



CON 12-1-1
Doc # 117419

June 16, 2026

Becky Jolly
Iowa Department of Natural Resources
Land Quality Bureau
Solid Waste and Contaminated Sites Section
6200 Park Ave Ste 200
Des Moines, IA 50321

RE: Permit 78-SDP-18-98

Dear Becky,

Enclosed is the permit application for the Appliance Demanufacturing permit for the City of Council Bluffs.

Respectfully,

A handwritten signature in blue ink, appearing to read "Tony Fiala".

Tony Fiala
Solid Waste Management Supervisor
City of Council Bluffs

RECEIVED

JUN 22 2026

City of Council Bluffs – Solid Waste Management Division

4441 Gifford Road | Council Bluffs, IA 51501 | (712) 890-5454 | councilbluffs-ia.gov
Equal Opportunity Employer



IOWA DEPARTMENT OF NATURAL RESOURCES

Appliance Demanufacturer



PERMIT APPLICATION FORM 50D

☐ New Permit☒ Permit Renewal # 78 -ADP- 18 - 98P
01 - 02☐ Permit Amendment

Application for an appliance demanufacturer must be accompanied by the plans, specifications and additional information required by the applicable solid waste rules under Iowa Administrative Code 567 Chapter 118.

Send completed applications with attached information to:

Iowa Department of Natural Resources
Land Quality Bureau
Solid Waste and Contaminated Sites Section
6200 Park Ave Ste 200
Des Moines, IA 50321

For questions concerning this application please contact the Department at (515) 217-0872.

SECTION 1. FACILITY CONTACT INFORMATION**Facility Name:** Council Bluffs Recycling Center**Address:** 4441 Gifford Road, Council Bluffs, IA 51501**Phone:** 712-890-5454 **Fax:** **Email:** tfiala@councilbluffs-ia.gov**Name of Responsible Official:** Tony Fiala**Address:** 4441 Gifford Road, Council Bluffs, IA 51501**Phone:** 712-890-5454 **Fax:** **Email:** tfiala@councilbluffs-ia.gov**Name of Facility Operator:** Tony Fiala**Phone:** 712-890-5454 **Fax:** **Email:** tfiala@councilbluffs-ia.gov**Site Legal Description:** A tract of land located in part of the County PottawattamieNW ¼ or NW ¼ of ¼ Sec 14 Twp 74 N Range 44 ☐ E ☒ W**Facility Owner:** City of Council Bluffs**Address:** 209 Pearl Street**Phone:** 712-890-5454 **Fax:** **Email:** tfiala@councilbluffs-ia.gov**Name of Design Engineer (P.E.), if any:** **License #:****Address:****Phone:** **Fax:** **Email:**

RECEIVED

JUN 22 2026

SECTION 2. SITE INFORMATION

Days and hours of operation of the facility: Monday - Friday 8:00 am - 6:00 pm, Saturday 8:00 am - 3:00

Open to the public? ☒ Yes ☐ No

Service area of the facility and final disposal destination of components:

Service Area: Pottawattamie, Mills, Fremont, Montgomery, Harrison, Shelby, and Cass Counties in Iowa

Douglas, Sarpy, Washington, and Cass Counties in Nebraska and other outlying areas in Iowa and Nebraska

Disposal Facility: Alter - metals, Clean Harbors - PCB & Hg, TRC Fluorescent lamps, Johnstone

Iowa Waste Services - Loess Hills Landfill

Type, source and number or weight of appliances to be handled per day, week and year at the facility:

Household and commercial appliances, both CFC and non-CFC

No Ammonia gas/Sodium chromate are demanufactured

7 per day

42 per week

2,184 per year

Description of the appliance handling and demanufacturing process to be used:

Appliances are unloaded by hand from incoming vehicles, placed inside the demanufacturing area. All demanufacturing is done inside to ensure proper temp. & to eliminate environmental contamination. Once all necessary materials are removed it is scrapped.

SECTION 3. PERMIT APPLICATION CHECKLIST

Checking the appropriate boxes below certifies that the documents submitted in conjunction with this application form are complete and in compliance with the applicable chapters of the Iowa Administrative Code. While some of the documents below may have been submitted previously, updated copies of each is required to be provided with each permit renewal application. One (1) copy of each document shall be submitted. If an application is found by the department to be incomplete, it may be denied and returned to the applicant.

Required Documents			Attached
Section A.	Executive Summary (<i>permit renewals only</i>) - Summary of modifications, if any, to the facility that occurred during the current permit cycle. - Summary of each special provision of the current permit to determine if it is to remain the same, be revised or be removed. - Summary of each permit amendment, if any, that occurred during the current permit cycle to determine if it shall be included with the renewed permit, be revised or be removed. - Provide documentation and certification as required for new permit amendment requests and new variance requests from Iowa Administrative Code, if any.		☒
Section B.	Site Map or Aerial Photograph	IAC 567 118.6(6)	☒
Section C.	Proof of Ownership/Local Zoning Requirements/100 yr. flood elevation	IAC 567 118.6(15) IAC 567 118.7(3)	☒
Section D.	Organizational Chart	IAC 567 102.12(5)	☒
Section E.	Operator Certification	IAC 567 118.6(13)	☒
Section F.	EPA Refrigerant Recovery Device Certification	IAC 567 118.6(8)	☒
Section G.	EPA Notification of PCB Activity	IAC 567 118.6(12)	☒
Section H.	Unique Marking System	IAC 567 118.6(14)	☒
Section I.	Site Operation Plan	IAC 567 118.6(9)	☒
Section J.	Contingency Plan	IAC 567 118.6(10)	☒
Section K.	Site Closure Plan	IAC 567 102.12(10)	☒
Section L.	Proof of Financial Assurance and Closure Cost Estimate	IAC 567 118.16	☒

SECTION 4. APPLICANT CERTIFICATION

Certification

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete.

I further certify that the construction and operation of the above described facility will be in accordance with the plans, specifications, reports and related communications accepted by the Iowa Department of Natural Resources and on file in its office; and in accordance with conditions imposed in the permit issued by the Iowa Department of Natural Resources.

Signature:  Digitally signed by Tony Fiala
DN: CN=Tony Fiala, O=City of Council Bluffs,
OU=PW - Solid Waste Management, E=tfiala@
councilbluffs-ia.gov
Reason: I am approving this document
Location:
Foxit PDF Editor Version: 2025.1.1

Printed Name: Tony Fiala

Date: June 16, 2026

Title: Solid Waste Management Superintendent

Section A

Executive Summary

Summary of Modifications:

No modifications were made to the facility.

Summary of Special Provisions:

No special provisions were filed.

Summary of Permit Amendments:

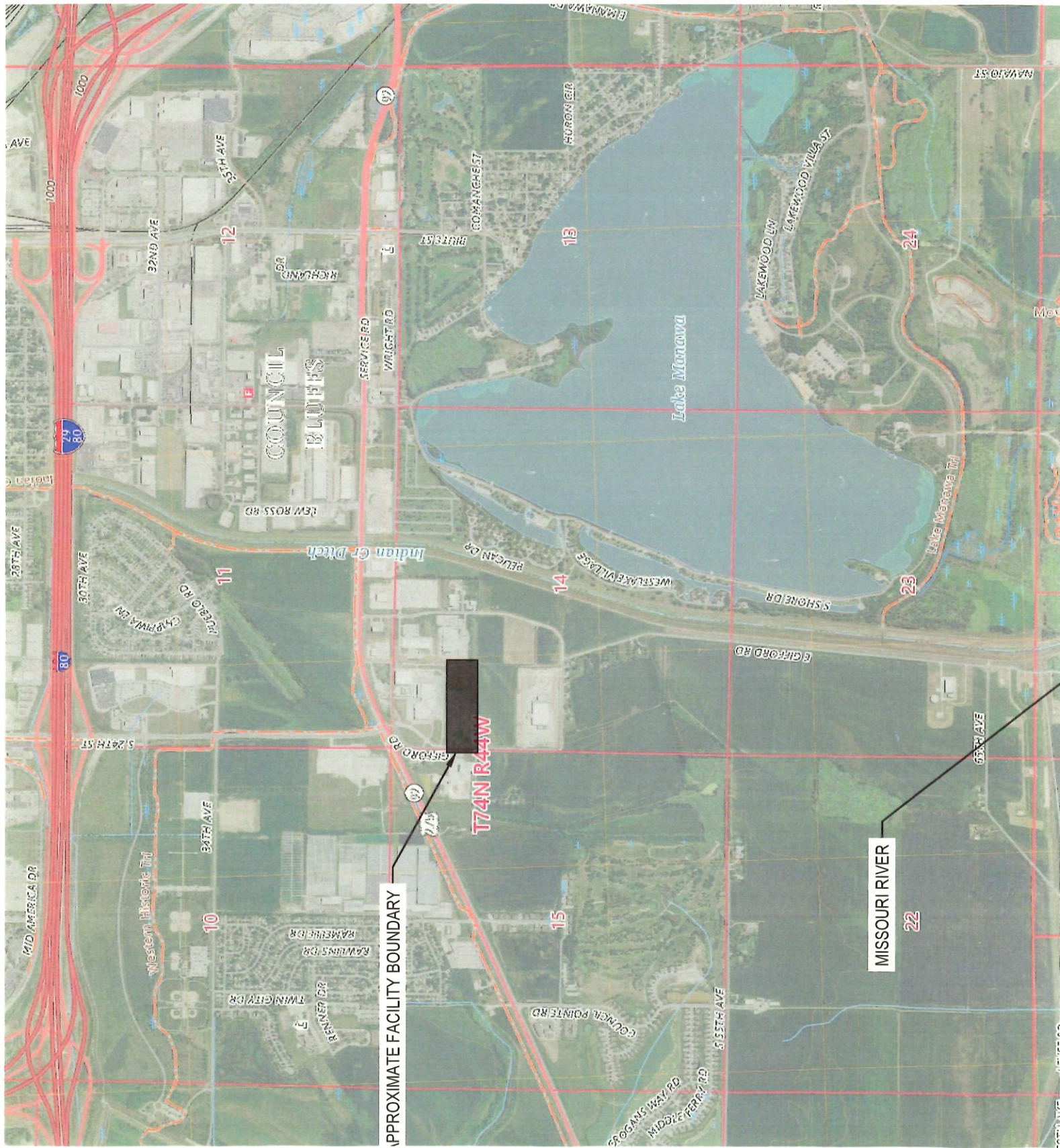
No permit amendments were filed.

Variance from Iowa Code Requirements:

No permit variances were filed.

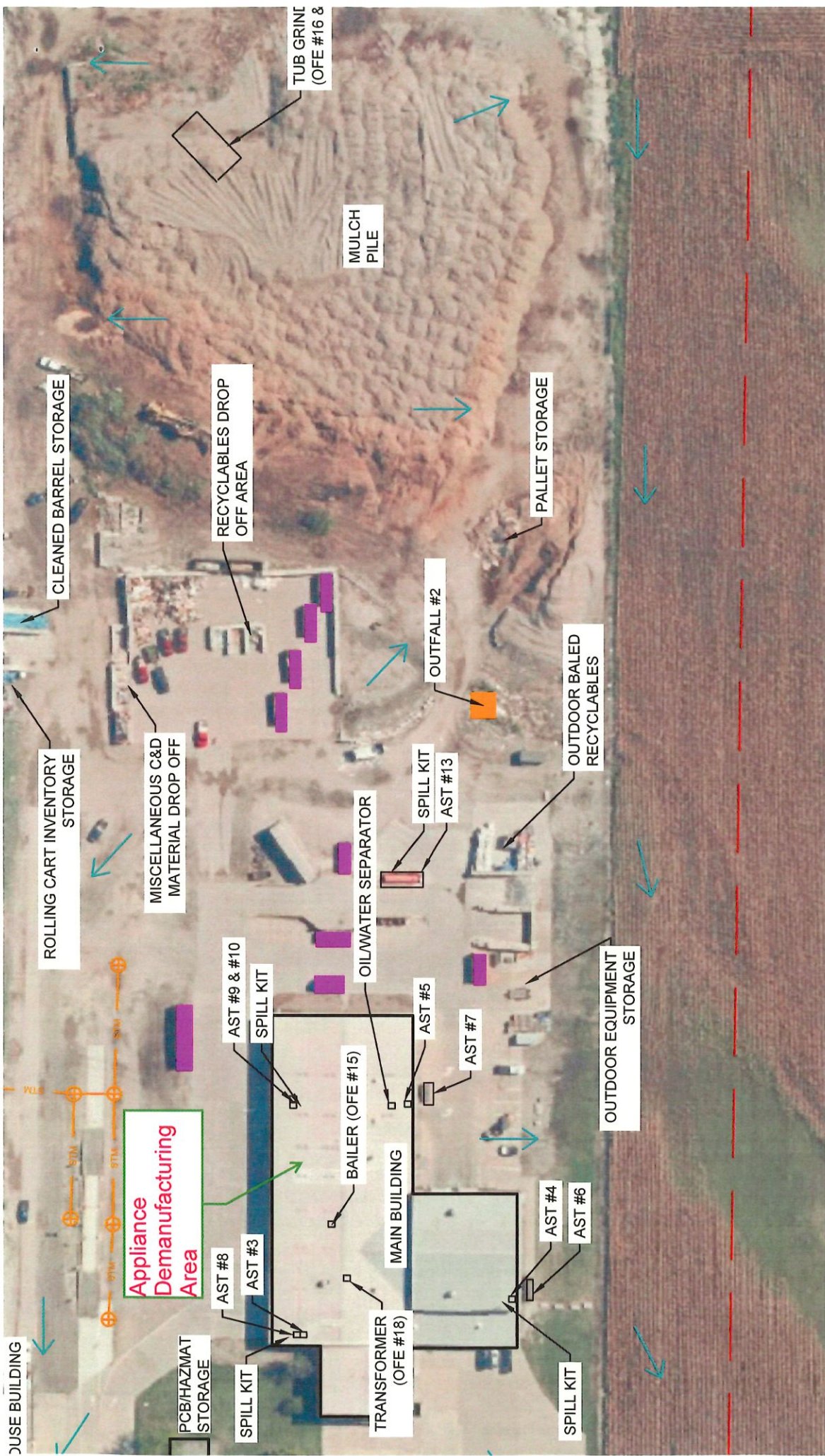
Section B

Site Map



NOTE:

1. ACCORDING TO THE L
DATABASE, THE MISSO
FACILITIES RECEIVING
RIVER IS APPROXIMAT
THE FACILITY.



NOTES:

1. ACCORDING TO THE USGS STREAM STATS DATABASE, THE FACILITY'S RECEIVING WATER IS THE MISSOURI RIVER.
2. NO SIGNIFICANT SPILLS HAVE OCCURRED AT THIS FACILITY WITHIN THE PAST 3 YEARS.
3. AERIAL IMAGERY PROVIDED BY AUTOCAD MAPPING FEATURE, AUTOCAD CIVIL 3D 2024.

