Do not let people or equipment make contact with liquids, dusts, or fumes of hazardous materials.
- Only trained professionals should attempt to clean up the hazardous materials.
- Do not come into contact with the hazardous material.
- Some hazardous materials can react violently with other chemicals and other materials use extreme caution.

Load-Check Control Points

Load checking is performed periodically by landfills and transfer stations to identify banned materials, hazardous materials, and wastes that may have been generated from areas outside the solid waste planning boundaries.

If a solid waste load is identified as containing hazardous materials or hazardous markings on containers are identified, contact the following:

- See Attachment 3 for reporting hazardous conditions to the State of Iowa.
- Planning and Development Director See Attachment 2 for telephone numbers.
- Observe the safety precautions outlined in Section 106.19(2)"c"(5) Hazardous Material Spill & Releases.

Mixed Waste Deliveries

See Section 106.19(2)"c"(5) Load-Check Control Points.

Fuels

Fuels and oils that are spilled can be absorbed with specific material designed for this purpose – they are often called "snakes," "booms," or "pillows." These materials, after use, are moved in drums to a used oil containment area until suitable transport to an off-site disposal location can be arranged.

If a fuel/oil spill occurs:

- Stop the flow of material if possible using valves or switches.
- Do not smoke.
- Do not pass vehicles over the spilled material, as these could be a spark/ignition source hazard
- If possible, construct an earthen dam or similar structure to contain the spill.

Waste Gases

- If waste gases are detected outside of the property boundary, contact the Planning and Development Director. See Attachment 2 for telephone numbers.
- A second check of gas concentration levels with newly calibrated equipment may be required.
- If waste gases are detected a second time outside of the property boundary, then contact the DNR immediately. See Attachment 2 for telephone numbers.
- If waste gases are detected indoors, ventilate and evacuate the area.

Site Drainage Systems

This generally occurs during flood or heavy rain/flash flood situations.

If hazardous wastes enter drainage systems during flood/heavy rain/wet conditions:

- Contact 911.
- Contact the Planning and Development Director See Attachment 2 for telephone numbers.
- Contact the State of Iowa See Attachment 2 for telephone numbers.
- Emergency/Hazardous Material professionals will aid to minimize the risk downstream.

If hazardous wastes enter drainage systems during non-flood/heavy rain/wet conditions:

- Prevent the waste from washing beyond the property boundary.
- Get assistance before attempting to remove the wastes.

Assistance should be obtained from trained professionals.

Off-Site Releases

- Contact 911.
- If possible, construct an earthen dam or similar structure to reduce the spread of contamination. Do not contact the material, contaminated dust, fumes, or gases.
- Should a spill leave the property, staff will notify a hazardous material professional. The trained hazardous material professional will supply needed resources and take charge of the response effort.

In case of an off-site release, the following individuals must be contacted:

- Planning and Development Director See Attachment 2 for telephone and mobile phone numbers.
- Contact the State of Iowa See Attachment 2 for telephone numbers.
- See Attachment 3 for reporting hazardous conditions to the State.

106.19(2)"c"(6) Mass Movement of Land and Waste

Earthquakes

During an Earthquake

- Duck, cover, and hold. If you are inside, crawl under a heavy piece of furniture and hold on or get under a doorframe.
- If you are outside, stay in an open area.
- If you are in your car or equipment, stop driving.

After an Earthquake

- Check for injuries.
- Get out of the building if it appears to be structurally unsound do not re-enter the building.
 If the building is evacuated, go to the Emergency Assembly Point and account for transfer station personnel, contractors, guests, etc.
- Listen to a battery powered radio for further instructions.
- Be aware of broken glass and other sharp objects on the floor.
- Be aware of material above your head that might fall.
- Check water, gas, and electric lines for damage (natural gas odor) then see Attachment 2 for information on utilities.
- Check stability of stockpiles and slopes.
- Do not use matches or smoke.
- Avoid the telephone.
- Do not go sightseeing.
- Expect aftershocks.
- Have the scale checked and re-certified by a qualified technician.

In case of earthquake, the following individuals must be contacted:

 Planning and Development Director – See Attachment 2 for telephone and mobile phone numbers.

Slope Failure

This section does not apply to transfer stations.

Waste Shifts

Several dangers exist with waste shifts including: stockpiled waste in the transfer station or other stacked materials, which presents a risk of collapse.