SPCC UNITS		SPCC UNITS	
AST #1	250 GAL - USED OIL	AST #10	75 GAL - NEW HYDRAULIC OIL
AST #2	2,000 GAL - USED OIL	AST #11	300 GAL - COOKING OIL
AST #3	275 GAL - USED OIL	AST #12	3x 275 GAL - USED OIL & FILTERS
AST #4	250 GAL - USED OIL	AST #13	4,000 GAL - DIESEL
AST #5	250 GAL - USED OIL	OFE #14	UNKNOWN CAPACITY - TRANSFORMER (MINERAL OIL)
AST #6	2,000 GAL - USED OIL	OFE #15	400 GAL - BAILER (HYDRAULIC)

Section C

**Proof of Ownership
Local Zoning Requirements
100 year Flood Plain Elevation**

INST # 1765
RECORDING FEE 50
AUDITOR FEE 50
RMA FEE 10

COUNTY FILED
FILED FOR RECORD
POTTAWATTAMIE CO. IA.

96 JUL 25 AM 10:25

JOHN BRIGHTING
RECORDER

JUL 25 1996

COUNTY AUTHORITY

Prepared by:
Eric Wood
15 S 29th St
Lincoln, NE 68512

WARRANTY DEED

Return to:
America Business Svc.
1905 S. Highway # 630
Omaha NE 68102

KNOW ALL MEN BY THESE PRESENTS, that Village Realty, Inc., a Nebraska Corporation; hereinafter called the Grantor, and, in consideration of three hundred and sixty thousand dollars (\$360,000.00), receipt of which is hereby acknowledged, does hereby grant, bargain, sell, convey and confirm unto The City of Council Bluffs, a political sub-division of the State of Iowa, hereinafter called the Grantee, the following described real property in Pottawattamie County, Iowa:

A tract of land located in part of the NW1/4 NW1/4 of Section 14, Township 74 North, Range 44 West of the 5th P.M., Pottawattamie County, Iowa, more fully described as follows:

Commencing at the Northwest corner of said Section 14; thence S00°00'00"E, (an assumed bearing), a distance of 859.89 feet along the West line of said Section 14; thence S89°59'08"E, a distance of 33.00 feet to the East right-of-way of Gifford Road and the Point of Beginning; thence S89°59'08"E, a distance of 1287.89 feet to the East line of the NW1/4 NW1/4 of said Section 14; thence S00°06'50"E, a distance of 460.00 feet along said East line to the Southeast corner of said NW1/4 NW1/4; thence N89°59'08"W, a distance of 1288.80 feet along the South line of said NW1/4 NW1/4 to the East right-of-way of Gifford Road; thence N0°00'00"E, a distance of 460.00 feet along said right-of-way to the Point of Beginning.

To have and hold the above described premises together with all tenements, hereditaments and appurtenances thereto belonging unto the Grantee and Grantee's heirs and assigns forever.

The Grantor does hereby covenant with the Grantee and with Grantee's heirs and assigns that Grantor is lawfully seized of said premises; that they are free from encumbrance except such as are now of public record; that Grantor has good right and lawful authority to convey the same; and that Grantor warrants and will defend the title to said premises against the lawful claims of all persons whomsoever.



Dated this 25th day of July, 1996

Village Realty, Inc.

By: Michael L. Henery
Michael L. Henery, its President

REAL ESTATE TRANSFER	
TAX PAID	
STAMP #	
\$ 575.00	
RECORDED	
DATE 7-25-96	COUNTY Pottawattamie

STATE OF IOWA

COUNTY OF POTTAWATTAMIE

Before me, a notary public qualified for said county, personally came Michael L. Henery, known to me to be the President of Village Realty, Inc., a Nebraska Corporation and who signed the foregoing instrument and acknowledge the execution thereof to be the voluntary act and deed of said corporation.

Witness my hand and notarial seal this 25th day of July, 1996



Joyce A. Rindone
Notary Public

STATE OF IOWA

COUNTY OF POTTAWATTAMIE

97- 3911



NOTICE OF APPROVAL

Case #CU-25-001

Council Bluffs Zoning Board of Adjustment

Date: February 20, 2024

Matt Cox

Council Bluffs Public Works Department, Director

209 Pearl Street

Council Bluffs, IA 51501

Dear Mr. Cox,

You are hereby officially notified that the Council Bluffs Zoning Board of Adjustment has **approved the request of the City of Council Bluffs for a conditional use permit to operate a 'salvage operation' in an I-2/General Industrial District on property legally described as the South 460 feet of the NW ¼ NW ¼ of Section 14-74-44 along with the North 100 feet of Lot 4, South Pointe Subdivision, Phase 2, all in City of Council Bluffs, Pottawattamie County, Iowa**, subject to the following conditions:

- A. *The applicant shall secure all necessary permits and licenses for the operation of the conditional use and shall comply with all applicable Federal, State, and local codes.*
- B. *The hours of operations are Monday through Friday from 8:00 a.m. to 6:00 p.m. and Saturday 8:00 a.m. to 3:00 p.m.*
- C. *The applicant shall amend the approved conditional use permit prior to the proposed expansion to ensure all improvements to the facility comply with current salvage yard regulations.*
- D. *Any future buildings and/or building additions constructed at this site shall be subject to I-2 District site development standards (i.e., minimum setback requirements, maximum building height, and maximum lot coverage for all structures).*
- E. *All drive aisles and outdoor storage areas not currently paved shall be allowed to remain unpaved through the issuance of this conditional use permit. Any future off-street parking surfaces and drive aisles constructed at this facility shall be hard-surface paved in accordance with Chapter 15.23, Off-Street Parking, Loading and Unloading, of the Council Bluffs Municipal Code (Zoning Ordinance)*
- F. *At the time of the proposed expansion, the number of parking stalls and their design shall comply with all applicable standards stated in Chapter 15.23.060, Off-Street Parking, Loading, and Unloading, of the Council Bluffs Municipal Code (Zoning Ordinance) and Chapter 661—18, Parking for Persons with Disabilities, of the Iowa Administrative Code.*

City of Council Bluffs – Community Development Department

209 Pearl Street | Council Bluffs, IA 51503 | (712) 890-5350 | councilbluffs-ia.gov

Equal Opportunity Employer

- G. *The existing internal site circulation is acceptable and shall be approved through the issuance of this conditional use permit.*
- H. *Any fences and/or walls proposed to be installed on the subject property shall be permitted separately and shall comply with the standards in Section 15.24.040, Fence Regulations, of the Council Bluffs Municipal Code (Zoning Ordinance).*
 - 1. *At the time of the proposed expansion, the existing chain link fence will need to be modified to ensure it is at least 50% opaque (e.g., vinyl inserts, landscape buffer, etc.).*
- I. *Unstructured stacking of raw materials, junk, vehicles, containers, and other items shall be limited to 35 feet in height. Any stacking within 75 feet of the existing chain link fence shall be limited to the height of the fence.*
- J. *Any signage proposed to be installed on the subject property shall be permitted separately and shall comply with the standards in Chapter 15.33, Signs, of the Council Bluffs Municipal Code (Zoning Ordinance).*
- K. *Any outdoor lighting proposed to be installed on the subject property shall comply with the standards in Section 15.24.050, Lighting Controls, of the Council Bluffs Municipal Code (Zoning Ordinance).*
- L. *Any modifications to the approved conditional use permit which substantially alters the design, layout, configuration, and/or appearance of the project shall be reviewed and approved by the Zoning Board of Adjustment prior to such changes being made. Minor modifications to the approved conditional use permit that result in a design that is considered compatible with the overall development may be administratively approved by the Community Development Director or their designee.*

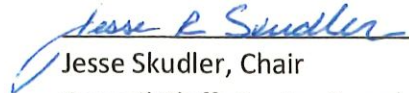
The Board has filed its written decision in the matter in the office of the Board in the City's Community Development Department at 209 Pearl Street in Council Bluffs, Iowa on the **18th day of February, 2025.**

You are hereby advised that anyone who objects to the Board's decision (including the City's Community Development Department, if its representatives recommended against your request) may appeal such decision by filing with the District Court a Petition for Certiorari within 30 days after the filing of the Board's decision.

You are hereby advised that if such appeal is taken, you may intervene in the appeal to present your position. In the event of an appeal, you should consult an attorney for advice on your legal rights.

You are hereby advised that if you, in reliance upon the Board's approval of your request, proceed with any construction plans and/or expend any money within 30 days of the filing of the Board's decision, you will be doing so **at your own risk**, because if someone appeals the Board's decision in that time and is ultimately successful with the appeal, then it will be as if the Board had never approved your request; you should do nothing in reliance upon the Board's decision until the 30 days has expired.

There may be public or private easements, covenants and/or deed restrictions which may limit the use of this property.


Jesse Skudler, Chair
Council Bluffs Zoning Board of Adjustment

cc: Tony Fiala, 4441 Gifford Road, Council Bluffs, IA 51501

Council Bluffs Recycle Center Zoning



1 inch = 1,505 feet



Disclaimer

This map is prepared and compiled from City documents, plans and other public records data. Users of this map are hereby notified that the City expressly denies any and all responsibilities for errors, if any, in the information contained on this map or the misuse of the same by the user or anyone else. The user should verify the accuracy of information data contained on this map before using it. The City assumes no legal responsibility for the information contained on this map.

National Flood Hazard Layer FIRMette



95°53'27"W 41°13'9"N



Legend

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

SPECIAL FLOOD HAZARD AREAS

- Without Base Flood Elevation (BFE)
Zone A, V, A99
- With BFE or Depth Zone AE, AO, AH, VE, AR
- Regulatory Floodway

0.2% Annual Chance Flood Hazard, Area of 1% annual chance flood with average depth less than one foot or with draining areas of less than one square mile (Zone 2)

Future Conditions 1% Annual Chance Flood Hazard (Zone X)
Area with Reduced Flood Risk due to Levee. See Notes, Zone X
Area with Flood Risk due to Levee (Zone D)

OTHER AREAS OF FLOOD HAZARD

- NO SCREEN
- Area of Minimal Flood Hazard (Zone X)
- Effective LOMRS
- Area of Undetermined Flood Hazard (Zone X)

GENERAL STRUCTURES

- Channel, Culvert, or Storm Sewer
- Levee, Dike, or Floodwall

OTHER FEATURES

- 20.2 Cross Sections with 1% Annual Chance Water Surface Elevation
- 17.5 Coastal Transect
- Base Flood Elevation Line (BFE)
- Limit of Study
- Jurisdiction Boundary
- Coastal Transect Baseline
- Profile Baseline
- Hydrographic Feature

MAP PANELS

- Digital Data Available
- No Digital Data Available
- Unmapped

The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.

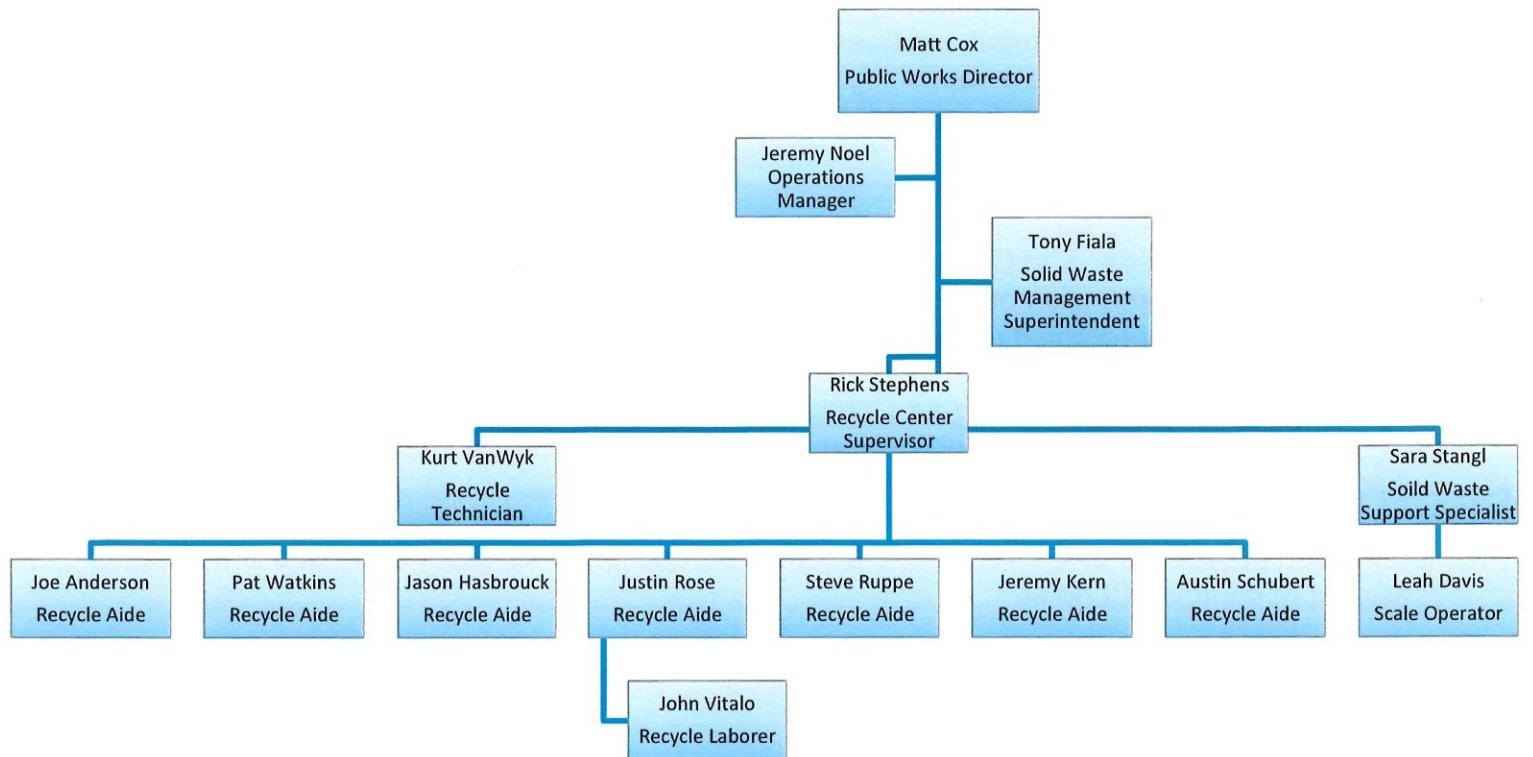
This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards.

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 5/29/2026 at 12:33 PM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.

Section D

Organizational Chart



Section E

Staff Qualifications Operator Certifications

Matt Cox, Public Works Director/City Engineer

Matt has been employed with the City since 2010 and assumed the Director role in 2019. He is a licensed Professional Engineer in Iowa, Nebraska and Arkansas and has a Bachelor of Science in Civil Engineering from Illinois Institute of Technology in Chicago, IL. Matt is a former U.S. Air Force officer and combat engineer. After active duty, he became a DoD civilian Project Manager and later worked as a consulting engineer. Prior to his employment with the City of Council Bluffs, he was the City Engineer in Columbus, Nebraska.

Jeremy Noel, Operations Manager

Jeremy began his career with Council Bluffs Public Works in 1999 where he started at the entry level as a Utility Worker, promoted to Operator III and then Street Foreman. In 2011 Jeremy was promoted to Superintendent of Streets where he oversaw day to day operations of the Street Division. In 2013 Jeremy played a major role in receiving the APWA Excellence in Snow and Ice Award for Council Bluffs Public Works. In 2014 Jeremy was promoted to Manager of Streets and Sewers and in 2020 became the Operations Manager of Public Works.

Jeremy served as District-4 Director of the American Public Works Association and is a past President of the Iowa Chapter.

Tony Fiala, Solid Waste Management Superintendent

Tony Fiala is a graduate of the University of Nebraska at Omaha with a B.S. in Environmental Studies. He has twenty-six years of experience in the Solid Waste Industry ranging from Household Hazardous Waste, wood waste recycling and general household recycling. Tony is 40 Hour OSHA certified per 29 CFR 1910.120, is 8-hour DOT hazardous materials certified, has in depth experience with hazardous materials chemistry, personnel and site safety, proper lab packing techniques and the proper transportation of hazardous materials. Tony has completed the IDNR Appliance Demanufacturing Training offered by SCS Engineers.

Rick Stephens, Recycle Center Supervisor

Rick is a graduate of Iowa Western Community College with an Associate's Degree in Criminal Justice. He has twenty-six years of experience in the Solid Waste Industry ranging from Household Hazardous Waste, wood waste recycling and general household recycling. Rick is 24 Hour OSHA certified per 29 CFR 1910.120, has experience with hazardous materials

chemistry, personnel and site safety, proper lab packing techniques and the proper transportation of hazardous materials. Rick has completed the IDNR Appliance Demanufacturing Training offered by SCS Engineers.

Kurt VanWyk, Recycle Technician

Kurt is a graduate of Indian Hills Community College with Associates Degree in Criminal Justice. He has twenty-five years of experience in the Solid Waste Industry ranging from Household Hazardous Waste, wood waste recycling and general household recycling. Kurt is 24 hour OSHA certified per 29 CFR 1910.120, has had 8-hour DOT hazardous materials training, experience with hazardous materials chemistry, personnel and site safety, proper lab packing techniques and the proper transportation of hazardous materials. Kurt has completed the IDNR Appliance Demanufacturing Training offered by SCS Engineers.

All Recycle Aides, Recycle Laborers, Solid Waste Support Specialists, and Scale Operators have completed 24-hour HAZWOPER and Iowa DNR appliance demanufacturing training, or will complete the required training as soon as it becomes available after the beginning of their employment and within the timeframes required by OSHA and Iowa DNR standards.

February 5, 2026
File No. 27225517.00

Theresa Stiner
Iowa Department of Natural Resources
6200 Park Ave
Suite 200
Des Moines, Iowa 50321

Subject: Iowa Discarded Appliance Demanufacturing Training

Dear Theresa,

SCS Engineers executed the Iowa Department of Natural Resources (IDNR) approved Appliance Demanufacturing Training on February 4, 2025, at the Council Bluffs Recycling Center in Council Bluffs, Iowa. The training instructor was Kevin Jensen. The course materials were the same as the previously approved by Brian Rath of IDNR on March 24, 2023. We are asking the IDNR to update the training records for the following individuals who completed the class:

Joe	Anderson
Leah	Davis
Tony	Fiala
Jason	Hasbrouck
Jeremy	Kern
Justin	Rose
Steven	Ruppe
Rick	Stephens
Kurt	Van Wyk
John	Vitalo
Pat	Watkins

If you have any questions about this notice, please contact me as noted below.

Sincerely,



Kevin Jensen
Project Manager
SCS Engineers
kjensen@scsengineers.com
(515) 368-3155

cc: Becky Jolly - IDNR
Tony Fiala - Council Bluffs Recycling Center



Certificate of Completion

presented to

Joe Anderson

For successful completion of the
Iowa DNR approved Appliance Demanufacturing Training
Course conducted by SCS Engineers on February 4, 2026
in Council Bluffs, Iowa.



Kevin Jensen
Project Manager

SCS
ENGINEERS

1690 All-State Court, Suite 100 | West Des Moines, Iowa 50265 | 515.631.6160 | www.scsengineers.com

Certificate of Completion

presented to

Leah Davis

For successful completion of the
Iowa DNR approved Appliance Demanufacturing Training
Course conducted by SCS Engineers on February 4, 2026
in Council Bluffs, Iowa.



Kevin Jensen
Project Manager

SCS
ENGINEERS

1690 All-State Court, Suite 100 | West Des Moines, Iowa 50265 | 515.631.6160 | www.scsengineers.com

Certificate of Completion

presented to

Tony Fiala

For successful completion of the
Iowa DNR approved Appliance Demanufacturing Training
Course conducted by SCS Engineers on February 4, 2026
in Council Bluffs, Iowa.



Kevin Jensen
Project Manager

SCS
ENGINEERS

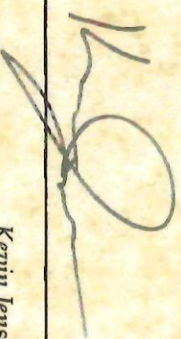
1690 All-State Court, Suite 100 | West Des Moines, Iowa 50265 | 515.631.6160 | www.scsengineers.com

Certificate of Completion

presented to

Jason Hasbrouck

For successful completion of the
Iowa DNR approved Appliance Demanufacturing Training
Course conducted by SCS Engineers on February 4, 2026
in Council Bluffs, Iowa.



Kevin Jensen
Project Manager

SCS
ENGINEERS

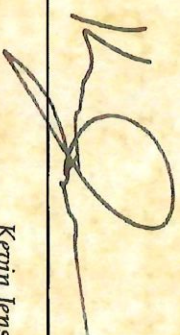
1690 All-State Court, Suite 100 | West Des Moines, Iowa 50265 | 515.631.6160 | www.scsengineers.com

Certificate of Completion

presented to

Jeremy Kern

For successful completion of the
Iowa DNR approved Appliance Demanufacturing Training
Course conducted by SCS Engineers on February 4, 2026
in Council Bluffs, Iowa.



Kevin Jensen
Project Manager

SCS
ENGINEERS

1690 All-State Court, Suite 100 | West Des Moines, Iowa 50265 | 515.631.6160 | www.scsengineers.com

Certificate of Completion

presented to

Justin Rose

For successful completion of the
Iowa DNR approved Appliance Demanufacturing Training
Course conducted by SCS Engineers on February 4, 2026
in Council Bluffs, Iowa.



Kevin Jensen
Project Manager

SCS
ENGINEERS

1690 All-State Court, Suite 100 | West Des Moines, Iowa 50265 | 515.631.6160 | www.scsengineers.com

Certificate of Completion

presented to

Steven Ruppe

For successful completion of the
Iowa DNR approved Appliance Demanufacturing Training
Course conducted by SCS Engineers on February 4, 2026
in Council Bluffs, Iowa.



Kevin Jensen
Project Manager

SCS
ENGINEERS

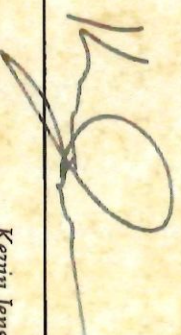
1690 All-State Court, Suite 100 | West Des Moines, Iowa 50265 | 515.631.6160 | www.scsengineers.com

Certificate of Completion

presented to

Rick Stephens

For successful completion of the
Iowa DNR approved Appliance Demanufacturing Training
Course conducted by SCS Engineers on February 4, 2026
in Council Bluffs, Iowa.



Kevin Jensen
Project Manager

SCS
ENGINEERS

1690 All-State Court, Suite 100 | West Des Moines, Iowa 50265 | 515.631.6160 | www.scsengineers.com

Certificate of Completion

presented to

Kurt Van Wyk

For successful completion of the
Iowa DNR approved Appliance Demanufacturing Training
Course conducted by SCS Engineers on February 4, 2026
in Council Bluffs, Iowa.



Kevin Jensen
Project Manager

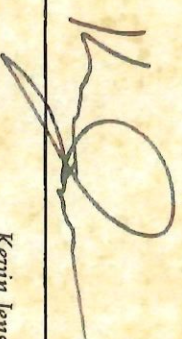
SCS
ENGINEERS

Certificate of Completion

presented to

John Vitalo

For successful completion of the
Iowa DNR approved Appliance Demanufacturing Training
Course conducted by SCS Engineers on February 4, 2026
in Council Bluffs, Iowa.



Kevin Jensen
Project Manager

SCS
ENGINEERS

1690 All-State Court, Suite 100 | West Des Moines, Iowa 50265 | 515.631.6160 | www.scsengineers.com

Certificate of Completion

presented to

Pat Watkins

For successful completion of the
Iowa DNR approved Appliance Demanufacturing Training
Course conducted by SCS Engineers on February 4, 2026
in Council Bluffs, Iowa.



Kevin Jensen
Project Manager

SCS
ENGINEERS

1690 All-State Court, Suite 100 | West Des Moines, Iowa 50265 | 515.631.6160 | www.scsengineers.com

This is to certify that

Joe Anderson

has completed 8 hours of refresher training as a

Hazardous Waste Site Worker



Metro Waste Authority

A handwritten signature in blue ink, appearing to read 'Kyle Fischer', written over a horizontal line.

Kyle Fischer, Instructor

March 26th, 2026

This is to certify that

Leah Davis

has completed 8 hours of refresher training as a

Hazardous Waste Site Worker



Metro Waste Authority

Kyle Fischer, Instructor

March 26th, 2026

This is to certify that

Tony Fiala

has completed 8 hours of refresher training as a

Hazardous Waste Site Worker



March 18th, 2026



Kyle Fischer, Instructor

This is to certify that

Jason Hasbrouck

has completed 8 hours of refresher training as a

Hazardous Waste Site Worker



Metro Waste Authority

Kyle Fischer, Instructor

March 27th, 2026

This is to certify that

Justin Rose

has completed 8 hours of refresher training as a

Hazardous Waste Site Worker



Metro Waste Authority



Kyle Fischer, Instructor

March 26th, 2026

This is to certify that

Steve Ruppe

has completed 8 hours of refresher training as a

Hazardous Waste Site Worker



Metro Waste Authority

A handwritten signature in blue ink, appearing to read 'Kyle Fischer'.

Kyle Fischer, Instructor

March 11th, 2026

This is to certify that

Sara Stangl

has completed 8 hours of refresher training as a

Hazardous Waste Site Worker



Metro Waste Authority

Kyle Fischer, Instructor

March 11th, 2026

This is to certify that

Rick Stephens

has completed 8 hours of refresher training as a

Hazardous Waste Site Worker



Metro Waste Authority

Kyle Fischer, Instructor

March 26th, 2026

This is to certify that

Kurt Van Wyk

has completed 8 hours of refresher training as a

Hazardous Waste Site Worker



Metro Waste Authority



Kyle Fisker, Instructor

March 27th, 2026

This is to certify that

John Vitalo

has completed 8 hours of refresher training as a

Hazardous Waste Site Worker



Metro Waste Authority

Kyle Fischer, Instructor

March 27th, 2026

This is to certify that

Pat Watkins

has completed 8 hours of refresher training as a

Hazardous Waste Site Worker



Metro Waste Authority

Kyle Fischer, Instructor

March 11th, 2026

This is to certify that

Jeremy Kern

Has completed 24 hours of training as a

Hazardous Waste Site Worker



A handwritten signature in blue ink, appearing to read 'Kyle Fischer', written over a horizontal line.

Kyle Fischer, Instructor

February 18th – 20th, 2026

Section F

EPA Refrigerant Recovery Device Certification

Submission of EPA Form 2060-0256 is no longer required under current EPA regulations. The former certification requirements contained in 40 CFR § 82.162 have been removed, and the section is now reserved.