- Perform a head count of employees, contractors, and guests.
- Stay away from other nearby areas that may also be at risk.

Contact the following:

- Planning and Development Director See Attachment 2 for telephone numbers.
- Call 911 if there are any injuries or if someone may be buried under the failed slope.

106.19(2)"c"(7) Emergency and Release Notification and Reporting

Emergency reporting and notifications will be provided as needed by state, federal, and local authorities.

Federal Agencies

See Attachment 2 for Emergency Contacts.

State Agencies

See Attachment 2 for Emergency Contacts.

See Attachment 2 for Reporting Hazardous Conditions.

County and City Agencies Including Emergency Management Services

See Attachment 2 for Emergency Contacts.

News Media

See Attachment 2 for Emergency Contacts.

Public and Private Facilities with Special Populations within Five Miles

See Attachment 2 for a list of facilities and phone numbers.

Reporting Requirements and Forms

Emergency reporting requirements and forms will be provided as needed by the state, federal, and local authorities.

106.19(2)"c"(8) Emergency Waste Management Procedures

Communications

The following systems of communication may be used in an emergency.

- A telephone is available at the scale house.
- Cellular/digital telephones are not provided by the facility; however, personal cellular/digital telephones may be available.
- Honking horns can be used to indicate an emergency.
- Personal communication can also be used to communicate an emergency situation.

Alarm System

- The employer shall establish and educate employees regarding any proposed alarm system.
- An air horn or an automobile horn could be used to alert employees about dangerous situation.
- Two-way or C.B. radios can be used to alert employees regarding a dangerous situation.
- If possible, person-to-person contact can be used to alert transfer station guests, contactors, employees, etc. regarding the dangerous situation.

Temporary Discontinuation of Services – Short-Term and Long-Term

Short-Term

- If telephone service is discontinued, cellular or digital telephones can be used.
- The Planning and Development Director can dispatch messengers to deliver emergency messages in case of a discontinuation of normal communication systems.
- If the facility's transportation, processing, or landfilling services must be discontinued, the Planning and Development Director will contact member municipalities, county governments, and hauling companies as soon as possible to communicate rerouting instructions.

Long-Term

See Section 106.19(2)"c"(8) Temporary Discontinuation of Services - Short-Term.

Facilities Access and Rerouting

- The Transfer Station Manager will facilitate emergency rerouting.
- If access to the facility is blocked, telephone, radio, and person to person contact at the transfer station will be used to communicate new directions and rerouting.
- The Transfer Station Manager will contact alternate disposal sites and arrange for disposal. After the emergency, normal disposal or transportation systems should resume as soon as possible.

Waste Acceptance

- The Transfer Station Manager will contact alternate disposal sites and arrange for disposal.
- After the emergency, normal disposal or transportation systems should resume as soon as possible.

• If wastes must be diverted for more than one day, contact the DNR; see Attachment 2 for telephone numbers.

Waste in Process

- During an emergency, safety to human life is a priority.
- Wastes being tipped, processed, or handled must be left in place until the threat to human life is greatly reduced.
- If an emergency does not threaten human life, the Transfer Station Manager will decide how best to manage wastes in process depending on the emergency circumstances.
- When the threat to human life is reduced, the waste should be processed according to the facility's permit.

109.16(2)"c"(9) Primary Emergency Equipment Inventory

The following emergency supplies should be readily available.

- Flashlight with extra batteries or electric lantern with batteries.
- Portable, battery-operated radio(s).
- Air horn.
- Extra batteries.
- First-aid kit and manual.
- Wrench/tool for emergency natural gas valve shut-off.
- Fire extinguishers.

Major Equipment

One loader and one work truck are available on-site.

Fire Hydrants and Water Sources

Fire hydrants and water sources, if any, are located on the ERRAP Plan Map in Attachment 1.

Off-Site Equipment Resources

The facility has the ability to rent equipment if needed on a temporary basis. If equipment could not be rented in a timely manner the facility could temporarily use Pottawattamie County's equipment.

106.19(2)"c"(10) Emergency Aid

A commercial first-aid kit will be maintained at the transfer station office. The Planning and Development Director or the staff will administer minor first-aid treatment when required. Serious injuries will be handled through 911 Emergency Services (See Attachment 2).

- In case of accidents occurring outside normal operating hours, it will be the responsibility of the senior staff person to provide first-aid treatment and to arrange for professional assistance if required.
- Call 911, professional emergency aid workers should be notified for injuries needing immediate first aid care.
- See Attachment 2 for Emergency Contacts.