All refrigerant recovery equipment used complies with the applicable standards contained in 40 CFR Part 82, Subpart F. All refrigerant recovery devices utilized are AHRI certified to meet or exceed EPA requirements in accordance with AHRI Standard 740-2016 and are approved for use with Class III, IV, and V refrigerants.

Section G

Iowa DNR General Permit No. 1 EPA Notification of PCB Activity

DEPARTMENT OF NATURAL RESOURCES
NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)
NOTICE OF GENERAL PERMIT COVERAGE UNDER
GENERAL PERMIT NO. 1

STORM WATER DISCHARGE ASSOCIATED WITH INDUSTRIAL ACTIVITY

This notice of general permit coverage for a storm water discharge associated with industrial activity is issued pursuant to the authority of section 402 (b) of the Clean Water Act (U.S.C. 1342(b)), Iowa Code 455B.174, and subrule 567--64.4(2), Iowa Administrative Code. A Notice of Intent has been filed with the Iowa Department of Natural Resources that this storm water discharge complies with the terms and conditions of NPDES General Permit No. 1. Authorization is hereby issued to discharge storm water associated with industrial activity as defined in Part VIII of the Iowa Department of Natural Resources NPDES General Permit No. 1 in accordance with the terms and conditions set forth in the permit.

Owner:

**CITY OF COUNCIL BLUFFS
209 PEARL ST.
COUNCIL BLUFFS IA 51503
(712)890-5454**

Contact:

**TONY FIALA
CITY OF COUNCIL BLUFFS
209 PEARL ST.
COUNCIL BLUFFS IA 51503
(712)890-5454**

Permit Coverage Issued To:

**CITY OF COUNCIL BLUFFS, RECYCLING CENTER
4441 GIFFORD RD.
in COUNCIL BLUFFS, POTTAWATTAMIE COUNTY
located at**

1/4 Section	Section	Township	Range
NW	14	74	44W

Coverage Provided Through: 10/6/2029

Standard Industrial Classification Code: 5093

NPDES Permit Discharge Authorization Number: 29768 - 29501

Discharge Authorization Date: 10/6/2016



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
WASHINGTON, D.C. 20460

OFFICE OF
PREVENTION, PESTICIDES AND
TOXIC SUBSTANCES

Glen D. Ingham
City of Council Bluffs
4441 Gifford Road
Council Bluffs, IA 51501

(7404)
August 15, 2002
6919

Subject: Notification of PCB Activity

Thank you for filing the Notification of PCB Activity form dated June 28, 2002 for the facility location listed below:

Council Bluffs Recycling Center
4441 Gifford Road
Council Bluffs, IA 51501

Please be advised that the EPA Identification Number for the above facility is correctly stated on your form as IAD087062352. This is the number you will use for reporting PCB activity.

If you have any questions regarding the accuracy of the EPA ID number, please call Laura Casey at (202) 566 -1982.

Sincerely,

A handwritten signature in black ink, appearing to read "Tony Baney", with a stylized flourish underneath.

Tony Baney, Chief
Fibers & Organics Branch



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY

REGION VII
901 NORTH 5TH STREET
KANSAS CITY, KANSAS 66101

NOV 26 1999

Tony Fiala
Council Bluffs Recycling Center
4441 Gifford Road
Council Bluffs, IA 51501

Dear Mr. Fiala:

RE: Council Bluffs Recycling Center
4441 Gifford Road
Council Bluffs, Iowa
EPA RCRA ID No. IAD087062352

This is to acknowledge that you have filed a Notification of Regulated Waste Activity for the installation located at the address shown above to comply with Section 3010 of the Resource Conservation and Recovery Act (RCRA).

Your Environmental Protection Agency (EPA) RCRA Identification Number for the referenced installation appears above. This EPA RCRA ID Number must be included on all shipping manifests for transporting hazardous wastes; on all Biennial Reports that generators of hazardous waste, and owners and operators of hazardous waste treatment, storage and disposal facilities, must file with EPA; on all applications for a Federal Hazardous Waste Permit; and on all other hazardous waste management reports and documents required under Subtitle C of RCRA.

Please note that pursuant to 40 CFR Part 261 Subpart D, the following wastes are described as "acutely hazardous": F020, F021, F022, F023, F026, F027 and all P-listed wastes. Generation in one calendar month of more than one kilogram (or approximately 2 pounds) of acutely hazardous wastes places a generator in the Large Quantity, or Fully Regulated, Generator category.

We hope the enclosed information will be helpful to you. If you have any questions regarding this letter, please call Mr. Perce Cox, working under a grant at EPA, at (913) 551-7126.

Sincerely,

Harriett L. Jones, P.E.
State Programs Team Leader
RCRA Enforcement and State Programs Branch
Air, RCRA, and Toxics Division

Enclosures

cc: Joseph Obr, Chief, Land Quality Bureau
Iowa Department of Natural Resources - (w/o encl)

RCRIS HANDLER INFORMATION REPORT

November 19, 1999

The information summarized below has been entered into EPA's RCRA Computer Data Base for the INSTALLATION LOCATION AND EPA RCRA Identification Number listed. If any of this information is inaccurate, you may notify us of the change(s) by writing to us, telephoning us, or by completing a Notification of Regulated Waste Activity Form (EPA Form 8700-12), a copy of which is attached, or simply marking any changes on this report and sending it to EPA at
EPA REGION 7 - ARTD/RESP
901 N 5th Street
KANSAS CITY, KANSAS 66101

Your cooperation in helping us to maintain accurate records is appreciated. If you have any questions, please call our Iowa RCRA Hazardous Waste Inquiry Helpline number (913) 551-7861, and leave a message. Someone will get back to you as soon as possible.

EPA RCRA ID Number: IAD087062352

Name of Company/Installation: COUNCIL BLUFFS RECYCLING CENTER
Location of Installation: 4441 GIFFORD RD
City/State/Zip: COUNCIL BLUFFS, IA 51501
County: POTTAWATTAMIE

Mailing Address: 4441 GIFFORD RD
City/State/Zip: COUNCIL BLUFFS, IA 51501

Installation Contact: TONY FIALA
Job Title: RECYCLING TECH
Phone Number: (712) 328-7985
Contact's Address: 4441 GIFFORD RD
City/State/Zip: COUNCIL BLUFFS, IA 51501

Current Owner of Installation: CITY OF COUNCIL BLUFFS
Owner's Address: 209 PEARL ST
City/State/Zip: COUNCIL BLUFFS, IA 51503
Phone Number: (712) 328-4666

Land Type: Private
Owner Type: Municipal

TYPE(S) OF REGULATED ACTIVITY: CONDITIONALLY EXEMPT SQG

Hazardous Wastes Handled: D000

E 11/15/94 N N 11/18/99 3

SIGNATURE

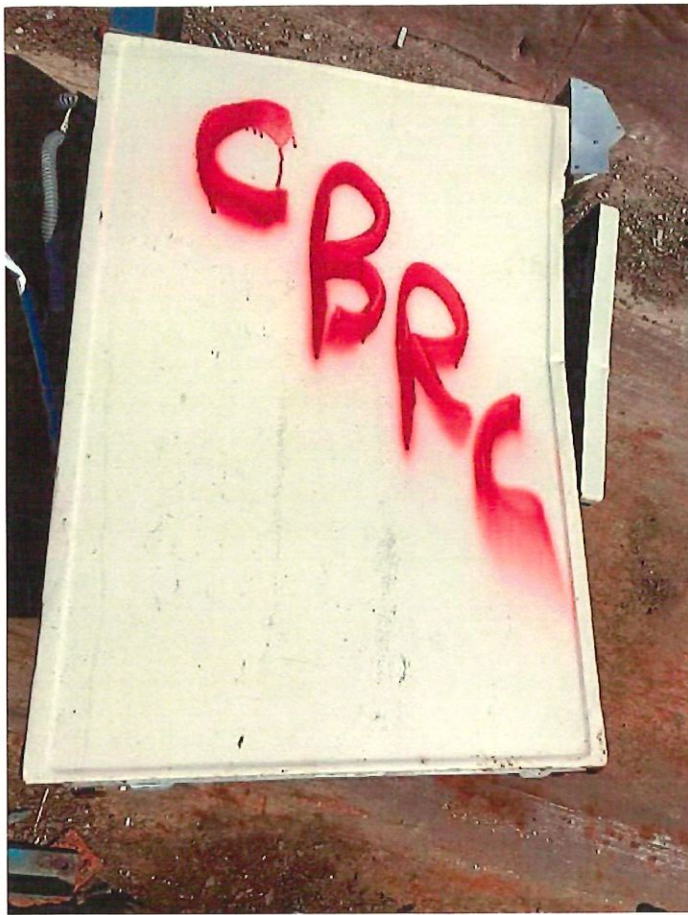
NAME & OFFICIAL TITLE

DATE SIGNED

All information you submit in a notification can be released to the public, according to the Freedom of Information Act, unless it is determined to be confidential by U.S. EPA pursuant to 40 CFR Part 2. Since notification information is very general, the U.S. EPA believes it is unlikely that any information in your notification could qualify to be protected from release. However, you may make a claim of confidentiality by printing the word "CONFIDENTIAL" on both sides of the Notification Form and on any attachments or submittals including this information report. EPA will take action on the confidentiality claims in accordance with 40 CFR Part 2.

Section H

Unique Marking System



Section I

Site Operation Plan

Council Bluffs Recycling Center Appliance Demanufacturing Operations Plan

Reviewed February 2026

Section 1 - Appliance Demanufacturing Procedures

The following are procedures of appliance demanufacturing for the Council Bluffs Recycling Center located at 4441 Gifford Road, Council Bluffs Iowa 51501.

All appliances to be demanufactured at the Council Bluffs Recycling Center (CBRC) are first unloaded in front of the appliances demanufacturing area. At no time will appliances be dropped, crushed, or mishandled before completion of proper demanufacturing. The appliances are then screened to determine the course of action for demanufacturing. These appliances include but are not limited to the following: Refrigerators, freezers, dehumidifiers, air-conditioning units, furnaces, garage door openers, sump/bilge pumps, gas hot-water heaters, clothes washers, clothes dryers, gas and electric ovens and ranges, microwave ovens, fluorescent light fixtures and commercial coolers with components containing mercury, refrigerants, PCB or non-PCB containing capacitors and ballasts that are discarded from all sources.

All demanufactured appliances will be spray painted with the initials "CBRC" as the unique identifier by Iowa Department of Natural Resources code.

Refrigerators containing ammonia gas are not accepted for disposal at the facility.

Refrigerators, freezers, air-conditioners, commercial coolers, and dehumidifiers:

1. Determine type and amount of refrigerant contained in each unit by referencing the product information plate.
2. Recover refrigerant from unit.
3. Check for and remove capacitors, ballasts and mercury switches and dispose of in approved container.
4. Mark unit with unique identifier.
5. Place in scrap metal bin for processing.
6. Mark appliance type and materials removed.

Microwave ovens:

1. Disassemble unit.
2. Locate and remove capacitor(s)
3. Dispose of capacitors in appropriate container.
4. Mark unit with unique identifier.
5. Place in scrap metal bin for processing.
6. Mark appliance type and materials removed.

Gas ovens and Ranges:

1. Disassemble unit.
2. Check for and remove all thermocouple devices switches and dispose of in appropriate container.
3. Check for and remove Ballasts and dispose of in appropriate container.

4. Mark unit with unique identifier.
5. Place in scrap metal bin for processing.
6. Mark appliance type and materials removed.

Gas Water Heaters:

1. Check for and remove all thermocouple devices and dispose of in appropriate container.
2. Mark unit with unique identifier.
3. Place in scrap metal bin for processing.
4. Mark appliance type and materials removed.

Fluorescent Light Fixtures:

1. Disassemble unit.
2. Check for and remove Ballasts and dispose of in appropriate container.
3. Mark unit with unique identifier.
4. Place in scrap metal bin for processing.
5. Mark appliance type and materials removed.

Furnace blower fans:

1. Disassemble unit.
2. Check for and remove Capacitors and dispose of in appropriate container.
3. Mark unit with unique identifier.
4. Place in scrap metal bin for processing.
5. Mark appliance type and materials removed.

Clothes Washers:

1. Disassemble unit.
2. Check for and remove capacitors, ballasts and mercury switches and dispose of in appropriate container.
3. Mark unit with unique identifier.
4. Place in scrap metal bin for processing.
5. Mark appliance type and materials removed.

Clothes Dryers:

1. Disassemble unit.
2. Check for and remove capacitors, and ballasts and dispose of in appropriate container.
3. Mark unit with unique identifier.
4. Place in scrap metal bin for processing.
5. Mark appliance type and materials removed.

Garage Door Openers

1. Disassemble unit.
2. Check for and remove capacitors, ballasts and dispose of in appropriate container.
3. Mark unit with unique identifier.
4. Place in scrap metal bin for processing.
5. Mark appliance type and materials removed.

Sump / Bilge pumps

1. Disassemble unit.
2. Check for and remove mercury switches and dispose of in appropriate container.
3. Mark unit with unique identifier.
4. Place in scrap metal bin for processing.
5. Mark appliance type and materials removed.

Section 2 - Appliance Collection Procedures

Overview

The following procedures were developed to insure the safety and health of City employees and compliance with the State of Iowa and Federal Regulations regarding the collection, disposal and demanufacturing of appliances.

Safety

The City strives to provide its employees with the safest working conditions possible and employee safety is the greatest concern. Employee's safety always supersedes any other factor. An employee shall under no circumstances allow themselves or another employee's safety to be compromised during the collection of an appliance.

Employees shall wear the following protective equipment when collecting appliances.

1. Safety glasses
2. Work Gloves
3. Safety shoes

Procedures

All appliances shall be loaded using methods that do not expose the appliance to unnecessary damage. Equipment may be used, but care must be observed to prevent the release of hazardous substances.

Loading Appliances

Approved methods

1. Hand load the appliance directly into the back of truck being sure to use all proper lifting techniques.
2. Hand load the appliance onto a forklift, loader, or backhoe bucket, then carefully set it into the vehicle. At times, it may be necessary to secure the appliances to the bucket to insure it does not fall while lifting it into the truck.
3. If the appliance is located to cause a hazard to the employee's safety, use of a grapple truck or other lifting means maybe necessary. Great care must be observed to avoid damage to the vulnerable areas of the appliance.
 - a. Examples of these areas are:

- i. Freon lines on the back and bottom of Freon containing units.
 - ii. Mercury switches next to gas lines on water heaters, stoves, and dryers.
 - iii. Capacitors near motors on washers and inside microwaves.
 - iv. Fluorescent bulbs in lighting devices.
4. If the appliance is located in a way that makes it hazardous to the employees to handle the appliance using the above methods and safely move the appliance to a location where it may be properly handled.
 - a. Check the appliance to insure no leakage of hazardous substances has occurred. If it has, use spill clean up methods outlined in Attachment 8 of the *Council Bluffs Recycling Center Emergency Response Plan*.

Transportation

All appliances shall be transported to the Recycling Center according to all applicable Department of Transportation regulations. Drivers shall insure the load is secured to prevent damage from the load shifting and or falling from vehicle while in route.

Unloading

Upon arrival at the Recycling Center, the driver shall notify the scale house attendant of the contents of the vehicle. The scale house attendant will notify the appropriate staff to assist in unloading the appliances. Never unload by raising the dump box and allowing the appliance to fall to the ground.

Approved unloading methods:

1. Unload by hand.
2. Unload by hand onto forklift and lower to the ground.
3. Unload by hand into loader bucket and lower to the ground.

Section J

Contingency Plan

EMERGENCY RESPONSE AND REMEDIAL ACTION PLAN

For

Council Bluffs Recycling Center

Permit #'s

78-SDP-18-98P-ADP

08-RCC-1998

Revised February 2026

Table of Contents

Regulatory Requirements	1
Iowa Code	1
Permit Provisions	1
Facility Information	1
DNR Permit Number	1
Facility Description	1
Responsible Officials and Contact Information	1
Project Location	1
Site and Environs Map	2
Emergency Conditions	2
Failure of Utilities-Short and Long Term	2
Weather Related Events	3
Fire and Explosions	9
Regulated Waste and Household Hazardous Materials Spills and Releases	13
Hazardous Material Spills and Releases, including Household Hazardous Materials	14
Mass Movement of Land and Waste	16
Emergency and Release Notifications and Reporting	17
Emergency Waste Management Procedures	18
Primary Emergency Equipment Inventory	19
Emergency Aid	20
ERRAP Training Requirements	20
Attachment 1	
Site Map	22
Attachment 2	
Environs Map	23
Attachment 3	
Tornado Evacuation Map	24
Attachment 4	
Flood Evacuation Map	25
Attachment 5	
Emergency Telephone Numbers	26
Attachment 6	
Hospital Directions	30
Attachment 7	
HHM Operations Plan Spill Cleanup Section	31

A. REGULATORY REQUIREMENTS

Iowa Code

Section 455B.306(6)"d", of the Code of Iowa requires that "An emergency response and remedial action plan including established provisions to minimize the possibility of fire, explosion, or any release to air, land, or water of pollutants that could threaten human health and the environment, and the identification of possible occurrences that may endanger human health and environment" be prepared.

Permit Provisions

Additionally, Section X, Special Provisions of the Council Bluffs Recycling Center Sanitary Disposal Project Permit states that *"The City of Council Bluffs shall submit an emergency response and remedial action plan for this Recycling Center and Regional Collection Center for Household Hazardous Waste in accordance with the requirements and implementation schedules to be included in administrative rules yet to be adopted which are intended to implement Section 455B.306 of the Iowa Code."*

The purpose of this Plan is to fulfill these regulatory requirements and to provide a reference manual to the Council Bluffs Recycling Center's Employees and other responsible parties in the event an emergency situation arises at the Council Bluffs Recycling Center 4441 Gifford Road Council Bluffs, Iowa 51501

B. FACILITY INFORMATION

Permitted Agency:	Council Bluffs Recycling Center
DNR Permit Number:	78-SDP-18-98P-ADP 08-RCC-1998
Facility Description:	Household Hazardous Materials and Very Small Quantity Generators Regional Collection Center and Recycling Center
Responsible Officials and Contact Information:	See ATTACHMENT 5
Project Location:	4441 Gifford Road Council Bluffs, Iowa The Recycling Center is located one block south of HWY 92-275 and 24 th Street in Council Bluffs Iowa

Site and Environs Map:

See **Attachments 1 and 2.**

C. EMERGENCY CONDITIONS

In the event the following emergency conditions arise, the following response activities and remedial actions will be taken.

1. FAILURE OF UTILITIES-SHORT AND LONG TERM.

Utilities at the Recycling Center include electricity, natural gas, public water and electrical lift station to the City of Council Bluffs sewage System.

ELECTRICITY FAILURE-SHORT AND LONG TERM

Household Hazardous Waste

In the event electrical service is disrupted at the Recycling Center for a period of 48-hours or less, it is not anticipated that service would be disrupted. There are very few things that require the use of power to be accomplished. Those would include bulking oil base paint, and identifying unknown substances. These items would be stored until power is restored.

In the event that the electrical service disruption was to become for a period longer than 48 hours at the point that storage becomes a problem the oil base paint and unknown materials would be packaged for shipment to the Hazardous Waste Disposal Contractor.

Recycling

In the event electrical service is disrupted at the Recycling Center for a period of 48-hours or less, it is not anticipated that service will be disrupted. The Recycling Center has ample room to store several days' worth of recyclables inside until the power to the baler and sorting lines can be restored. Most outdoor activities would not be affected by failure of utilities. Weights of loads that would normally be scaled would be estimated. Loads of residential recyclables can be shipped to Firststar Fiber in Omaha, NE. From a sanitary standpoint, water could be hauled in for employee hand washing and a privy could be deployed.

In the event electrical service is disrupted at the Recycling Center for a period exceeding 48-hours, accommodations similar to those utilized during a short-term utility failure could be made.

Buildings

Although the Recycling Center is primarily open during daylight hours, supplemental heat for the building at this facility may be required if electricity fails.

Non-electrical space heaters may be used for supplemental heat; however, extreme caution should be exercised and the manufacturer's recommendations for ventilation must be strictly adhered to.

- Keep all portable space heaters at least 3 to 4 feet away from combustible materials.
- Battery powered flashlights and lanterns are recommended for supplemental light. Only in extreme circumstances should candles be utilized and then only on a temporary basis until flashlights or lanterns can be situated.
- Candles shall be extinguished when leaving a room and never left unattended.
- Never utilize a candle for supplemental light when fueling equipment such as kerosene lanterns or heaters.

City Public Water

The water supply for the Recycling Center is derived from a public water supply. In the short term, as well as the long term, water could be transported for human consumption and hand washing.

Sewage Disposal

The Recycling Center sewage disposal needs are met through the utilization of a lift station that pumps the sewage from the Recycling Center directly into the Council Bluffs City Sewer System, located Northeast of the facility. In the event of a short-term electrical failure or in the case of the failure of the lift station, staff can travel and utilize the restroom facilities at one of the local commercial establishments. In the event of a long-term electrical failure, it would be necessary to rent a portable privy and locate it at the facility.

- Contact the Recycle Center Supervisor. See **Attachment 5** for telephone and mobile phone numbers.
- Contact the Solid Waste Superintendent See **Attachment 5** for telephone and mobile phone numbers.

2. WEATHER RELATED EVENTS

Use battery powered radios to receive the most updated information on local conditions.

For the purpose of this Section, the following terms are generally described:

Tornado Watch: Tornadoes are possible

Tornado Warning: A tornado has been sighted or indicated by weather radar

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.

A. Tornado/Windstorm

Tornado Watch Procedures

- Watch the sky and listen to radio 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. The designated shelter is the block Tool Room in the Main Recycling Building. See location of this shelter in **Attachment 3**.
- Stay away from windows and open spaces.
- In the event you observe a revolving funnel-shaped cloud, take shelter and then report them to the 911 center.

Tornado Warning Procedures

- Take shelter in the Tool Room. See location of this shelter in **Attachment 3**.
- Stay away from windows and open spaces.
- Turn on a battery-powered radio and wait for the “all-clear” announcement by authorities.

Tornado Safety-Outdoors

- If possible, get inside a substantial building.
- If shelter is not available or there is not 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.

Procedure after a Tornado

- Try to get out of damaged buildings. Once out, do not re-enter the building unless necessary. Use great caution.
- Extinguish all smoking and small fires.
- Monitor the radio or television for emergency information or instructions.
- Go to the Emergency Assembly Point. See **Attachment 1**. Account for Recycling Center personnel and known guests/customers/contractors.
- Check for injured victims. Render first aid if necessary. Call 911 if necessary.
- Do not attempt to move severely injured victims unless necessary. Wait for emergency medical assistance to arrive.
- Look out for broken glass.
- Look out for and report downed power lines.
- Use the telephone only for emergency calls. Telephone lines may be down. Mobile telephone service may be used for emergency calls.
- Take photos or videotape the damage to 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.

Check for Electrical System Damage

- Look for electrical system damage. If you see sparks or 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 5** for possible contacts.
- See **Attachment 5** for Emergency Contacts.

Check for Sewage and Water Line Damage

- Check for sewage and water lines damage. If you suspect sewage lines are damaged, avoid using toilets and call a plumber. If water pipes are damaged, contact a plumber and avoid using water from the tap. See **Attachment 5** for possible contacts.

B. Intense rainstorms and erosion

Thunderstorm Watch Procedures

- Locate a safe place inside one of the buildings.
- Watch the sky.
- Assign someone to listen to a battery-powered radio for more information.

Thunderstorm Warning Procedures

- Bring all heavy motorized equipment inside and shut it down
- Go to a safe place inside a building.
- Turn on a battery-powered radio, 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 Including Lightning Strikes

- Check personnel, guests, clients, and contractors for injuries.
- Report downed utility wires.
- Check equipment for proper operation if the electricity was out. If the equipment is not functioning properly, contact a mechanic or an electrician. See **Attachment 5** for possible contacts.
- Continue to listen to the radio for flash flood and/or tornado watches and warnings and other instructions and advice.

Lightning Strike Victim

- A person who has been struck by lightning does *not* carry an electrical charge that can shock other people.
- If the victim is burned, provide first aid and call emergency medical assistance immediately. Look for burns where lightning entered and exited the body.

C. Lightning Strikes

In the event a Recycling Center building was hit by a lightning strike and the building was damaged beyond immediate repair, customers would be directed to alternate locations in the other buildings if possible.

- There are some places that are safer than others from lightning strikes, however no place is risk free.
- Large enclosed structures are generally safer than smaller 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, communications towers, flagpoles, light poles, metal fences, water.

- When inside, avoid 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, 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 911 if necessary.
- Provide first aid and call emergency medical assistance (911) immediately. Look for burns where lightning entered and exited the body.

D. Flooding

For the purpose of this Section, the following terms are generally described:

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.

In the event of flooding is forecasted, other than a flash flood event, the Solid Waste Superintendent in conjunction with the Recycle Center Supervisor, will make a decision to evacuate the mobile containers from the site to another appropriate City owned site. See evacuation route in **Attachment 4**. In the event of a flash flood event and damage occurred to the structure and the containers were irretrievable, customers would be directed to transport their recyclables to one of our container sites, tree debris to a designated alternative location and construction debris directly to the Loess Hills Regional Sanitary Landfill, 59722 290th Street, Malvern, Iowa.

Flood Damage Prevention Procedures

- Move key documents to higher ground or take them with you if you must evacuate.
- Review evacuation procedures with employees.
- Turn on battery-powered radio 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 flashfloods, each employee shall immediately contact the Recycle Center Supervisor or the Solid Waste Superintendent upon reaching a safe haven; 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-powered radio for evacuation instructions.
- Follow recommended evacuation routes. See **Attachment 4**.
- Leave early enough to avoid being marooned by flooded roads.

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.

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.
- Look for fire hazards, such as broken or leaking gas lines, flooded electrical circuits, submerged furnaces or electrical appliances, flammable or explosive materials coming from upstream.

- Service damaged septic tanks, cesspools, pits, and leaching systems as soon as possible. Damaged sewage systems are health hazards.
- Document the damage for insurance purposes by taking notes or 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 for Large Scale Erosion

- Identify and repair access roads, approach ramps, and internal roads that were affected by erosion.

Acceptance of Flood Related Wastes:

- Document all flood related debris for possible credit/reimbursement.

3. FIRE AND EXPLOSIONS

In the event of any type of fire or explosion at the Recycling Center, the Recycling Center employees will immediately contact the Pottawattamie County Communications Center and emergency responders will be dispatched to the facility.

Basic Fire Safety

- Site will comply with local and state fire codes – including the placement and maintenance of fire extinguishers, smoke detectors, sprinklers, etc.
- See **Attachment 1** for Emergency Assembly Point.
- Keep exit routes clear and well marked.
- In areas where cigarette, cigar and/or pipe smoking is allowed, make sure ashes are completely extinguished before they are disposed. Never leave hot ashes or burning tobacco products unattended. Before leaving the area, make sure all tobacco products are thoroughly extinguished and placed into an appropriate container.
- Avoid using extension cords wherever possible, especially small-wired cords used with high-wattage 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.
- Don't 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.

Fire in Household Hazardous Materials Building

- Warn all others in the building and exit as quickly as possible.
- Unless the fire is very small, **Do Not Attempt to Extinguish Fire.**
- Go to the Emergency Assembly Point. See **Attachment 1.**
- Call 911 and tell them the Hazardous Waste building is on fire.
- Do not go back into the burning building.

Fire in Haz-Stor Building

- Call 911 and tell them the Hazardous Storage Building is on fire.
- Keep every one at a safe distance from the building.
- **Do Not Attempt to Extinguish Fire with a fire extinguisher.**
- Be sure that doors are closed and pull automated fire extinguishing system lever on out side of building.
- Go to the Emergency Assembly Point. See **Attachment 1.**

Waste Fires

- For fires in the baler storage bins, trailers or open top containers, go to Section Working Area, Page 13.
- For fires in vehicles, go to Section Hot Loads, Page 13.