• The Planning and Development Director should be notified of any injury (See Attachment 2 for Emergency Contacts).

Responder Contacts

- Contact 911.
- The Fire Department and/or the Hazardous Material Division will be the first responders in a case of a spill or release involving hazardous materials.

Medical Services

- Contact 911.
- Contact 911 before transporting sick or injured individuals in a personal vehicle or nonemergency vehicle.
- Directions to the Hospital are located in Attachment 4.

Contracts and Agreements

911 service is provided to county businesses and businesses of incorporated cities.

106.19(2)"c"(11) ERRAP Training Requirements

During the first year, after the plan is approved by the DNR, existing and new employees will review the contents of the approved ERRAP with the training provider.

The Planning and Development Director should identify hazardous waste contractors that can service the facility in case hazardous materials are accidentally received.

Training Providers

The Office Manager will serve as the training provider, will review the ERRAP with existing and new employees, and will provide any additional training required fulfilling the roles outlined in the ERRAP.

Employee Orientation

New employees are required to review the ERRAP and become familiar with the contents of ERRAP. Attachment 2 (Emergency Contacts) will be provided to each employee.

Annual Training Updates

The Planning and Development Director will provide an annual review of the ERRAP with new and existing employees one time per year. New information will be reviewed at that time.

Training Completion and Record Keeping

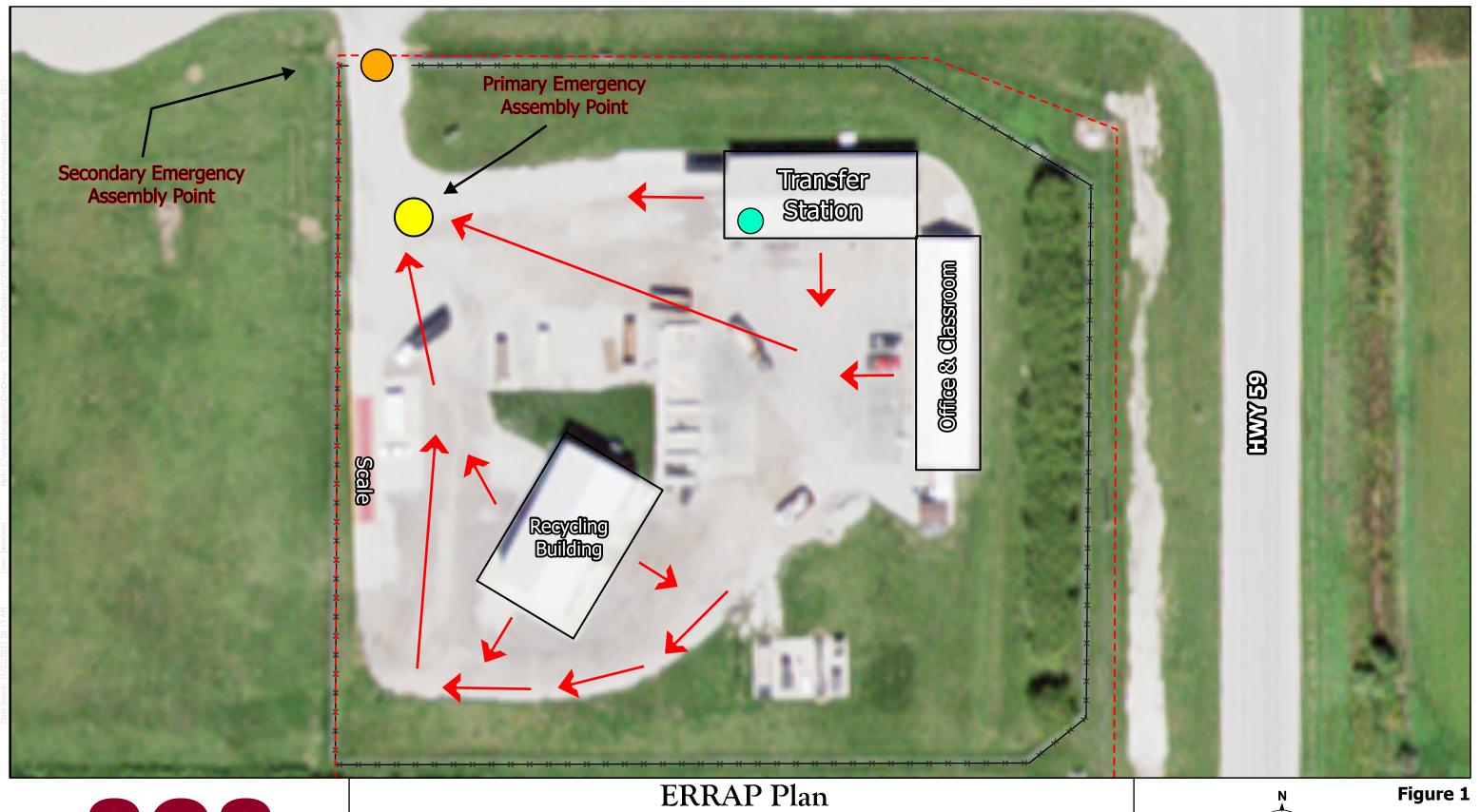
Records of annual employee ERRAP training will be kept on file at the facility's offices.

Attachment 1 Site Plan Map

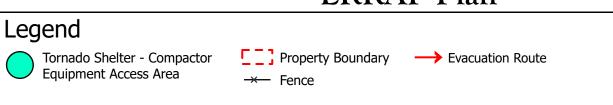
Emergency Evacuation Routes

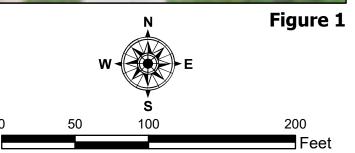
Tornado Shelter

Emergency Assembly Point









Pottawattamie County

Recycle Counter

Oakland, IA Project No: 27223453.00

Drawing Date: November

2023

Attachment 2 Emergency Phone Numbers

Telephone Locations
Fire
Medical
Transfer Station Management Notification
Media
State of Iowa
EPA
Utilities

EMERGENCY CONTACTS

TELEPHONE LOCATIONS	
Location of Nearest Telephones	Scale House
FIRE	
Fire Department/Rescue	911
MEDICAL/DOCTOR	
Ambulance	911
Hospital - Mytrue Medical Center Harlan Clinic	712-755-5161
Estimated Drive Time	29 minutes (23 miles)
Directions to Hospital/Clinic	See Attachment 4
TRANSFER STATION MANAGEMENT - NOTIFICATION LIST	
Planning and Development Director	
Matt Wyant	712-328-5792
<u>Manager</u>	
Tom Grobe	712-890-9306
MEDIA	
<u>Television</u>	
Channel 18	712-243-9897
KMTV	402-592-3333
KETV	402-522-7777
KCAU	712-277-2345
WOWT	402-346-6666
Radio	
KCSI	712-623-2584
KFAB	402-561-2000

KNOD712-755-3383

EMERGENCY CONTACTS (CONT.)

STATE OF IOWA

Water Quality Bureau	515-725-8200				
Environmental Protection Division	515-281-8694				
IDNR Field Office 4 in Atlantic, Iowa	712-243-1934				
Iowa Emergency Management Division	515-725-3231				
IDNR Spill Response	515-281-8694 (24 hr)				
EPA					
Region 7	800-223-0425				
Spill/Release (24 hours)	913-281-0991				
UTILITIES					
Telephone: Farmers Mutual Coop Telephone	712-744-3131				
Electricity: Nishnabotna Valley Rural Electric	800-452-4372				
Water: City of Oakland Quality on Tap	712-482-6811				
Propane: Farm Service Coop	402-734-3865				
ENGINEER OF RECORD					
SCS Engineers	515-631-6160				
EMERGENCY ALTERNATE DISPOSAL SITES:					
Harrison County Sanitary Landfill	712-644-3093				

Attachment 3 Iowa Department of Natural Resources Guidelines for Reporting Hazardous Conditions

Including Iowa Administrative Code Chapter 131 "Notification of Hazardous Conditions"

IOWA DEPARTMENT OF NATURAL RESOURCES



ENVIRONMENTAL SERVICES DIVISION FIELD SERVICES & COMPLIANCE BUREAU

Iowa Administrative Code Chapter 131 Notification of Hazardous Conditions

24 hour number for release reporting 515/725-8694

Summary of Key Points and Definitions

Definitions

"Hazardous Condition" means any situation involving the actual, imminent or probable spillage, leakage, or release of a hazardous substance onto the land, into a water of the state or into the atmosphere which, because of quantity, strength and toxicity of the hazardous substance, its mobility in the environment and its persistence, creates an immediate or potential danger to the public health or safety or to the environment.