Scale House or office-Small Localized Fire

- Caution: A small-localized fire can engulf a room in less than 60 seconds.
- Act quickly. Smoke can be very dangerous.
- Use a fire extinguisher to extinguish the flame, shoot 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 Point. See **Attachment 1.**

Building or office -Out of Control Fire

- 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 Point. See **Attachment 1.**
- Call 911 from a mobile phone or from a phone in another building.
- 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 OSHA approved containers or equivalent means designed for that purpose. Portable containers shall be metal or 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.
- All flammable liquids including fuels shall be stored in an approved flammable liquids storage cabinet, tank or Haz-Stor building.

Electrical-Small Localized Fire

- 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 Point. See **Attachment 1**.

Electrical-Larger Uncontrolled Fire

- 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 Point. See **Attachment 1**.
- **Call 911** from a mobile phone or from a neighbor's phone.
- Never go back inside a building for any reason.

Facilities

See Section Buildings or Office, Page 11. The Recycling Center does not have additional facilities not previously covered.

Working Area

Garbage fires can be started from several causes: hot loads, careless smoking, and arson.

- Understand and be aware of warning signs.
- Always report any visible smoke to the Supervisor.
- If in doubt about a possible fire or signs of fire, call 911.

Once a Fire is Identified

- Control access and site security.
- First aid should be available 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 Recycling Center without the driver aware of the risk.
- Quickly alert the driver and direct the truck toward a safe area.
- Find out if the load contains hazardous materials.
- 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.
- Call 911.
- 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.
- Go to the Emergency Assembly Point. See **Attachment 1**.
- 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.

Evacuation

- See **Attachment 1** for Emergency Assembly Point.
- Call 911.

4. **Regulated Waste and Household Hazardous Materials Spills and Releases**

For the purpose of this Section, the following terms are generally described:

Regulated Waste: Non-hazardous material such as municipal solid waste and construction demolition debris.

Spill: 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: 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: A release or spill that leaves the facility's property boundary.

Waste Materials: Materials normally accepted at a Recycling Center. Waste materials are also regulated wastes.

Waste Materials-Onsite Spill or Release

- If spill is liquid use absorbent materials to dam spill and confine it from spreading.
- Use standard spill clean up procedures to clean up spill. **See Attachment 7 HHM Operations Plan Spill Clean-up Procedures Section.**
- If non liquid Use caution and remove the waste, placing it in an acceptable location.

Waste Materials-Off-site Spill or Release

- If waste materials are identified beyond the property, see Section Off-Site Releases, Pages 15-16.

Leachate

- Not applicable to this facility.

Waste Gases

- Not applicable to this facility.

Waste Stockpiles and Waste Storage Facilities-Onsite Spills

See "Waste Materials-Onsite Spill or Release" above.

Waste Transport Systems

- Solid waste is transported from the Recycling Center to the Loess Hills Regional Sanitary Landfill. In the event an off-site spill or release of regulated waste were to take place while en route to the Landfill, the City shall be responsible for the clean up.

Litter and Airborne Particulates

- Litter control and clean up activities shall be conducted on a daily basis, as per the sanitary disposal project permit.

Site Drainage Systems

- If regulated wastes enter a waterway, use great caution removing the wastes. Flowing water can have extreme force.
- Prevent the waste from washing away beyond the property boundary. Remove the wastes as soon as possible.

Off-Site Releases-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 Recycle Center Supervisor. See **Attachment 5** for telephone and mobile phone numbers.
- Contact the State of Iowa. See **Attachment 5** for telephone numbers.

5. Hazardous Material Spills and Releases, including Household Hazardous Materials

- Call 911 and ask them to send the Hazmat Team.
- See **IDNR Spill Reporting Guide** 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 daily at the Recycling Center 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:
 - Send Hazardous Materials to HHM Section.
 - Send Appliances and Electronics to Appliance Demanufacturing Section.
 - See **IDNR Spill Reporting Guide** for reporting hazardous conditions to the State.
 - Contact the Recycle Center Supervisor. See **Attachment 5** for telephone and mobile phone numbers.
 - Contact the CBRC Superintendent. See **Attachment 5** for telephone and mobile phone numbers.
 - Observe the safety precautions outlined in above.

Mixed Waste Deliveries

- Load checking is performed daily at the Recycling Center 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:
 - Send Hazardous Materials to HHM Section.
 - Send Appliances and Electronics to Appliance Demanufacturing Section.
 - Contact the Recycle Center Supervisor. See **Attachment 5** for telephone and mobile phone numbers.
 - Contact the Solid Waste Superintendent. See **Attachment 5** for telephone and mobile phone numbers.
 - Contact the State of Iowa. See **Attachment 5** for telephone and mobile phone numbers. See **IDNR Spill Reporting Guide** for reporting hazardous conditions to the State.
- Observe the safety precautions outlined in above.

Fuels/Oils

- 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

- Not applicable to this facility.

Site Drainage Systems

If hazardous waste enters a waterway:

- Call 911.
- Contact the Recycle Center Supervisor. See **Attachment 5** for telephone and mobile phone numbers.
- Contact the Solid Waste Superintendent. See **Attachment 5** for telephone and mobile phone numbers.
- Contact the State of Iowa. See **Attachment 5** for telephone and mobile phone numbers. See **IDNR Spill Reporting Guide** for reporting hazardous conditions to the State.
- Emergency / Hazardous Material professionals will provide assistance to minimize the risk downstream.

Off-Site Releases

- 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.
- Call 911.
- In case of an off-site release, the following individuals must be contacted:
 - Contact the Recycle Center Supervisor. See **Attachment 5** for telephone and mobile phone numbers.
 - Contact the Solid Waste Superintendent. See **Attachment 5** for telephone and mobile phone numbers.
 - Contact the State of Iowa. See **Attachment 5** for telephone and mobile phone numbers. See **IDNR Spill Reporting Guide** for reporting hazardous conditions to the State.

6. Mass Movement of Land and Waste

During Earthquakes

- 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 Recycling Center 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. Then see for information on utilities.
- Do not use matches, or smoke.
- Avoid the telephone.
- Do not go sightseeing.
- Expect aftershocks.
- In case of earthquake, the following individuals must be contacted:
 - Contact the Recycle Center Supervisor. See **Attachment 5** for telephone and mobile phone numbers.
 - Contact the CBRC Superintendent. See **Attachment 5** for telephone and mobile phone numbers.

Slope Failure

- Not applicable to this facility.

Waste/Stockpile Shifts

- Not applicable to this facility.

Waste Subsidence

- Not applicable to this facility.

7. Emergency and Release Notifications and Reporting

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

Federal Agencies

See **Attachment 5** for Emergency Phone Numbers

State Agencies

See **Attachment 5** for Emergency Phone Numbers

See **IDNR Spill Reporting Guide** for Reporting hazardous conditions

County and City Agencies

See **Attachment 5** for Emergency Phone Numbers

News Media

See **Attachment 5** for Phone Numbers

Facilities with At-Risk Populations within Five (5) Miles

Contact **911 Dispatch** the Council Bluffs Fire and Police Departments will notify and evacuate at risk populations as necessary. See **Attachment 5** for Emergency contacts and news media.

Emergency Response Agencies and Contact Information

See **Attachment 5** for Emergency Phone Numbers

Reporting Requirements and Forms

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

8. Emergency Waste Management Procedures

Communications

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

- Telephones are available in the Recycling Center buildings.
- The City of Council Bluffs provides a cellular/digital telephone to the Solid Waste Management Recycle Center Supervisor.
- The City of Council Bluffs provides all Recycling Center personnel with a two way radio.
- Honking horns can be used to indicate an emergency.
- Personal communication can also be used to communicate an emergency situation.

Temporary Discontinuation of Services

- If telephone service is discontinued, cellular or digital telephones can be used.
- The Recycle Center Supervisor can dispatch messengers to deliver emergency messages in case of a discontinuation of normal communication systems.
- If the facility's transportation or processing services must be discontinued, the Recycle Center Supervisor and the CBRC Superintendent will contact hauling communities and hauling companies, as soon as possible to communicate rerouting instructions.

Facilities Access and Rerouting

- The Recycle Center Supervisor and the CBRC Superintendent will facilitate emergency rerouting.
- If access to the facility is blocked, telephone, radio, and person-to-person contact at the Recycling Center will be used to communicate new directions and re-routing.
- The alternate disposal site for waste to be hauled directly to is the Loess Hills Regional Sanitary Landfill, 59722 290th Street, Malvern, Iowa.
- After the emergency, normal disposal or transportation systems should resume as soon as possible.

Waste Acceptance

- The alternate disposal site for waste to be hauled directly to is the Loess Hills Regional Sanitary Landfill, 59722 290th Street, Malvern, Iowa.

- The alternative recycling facility is Weyerhaeuser Recycling in Omaha, Nebraska
- The alternative HHM site would be the Pottawattamie County Transfer Station HHM Satellite in Hancock, IA.
- 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 IDNR. See **Attachment 5** for telephone numbers.

Wastes 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 Recycle Center Supervisor will decide how best to manage wastes in process depending on the emergency circumstances.
- When the threat to human life is greatly reduced, the waste should be processed according to the facility's permit.

9. Primary Emergency Equipment Inventory

Emergency Supplies Available

- Flashlight with extra batteries or electric lantern with batteries.
- Portable, battery-powered radio(s).
- Extra batteries.
- First-aid kit and manual.
- Fire extinguishers.
- Cellular telephone.
- Personal Protective Equipment

Major Equipment

- Bobcat skid loader
- 2 Forklifts
- 2 Wheel Loaders
- Track Loader
- Vermeer Tub Grinder
- Tandem Axle Dump Truck
- 3 – hook style 40 cubic yard container trucks
- Grapple Truck
- 2 -One Ton Pick-up Truck
- Stake Body Truck
- Fifth Wheel Haz-Mat Trailer
- Kubota Tractor
- Public Works Department vehicles and equipment are also available.
- Council Bluffs Fire Department Vehicles and Equipment are also available.

Fire Hydrants and Water Sources

The onsite supply of water is the Council Bluffs Public Water Supply. An on-site fire hydrant is located in landscaped area 50 feet south of the south west corner of the Haz-Stor Building. Two fire hydrants are located on Gifford Road (east side of facility).

Off-Site Equipment Resources

- Public Works Department vehicles and equipment are available.
- Council Bluffs Fire Department Vehicles and Equipment are also available.

10. Emergency Aid

First Aid

Commercial first-aid kits will be maintained at the Recycling Center in each building. The Recycling Center staff will administer minor first-aid treatment when required. Serious injuries will be handled through 911 Emergency Service.

- Call 911. Professional emergency aid workers should be notified for injuries needing immediate first aid care.
- See **Attachment 5** for Emergency Contacts.
- The Solid Waste Superintendent should be notified of any injury. See **Attachment 5** for telephone numbers.

Responder Contacts

- Call 911.

Medical Services

- Call 911.
- Call 911 before transporting sick or injured individuals in a personal vehicle or non-emergency vehicle.
- Directions to the Hospital are located in **Attachment 6**.

Contracts and Agreements

- The facility does not have any contracts or agreements for emergency aid.
- 911 services are provided to residents and businesses of the City of Council Bluffs.

11. ERRAP Training Requirements

- During the first year, after the plans are approved by IDNR, existing and new employees will review the contents of the approved ERRAP with the Training Provider.

Training Providers

- The Recycle Center Supervisor will serve as the training provider and 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 the ERRAP.
- **Attachment 5**-Emergency Phone Numbers will be provided to each employee and will be permanently posted near the telephones at the Recycling Center.

Annual Training Updates

- The Recycle Center Supervisor 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

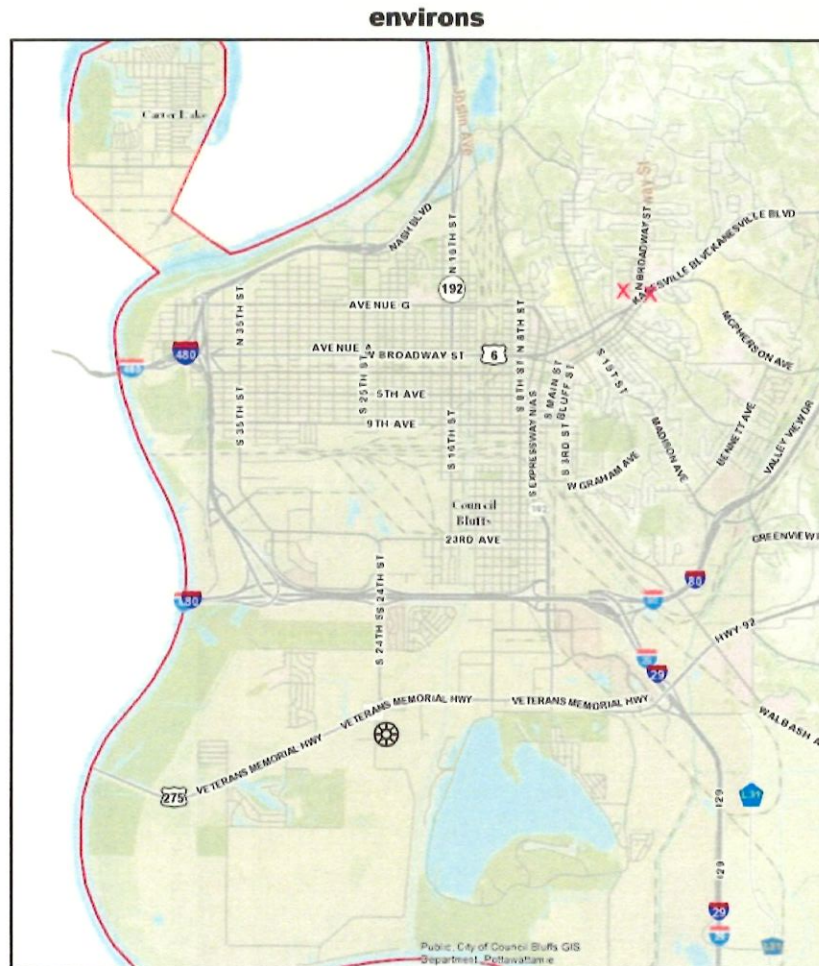
- Records of annual employee ERRAP training will be kept on file at the Recycling Center Office.