"Hazardous Substance" means any substance or mixture of substance that presents a danger to the public health or safety and includes, but is not limited to, a substance that is toxic, corrosive, or flammable, or that is an irritant or that, in confinement, generates pressure through decomposition, heat, or other means. The following are examples of substances which, in sufficient quantity, may be hazardous: acids; alkalis; explosives; fertilizers; heavy metals such as chromium, arsenic, mercury, lead, and cadmium; industrial chemicals; paint thinners; paints; pesticides; petroleum products; poisons; radioactive materials; sludges; and organic solvents. "Hazardous substances" may include any hazardous waste identified or listed by the administrator of the United States Environmental Protection Agency under the Solid Waste Disposal Act as amended by the Resource Conservation and Recovery Act of 1976, or any toxic pollutant listed under Section 307 of the federal Water Pollution Control Act as amended to January 1, 1977, or any hazardous substance designated under Section 311 of the federal Water Pollution Control Act as amended to January 1, 1977, or any hazardous material designated by the secretary of transportation under the Hazardous Materials Transportation Act (49 CFR 172.101)

Key Points

Who is Required to Report Hazardous Conditions. Any person manufacturing, storing, handling, transporting, or disposing of a hazardous substance shall notify the department at (515) 725-8694 and the local police department or the office of the sheriff of the affected county of the occurrence of a hazardous condition as soon as possible but not later than six hours after the onset of the hazardous condition or the discovery of the hazardous condition. A sheriff or police chief who has been notified of a hazardous condition shall immediately notify the department. Reports made pursuant to this rule shall be confirmed in writing as provided in 131.2(2).

Reporting Subsequent Findings. All subsequent finding and laboratory results should be reported and submitted in writing to the department as soon as they become available.

Reminder ~ Verbal Reports Are Required Within 6 Hours of Incidence Occurrence or Discovery.

REV. 1/2019

IOWA DEPARTMENT OF NATURAL RESOURCES



ENVIRONMENTAL SERVICES DIVISION FIELD SERVICES & COMPLIANCE BUREAU

Guidelines for Reporting Hazardous Conditions Verbal Reporting

24 hour number for release reporting 515/725-8694

report the condition in	Repor	t the	Condition	if:
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The hazardous substance has the potential to leave the property by run-off, sewers tile lines, culverts, drains, utility lines, or some other conduit, or,
The hazardous substance has the potential to reach a water of the state – either surface water or groundwater or,
The hazardous substance can be detected in the air at the boundaries of the facility property by the senses (sight and smell) or by monitoring equipment or,
There is a potential threat to the public health and safety or,
Local officials (Fire department, law enforcement, Hazmat, public health, and emergency management) respond to the incident or,
The release exceeds a Federal Reportable Quantity (RQ).

~ If in Doubt, Report It ~

IDNR REQUIRES VERBAL REPORTS WITHIN 6 HOURS OF INCIDENCE OCCURRENCE OR DISCOVERY

- It is recommended that all spills be cleaned up although a particular spill may not be reportable. A series of small spills over time can result in one big cleanup.
- Department rules stress the immediate or <u>potential</u> danger that a spill may cause.
- A written report of the Hazardous Condition is required within 30 days of the verbal notification.

In general, Iowa reporting requirements are more stringent than Federal reporting requirements. However, the **time limit** for reporting at the Federal level is more immediate.

IOWA DEPARTMENT OF NATURAL RESOURCES



ENVIRONMENTAL SERVICES DIVISION FIELD SERVICES & COMPLIANCE BUREAU

Guidelines for Reporting Hazardous Conditions Written Report Requirements

24 hour number for release reporting 515/725-8694

The Iowa Department of Natural Resources
Requires a written report of any Hazardous Condition.
(VERBAL REPORT REQUIRED WITHIN 6 HOURS)

Written Report. The written report of such a hazardous condition shall be submitted to the department within 30 days and contain the following information:

- a. The exact location of the hazardous condition.
- b. The time and date of onset or discovery of the hazardous condition.
- c. The name of the material, the manufacturer's name, and the volume of each material involved in the hazardous condition in addition to contaminants within the material if they by themselves could cause a hazardous condition.
- d. The medium (land, water, or air) in which the hazardous condition occurred or exists.
- e. The name, address, and telephone number of the party responsible for the hazardous condition.
- f. The time and date of the verbal report to the department of the hazardous condition.
- g. The weather conditions at the time of the hazardous condition onset of discovery.
- h. The name, mailing address, and telephone number of the person reporting the hazardous condition.
- i. The name and telephone of the person closest to the scene of the hazardous condition who can be contacted for further information and action.
- j. Any other information, such as the circumstances leading to the hazardous condition, visible effects, and containment measures taken that may assist in the proper evaluation by the department.