Attachment 1 Site Map



1. Scale House (Emergency Assembly Point)	6. Metal & Tires	12. Lumber Mulch Storage
2. Household Hazardous Waste Collection Center	7. Glass & Metal	13. Lumber Grinding Area
3. Haz-Storage Building	8. Entrance Gates	14. Bulk Plastic Area
4. Recycling Building	9. Construction Debris Area	
4A. Tornado Shelter	10. Tree Grinding Area	
5. Scale	11. Mulch Storage Area	

Attachment 2 Environs Map

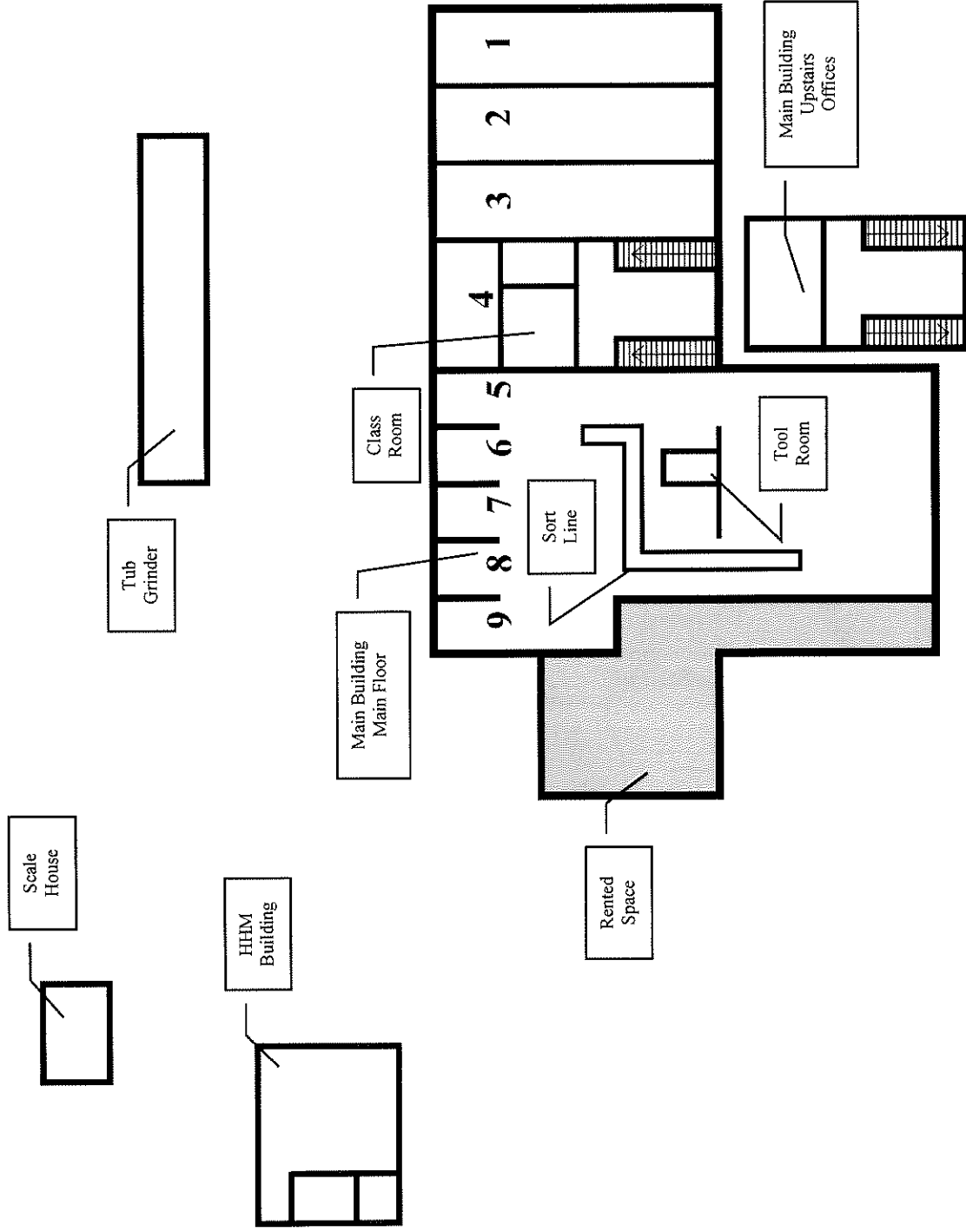


 Council Bluffs Recycling Center

 Hospitals

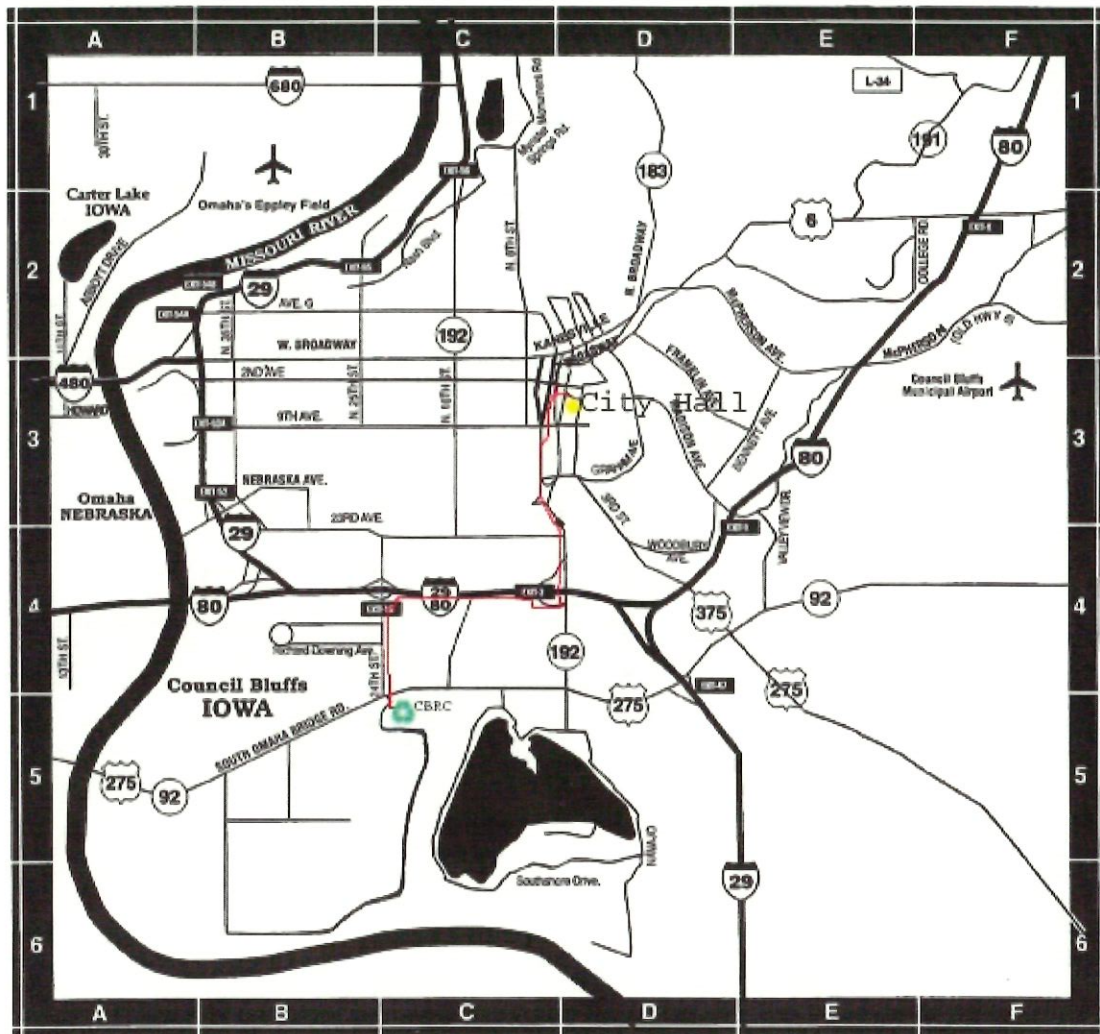
ATTACHMENT 3

Tornado Evacuation Shelter in Tool Room



ATTACHMENT 4

FLOOD EVACUATION MAP



ATTACHMENT 5

EMERGENCY TELEPHONE NUMBERS

Information required when calling 911:

1. Your name and

Council Bluffs Recycling Center
4441 Gifford Road
Council Bluffs, Iowa
(712) 890-5454

2. Give a description of the emergency such as the type and quantity of material involved, fire, explosion, wind direction or injuries.
3. Location of the emergency.
4. How contact can be made at the scene.
5. DO NOT HANG UP, unless instructed to do so or if personal safety is jeopardized.

EMERGENCY FACILITIES

PHONE NUMBERS

FIRE:

Pottawattamie County

911 Emergency Calls

Communications Center

(712) 328-5654

*Non-emergency

*(712) 328-5737

Ambulance

911

Police

911

Pottawattamie County Sheriff

911

State Fire Marshall

(515) 725-6145

PERSONS TO NOTIFY IN ANY EMERGENCY:

Solid Waste Management Superintendent:	Tony Fiala (712) 890-5454 work (402) 699-1576 cell
Recycling Supervisor:	Rick Stephens (712) 890-5454 work (712) 619-6725 cell
Recycling Technician:	Kurt Van Wyk (712) 890-5454 work (712) 310-4970 cell

CITY, COUNTY, STATE AND FEDERAL AGENCIES

Fire Marshall	(515) 725-6145
Poison Control Center	(800) 222-1222
Environmental Protection Agency Region 7	(800) 424-8802 (913) 281-0991
Public Health Department	(712) 242-1155
National Pesticide Information Center:	(800) 858-7378

HOSPITALS:

Mercy Hospital 800 Mercy Drive Council Bluffs, IA 51503	(712) 328-5000
Jennie Edmundson Hospital 933 E. Pierce Street Council Bluffs, IA 51503	(712) 396-6000

ENGINEER OF RECORD:

SCS Engineers (402) 938-0323
14755 Grover Street
Omaha, NE 68144

STATE OF IOWA:

Environmental Protection Bureau,
IDNR Spill Response (515) 725-8694
IDNR Region 4 Field Office, Atlantic, IA (712) 243-1934
Iowa Emergency Management Division (515) 725-3231

UTILITIES:

Telephone: Cox (866) 272-5777
Electricity: MidAmerican Energy (800) 329-6261
Water: Council Bluffs Water Works (712) 328-1006
Natural Gas: Black Hills Energy (888) 890-5554

ELECTRICIANS:

Bluffs Electric	During Office Hours	(712) 325-1537
	Chase	(402) 657-3019
ABC Electric	During Office Hours	(712) 322-4590
	Tom	(402) 306-1720

PLUMBERS:

Driver Plumbing	(712) 322-1505
Burton Plumbing	(402) 207-2802

MEDIA:**Television:**

KETV Channel 7	(402) 978-8954	news@ketv.com
KMTV Channel 3	(402) 592-3333	news@kmtv.com
KPTM Fox 42, KXVO Channel 15	(402) 558-4200	news@fox42kptm.com
WOWT Channel 6	(402) 233-7900	sixonline@wowt.com
KYNE Channel 26 ETV	(800) 868-1868	

Radio:

KEZO-FM	(402) 938-9200	
KFAB-AM	(402) 561-2000	news@kfab.com
KOIL-AM, KQKQ-FM	(402) 342-2000	
KXKT-FM	(402) 561-2000	
NE Broadcasters Association	(402) 933-5995	
KIWR FM 89.7	(712) 325-3254	
KLNG AM 1560	(888) 989-2299	
KMA AM 960	(712) 246-5270	
KIOS FM 91.5	(531) 299-0299	news@kios.org
Bluffs Country	(712) 713-2065	peggie@bluffscountry.com
Newspapers:		
Nonpareil		editorial@nonpareilonline.com
Omaha World Herald		news@owh.com

ATTACHMENT 6

HOSPITAL DIRECTIONS

HOSPITALS

Jennie Edmundson Hospital – 933 E. Pierce	(712) 396-6000
Mercy Hospital – 800 Mercy Road	(712) 328-5000

DIRECTIONS TO THE SITE FROM THE HOSPITALS

Jennie Edmundson Hospital-Take East Pierce Street which turns into Bluff Street to Willow Avenue. From Willow Avenue go to S 7th which turns into South Expressway/Hwy 192. Take South Expressway to Veterans Memorial Highway / Hwy 275/92. Go west on Veterans Memorial Highway to 24th Street. Go south on 24th Street and veer to the right. The Council Bluffs Recycling Center is the first left.

Mercy Hospital-Take Kanesville Blvd to S. 7th Street which turns into the South Expressway. Take the South Expressway to Veterans Memorial Highway / Hwy 275/92. Go west on Veterans Memorial Highway to 24th Street. Turn south on 24th Street and veer to the right. The Council Bluffs Recycling Center is the first left.

DIRECTIONS TO THE HOSPITALS FROM THE SITE:

Jennie Edmundson Hospital-From the Recycling Center, go North onto Gifford Road. From Gifford Road turn East onto Veterans Memorial Highway / Hwy 275/92. Turn North from Veterans Memorial Highway / Hwy 275/92 onto the South Expressway. Take South Expressway to Willow and go East 3 blocks to Bluff Street. Take a left on Bluff Street and it turns into Pierce. The address of the hospital is 933 E. Pierce.

Mercy Hospital-From the Recycling Center, go North on Gifford Road. From Gifford Road, turn East onto Veterans Memorial Highway / Hwy 275/92. When Veterans Memorial Highway intersects with the South Expressway, turn north onto South Expressway. Take South Expressway to Willow and go East 3 blocks to Bluff Street. Take a left on Bluff Street and it turns into Pierce. Continue on to Frank Street and turn north. Go two blocks and turn into the hospital parking lot.

ATTACHMENT 7

HHM Operations Plan Spill Cleanup Section

A. Spills

1. General

- a. First determine whether the spill is considered an emergency situation, using the guidelines listed under Emergency Identification.
- b. Most spills can be properly managed by the facility attendant. If an incident beyond the attendant's capability occurs, refer to the emergency identification criteria outlined in the preceding section:

Examples of spills that would require help are:

- i. A spill with the potential to release flammable and/or toxic liquids/vapors possibly leading to a fire or explosion.
- ii. A spill cannot be contained on-site, resulting in a potential for off-site soil contamination and/or ground water or surface water contamination.
- c. Do not attempt to contain or absorb a spill of an unknown material. As a rule of thumb, if you're not certain what the spilled fluid is assume the worst and evacuate the area and notify the proper emergency services.
- d. If possible, try to contain the spill with clean-up sheets or absorbent. Do not attempt containment action if it involves any risk to your health or life. Never walk through a spill.

2. Spills of liquids

- a. Small spills of liquids within the facility shall be wiped up with spill clean-up sheets, paper towels, or small amounts of absorbent. Neutralize acids with sodium bicarbonate or soda ash and bases with citric acid. Apply the neutralizing material to the acid or base very slowly since this is an exothermic reaction. Wash contaminated area with liquid detergent and a small amount of absorbent. Place all contaminated spill clean-up residue and liquids into a sealable bag; solidify with absorbent and dispose of as hazardous waste.

- b. Small spills of liquids in vehicles shall be cleaned up as described above. Advise the driver of the spill, and that it has been wiped up, washed, and/or neutralized in the case of acids and bases.
- c. Large spills of liquids within the facility shall be reason for temporary shutdown of all normal facility operations until cleanup is completed. Post a sign, "Temporarily Closed" as cleanup takes first priority over all other duties.
- d. Procedure:
 - i. Stop the flow of material and treat leaking containers immediately; transfer the contents of damaged containers into undamaged ones.
 - ii. Move uninvolved products away from the contaminated area.
 - iii. Provide containment for the unconfined material by constructing an emergency dike or berm with absorbent.
 - iv. Sweep the absorbent into the spill from the edges.
 - v. Shovel the contaminated absorbent into sealable bags or plastic pails.
 - vi. Wash the area with liquid detergent and a small amount of water.
 - vii. Sweep up with more absorbent and shovel into bags or pails.
 - viii. Seal and label the bag(s)/pail(s) and dispose as hazardous waste in the appropriate drum. This waste **must** be inventoried.

3. Spills of Solids

- a. Carefully sweep up and place spill residue into a plastic bag or plastic pail. Do not allow dust from the spill to become airborne.
- b. If the material is determined to be water reactive or dangerous when wet, do not use detergent or water. Carefully sweep material into a zip-lock bag for disposal into the proper drum. All zip-lock bags must be labeled to clearly identify the contents. Small amounts of material may be used to clean up non-water reactive spills.
- c. Soak up the residue with clean-up sheets, sweep up and place into plastic bag or pail.
- d. Seal the bag(s)/pail(s) and label. Dispose as hazardous waste into the appropriate drum. This waste **must** be inventoried.

B. Decontamination

Decontaminate all equipment used in an emergency response.

1. Wipe off all equipment with paper towels or disposable rags moistened with detergent.
2. Brooms may be cleaned with liquid detergent and a small amount of water. Squirt the water onto the broom and allow it to drain into the plastic clean-up bag containing spill residue and absorbent.
3. Fill the bag with enough absorbent to contain all liquids.
4. Contaminated rags or paper towels should be disposed of into the same labeled plastic bag as hazardous waste.

Section K

Site Closure Plan

Public Notification

Notification of facility closure will be distributed to the department in writing addressed to the appropriate parties thirty days prior to closure.

The Responsible official listed on the permit application cover page may be contacted regarding any closure notification.

Tony Fiala, Solid Waste Management Superintendent
4441 Gifford Road
Council Bluffs, IA 51501
712-890-5454

The City of Council Bluffs will direct mail to all residents in the service area notification of facility closure. This notification will include the date and time of closure and what other outlets for materials disposal are available in the area. Notification will also be posted in the public notice section of local newspapers along with press releases and postings at City Hall.

Closure of the facility will be carried out by City staff if possible. If not the City's current waste haulers, services will be utilized. In the event of closure all materials will be removed from the site within forty-five days of closure. This will be done utilizing the procedures outlined in Section I, Site Operation Plan.

Section L

Proof of Financial Assurance And Closure Cost Estimate

APPLIANCE DEMANUFACTURING SURETY BOND

Surety's Bond No.: 0519130

Principal: [insert legal name and business address of owner or operator] City Of Council Bluffs
Recycle Center, 4441 Gifford Road, Council Bluffs, Iowa 51501

Type of Organization: [insert "individual," "joint venture," "partnership," or "corporation"] City Owned

State of Incorporation: Iowa

Surety(ies): [insert name(s) and business address(es)] West Bend Mutual Insurance Company
8401 Greenbay Blvd., Suite 1100, Middleton, WI 53562

Solid waste permit number, name, address, and current closure cost estimate, or portions thereof, for which each solid waste management facility guaranteed by this bond:

Permit No. 78-ADP-01-02 City of Council Bluffs Recycle Center,

4441 Gifford Road, Council Bluffs, IA 51501

Closure Cost Estimate \$2,966.00

Total penal sum of bond: \$ 2,966.00

KNOW ALL PERSONS BY THESE PRESENTS, That we, the Principal and Surety(ies) hereto are firmly bound to the State of Iowa, as Obligee, in the above penal sum for the payment of which we bind ourselves, our respective heirs, executors, administrators, successors, and assigns, jointly and severally; provided that, where the Surety(ies) are corporations acting as co-sureties, we, the Sureties, bind ourselves in such sum "jointly and severally" only for the purpose of allowing a joint action or actions against any or all of us, and for all other purposes each Surety binds itself, jointly and severally with the Principal, for the payment of such sum only as is set forth opposite the name of such Surety, but if no limit of liability is indicated, the limit of liability shall be the full amount of the penal sum.

WHEREAS, said Principal is required, under Iowa Administrative Code 567 Chapter 118 (hereinafter Chapter 118) to have a permit in order to own or operate each solid waste management facility identified above; and

WHEREAS, said Principal has applied to said Obligee to operate a sanitary disposal project located within the State of Iowa and is required to provide financial assurance for closure care, as a condition of the permit and applicable laws, rules and regulations;

NOW, THEREFORE, THE CONDITON OF THIS OBLIGATION IS SUCH that if the Principal shall faithfully, before the beginning of final closure of each facility identified above, fund an account for the benefit of the Obligee in the amount(s) identified above for each facility, if said Principal fails to properly close the site within 30 days of permit suspension, termination, revocation or expiration. The Principal shall fully indemnify and hold harmless the Obligee against all loss to it caused by said Principal's breach of any ordinance, rule or regulation relating thereto, then this obligation shall be null and void; otherwise it shall remain in full force and effect.

Or, if the Principal shall provide alternate financial assurance, as specified in Chapter 118, as applicable, and submit documentation of such alternate assurance, within 60 days of receipt of a written notice of cancellation is received by both the Principal and the Obligee from the Surety(ies), then this obligation shall be null and void, otherwise it is to remain in full force and effect.

PROVIDED, THE LIABILITY OF THE SURETY shall become liable on this bond obligation only when the Principal has failed to fulfill the conditions described above. Upon notification by the Obligee that the Principal has failed to perform as guaranteed by this bond, the Surety(ies) shall place funds in the amount guaranteed for the facility(ies) into an account as directed by the Obligee.

The liability of the Surety(ies) shall not be discharged by any payment or succession of payments hereunder, unless and until such payment or payments shall amount in the aggregate to the penal sum of the bond, but in no event shall the obligation of the Surety(ies) hereunder exceed the amount of said penal sum.

The Surety(ies) may cancel the bond by sending notification by certified mail, return receipt requested, to the Principal and the Obligee, provided, however, that cancellation shall not occur during the 90 days beginning on the date of receipt of the notice of cancellation by both the Principal and the Obligee, as evidenced by the return receipts; and provided further, that nothing herein shall affect any rights or liabilities which shall have accrued under this bond prior to the date of such termination.

The Principal may terminate this bond only if the Principal substitutes alternate financial assurance prior to cancellation, or if said Principal is no longer required to demonstrate financial responsibility in accordance with Chapter 118.

IN WITNESS THEREOF, the Principal and Surety(ies) have executed this financial instrument under their respective hands and seals, this 15th day of August, 20 08.

The persons whose signatures appear below hereby certify that they are authorized to execute this surety bond on behalf of the Principal and Surety(ies).

City of Council Bluffs Recycle Center

Principal

[Corporate Seal]

Signature: [Signature]

Name: Thomas Hanafan

Title: Mayor

Signature: [Signature]

Name: Donn Dierks

Title: Health Department Director

West Bend Mutual Insurance Company

Corporate Surety(ies)

[Corporate Seal]

Signature: [Signature]

Name: Mark Abel

Title: Attorney-in-fact

Signature: [Signature]

Name: _____

Title: _____

State of Incorporation: Iowa

Power of Attorney

Know all men by these Presents, That West Bend Mutual Insurance Company, a corporation having its principal office in the City of West Bend, Wisconsin does make, constitute and appoint:

Mark Abel, Mike Deal, James Malone

lawful Attorney(s)-in-fact, to make, execute, seal and deliver for and on its behalf as surety and as its act and deed any and all bonds, undertakings and contracts of suretyship, provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed in amount the sum of \$1,000,000

This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of West Bend Mutual Insurance Company at a meeting duly called and held on the 21st day of December, 1999

Appointment of Attorney-In-Fact. The president or any vice president, or any other officer of West Bend Mutual Insurance Company may appoint by written certificate Attorneys-in-Fact to act on behalf of the company in the execution of and attesting of bonds and undertakings and other written obligatory instruments of like nature. The signature of any officer authorized hereby and the corporate seal may be affixed by facsimile to any such power of attorney or to any certificate relating therefore and any such power of attorney or certificate bearing such facsimile signatures or facsimile seal shall be valid and binding upon the company, and any such power so executed and certified by facsimile signatures and facsimile seal shall be valid and binding upon the company in the future with respect to any bond or undertaking or other writing obligatory in nature to which it is attached. Any such appointment may be revoked, for cause, or without cause, by any said officer at any time.

In witness whereof, the West Bend Mutual Insurance Company has caused these presents to be signed by its president undersigned and its corporate seal to be hereto duly attested by its secretary this 1st day of March, 2002.

Attest

James J. Pauly
James J. Pauly
Secretary



Anthony J. Warren
Anthony J. Warren
Chief Executive Officer / President

State of Wisconsin
County of Washington

On the 1st day of March, 2002 before me personally came Anthony J. Warren, to me known being by duly sworn, did depose and say that he resides in the County of Washington, State of Wisconsin; that he is the President of West Bend Mutual Insurance Company, the corporation described in and which executed the above instrument; that he knows the seal of the said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the board of directors of said corporation and that he signed his name thereto by like order.



John F. Duwell
John F. Duwell
Sr. Vice President
Notary Public, Washington Co. WI
My Commission is Permanent

The undersigned, duly elected to the office stated below, now the incumbent in West Bend Mutual Insurance Company, a Wisconsin corporation authorized to make this certificate, Do Hereby Certify that the foregoing attached Power of Attorney remains in full force effect and has not been revoked and that the Resolution of the Board of Directors, set forth in the Power of Attorney is now in force.

Signed and sealed at West Bend, Wisconsin this 15th day of August, 20 08



Kevin A. Steiner
Kevin A. Steiner
Sr. Vice President

Notice: Reproductions are not binding on the company. Any questions concerning this Power of Attorney may be directed to the Bond Manager at National Specialty Insurance, a division of West Bend Mutual Insurance Co.



THE SILVER LINING®

WB Index: 0519130

D

CONTINUATION CERTIFICATE

CITY OF COUNCIL BLUFFS RECYCLE CENTER
4441 Gifford Rd
Council Bluffs, IA 51501-8241

Principal:

CITY OF COUNCIL BLUFFS RECYCLE CENTER
4441 Gifford Rd
Council Bluffs, IA 51501-8241

Bond Number: 0519130

Bond Penalty: \$ 3,331.00

Bond Description: Iowa Appliance Demanufacturing

Bond Term: Continuous Until Canceled

West Bend Insurance Company hereby continues in force the bond referenced above, subject to all the covenants and conditions of the original bond.

This continuation is issued upon the express condition that the liability of West Bend Insurance Company under said Bond and this and all continuations thereof shall not be cumulative in any term, calendar year or licensing period unless specifically required by law, statute, ordinance or regulation of the obligee and shall in no event exceed the total sum above written or any amendments, endorsements, or riders attached thereto.

Effective January 1, 2024, West Bend Mutual Insurance Company changed its name to West Bend Insurance Company, therefore, any reference to West Bend Mutual Insurance Company shall be considered a reference to West Bend Insurance Company.

Obligee:

Iowa DNR

502 E 9th St
Des Moines, IA 50319-5005

Agent: **14854**

SMITH DAVIS INSURANCE
532 FIRST AVENUE
COUNCIL BLUFFS, IA 51503
***Telephone: 712-322-1600

Dated this 24th day of July, 2025.

THIS "Continuation Certificate" MUST BE FILED WITH THE ABOVE BOND.

PRINCIPAL COPY

MICHIGAN ONLY: This policy is exempt from filing requirements of Section 2236 of the Insurance Code of 1956, 1956 PA 218 and MCL 500.2236.

NB 0029 11 17