The written report should include the IDNR Spill Number (assigned at the time of the verbal report) and be addressed to the duty officer responding to the spill. Reports can be sent via mail, fax, or electronic mail to the addresses listed below.

Mail	Fax	E-Mail
Iowa DNR Field Services Emergency Response 502 E. 9th Street Des Moines, IA 50319-0034	515/281-7229	Emergency_Response@dnr.iowa.gov

Attachment 4 Directions to Hospital/Clinic

41911 Industrial Dr

Oakland, IA 51560

↑ Head west toward Industrial Dr

318 ft -

Turn right onto Industrial Dr

466 ft ---

← Turn left onto US-59 N

22.2 mi

Turn right onto Chatburn Ave

- 1 Pass by Burger King (on the left in 0.2 mi)
- Destination will be on the left

0.6 mi -

Myrtue Medical Center Harlan Clinic

1220 Chatburn Ave, Harlan, IA 51537

Mytrue Medical Center Harlan Clinic

1220 Chatburn Ave

Harlan, Iowa 51537

712-755-5161



Attachment 5 Special Populations Within Five Mile Radius

SPECIAL POPULATIONS WITHIN 5-MILE RADIUS

NURSING HOME	
Oakland Manor, 737 N Hwy St, Oakland, IA	712-482-6403
SCHOOLS	
Riverside Oakland Elementary School, 708 Glass St, Oakland, IA	712-482-6296

Appendix D Proof of Financial Assurance

2023 Transfer Station Closure Cost

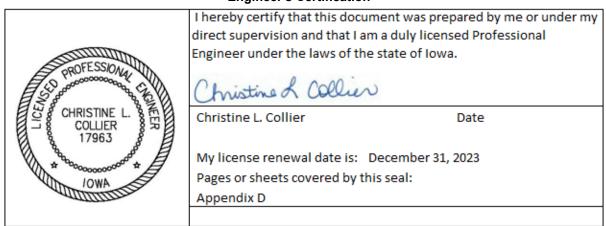
Pottawattamie County Transfer Station

Task	ι	Jnits	Cost per Unit		Cost of Task		
1. Cost of Properly Disposing Twice the Maximum Storage Capacity	223	ton	\$	64.98	ton	\$	14,505.46
2. Cost of Properly Cleaning the Transfer Station Building and Boxes	16	hour	\$	75.00	hour	\$	1,200.00
3. Reporting of Completion of Closure Activities	1	lump sum	\$	1,500.00	lump sum	\$	1,500.00
Total Cost of Closure						\$	17.574.66

Notes:

- 1. Twice the building capacity plus one 8-ton roll off container.
- 2. It is anticipated to take sixteen hours to clean the building and boxes in the event of closure.
- 3. Department reporting activities to officially close the facility.

Engineer's Certification



RESOLUTION NO. 74-2023

RESOLUTION Transfer from Rural Services Basic Fund to Financial Assurance Fund

WHEREAS, it is desired to transfer money from Rural Services Basic Fund to Financial Assurance Fund; and

WHEREAS, said transfer is in accordance with Section 331.432, Code of Iowa; and

NOW THEREFORE BE IT RESOLVED, that the Pottawattamie County Board of Supervisors as follows:

SECTION 1: The sum of \$6,575 is ordered to be transferred from Rural Services Basic Fund to Financial Assurance Fund, and

SECTION 2: The Auditor is directed to correct his/her book accordingly and to notify the Treasurer of this operating transfer.

Dated this 5th day of December, 2023.

\bigcirc		ROLL	CALL VO	TE
6-110	AYE	NAY	ABSTAIN	ABSENT
Duan M Shar		0	0	0
Brian Shea, Chairman	•	0	0	0
Tim Wichman				
Scott Belt		0	0	0
Jasan My Dille	•	0	0	0
Susan Willer	•	0	0	0
Jeff Jorgensen ATTEST: Molyam Horgan Courty Audito				
Melvyn Houser, County Audito)I.			